



# **CITY COUNCIL**

## **Meeting Agenda**

**REGULAR MEETING  
VIRTUAL MEETING**

**MONDAY, JANUARY 10, 2022  
at the conclusion of the COW Meeting**

*The Regular Meetings of City Council are filmed and can be viewed LIVE while the meeting is taking place via the attached Zoom link and dial-in phone number, on Facebook and on BCTV MAC Channel 99 or at your convenience at <https://www.readingpa.gov/content/city-council-video>.*

*Due to COVID-19, the public is prohibited from physically attending the meeting. In person attendance is permitted in the Penn Room in City Hall – use the 8<sup>th</sup> Street doors. To attend the meeting via our virtual app, please log-in using the link or the dial-in phone number below. Please see the Public Comment Instructions on Page 2.*

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://readingpa.zoom.us/j/82849369743?pwd=NnFybWtBMDdtdklrVXd4Ynhpb095QT09>

Passcode: 121442

Or One tap mobile:

+13017158592,,82849369743#,,,,\*121442# US (Washington DC)

+13126266799,,82849369743#,,,,\*121442# US (Chicago)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248 7799 or +1 720 707 2699 or 888 475 4499 (Toll Free) or 877 853 5257 (Toll Free)

Webinar ID: 828 4936 9743

Passcode: 121442

### **RULES FOR PUBLIC PARTICIPATION AT COUNCIL MEETINGS**

The Administrative Code, Section § 5-209 defines public participation at Council meetings.

1. Citizens attending Council meetings are expected to conduct themselves in a responsible and respectful manner that does not disrupt the meeting.

2. Those wishing to have conversations should do so in the hall outside Council Chambers in a low speaking voice.
3. Public comment will occur only during the Public Comment period listed on the agenda at the podium and must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Clapping, calling out, and/or cheering when a speaker finishes his comments is not permitted.
4. Citizens may not approach the Council tables at any time during the meeting.
5. Any person making threats of any type, personally offensive or impertinent remarks or any person becoming unruly while addressing Council may be called to order by the Presiding Officer and may be barred from speaking, removed from Council Chambers and/or cited.
6. Failure to abide by these regulations could result in your removal from Council Chambers and/or a citation. These regulations are meant to avoid disruptions at the meeting and they are not meant to interfere with public participation.

## **1. OPENING MATTERS**

### **A. CALL TO ORDER**

**B. INVOCATION:** Joby Soissman, Celebrate Recovery

### **C. PLEDGE TO THE FLAG**

### **D. ROLL CALL**

### **E. EXECUTIVE SESSIONS:**

## **2. PROCLAMATIONS AND PRESENTATIONS**

## **3. PUBLIC COMMENT – AGENDA MATTERS:**

*Due to COVID-19 the public speaking requirements have been modified. Comments posted in Zoom Chat and on Facebook are not considered public comment and a response may not occur.*

### Public Comment Instructions:

- To comment at a Regular Business Meeting, citizens can register by calling or emailing the City Clerk's Office by noon on the day of the regular meeting. Instructions to access the virtual meeting app or dial-in will be provided upon registration. Call 610-655-6205 or e-mail [council@readingpa.gov](mailto:council@readingpa.gov)
- Public comment for Regular Business meetings will also be accepted in writing by 4pm on the day of the meeting through an e-mail to [council@readingpa.gov](mailto:council@readingpa.gov). The message must clearly be marked as Public Comment. The comment received in writing will be read into the record at the Regular Meeting.

- Those wishing to provide in-person comment at a Regular Meeting in the Penn Room must register with the City Clerk no later than 4 pm on the day of the meeting by calling 610-655-6204 or emailing council@readingpa.gov. The procedure to register to comment by signing a registration sheet before the start of the regular meeting will be suspended until the meetings are fully opened with everyone gathering in Council Chambers.
- Public speaking rules adopted by Council allow those speaking on agenda matters to speak for 5 minutes and 3 minutes for non-agenda matters.

*All remarks must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Any comment that is personally offensive or impertinent will not be read into the record. Comments on agenda matters are limited to 5 minutes in length and comments on non-agenda matters are limited to 3 minutes in length.*

#### **4. APPROVAL OF AGENDA & MINUTES**

**A. AGENDA:** Meeting of January 10, 2022

**B. MINUTES:** December 27, 2021 Regular Meeting

Approving the summation of discussion from the December 27, 2021  
COW

#### **5. Consent Agenda Legislation**

*The Consent Agenda is designed to provide efficient approval of non-controversial legislation that does not require discussion/debate by giving approval via acclimation when the meeting agenda is approved. The President of Council will call Council's attention to the list of Consent Agenda legislation at the meeting before action is taken, which allows Council to remove a piece of legislation for separate consideration.*

**A. Award of Contract –**

**B. Resolution –** authorizing the City's bank accounts for 2022

**C. Resolution –** ratifying the COVID-19 Declaration of Disaster Emergency executed by the Mayor and Council President on January 4, 2022 and authorizing the continuance and renewal of the Declaration of Disaster Emergency not to exceed ninety days or the expiration of any Declaration of Disaster Emergency enacted by the Commonwealth of Pennsylvania, whichever expires later, unless further action is taken by Council.

**D. Resolution –** authorizes the disposition of the 2015 Financial Interest Statements, Gift Reports and Campaign Finance Reports in the City Clerk's Office

#### **6. ADMINISTRATIVE REPORT**

**7. REPORT FROM OFFICE OF THE AUDITOR**

**8. REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS**

**9. ORDINANCES FOR FINAL PASSAGE**

**Pending Legislation**

**Bill 93-2021** – ARPA Plan *Introduced at the Oct 4 Special Meeting; tabled at the Dec 13<sup>th</sup> meeting*

**A. Bill No. 96-2021** – amending Chapter 23, Section 101, of the City Code by changing the number of members of the Planning Commission from five to seven members *Introduced at the December 13 regular meeting; Tabled at the December 27 regular meeting*

**B. Bill No. 106-2021** – amending the City Code Chapter 23 Part 1201 Downtown Revitalization Public Private Partnership *Introduced at the December 13 regular meeting; tabled at the December 27 regular meeting*

**C. Bill No. 1-2022** – allocating \$3M in APRA funding to First Energy Stadium for the required stadium improvements *Introduced at the December 27 regular meeting*

**D. Bill No. 2-2022** – authorizing a budget amendment for unscheduled demolitions by Transferring \$152,000 from Finance IT to CD Trades *Introduced at the December 27 regular meeting*

**E. Bill No. 3-2022** – authorizing a budget amendment to cover Self Insurance expenses through the end of 2021 - Liability Claims in the amount of \$155,200.00; Premium Payments in the amount of \$101,100.00 and Other Insurance Premium in the amount of \$63,700.00; funded by an increase in Transfer from Fund Balance budget line item in the amount of \$320,000.00 *Introduced at the December 27 regular meeting*

**F. Bill No. 4-2022** – authorizing budget transfer of \$100,000.00 from Sidewalk Repair/Replacement to Solid Waste to provide a funding incentive to assist with costs incurred to construct and or purchase approved screening for dumpsters and trash receptacles located in the right of way, as per the newly enacted dumpster ordinance *Introduced at the December 27 regular meeting*

**G. Bill No. 5-2022** – amending the 2022 Position Ordinance as per the Mayor to reflect a change to the title of the position of Executive Assistant in the Mayor’s Office to Special Assistant and to reflect an increase in the base salary of the Special Assistant position from \$53,000 to \$63,652.50 per annum ***Introduced at the December 27 regular meeting***

**H. Bill No. 6-2022** – amending the City Code by creating Chapter 317 Invasive Plants and Noxious Weeds to regulate and provide guidance to landowners to responsibly control invasive plants and noxious weeds to allow the re-establishment of native plants and to implement the City’s obligations under the Controlled Plant and Noxious Weed Act, 3 PA CS Section 1501 et seq. ***Introduced at the December 27 regular meeting***

## **10. INTRODUCTION OF NEW ORDINANCES**

**A. Bill No.** – amending City Code Chapter 576 Snow and Ice Emergency

**B. Bill No.** – authorizing the administration to write off the net unreimbursed cost allocations recorded between the General Fund and the City’s Water Fund where the City’s Water Fund was to reimburse the General Fund a net amount of \$157,636.48 will both be adjusted to zero

**C. Bill No.** – amending City Code Chapter 5, Part 202 General Provisions by adding the Third Class City Code requirement for council members to be sworn into office within 14 days of the organization meeting

**D. Bill No.** – – directing the Berks County Board of Elections to place a referendum question before city voters on the 2022 Primary Election Ballot which would amend the City of Reading Home Rule Charter by eliminating the requirement for the City’s Public Works Director to be a civil engineer

## **11. RESOLUTIONS**

**A. Resolution** –

## **12. PUBLIC COMMENT – GENERAL MATTERS**

*Please see public speaking rules on second page*

## **13. COUNCIL BUSINESS/COMMENTS**

## **14. COUNCIL MEETING SCHEDULE**

**Monday, January 10**

*Committee of the Whole – 5 pm*

*Regular Meeting – immediately following*

**Monday, January 17**

*\*\*City Hall Closed – Martin Luther King Holiday\*\**

**Tuesday, January 18**

*Nominations & Appointments Committee – 4 pm*

*Committee of the Whole – 5 pm*

**Monday, January 24**

*Committee of the Whole – 5 pm*

*Regular Meeting – immediately following*

**15. ADJOURN**

Drafted By: Finance Director  
Sponsored/Referred by: Finance Director  
Introduced on: January 10, 2022  
Advertised on: N/A

RESOLUTION NO. \_\_\_\_\_ 2022

THE COUNCIL OF THE CITY OF READING HEREBY RESOLVED AS FOLLOW:

Authorizing the Bank Accounts for the City of Reading for the 2022 Calendar/Fiscal Year as attached in Exhibit A.

Adopted by Council \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
Linda A. Kelleher  
City Clerk

**City of Reading  
Bank Account Information  
2022**

**CITY OF READING  
BANK ACCOUNTS  
2022**

<b>Fund</b>	<b>Account Name</b>	<b>Bank</b>
	Cash - Payroll Checking	<b>Wells Fargo</b>
	Cash - GDA	<b>Wells Fargo</b>
	Cash - Recycling Escrow	<b>Wells Fargo</b>
	Cash - General Fund	<b>Wells Fargo</b>
	Cash - General Savings Interest Bearing Account	<b>Wells Fargo</b>
	Cash - Special Police Academy Account	<b>Wells Fargo</b>
	Cash - EMS Billing Account	<b>Wells Fargo</b>
	Cash - Flexible Spending Account	<b>Wells Fargo</b>
	Cash - PUBLIC FUND INT CHECKING	<b>BB&amp;T</b>
	Cash - Solicitor	<b>Wells Fargo</b>
	Cash - DID Dissolution Account	<b>Wells Fargo</b>
	Cash - General Agency	<b>Wells Fargo</b>
	Cash - Motor License Fund Interest Bearing Account	<b>Wells Fargo</b>
	Cash - Community Dev.	<b>Wells Fargo</b>
	Cash - Section 108	<b>Wells Fargo</b>
	Cash - CDBG Program Income	<b>Wells Fargo</b>
	Cash - EZ Fred Program Income	<b>Wells Fargo</b>
	Cash - Home Program Income Interest Bearing Account	<b>Wells Fargo</b>
	Cash - NSP2 Program Income	<b>Wells Fargo</b>
	Cash - Section 108 Cash (Hotel Related)	<b>Fulton</b>
	Cash - Capital Project Interest Bearing Account	<b>Wells Fargo</b>
	Cash - Reading Phillies Project Account	<b>Fulton</b>
	Cash - Street Paving	<b>Wells Fargo</b>
	Cash - City Facilities	<b>Wells Fargo</b>
	Cash - Housing Improvements	<b>Wells Fargo</b>



Cash – Library	Wells Fargo
Cash – American Rescue Plan	Wells Fargo
Cash - Self Insurance	<b>Wells Fargo</b>
Cash - Healthcare	<b>Wells Fargo</b>
Cash - Water	<b>Wells Fargo</b>
Cash - Recycling	<b>Wells Fargo</b>
Cash - Sewer Fund	<b>Wells Fargo</b>
Cash - Sewer Fund Interest Bearing Account	<b>Wells Fargo</b>
Cash - Retail Sewer Fund Interest Bearing Account	<b>Santander</b>
Cash - Capital Reserve - Transportation Account	<b>Santander</b>
Cash - Capital Reserve - Treatment Account	<b>Santander</b>
Cash – Capital Reserve – ICF / Debt Service Account	<b>Santander</b>

Drafted by  
Sponsored by/Referred by  
Introduced on  
Advertised on

Law Department  
Mayor/Council President  
January 10, 2022  
N/A

**RESOLUTION NO. \_\_\_\_\_-2022**

**THE COUNCIL OF THE CITY OF READING HEREBY RESOLVES AS FOLLOWS:**

Ratifying the Declaration of Disaster Emergency executed by the Mayor and Council President on Tuesday, January 4, 2022 and authorizing the continuance and renewal of the Declaration of Disaster Emergency not to exceed ninety days or the expiration of any Declaration of Disaster Emergency enacted by the Commonwealth of Pennsylvania, whichever expires later, unless further action is taken by Council.

Adopted by Council \_\_\_\_\_, 2022

\_\_\_\_\_  
Jeffrey Waltman, President of Council

Attest:

\_\_\_\_\_  
Linda A. Kelleher City Clerk



**Eddie Moran, Mayor**  
**Jeffrey S. Waltman, Sr.,**

**President of City Council**

**815 Washington Street | Reading PA 19601 | 1-877-727-3234**

**DECLARATION OF DISASTER EMERGENCY  
FOR THE CITY OF READING, PENNSYLVANIA**

**WHEREAS**, since March 2020 the City, like the rest of the world, has been severely affected by the novel coronavirus, COVID-19, resulting in the spread of illness and resulting in a tragic number of deaths; and

**WHEREAS**, despite mitigation efforts and some success in limiting the spread of the virus, variants of the virus have created a new surge in the spread of the virus; and

**WHEREAS**, on March 11, 2020, the World Health Organization declared COVID-19 a pandemic; and

**WHEREAS**, on March 12, 2020, the Berks County Commissioners issued a Declaration of Disaster Emergency; and

**WHEREAS**, on March 13, 2020, the President of the United States declared a national emergency to address COVID-19; and

**WHEREAS**, the City issued disaster emergency declarations beginning in March of 2020 and ending on or around June 28, 2021 when the General Assembly ended the Commonwealth's declaration of disaster emergency; and

**WHEREAS**, the Pennsylvania Emergency Management Services Code (35 Pa.C.S. § 7501) authorizes the governing body of a political subdivision to declare a disaster emergency "upon the finding a disaster has occurred or is imminent;"

**WHEREAS**, on December 30, 2021, Berks County issued a declaration of emergency due to the recent surge in cases; and

**NOW, THEREFORE**, we, the undersigned Mayor of the City of Reading and City Council President pursuant to the provisions of Section 7501 of the Pennsylvania Emergency Management Services Code (35 Pa.C.S. § 7501), as amended, do hereby proclaim the existence of a disaster emergency in the City of Reading due to COVID-19 and its variants.

**FURTHER**, we direct the City of Reading Emergency Management Coordinator and response team to coordinate the activities of the emergency response, to coordinate the City’s activities of the emergency response, to work with county, state and federal authorities, to take all appropriate action needed to alleviate the effects of this disaster, to aid in the restoration of essential public services, and to take any other emergency response action deemed necessary to respond to this emergency.

**FURTHER**, in light of the exigencies of this disaster emergency and pursuant to 35 Pa.C.S. § 7501(d), we authorize the temporary suspension of all formal requirements, including all time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, the incurring of obligations, the employment of temporary workers, the rental of equipment, the purchase of supplies and materials, the levying of taxes and the appropriation and expenditure of public funds.

This Proclamation of Declaration of Disaster Emergency shall take effect immediately and shall remain in effect for seven (7) days unless extended by City Council pursuant to the City’s Home Rule Charter.

**Authorized this 3rd day of January, 2022**

\_\_\_\_\_  
Eddie Moran  
Mayor, City of Reading

\_\_\_\_\_  
Jeff Waltman  
City Council President

ATTEST:

\_\_\_\_\_  
Linda A. Kelleher City Clerk

\_\_\_\_\_  
Date

Drafted by Deputy City Clerk  
Sponsored by/Referred by City Council

RESOLUTION NO. \_\_\_\_\_ 2022

**Whereas**, by virtue of Resolution 134-2009, adopted December 14, 2009, the City of Reading declared its intent to follow the procedures for the disposition of records set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued in 2009; and

**Whereas**, in accordance with Act 428 of 1968 (as amended) each individual act of disposition shall be approved by resolution of the governing body of the municipality:

**NOW THEREFORE, the Council of the City of Reading hereby resolves as follows:**

In accordance with the above cited schedule, Council hereby authorizes the disposition of the following public records:

City Clerk  
Financial Interest Statements, 2015  
Gift Reports, 2015  
Campaign Finance Reports, 2015

Adopted by Council on \_\_\_\_\_ 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

**TO:** City Council  
**FROM:** Abraham Amorós, Managing Director  
**PREPARED BY:** Maritza Loaiza, Special Assistant  
**MEETING DATE:** January 10, 2022  
**AGENDA MEMO DATE:** January 6, 2022

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**FIRE:**

- The Fire Department’s 9<sup>th</sup> & Marion Fire Station project is progressing. Site work is currently underway.

**HUMAN RELATIONS COMMISSION:**

- As of December 30<sup>th</sup>, HRC has:
  - 1,171 total rent and utility assistance applications were received (an addition of 37 applications since last reported).
    - 1,107 applications for rental assistance
      - 716 applicants were facing eviction
      - 299 applicants were not actively facing eviction
      - 106 applicants resided outside of the City but within the County.
    - 64 applications for utility assistance
- The Rental Assistance and Utility Assistance Programs have helped 283 city families. The total assistance comes in at a monetary amount of \$1,090,585.14.
- Hardship Funds have assisted 221 city homeowners in the monetary amount of \$48,397.30.

**LIBRARY:**

- The Reading Public Library has a new Executive Director. Ms. Melissa Adams joined the Library team and City Executive staff in mid-December. We want to give her a warm welcome, and we look forward to sharing her updates as she leads our public libraries.

## **CITY AUDITOR’S REPORT**

**Monday, January 10, 2022**

### **Property Tax Revenue – Update as of November 30, 2021**

For the current year, the City budgeted \$24,649,055.00 for Property Taxes, which includes Property Tax Current, Property Tax Prior, Penalty & Interest, and Discount & Allowance. And as of November 30, 2021, the City has recorded about \$25 million, and this amount has already exceeded its budget target by \$365,086.15. For the same period of 2020, the City recorded about \$23.3 million, or 93% of the total amount budgeted, which is about \$1.7 less than the revenue recorded this year. However, \$178,945.00 less was budgeted for this revenue line item in 2021 than in 2020.

The following chart shows the Property Taxes Budget to Actual Comparison:

Property Taxes	2021 Budget	YTD 11/30/2021	Variance	2020 Budget	YTD 11/30/2020	Variance
Discount & Allowance	(367,000.00)	(393,790.14)	(26,790.14)	(367,000.00)	(333,249.95)	33,750.05
Property Tax Current	22,691,955.00	22,407,157.83	(284,797.17)	22,141,000.00	21,369,882.49	(771,117.51)
Property Tax Prior	1,720,100.00	2,436,356.73	716,256.73	2,450,000.00	1,923,581.61	(526,418.39)
Penalty & Interest	604,000.00	564,416.73	(39,583.27)	604,000.00	347,859.18	(256,140.82)
<b>Property Taxes-Total</b>	<b>24,649,055.00</b>	<b>25,014,141.15</b>	<b>365,086.15</b>	<b>24,828,000.00</b>	<b>23,308,073.33</b>	<b>(1,519,926.67)</b>

### **Liquid Fuels Tax Fund for the Period of January 1, 2019 to December 31, 2020**

On December 2, 2021, the City Auditor's Office received the final audit report of the Liquid Fuels Tax Fund from the office of the Auditor General for the years of 2019 and 2020. For these two years, there were no audit findings. The City Auditor's office worked very closely with the City Controller, Michael Oppenheimer and the Public Works Engineer, Timothy Krall in providing all the information that was needed by the State Auditor, Mr. Stoppie in order for him to be able to complete these audits.

### **Miscellaneous Updates**

On December 31, 2021, the City Fire Department received a grant from FEMA in the amount of \$983,671.82 for the assistance of the Firefighters. This fund will be used for the purchases of EMS equipment.

On January 11, 2022, the City Auditor's office will be meeting with the staff of the Finance Department to review the process flow for the daily revenue/cash receipts in the Treasurer Department with the purpose of conducting an audit in that department in the near future. As we all know, the Treasurer department records most of the revenue that the City receives and makes all the transfers that are needed in order for the City to pay bills, payroll, etc.

Drafted by Law Department  
Sponsored by/Referred by Mayor's Office  
Introduced on December 13, 2021

**BILL NO. \_\_\_\_-2021**

**AN ORDINANCE**

**AMENDING CHAPTER 23, SECTION 101, OF THE CODE OF THE CITY OF READING, BY  
CHANGING THE NUMBER OF MEMBERS OF THE PLANNING COMMISSION FROM FIVE  
TO SEVEN MEMBERS**

**The Council of the City of Reading hereby ordains as follows:**

Section One: Chapter 23, Section 101, of the Code of the City of Reading is amended as follows:

A City Planning Commission to be composed of ~~five~~ **seven** members, appointed as provided by law (53 P.S. § 10202), is hereby created in and for the City. The Planning Commission shall perform all duties and may exercise all powers conferred by law upon City planning agencies; provided, the Planning Commission previously created in and for the said City shall constitute the tenure of any of the members thereof, but any and all vacancies in the said Commission, hereafter occurring, shall be filled in the manner and for the term provided in the law governing City planning commissions in effect at the time of the happening of said vacancy.

Section Two: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2021

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-riden by Council:

Date: \_\_\_\_\_



Drafted by \_\_\_\_\_ Law  
Sponsored by/Referred by Mayor \_\_\_\_\_  
Introduced on \_\_\_\_\_ 12-13-21

BILL NO. \_\_\_\_\_-2022  
AN ORDINANCE

AMENDING CHAPTER 23, PART 12, OF THE CODE OF THE CITY OF READING,  
DOWNTOWN REVITALIZATION PUBLIC PRIVATE PARTNERSHIP

The Council of the City of Reading hereby ordains as follows:

Section One: Chapter 23, Part 12, of the Code of the City of Reading is amended, in Exhibit A hereof.

Section Two: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_

EXHIBIT "A"

§ 23-1201. Authorization.

The City ~~Council~~ recognizes the need to increase the economic momentum in the Central Business District of the City of Reading, Berks County, Pennsylvania (the "City") in and around Penn Street. The City desires to partner with the ~~Greater Reading Chamber Alliance (GRCA)~~ and major stakeholders, under the direction of the Mayor, to create synergy needed to move our city forward. The City looks to use the resources and ~~ability~~ abilities of ~~the GRCA its partners~~ to ~~administer an economic development strategy and initiatives including but not limited to the Main Street Program~~ assist with an Economic Development Strategy, including but not limited to a Commercial Corridor program that will 1) promote a sense of community and unified purpose, 2) assure the historic continuity of the City's architectural heritage, 3) improve the image and perception of the City to residents and visitors and 4) strengthen economic rejuvenation of property and commerce for the benefit of all.

The Downtown Revitalization Public Private Partnership ~~is hereby authorized and shall consist of nine voting members, serving voluntarily, to serve four year staggered terms, as follows will consist of:~~

- ~~• A member of City Council, initially serving a two year term, selected and appointed by City Council~~
- ~~• A representative of the Mayor's administration, initially serving a two year term, selected and appointed by the Mayor~~
- ~~• A representative of a large business, initially serving a four year term, selected and appointed by City Council~~
- ~~• A representative of a small business, initially serving a four year term, selected and appointed by the Mayor~~
- ~~• Two representatives from private entities, initially serving three and four year terms respectively, selected and appointed by the GRCA~~
- ~~• One citizen, who must be a City resident who is not employed, appointed or elected to any government position, initially serving a three year term, selected and appointed by the Mayor~~
- ~~• The City of Reading Designated Downtown Coordinator~~
- ~~• The Executive Director of Downtown Revitalization, who shall be employed by the GRCA~~
- \* a representative from City Council, initially the President of Council
- \* a representative from the Mayor's administration
- \* the Community Development Director from the City of Reading
- \* a representative from the County of Berks administration
- \* a representative from the Greater Reading Chamber
- \* a representative from Berks Alliance
- \* a representative from the Latino Chamber

- \*a representative of the Reading School District
- \*a representative of the Reading Parking Authority
- \*a representative from Collegetowne
- \*The Downtown Coordinator

~~Each appointing entity shall have the ability to select and appoint an alternate member who shall have the same term as the full member to attend meetings and participate in the member's absence.~~

~~Any appointment made after the effective date of the October 8, 2018 amendment that does not comply with any of the requirements and conditions as stated herein shall be considered null and void.~~

§ 23-1202. Officers.

Each appointing entity shall have the ability to select and appoint an alternate member who shall have the same term as the full member to attend meetings and participate in the member's absence.

The Downtown Director shall serve as the Chair of the PPP and will facilitate the meetings, provide agendas, and lead discussions, and be the spokesperson of the public private partnership. All meetings will be memorialized by means of meeting minutes which will be distributed to the members within 10 days following a meeting.

~~The membership shall elect the positions of Chair, Vice Chair and Secretary annually at their January meeting.~~

~~—A. Chair. The Chair shall preside at all meetings and shall have the duties and powers normally vested in the Office of Chair. He/she shall enforce the bylaws and regulations of and be the official spokesperson of the public private partnership, along with the Executive Director.~~

~~—B. Vice Chair. The Vice Chair shall carry out the Chair's duties in case of absence, incapacity, or resignation.~~

~~—C. Secretary. The Secretary will be responsible for keeping the official minutes of the public private partnership. The monthly minutes, agenda and reports shall be provided to the City of Reading City Clerk, after they are approved by the Board.~~

~~—D. Program Manager. The Executive Director of Downtown Revitalization, will be employed by the GRCA, shall be the Program Manager, responsible to the Public Private Partnership for carrying out its Revitalization Program.~~

\*\*\*

§ 23-1205. Purpose.

A comprehensive approach to downtown revitalization involves aesthetics, business creation, business retention, and housing possibilities – all creating a healthy and economically vibrant downtown. The public private partnership shall focus on building a stronger downtown community through a ~~five~~ **three**-year strategic plan including ~~the Main Street Commercial Corridor~~ program's four point approach of Organization, Promotion, Design and Economic Restructuring, as well as the City's strategic plan.

The Downtown Revitalization Public Private Partnership shall involve government officials, business organizations, and property owners to:

- Implement an effective business strategy to recruit appropriate small and large businesses;
- Encourage the development of new housing in the upper levels of commercial properties to strengthen the social and economic vitality of the downtown;
- Undertake community renewal programs at the local level;
- Facilitate an effective planning process that ensures that capital investments of public funds will enhance the aesthetics and economics of the commercial district through appropriate design that respects the historic architecture of the target area;
- Develop strategies, to update zoning requirements and building code requirements that may discourage economic reinvestment;
- Promote economic activity through a coordinated outreach and communication strategy to publicize activities;
- Measure and evaluate progress in meeting established goals.
- Preserve significant or historic buildings and provide an environment that attracts new investment to enable the adaptive reuse of these buildings for new ~~Main Street Commercial Corridor~~ enterprises;
- Develop effective communication with existing downtown merchants and residents;
- Develop a coordinated marketing effort to attract investments, prospective businesses, and new residents.

§ 23-1206. Duties.

A. Exercise administrative and general fiduciary review of the State ~~Main Street Commercial Corridor~~ program and the operations and programs of the ~~Downtown Revitalization Public Partnership Program, including but not limited to preparation of a budget, management of expenditures, operation of programs, and activities~~ Pennsylvania Downtown Center.

B. Authorize the ~~Executive Director of Downtown Revitalization, employed by the GRCA,~~ the City's Downtown Coordinator as the Downtown Revitalization Public Private Partnership Program Manager.

C. Apply for grants and other funding to successfully implement the Program.

Drafted by  
Sponsored by/Referred by  
Introduced on  
Advertised on

City Clerk  
City Council  
December 27, 2021  
N/A

**BILL NO. \_\_\_\_-2022  
AN ORDINANCE**

**MAKING AN ALLOCATION OF \$3,000,000 FROM THE CITY'S AMERICAN RESCUE PLAN ACT (ARPA) FUNDING TO THE READING FIGHTIN' PHILS ORGANIZATION TO ASSIST WITH THE IMPROVEMENT PROJECT PLANNED FOR FIRSTENERGY STADIUM**

**WHEREAS**, The City of Reading has a long and rich history with baseball originating with the Reading Athletic Club in 1858, evolving to 1884 when the team was renamed the Reading Actives. The Actives became a member of the Interstate Association and founding members of the Eastern League of Professional Baseball Clubs in 1884; and

**WHEREAS**, Reading became home to the Class-A affiliate of the Boston Red Sox in 1933 and an affiliate of the Cleveland Indians in 1952 where Rocky Colavito, and Roger Maris began their successful major-league careers; and

**WHEREAS**, FirstEnergy Stadium, built in 1950 as Reading Municipal Memorial Stadium, became home to the Reading Phillies, an affiliate of the Philadelphia Phillies after a new Eastern League expansion in 1967; and

**WHEREAS**, The Reading Phillies, rebranded as the Fightin Phils in late 2012, are the oldest team in the Eastern League to play in their original stadium and originating city and with the most seasons under their original name; and

**WHEREAS**, The Greater Reading region has joined together to assist in the expansion of FirstEnergy Stadium so it conforms to the new Major League Baseball standards which will allow this critical economic driver to remain in its hometown; and

**WHEREAS**, FirstEnergy Stadium has provided Phillie Phan's with 70+ years of local Minor League baseball, where baseball greats such as Larry Bowa, Greg Luzinski, Bob Boone, Mike Schmidt, Scott Rolen, Jimmy Rollins, Cole Hamels, Carlos Ruiz, Ryan Howard, Aaron Nola and Rhys Hoskins started their successful careers in Major League Baseball; and

**WHEREAS**, the COVID-19 pandemic has resulted in a significant loss of revenue to the Reading Fightin' Phils organization, which has limited its ability to maintain its stadium and related improvements, among other things.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:**

**Section 1.** The foregoing "WHEREAS" recitals are hereby ratified as being true and correct and incorporated herein.

**Section 2.** The City of Reading and County of Berks recognize that the Fightin Phils are a major local economic driver that needs to remain in Reading as the team has attracted people to this region for multiple decades.

**Section 3.** The City of Reading and County of Berks recognize that the improvements to FirstEnergy stadium will expand its ability to host year-round events that will draw more people to the facility and surrounding bars, restaurants, hotels, etc., and will continue to provide family friendly entertainment and will retain local taste of major league baseball that the region has become dependent on for 100+ years.

**Section 4.** The City of Reading also recognizes that COVID-19 cancelled the 2020 season, which had a devastating effect on the revenue received and coincidentally the ability of the Reading Fightin' Phils organization to make the required improvements to its stadium.

**Section 5.** The City of Reading allocates \$3,000,000 in ARPA funding to the Reading Fightin' Phils organization in support of the long and strong partnership with the Fightin Phils and the Philadelphia Phillies organizations.

**Section 6.** This ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted by Council on \_\_\_\_\_, 2022

\_\_\_\_\_  
Jeffrey Waltman, President of Council

Attest:

\_\_\_\_\_  
Linda A. Kelleher CMC, City Clerk



## AGENDA MEMO

### FINANCE DEPARTMENT

TO: City Council DRAFT 02 12/17/2021  
FROM: Jamar Kelly, Finance Director  
PREPARED BY: Jamar Kelly  
MEETING DATE: December 27, 2021  
AGENDA MEMO DATE: December 17, 2021  
REQUESTED ACTION: AMENDING THE SELF INSURANCE FUND 2021 BUDGET,  
TO BUDGET FOR FUND EXPENSES THROUGH THE REMAINDER OF 2021

### RECOMMENDATION

The Director of Finance recommends the above amendment in the Self Insurance Fund budget, reflecting the budget appropriations needed to cover fund expenses through the remainder of 2021.

### BACKGROUND

Certain Self Insurance Fund expenses exceed their corresponding budget amounts. This budget amendment will ensure that there are adequate budget appropriations for the Self Insurance Fund to pay the rest of its bills through the remainder of 2021.

### BUDGETARY IMPACT

The authorization of the budget transfer will increase budget expenditures by \$320,000.00, the increase in budget expenditures are to be funded by use of fund balance.

### PREVIOUS ACTIONS

None

### SUBSEQUENT ACTION

Council to take action to approve an ordinance for the authorization to amend the 2021 Self Insurance Fund budget in the amount of \$320,000.00 to cover the rest of its bills through the remainder of 2021.

### RECOMMENDED BY

The Managing Director recommends approval.

Drafted by  
Sponsored by/Referred by  
Introduced on  
Advertised on

Finance Dir  
Finance Dir  
December 27, 2021  
N/A

BILL NO. \_\_\_\_\_-2022

AN ORDINANCE

AMENDING THE 2021 SELF INSURANCE FUND 2021 BUDGET TO BUDGET FOR  
FUND EXPENSES THROUGH THE REMAINDER OF 2021

The Council of the City of Reading hereby ordains as follows:

Section One: The 2021 Self Insurance Fund Budget is hereby amended so there will be adequate budget appropriations for the Self Insurance Fund to pay the rest of its bills through the remainder of 2021.

Section Two: The amendment will be made in the Self Insurance Fund, increasing the budget line items Incurred Liability Claims (52-11-00-4749-000) in the amount of \$155,200.00; Premium Payments (52-11-00-4752-000) in the amount of \$101,100.00 and Other Insurance Premium (52-11-00-4753-000) in the amount of \$63,700.00, and will be funded by an increase in Transfer from Fund Balance budget line item (52-11-00-3990-000) in the amount of \$320,000.00.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_





## AGENDA MEMO

### FINANCE DEPARTMENT

TO: City Council

FROM: Jamar Kelly, Finance Director

PREPARED BY: Jamar Kelly

MEETING DATE: December 27, 2021

AGENDA MEMO DATE: December 13, 2021

REQUESTED ACTION: AMEND THE GENERAL FUND 2021 BUDGET TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF UNSCHEDULED DEMOLOTIONS

### RECOMMENDATION

The Managing Director recommends the above changes in the General Fund budget, reflecting the funds needed to cover the cost of unscheduled demolitions.

### BACKGROUND

The Community Development Trades Division has exceeded their budget of funding for unscheduled demolitions leaving \$152,000 in unpaid bills remaining through the end of 2021.

### BUDGETARY IMPACT

The authorization of the transfer will not impact the budget, since funds are being reallocated from an existing line item no longer needed per analysis of current spending trends.

### PREVIOUS ACTIONS

None

### SUBSEQUENT ACTION

Council to take action to approve an ordinance for the authorization to transfer funds in the amount of \$152,000 to cover the cost of recent demolitions.

### RECOMMENDED BY

The Managing Director recommends approval.

Drafted by: Finance Dir  
Sponsored/Referred by: Finance Dir  
Introduced on: Dec 27, 2021  
Advertised on: N/A

BILL NO. \_\_\_\_\_-2022

AN ORDINANCE

AMENDING THE BILL NO. - THE 2021 GENERAL FUND BUDGET ORDINANCE - TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF UNSCHEDULED DEMOLITIONS

The Council of the City of Reading hereby ordains as follows:

Section One: The 2021 General Fund Budget Ordinance is hereby amended by changing the ordinance to provide up to \$152,000 in funding to cover the cost of unscheduled demolitions authorized by the Trades office of the Community Development Department.

Section Two: The transfer will be made to the General Fund – Comm. Dev. Dept. Trades Office budget line item (01-10-38-4216-000) funded by an increase in the amount of \$152,000 with a corresponding decrease to the Finance Dept. – IT budget line item (01-06-23-4411-000) in the amount of \$152,000.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_

Drafted by  
Sponsored by/Referred by  
Introduced on  
Advertised on

Finance Dir  
Finance Dir  
December 27, 2021  
N/A

BILL NO. \_\_\_\_\_-2022

AN ORDINANCE

AMENDING THE 2021 SELF INSURANCE FUND 2021 BUDGET TO BUDGET FOR  
FUND EXPENSES THROUGH THE REMAINDER OF 2021

The Council of the City of Reading hereby ordains as follows:

Section One: The 2021 Self Insurance Fund Budget is hereby amended so there will be adequate budget appropriations for the Self Insurance Fund to pay the rest of its bills through the remainder of 2021.

Section Two: The amendment will be made in the Self Insurance Fund, increasing the budget line items Incurred Liability Claims (52-11-00-4749-000) in the amount of \$155,200.00; Premium Payments (52-11-00-4752-000) in the amount of \$101,100.00 and Other Insurance Premium (52-11-00-4753-000) in the amount of \$63,700.00, and will be funded by an increase in Transfer from Fund Balance budget line item (52-11-00-3990-000) in the amount of \$320,000.00.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_



**City of Reading  
Department of Public Works  
Sustainability & Solid Waste**

**AGENDA MEMO**  
**DRAFT 01 1/5/2022**  
**TO: City Council**

**FROM:**  
**Steven Harrity**

**PREPARED BY: Steven Harrity**

**MEETING DATE: January 10, 2022**

**AGENDA MEMO DATE:**  
**December 21, 2021**

**RECOMMENDED ACTION:** Approve budget amendment, to amend the 2022 budget of the Solid Waste fund to budget for fund expenses of the dumpster screening program.

**BACKGROUND:**

This budget amendment is to provide assistance in the form of a cash match up to \$750.00 per site to commercial properties and businesses required to provide screening of dumpsters and trash receptacles in the right of way, under the Amendment to City Code Chapter 496.

**BUDGETARY IMPACT:**

The authorization of the budget transfer will increase budget expenditures by \$100,000.00, for the purpose of incentivizing and assisting with costs incurred to construct and or purchase approved screening for dumpsters and trash receptacles in the right of way; the increase in budget expenditure is to be funded by use of solid waste fund balance.

**PREVIOUS ACTION:**

None

**SUBSEQUENT ACTION**

Council to take action to approve an ordinance for the authorization to amend the 2022 budget of the Solid Waste fund to budget for fund expenses of the dumpster screening program.

**RECOMMENDED BY:** Steven Harrity- Solid Waste Division Manager

**RECOMMENDED MOTION:**

Approve the request.

Drafted by \_\_\_\_\_ Public Works  
Sponsored by/Referred by Steven Harrity  
Introduced on \_\_\_\_\_, 2022

**BILL NO. \_\_\_\_ 2022**

**AN ORDINANCE**

**AUTHORIZING A BUDGET AMENDMENT WITHIN THE DEPARTMENT OF PUBLIC WORKS, SOLID WASTE FUND, IN THE AMOUNT OF \$100,000.00 FOR BUDGET YEAR 2022, TO BUDGET FOR FUND EXPENSES OF THE DUMPSTER SCREENING PROGRAM.**

**THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:**

Section One: Council hereby authorizes the budget amendment within the 2022 Department of Public Works, Solid Waste fund, of \$100,000.00 to budget for fund expenses of the dumpster screening program.

Section Two: The amendment will be made in the Solid Waste Fund, increasing the budget line items Land/Land Improvements (56-07-47-4800-000) in the amount of \$100,000.00; and will be funded by an increase in Transfer from Fund Balance budget line item (56-07-47-3990-000) in the amount of \$100,000.00.

Section Three: This Ordinance shall become effective ten (10) days after its adoption in accordance with 219 and 221 of the Home Rule Charter of the City of Reading.

**ENACTED \_\_\_\_\_, 2022**

\_\_\_\_\_  
**President of Council**

**ATTEST:**

\_\_\_\_\_  
**City Clerk**

Submitted to Mayor by: \_\_\_\_\_  
Date Submitted: \_\_\_\_\_  
Received in Mayor's Office by: \_\_\_\_\_  
Date Received: \_\_\_\_\_  
Approved by Mayor: \_\_\_\_\_  
Date Approved: \_\_\_\_\_  
Vetoed by Mayor: \_\_\_\_\_  
Date Vetoed: \_\_\_\_\_

Drafted by City Solicitor's Office  
Sponsored by/Referred by Mayor's Office  
Introduced on December 27, 2021

BILL N O. \_\_\_\_\_ 2022

AN ORDINANCE AMENDING THE 2022 POSITION ORDINANCE TO REFLECT A CHANGE TO THE POSITION TITLE AND SALARY OF THE MAYOR'S EXECUTIVE ASSISTANT

THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Upon evaluation of the Mayor of Reading, the Position Ordinance shall be amended to reflect a change to the title of the position of Executive Assistant in the Mayor's Office to Special Assistant and to reflect an increase in the base salary of the Special Assistant position to SIXTY THREE THOUSAND, SIX HUNDRED AND FIFTY TWO DOLLARS AND 50/100 (\$63,652.50) per annum and an amended

SECTION 2. The change in salary and title shall be retroactive to January 1, 2022.

SECTION 3. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SECTION 4. This Ordinance shall become effective ten (10) days after its Adoption in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted by Council \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_

Drafted by: Deputy City Clerk  
Referred by: Environmental Advisory Council/City Arborist  
Introduced on: December 27, 2021  
Advertised on: Jan 3, 2022

BILL NO. \_\_\_\_\_ 2022

AN ORDINANCE

AN ORDINANCE AMENDING THE CITY OF READING CODE OF ORDINANCES BY CREATING CHAPTER 317 INVASIVE PLANTS AND NOXIOUS WEEDS AS ATTACHED.

Whereas, lands protected from development are not truly conserved if diverse natural communities degrade over time as a result of invasion of a relatively small number of aggressive species; and

Whereas, the goals of invasive species management are to reduce the impact of invasive plants on preserves, help other landowners manage invasive plants on their lands, and educate the public about this environmental problem; and

Whereas, vines climbing trees and exotic shrubs that choke abandoned fields have the ability to displace native vegetation, halt the natural process of succession from field to forest, and homogenize the structural and food resources of a site, thereby reducing its habitat value for native fauna; and

Whereas, invasive species are problematic as they can alter nutrient cycling, local hydrology, fire regimes, species diversity, available wildlife resources, and prevent growth of native species due to competition for light, nutrients, and/or moisture, and

Whereas, the Commonwealth of Pennsylvania requires municipalities to assist with implementation and enforcement of the Controlled Plant and Noxious Weed Act, 3 PA CS Section 1501 et seq.,

THEREFORE, THE CITY OF READING CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Amending the City of Reading Code of Ordinances by creating Chapter 317 Invasive Plants and Noxious Weeds as attached.

SECTION 2. All relevant ordinances, regulations and policies of the City of Reading, Pennsylvania not amended per the attached exhibit shall remain in full force and effect.

SECTION 3. If any section, subsection, sentence or clause of this ordinance is held for any reason to be invalid such decision shall not affect the validity of the remaining portions of the Ordinance.

SECTION 4. This ordinance shall become effective ten (10) days after approval in accordance with Section 221 of the City of Reading Home Rule Charter.

Enacted by Council \_\_\_\_\_, 2022

President of Council \_\_\_\_\_

Attest:  
\_\_\_\_\_

City Clerk

Submitted to Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Received by the Mayor's Office: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

## Chapter 317

### Invasive Plants and Noxious Weeds

#### §317-101 Purpose

This Chapter is intended to regulate and provide guidance to landowners to responsibly control invasive plants and noxious weeds to allow the re-establishment of native plants and to implement the City's obligations under the Controlled Plant and Noxious Weed Act, 3 PA CS Section 1501 et seq.

#### §317-102 Definitions

Act – The Controlled Plant and Noxious Weed Act 3 PA CS Sections 1501 et seq.

Control – the management of the population of an invasive plant/noxious weed to an acceptable level, including eradication

Control Order – A written order issued by the PA Dept of Agriculture or the City of Reading to a person detailing required treatment measures to control noxious weeds or controlled plants

Controlled plant – a plant species or subspecies that is regulated to prevent uncontained growth and to negate undesirable characteristics

Invasive Plant/Noxious Weed – Plants that are not native to an area that can spread quickly, cause economic or environmental harm, or harm to human health or are determined to be injurious to crops, livestock, agricultural land or other property, including forest land and bodies of water which are listed as noxious or invasive by the PA Department of Agriculture or PA Department of Conservation and Natural Resources.

Propagate – to increase, multiply or spread a plant or crop through planting, cultivation or any means of reproduction



Treatment Measure – a method of eradicating, managing, regulating or controlling invasive plants/noxious weeds utilizing biological, chemical, or mechanical means or a combination thereof

Widely Established – established throughout multiple counties or municipalities of the Commonwealth of PA

#### §317-103 Invasive Plant/Noxious Weed List

The duly promulgated lists of controlled plants in Pennsylvania, including the PA Department of Agriculture’s Noxious, Invasive and Poisonous Plant Program Class lists and the PA Department of Conservation and Natural Resource’s list of Invasive Plants of Pennsylvania shall be incorporated herein.

#### §317-104 Prohibited Acts

- A. It shall be a violation of this Chapter to willfully distribute, cultivate or propagate any invasive plant/noxious weed or any controlled plant.
- B. It shall be unlawful for a person to willfully conceal an invasive plant/noxious weed or controlled plant from inspection or make a false declaration.
- C. Pursuant to the implementation responsibilities assigned to municipalities in the Controlled Plants and Noxious Weeds Act, this ordinance prohibits a person from failing to control an invasive plant/noxious weed or any controlled plant in accordance with a Control Order issued by the Department of Agriculture. The City will undertake enforcement as required under the Act, and as established in this ordinance.

#### §317-105 Enforcement

This Chapter shall be enforced by the City Arborist.

#### §317-106 Violations and Penalties

- A. Notice of violation. The Arborist or his/her designee shall serve a notice of violation of the person in violation of this Chapter or a Control Order issued by the PA Department of Agriculture or the City. Such notice shall direct the abatement of such violation.
- B. Appeal process. Property owners may appeal the Notice of Violation or Control Order in accordance with the procedures set forth in Chapter 555 Trees, Section 555-114 Violations & Penalties, letter B relating to Shade Trees.
- C. Prosecution of violation. If the violation is not abated within the time specified in the notice of violation, the Officer may request the City Solicitor to institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation.

D. Penalties.

(1) Penalties. Any person, firm or corporation who shall violate any provision of this Chapter shall be sentenced to pay a fine of not more than \$600 plus costs. Each day that a violation continues shall be deemed a separate offense.

(2) Disposition of penalties or assessments. All penalties or assessments imposed under this Part shall be paid to the City Treasurer, to be placed to the credit of the Shade Tree Commission, subject to be drawn upon by the Commission for the purposes authorized in this Chapter.

Drafted by:  
Referred by:  
Introduced on:  
Advertised on:

**BILL NO. \_\_\_\_\_ -2022  
AN ORDINANCE**

**AMENDING PART 9 OF THE CITY OF READING CODES,  
SNOW AND ICE EMERGENCY, AS ATTACHED**

**The Council of the City of Reading hereby ordains as follows:**

**Section One:** The City of Reading hereby amends Part 9 of the City of Reading Codes, Snow and Ice Emergency, as attached.

**Section Two:** All relevant ordinances, regulations and policies of the City of Reading, Pennsylvania not amended per the attached shall remain in full force and effect.

**Section Three:** If any section, subsection, sentence or clause of this ordinance is held, for any reason, to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

**Section Four:** This Ordinance shall become effective ten (10) days after its adoption in accordance with 219 and 221 of the Home Rule Charter of the City of Reading.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk  
Sent to Mayor \_\_\_\_\_  
Date: \_\_\_\_\_  
Signed by Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_  
Vetoed by Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_  
Over-ridden by Council: \_\_\_\_\_  
Date: \_\_\_\_\_

**Part 9**  
**Snow And Ice Emergency**  
**A Snow and Ice Emergency Regulations**

**§ 576-901. Definitions.**

In this Part, as accept as defined below, the ~~The~~ terms used *in this Part* shall have the meanings as defined in the Pennsylvania Vehicle Code ***unless otherwise defined below:***

DIRECTOR — The Director of Public Works or his designated representative.

***COMMERCIAL CORE DISTRICT*** – *The downtown center for government services, offices, shopping, hotels, entertainment and cultural activity encompassing the area set forth on the Zoning Map of the City of Reading pursuant to § 600-501.*

***EXECUTIVE DIRECTOR*** – *The executive director of the Reading Parking Authority or his designated representative.*

***PARKING ZONE*** – *streets or highways, or portions thereof, or municipal parking lots operated by the City or the Reading Parking Authority on which parking meters or kiosks are installed, operated and used.*

SNOW EMERGENCY ROUTE — Those streets marked as such in accordance with the provisions of this Part.

STREET — The entire paved surface between curbs, open to the use of the public as a matter of right for the purpose of vehicular travel.

**§ 576-902. Declaration of snow emergency.**

A. In the event weather conditions make it necessary for motor vehicle traffic to be expedited and parking on City streets prohibited or restricted for snow removal or other purposes, the Mayor or, in his absence, the Managing Director shall declare a snow emergency.

B. Declaration of a snow emergency ***may occur*** ~~shall occur on any day between the hours of 7:00 a.m. and 11:00 p.m. Such declaration shall go into effect a minimum four hours after the announcement.~~ ***while snow is falling within the City; whenever there is a covering or coating of newly fallen snow; or whenever the Mayor receives a firm forecast of snow from a recognized weather forecasting service.***

C. Once in effect, prohibition under this section shall remain in effect until terminated by announcement of the Mayor, ~~with the exception that any street which is clear of snow and ice from curb to curb for length of the entire block is excluded.~~ While the

prohibition is in effect, no persons shall park or allow to remain parked any vehicle on any portion of the snow emergency routes identified in this Part. **Vehicle owners shall have a maximum of two hours following the declaration of a snow emergency to remove their vehicles from a snow emergency route.**

D. Declarations **Declaration of a snow emergency, and its subsequent termination**, shall be publicly announced ~~by the Director~~ as outlined in the **City's** emergency operations plan.

E. ~~However, nothing~~ **Nothing** in this section shall be construed to permit parking at any time or place where it is forbidden by any other provision of law.

**F. The Reading Parking Authority shall provide parking at no charge at its garages to City residents when a snow emergency is declared or there is prohibited parking pursuant to § 576-903. The Parking Authority shall control the time and manner of vehicles parked in its garages.**

**§ 576-903. ~~Prohibited parking.~~ Declaration of prohibited parking for snow removal or inclement weather.**

A. The Director may post any City street no parking at any time, for purpose of snow removal **or due to inclement weather**, regardless if **of whether** a snow emergency is declared. **Under any such circumstance, the following shall apply:**

1. When posted, it shall be unlawful for any person to park a vehicle or to fail to remove a vehicle from any place along such posted street.

2. **The Director shall post any such street with temporary “no parking” signs.**

3. **The parking restrictions shall remain in effect until otherwise declared by the Director.**

4. **Vehicle owners shall have a maximum of ~~six~~ two hours following a posting by the Director to remove vehicles on posted streets.**

**B. Commercial Core District and Parking Zones. The Mayor, the Managing Director or the Executive Director may post any City street in the Commercial Core District or in a Parking Zone no parking at any time, for purpose of snow removal, or due to inclement weather, regardless of whether a snow emergency is declared. Under any such circumstance, the following shall apply:**

1. **When posted, it shall be unlawful for any person to park a vehicle or to fail to remove a vehicle from any place along such posted street.**

**2. The Executive Director shall post any such street with temporary “no parking” signs.**

**3. The parking restrictions shall remain in effect until otherwise declared by the Mayor, the Managing Director or the Executive Director.**

**4. Vehicle owners shall have a maximum of two hours following a posting by the Executive Director to remove vehicles on posted streets in the Commercial Core District or in a Parking Zone.**

~~B. The Director shall post streets "no parking" using temporary signage that states "no parking" and specifies the date, time, location and reason for parking restrictions. No parking shall remain in effect till the street is clear of snow and ice from curb to road center line for the length of the entire block.~~

~~C. Vehicle owners shall have a maximum of six hours following such posting by the Director to remove vehicles on posted streets. Vehicles must be removed by the time shown on the posting.~~

#### **§ 576-904. Moving, impounding and returning vehicles.**

~~All members of the Police Department are authorized to remove or have removed a vehicle from a street that is in violation of the provisions of this Part. **Vehicles parked in violation of the provisions of this Part shall be subject to an immediate tow by the Police Department or the Parking Authority.** Any vehicle removed may be towed to and placed at any area designated by the Chief of Police for impounding of vehicles. All costs of removal, towing, **and** storage or parking of any vehicle removed under the provisions of this Part shall be paid by the owner of the vehicle and that vehicle shall remain impounded until all costs are paid.~~

#### **§ 576-905. Signs to mark snow emergency routes.**

On each street designated as a snow emergency route, the Director shall post special signs, one on each block and/or at intervals not exceed 660 feet and at all points where any street affected joins another street with the wording: "Snow Emergency Route. No Parking During Emergency. Tow Away Zone." These signs shall be distinctive and uniform in appearance and shall be plainly readable to persons traveling on the street.

#### **§ 576-906. Official snow emergency routes.**

A. The following streets are designated snow emergency routes:

Buttonwood Street  
Centre Avenue  
Clymer Street  
Fifth Street

Fourth Street  
Franklin Street  
Hampden Boulevard  
Hancock Boulevard  
Hiester's Lane  
Kenhorst Boulevard  
Lancaster Avenue  
Laurel Street  
Mineral Spring Road  
Morgantown Road  
Museum Road  
Old Wyomissing Road  
Penn Street  
Perkiomen Avenue  
River Road  
Schuylkill Road  
Spring Street  
Thirteenth Street  
Walnut Street  
Washington Street  
Wyomissing Boulevard

B. The snow emergency routes are shown in Figure 1.<sup>20</sup>

**20. Editor's Note: The snow emergency routes map is on file in the Public Works Department.**

### **§ 576-907. Snow removal operations.**

A. The Director and Chief of Police are hereby jointly authorized to close any street and redirect traffic whenever necessary to plow, clear or otherwise remove snow. It shall be unlawful for any person to pass through a closed area, unless authorized.

B. ***Equipment owned by the City-owned or Parking Authority***, or contracted equipment, is permitted to operate in any direction on any street, at any time upon orders of the Director ***or Executive Director***.

C. No person shall remove snow or ice from private property or any sidewalk and place ***it upon any City street*** upon the street.

### **§ 576-908. Violations and penalties.**

A. ***No person shall park a motor vehicle in violation of any provision of this Part. Violations shall be issued in the manner and amounts set forth in Part 4 of this chapter.*** ~~Whenever any motor vehicle is found parked or left in violation of any provision of this Part, notice of this violation shall be given, in manner provided for parking violation in the City pursuant to Part 4 of this chapter.~~

~~B. Every person convicted of a violation of any provision of this Part shall upon such conviction be fined \$50 and the cost of prosecution for each offense. In the default of~~

payment of such fine and cost, such persons shall be imprisoned for not more than 10 days.





# AGENDA MEMO

## FINANCE DEPARTMENT

**TO:** City Council  
**FROM:** Jamar Kelly, Finance Director  
**PREPARED BY:** Michael R. Oppenheimer, City Controller  
**MEETING DATE:** January 10, 2022  
**AGENDA MEMO DATE:** December 27, 2021  
**REQUESTED ACTION:** TO WRITE OFF A RESIDUAL INTERFUND RECEIVABLE; GENERAL FUND RECEIVABLE FROM THE CITY'S WATER FUND (FUND 50), NET UNREIMBURSED COST ALLOCATIONS AND PAYROLL CHARGES, EFFECTIVE DECEMBER 31, 2021

### RECOMMENDATION

The Managing Director recommends the above action be taken to write off a General Fund receivable from the City's Water Fund, amount totaling \$157,636.48 that is recorded in the City's general ledger.

### BACKGROUND

It recently came to the attention of Finance that over the years, there have been cost allocations and payroll charges recorded between the General Fund and the City's Water Fund where the City's Water Fund was to reimburse the General Fund certain operating costs; such reimbursements have not been fully made by the City's Water Fund to the General Fund. As a result of all interfund activity over the years, there is a net General Fund receivable from the City's Water Fund, and a net City Water Fund payable to the General Fund, of \$157,636.48; substantially all of this balance is from 2011 to prior to 2002.

### BUDGETARY IMPACT

The proposed write off of this net General Fund receivable from the City's Water Fund will have the effect of increasing General Fund 'transfer to Water Fund' (an expenditure) of \$157,636.48 and increasing City Water Fund 'transfer from General Fund' (a 'revenue') of \$157,636.48.

### PREVIOUS ACTIONS

In March 2021, Bill 17-2021 was enacted, authorizing an interfund writeoff of \$2,000,000.00, which was an estimated amount.

**SUBSEQUENT ACTION**

Council to take action to approve an ordinance to write off allocated City expenditures from 2011 to prior to 2002 as described above.

**RECOMMENDED BY**

The Managing Director recommends approval.

Drafted by: Finance Dir  
Referred by: Finance Dir  
Introduced on: Jan 10, 2022  
Advertised on: N/A

**BILL NO. \_\_\_\_-2022**  
**AN ORDINANCE**

TO WRITE OFF A NET INTERFUND RECEIVABLE, GENERAL FUND RECEIVABLE FROM THE CITY'S WATER FUND (FUND 50), UNREIMBURSED COST ALLOCATIONS AND PAYROLL CHARGES, EFFECTIVE DECEMBER 31, 2021

**The Council of the City of Reading hereby ordains as follows:**

**Section One:** Authorizing the Administration of the City of Reading to write off the net unreimbursed cost allocations recorded between the General Fund and the City's Water Fund where the City's Water Fund was to reimburse the General Fund a net amount of \$157,636.48.

**Section Two:** The net unreimbursed cost allocations are to be considered as an interfund transfer from the City's General Fund in the amount of \$157,636.48, effective December 31, 2021, and the net General Fund receivable from the City's Water Fund and the net City Water Fund payable to the General Fund will both be adjusted to zero.

**Section Three:** This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-ridden by Council:

Date: \_\_\_\_\_

Drafted by \_\_\_\_\_ City Clerk/Council Solicitor  
Sponsored by/Referred by City Clerk/Council Solicitor  
Introduced on 1-10-22  
Advertised on:

BILL NO. \_\_\_\_-2022

AN ORDINANCE

AMENDING CITY CODE CHAPTER 5, PART 202 GENERAL PROVISIONS BY  
ADDING THE THIRD CLASS CITY CODE REQUIREMENT FOR COUNCIL  
MEMBERS TO BE SWORN INTO OFFICE WITHIN 14 DAYS OF THE  
ORGANIZATION MEETING

The Council of the City of Reading hereby ordains as follows:

Section One: Amending City Code Chapter 5, Part 202 General Provisions is amended as follows:

**§ 5-202. General provisions.**

The number of Council members, their terms, election and qualifications and the filling of Council vacancies shall be as provided in the Charter.

*As part of the process to qualify to take office, as prescribed by Charter Section 203, an elected Council member commencing a new term must take and subscribe the oath of office pursuant to 53 Pa.C.S. § 1141 (relating to form of oaths of office) at the Council organization meeting or within 14 days of the date of the Council organization meeting. Failure to take the oath of office within 14 days of the organization meeting shall result in ineligibility to qualify to take office and cause the seat to be declared vacant and filled by Council in accordance with Charter Section 207.*

Section Two: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted \_\_\_\_\_, 2022

\_\_\_\_\_  
President of Council

Attest: \_\_\_\_\_

City Clerk

Sent to Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Mayor \_\_\_\_\_

Date: \_\_\_\_\_

Vetoed by Mayor: \_\_\_\_\_

Date: \_\_\_\_\_

Over-riden by Council: Date: \_\_\_\_\_

Drafted by: City Clerk  
Referred by: City Council  
Introduced on: January 10, 2022  
Advertised on: N/A

**BILL NO. \_\_\_\_\_ 2022  
AN ORDINANCE**

**AN ORDINANCE DIRECTING THE BERKS COUNTY BOARD OF ELECTIONS TO PLACE A REFERENDUM QUESTION BEFORE CITY VOTERS ON THE 2022 PRIMARY BALLOT WHICH WOULD AMEND THE CITY OF READING HOME RULE CHARTER BY ELIMINATING THE REQUIREMENT FOR THE CITY'S PUBLIC WORKS DIRECTOR TO BE AN ENGINEER.**

**WHEREAS**, Section 606(a) of the City of Reading Home Rule entitled Director of Public Works/City Engineer to have a director who is a professional civil engineer registered in Pennsylvania; and

**WHEREAS**, in November of 2009, the City of Reading was designated as financially distressed by the Pennsylvania Department of Community and Economic Development (DCED) according to the criteria in the Municipalities Financial Recover Act (Act 47 of 1987); and

**WHEREAS**, the City has experienced difficulty filling senior positions where specialized, professional expertise is required; and

**WHEREAS**, the City of Reading remains in financially distressed status and desires to exit the Act 47 Recovery Program; and

**WHEREAS**, the City's Act 47 Recovery Coordinator cited the difficulty the City has had in filling key vacancies as leading to less capacity in critical areas and diminished effectiveness for the City organization overall.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:**

**SECTION 1.** Directing the Berks County Board of Elections to place the following referendum question to voters of the City of Reading on the 2022 Primary ballot:

**Home Rule Charter § 606. Department of Public Works/City Engineer.**

“Shall Section 606(a) of the Reading Home Rule Charter be amended to eliminate the requirement for the Public Works Director to be a registered civil engineer?”

**Simple Explanation**

The current City Charter requires the City’s Public Works Director to be a professional civil engineer registered in Pennsylvania, who shall perform the duties required through the Administrative Code or other action, or as may be required of a City Engineer by general law. The proposed amendment would repeal the requirement for the Public Works Director to be a registered engineer.

**SECTION 2.** In the proposed amendment, the language of Charter Section 401(a) shall be deleted and replaced as follows:

**§ 606. Department of Public Works.**

(a) The Department of Public Works is mandated by this Charter. The Mayor shall appoint and fix the compensation of the head of the Department of Public Works/. He shall perform the duties required through the Administrative Code or other action, or as may be required by general law.

**SECTION 3.** This ordinance shall become effective ten (10) days after its adoption, in accordance with Section 221 of the City of Reading Home Rule Charter.

Enacted \_\_\_\_\_, 2022  
\_\_\_\_\_  
President of Council

Attest:

\_\_\_\_\_  
City Clerk  
Submitted to Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_  
Received by Mayor’s Office: \_\_\_\_\_  
Date: \_\_\_\_\_  
Approved by Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_  
Vetoed by Mayor: \_\_\_\_\_ Date: \_\_\_\_\_