ORDINANCE NO. 97 -2008

AMENDING THE CODIFIED ORDINANCES CHAPTER 1, PART 5, SECTION "N" CITIZENS ENVIRONMENTAL ADVISORY BOARD, BY CHANGING THE NAME OF THE ENVIRONMENTAL ADVISORY BOARD TO ENVIRONMENTAL ADVISORY COUNCIL.

SECTION 1: Part 5 Boards, Departments, Commissions, Committees and Councils, Chapter 1 Administration and Government of the City of Reading Codified Ordinances is hereby amended as follows; all other provisions of the City of Reading Codified Ordinances inconsistent herewith are repealed.

§ 1-599.41. PURPOSE

The ~~EAB~~ EAC dually organized under these bylaws shall have the power to study environmental and sustainability issues at the request of City Council and make recommendations to Council on those issues. The ~~EAB~~ EAC will work with City Council in an advisory capacity in an effort to help Council analyze environmental and sustainability issues and when appropriate issue recommendations on courses of action necessary to protect the health, safety and welfare of the residents of Berks County.

§ 1-599.42. MEMBERSHIP

1) The ~~EAB~~ EAC is composed of seven (7) voting members, chosen to serve three year staggered terms and appointed by City Council. These members shall reflect the geographic, demographic, technical, and non-technical backgrounds of the citizens of Reading.

2) Advisory ~~Board~~ Council members having three or more unexcused absences in a calendar year may be replaced by City Council. Notification of potential dismissal from the Advisory Council will be mailed by the Chair to the board member following a second absence within a calendar year.

§ 1-599.43. MEETINGS AND VOTING

1) Monthly meetings. Regular meetings of the ~~EAB~~ EAC will be determined by the membership of the ~~EAB~~EAC. Notices of a ~~EAB~~ EAC meetings will be posted on the City of Reading website, the Municipal Access Channel and if necessary, a newspaper of general record.

2) Special Meetings. Special meetings may be requested by the Chair, or by a majority of the ~~EAB~~ EAC members. Such special meetings shall be held at such place, date

and hour as may be designated by the person or persons authorized herein to call such a meeting.

3) Written or phone notice of such a special meeting shall be given by the Chair to the Advisory Council members at least five(5) days and not more than twenty-one (21) days prior to the meeting. City Council and the public shall be notified for such meetings in appropriate manner; i.e. posting the date, time and location on the City website, posting on the municipal access channel, sending a letter to City Council, etc.

4) Quorum. In the event a quorum is not present at any meeting, the members may reschedule the meeting for a later date with the required notice. A quorum shall consist of more than 2/3 of the current voting members. The act of the majority of the members present at a meeting at which a quorum is present shall be the act of the Council.

5) Voting. Each member is entitled to one vote, with the voting governed by parliamentary procedure according to Robert's Rules of Order.

6) Notes: notes from meetings will be kept and copies of the meeting's notes will be sent to the City Clerks Office and each member of the ~~EAB~~EAC.

7) All meetings or portions of meetings at which action is taken shall be open to the public. However, the ~~EAB~~EAC may meet in closed session for discussion purposes, pursuant to "The Sunshine Act of 1987."

§ 1-599.44. OFFICERS AND COMPENSATION

1) Officers. The ~~EAB~~EAC shall elect from among their members a Chair and a Vice-Chair at the first meeting of each calendar year. Officers shall serve for one year or until their successors are elected.

2) Chair. The Chair shall preside at all meetings of the ~~Board~~ Council and shall have the duties and powers normally invested in the Office of Chair. He/she shall enforce the by laws and regulations of the ~~EAB~~EAC. He/she shall be the official spokesperson for the ~~EAB~~EAC.

3) Vice-Chair. The Vice-Chair shall carry out the Chair's duties in case of absence, incapacity, or resignation.

4) Secretary. The Secretary will be responsible for keeping the official minutes of the ~~EAB~~EAC and preparing all correspondence on behalf of the ~~EAB~~EAC.

5) Compensation. No board member shall receive any salary or payment for his/her services. Financial support of the ~~EAB~~EAC can be provided by City Council through the authorization of an appropriation to the General Fund Budget.

§ 1-599.45. DUTIES

1) To coordinate at the request of Council ongoing, and to propose and promote new environmental protection and sustainability initiatives among residents, businesses, governmental and non-governmental agencies, and educational organizations through education and outreach programs.

2) To advise and make recommendations to City Council, City Administration, and City boards, authorities and commissions on policies and programs that infuse the work of City government with an operating philosophy based on environmental protection and sustainability.

3) To recommend plans and programs to the appropriate agencies for promotion and conservation of natural resources and for the protection and improvement of the quality of the environment within the City of Reading and surrounding areas.

4) Make recommendations as to the possible use of open land areas within the the City of Reading.

5) To promote community environmental awareness programs.

6) Keep an index of all open areas, publicly or privately owned including but not limited to: flood prone areas, wetlands and other unique natural areas.

7) To prepare an annual report to City Council on its activities, goals and accomplishments.

8) For each issue that the ~~EAB~~EAC reviews, it will generate a report to City Council that sets forth its findings and dissenting opinions if any.

9) To consult and cooperate with other agencies, departments, boards, authorities and commissions of the City of Reading on environmental matters.

§ 1-599.46. BYLAWS

1) The ~~Environmental Advisory Board~~ Environmental Advisory Council Bylaws will be drafted and adopted by City Council.

2) If at any time the established bylaws are determined to be at conflict with ~~EAB~~ EAC activities or impose too great a set of constraints, the ~~EAB~~EAC may request City

Council amend the bylaws. The request, along with specific recommendations must be submitted to City Council in writing. Upon receiving a request for amendment, City Council will meet with representatives of the ~~EAB~~ EAC to discuss the request. Amendments to the ~~EAB~~EAC bylaws must be approved by City Council through Resolution.

3) City Council reserves the right to amend the bylaws of the ~~EAB~~ EAC through the adoption of subsequent Resolutions.

§ 1-599.47. HEARINGS

1) In addition to those required by law, the ~~EAB~~EAC may hold public hearings when the ~~EAB~~EAC and City Council decide that such hearings will be in the public interest.

2) Except as required by law, notice of the time and place of such hearings, when on matters of widespread interest, shall be published in at least one newspaper of general circulation in the territorial jurisdiction of the hearing, not earlier than two weeks prior to the hearing. For matters of limited territorial interest, notice shall be given in such manner as is deemed appropriate by the ~~EAB~~EAC.

3) The matter before the ~~EAB~~EAC shall be presented in summary by some person designated by the Chair, and parties in interest shall have privilege of the floor.

4) No record or statement shall be recorded or sworn to by the ~~EAB~~EAC as evidence for any Court of Law without notice to the parties mentioned in the record or statement.

5) A record shall be kept of those speaking before the ~~EAB~~ EAC at such hearings.

6) Copies of all testimony and other evidence provided at a Public Hearing must be forwarded to the City Clerks Office at the conclusion of the hearing.

§ 1-599.48. INTER MUNICIPAL COOPERATION

1) No part of this Ordinance shall prohibit the Reading Environmental Advisory ~~Board~~ Council from cooperating with similar organizations in other jurisdictions.

2) In the interest of efficiency the Reading Environmental Advisory ~~Board~~ Council may wish to form a joint board with other jurisdictions. Any merger shall be treated as an amendment of this ordinance requiring the approval of City Council.

SECTION 2: Effectiveness of Ordinance. This Ordinance will become effective in ten (10) days, in accordance with Charter Section 219.

Enacted March 24, 2008

Council President

Attest:

City Clerk

Submitted to Mayor: _____
Date: 3/25/08

Received by the Mayor's Office: _____
Date: 3/25/08

Approved by Mayor: _____
Date: 3/27/08

Vetoed by Mayor: _____
Date: _____

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Ordinance passed by the Council of the City of Reading, on the 24th day of March A. D. 2008. Witness my hand and seal of the said City this 28th day of March A. D. 2008.

CITY CLERK