

**BY-LAWS OF THE
SUSTAINABILITY COMMISSION – CITY OF YPSILANTI**

ADOPTED 11 SEPTEMBER 2017

INTRODUCTION

The City of Ypsilanti is committed to lead by example, promote public participation and engage in community partnerships that improve our quality of life and protect the natural systems that sustain life for present and future generations.

Sustainability Commission Mission

ARTICLE I. NAME AND PRINCIPAL CONTACT

The name of the organization shall be the City of Ypsilanti Sustainability Commission (hereafter referred to as "Commission").

Sustainability Commission Composition

Nine voting members, serving for staggered three year terms, and two non-voting youth members serving one year terms.

ARTICLE II. PURPOSE AND OBJECTIVE

The Commission was established by Ordinance 1280, City Code Section 2.171 et seq.-as a fundamental component of the City's programs in sustainability and environmental leadership.

Section 1. The Commission shall act as an advisory body to the City Mayor and Council in the development or initiation of programs or actions that will enhance and create sustainable practices within the community.

Section 2. The Commission shall:

- a. Create a model of sustainability through efforts to advocate, educate and promote the social, economic and environmental health of the community now and into the future.
- b. Broaden the lens and scope of energy and environmental needs in the future such as wind, solar, clean air, water and improving infrastructure.

- c. Recognize natural resources as chief assets of the City of Ypsilanti and encourage responsible stewardship of these assets.
- d. Collaborate with citizens, employees, employers, service providers and other governmental agencies and educational agencies to share ideas.
- e. Create a Sustainability Plan.
- f. Review the City of Ypsilanti's Climate Action Plan and Alternate Fuel Policy along with the Michigan Green Communities Challenge and other plans and policies and to continue the work of said plans and policies.
- g. Prioritize sustainability policies.

ARTICLE III. MEMBERSHIP AND APPOINTMENT

Section 1. The voting members of the Commission shall include representatives that have a professional affiliation with, or expertise in, one or more of the following areas:

- a. Energy
- b. Sustainable land use and transportation
- c. Open space and land preservation
- d. Green building practices
- e. Air quality/climate
- f. Water quality
- g. Recycling/waste reduction
- h. Environmental justice
- i. Education
- j. Small and/or local business
- k. Green jobs/workforce training
- l. Human/environmental health
- m. Agriculture/food security
- n. Community, grassroots environmental efforts
- o. Finance and governance

Section 2. Staff from the City of Ypsilanti shall attend in a nonvoting capacity to serve as a liaison between the City Mayor, City Council and the Commission.

Section 3. The Commission shall, by a majority of a quorum of the Commission at a proper meeting, supervise and direct the business and affairs of the Commission, except as otherwise expressly provided by law or these bylaws.

Section 4. Commissioners shall be city residents, except that not more than three commissioners may be non-residents of the city of Ypsilanti. Appointment Commissioners shall be appointed by the Mayor with the approval and confirmation of a majority of city council. Non-resident commissioners shall require a finding of the best interest of the city and approval and confirmation of not less than five affirmative votes

of city council members.

Section 5. The Commission may recommend candidates to the Mayor for appointment.

Section 6. Vacancies shall be filled by the following process:

- a. The Mayor, is notified of the vacancy by the City Clerk;
- b. The Commission may request nominations, review applications, and make recommendations to the Mayor;
- c. Mayor selects members to serve on the Commission;
- d. The City Council confirms the appointment; and
- e. A person appointed to fill a vacancy shall serve the balance of the unexpired term.

Section 7. Members shall serve for a term of three (3) years and may be reappointed for one (1) subsequent three (3) year term subject to the following:

- a. Terms will be based on the city's fiscal year, July 1 – June 30.
- b. Any member may resign at any time by giving written notice of such resignation to the Chair of the Commission and to the Mayor through the Office of the Mayor.
- c. The Mayor may remove any member according to law.
- d. The Commission Chair and Vice-Chair, elected by majority vote of the commission at the beginning of each fiscal year, shall serve in the office of chair or vice chair for one year terms.
- e. The City Council, upon recommendation of the Mayor, may remove a member for official misconduct, willful neglect of duty, extortion, habitual drunkenness, conviction of being drunk, or conviction of a felony.

ARTICLE IV. MEETINGS

- a. Meetings of the Sustainability Commission shall be held on the first Monday of each month except when a holiday or other special circumstance requires a change in meeting time. When possible, the re-scheduled meeting day will be the second Monday of the month. The time of the meeting being 7:00 P.M.
- b. Special meetings may be held at the call of the Chair, or in her or his absence, the Vice-Chair.
- c. All meetings shall be open to the public and subject to the Open Meetings Act.
- d. The Chair or Vice-Chair may authorize a telephone or e-mail poll of the members of the Commission for the purpose of canceling a meeting.
- e. Three unexcused absences from regular meetings in a fiscal year shall create a vacancy in the office and, after 14 days' notice to the absent member, the Mayor

shall fill the vacancy by appointment with the consent of City Council.

ARTICLE V. AMENDMENTS

These bylaws may be amended by two thirds vote of a quorum of members attending a meeting called to consider the question of amendment. Notice of the meeting shall be announced at a regular meeting not less than 14 days before the meeting to amend, and a copy of the meeting notice and the proposed amendments must be furnished each member, in writing, by personal service, first class mail or e-mail.