

**RESOLUTION NO. 2013-69**

**RESOLUTION ESTABLISHING THE FOREST GROVE  
SUSTAINABILITY COMMISSION AND BYLAWS  
AND AMENDING RESOLUTION NO. 2006-10**

**WHEREAS**, Resolution No. 2006-10 sets the policy to establish boards, commissions; and committees; and

**WHEREAS**, citizens formed an Ad Hoc Committee on Sustainability in October, 2011; and

**WHEREAS**, the Ad Hoc Committee as one of its tasks, developed a program to identify sustainability efforts in the community; and

**WHEREAS**, the City Council has recognized the need to continue sustainability efforts for the City of Forest Grove by identifying the establishment of a City Sustainability Commission as part of its work program for Fiscal Year 2013/2014.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF FOREST GROVE AS FOLLOWS:**

**Section 1.** That the Forest Grove Sustainability Commission is hereby established by City Council.

**Section 2.** That the purpose and objectives of the Forest Grove Sustainability Commission and Bylaws are hereby adopted as provided in the attached Exhibit A.

**Section 3.** That Resolution No. 2006-10 is hereby amended to add the Forest Grove Sustainability Commission, which will consist of thirteen members with four-year terms.

**Section 4.** This resolution is effective immediately upon its enactment by the City Council.

**PRESENTED AND PASSED** this 28<sup>th</sup> day of October, 2013.

  
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Anna Ruggles, City Recorder

**APPROVED** by the Mayor this 28<sup>th</sup> day of October, 2013

  
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Peter B. Truax, Mayor

## **FOREST GROVE SUSTAINABILITY COMMISSION**

### **I. PREFACE**

The Forest Grove Sustainability Commission is a City advisory board composed of persons having interest or involvement in the three aspects of sustainability: environment, economic and social. As a City commission, it advises and makes recommendations to the City Council on sustainability-related matters.

The following includes a purpose and mission statement for the commission that was adopted by the Ad hoc Committee on Sustainability. Bylaws are included that follow the same outline as other City boards and commissions.

The following does not address possible support or contributions by other organizations with sustainability programs. An example is the Center for a Sustainable Society at Pacific University to share in administrative support. Another possibility is for the Center or professors from time-to-time to share any research or findings they have found related to sustainability.

### **II. PURPOSE**

The City of Forest Grove recognizes that sustainability is essential for the continued livability of the planet. While a global concern, solutions at the local level are critical. The Sustainability Commission is responsible for helping to implement the strategies outlined in the Forest Grove Sustainability Action Plan dated October 15, 2013, accepted by Council Resolution No. 2013-69 on October 28, 2013. This responsibility, to the extent possible, includes not only the City of Forest Grove as an organization but also other institutions and groups in the community. The Commission is also responsible to pursue other efforts related to sustainability beyond the Action Plan.

### **III. MISSION STATEMENT**

The people of Forest Grove are committed to improving the quality of life in our community by providing stewardship of our economic, social, environmental and cultural resources in a manner that is equitable for all present and future generations.

The City of Forest Grove recognizes its responsibility to:

- Provide efficient, equitable and responsible access to and use of social, economic and natural resources;

- Use resources cost-effectively while ensuring they are used no faster than they can be replenished through natural systems;
- Assure that the benefits and costs of society are equitably distributed throughout the community;
- Consider the long-term environmental, economic and social impacts of our actions;
- Promote education and awareness of the benefits of sustainable practices to enhance the community;
- Support citizens, organizations, businesses and neighborhoods, both within and outside the community, to invest in sustainability and continually improve their practices and environments;
- Prioritize long-term needs over short-term gains to ensure that the resources necessary to sustain life are available now and in the future.

**FOREST GROVE SUSTAINABILITY COMMISSION  
BYLAWS**

- I. PURPOSE.** The City of Forest Grove recognizes that sustainability is essential for the continued livability of the planet. While a global concern, solutions at the local level are critical. The Forest Grove Sustainability Commission is responsible for helping to implement the strategies outlined in the Forest Grove Sustainability Action Plan, dated October 15, 2013, accepted by Council Resolution No. 2013-69 on October 28, 2013. This responsibility, to the extent possible, includes not only the City of Forest Grove as an organization but also other institutions and groups in the community.
- II. MEMBERSHIP.** The Forest Grove Sustainability Commission consists of thirteen (13) members appointed by the City Council. Members represent a diverse range of interests and experiences related to sustainability and are selected from, but are not limited to, the groups listed below. As long as the Commission is broad-based, not every group need be represented, and individual members may represent more than one group.
- (1) Pacific University
  - (2) Non-profit public service organizations (e.g. Adelante Mujeres, faith-based organization, CAO)
  - (3) Clean Water Services
  - (4) Forest Grove School District
  - (5) Students of Pacific University and Forest Grove High School
  - (6) Persons with a demonstrated interest in sustainable business practices, building and design, energy conservation or alternative energy sources
  - (7) Educators
  - (8) Persons with a diversity of ethnic and cultural affiliations
  - (9) Persons with diverse economic backgrounds and interests
  - (10) Members of community or neighborhood groups
- III. TERMS OF OFFICE.** The term of office is four years with staggered terms; members may be reappointed. A member may be removed by the Council, after hearing, for misconduct or nonperformance of duty. A member who is absent from three consecutive scheduled meetings, without having been excused by the Chair, may be removed by the Council. Vacancies are filled by the Council for the unexpired term.

- IV. OFFICERS.** At the first scheduled meeting in the calendar year, the Commission elects a Chair and Vice Chair who are voting members and who hold office at the pleasure of the Commission.

**Secretary and Staff Support.** The City Manager designates a lead department to provide administrative support to the Commission.

**Annual Report.** The Commission, on or before October 1 of each year, submits a report of its transactions to the Council.

**Expenses.** Commission members receive no compensation but may be reimbursed for duly authorized expenses.

**Meetings and Rules.** A majority of the Commission constitutes a quorum. The Commission meets as it deems necessary and meets upon the call of the Chair. The Commission meets not less than four times per year. The Commission may make and alter rules and regulations for its governance and procedures, consistent with the laws of this State and with the City Charter and ordinances.

- V. POWERS AND DUTIES.** The Sustainability Commission is advisory to the Council and:

- (1) Makes recommendations to the Council and City Manager for strategies or actions designed to implement the Sustainability Action Plan and any subsequent updates endorsed by the City Council;
- (2) Presents an annual work plan and meets with the City Council to secure approval of the work plan;
- (3) Proposes changes to the Sustainability Action Plan, as deemed necessary, and seeks endorsement by the City Council;
- (4) Provides a forum for addressing public concerns related to sustainable policies and practices;
- (5) Works on sustainability-related projects as directed by the Council and City Manager;
- (6) Provides input on sustainability policies and practices that reflect community values;
- (7) Assists the City Council and City Manager in balancing community priorities and resources by advising them on sustainability issues.