



CITY COUNCIL

Meeting Agenda

**REGULAR MEETING
VIRTUAL MEETING**

**MONDAY, JANUARY 24, 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. 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/85472318081?pwd=SVhpT1J6SXRhOWFoYU9OMVNHYkIkZz09>

Passcode: 115438

Or One tap mobile:

+13126266799,,85472318081#,,,,*115438# US (Chicago)

+16465588656,,85472318081#,,,,*115438# US (New York)

Or join by phone:

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

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

Webinar ID: 854 7231 8081

Passcode: 115438

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: Nilda Nieves, Feet on the Street Ministry

C. PLEDGE TO THE FLAG

D. ROLL CALL

E. EXECUTIVE SESSIONS:

2. PROCLAMATIONS AND PRESENTATIONS

Commendation – celebrating day-of-racial-healing-paint-solidarity

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
- 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. 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 24, 2022

B. MINUTES: January 10, 2021 Regular Meeting and approving the summation of discussion from the January 10 and 18, 2021 COW and the January 18th Nominations Committee meeting

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. Resolution – ratification of the Council Policy & Operations Handbook

B. Resolution – ratification of the policy agreement with BCTV

C. Resolution – appointing Kyle Zeiber to RATS (Reading Area Transportation Study)

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

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

COMMISSIONS

9. ORDINANCES FOR FINAL PASSAGE

A. 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 and January 10 regular meetings***

B. 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; tabled at the January 10 regular meetings***

C. Bill No. 7-2022 – amending City Code Chapter 576 Snow and Ice Emergency ***Introduced at the January 10 regular meeting***

D. Bill No. 8-2022 – 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 ***Introduced at the January 10 regular meeting***

E. Bill No. 9-2022 – 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 ***Introduced at the January 10 regular meeting***

F. Bill No. 10-2022 – – 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 ***Introduced at the January 10 regular meeting***

10. INTRODUCTION OF NEW ORDINANCES

A. Bill No. - amending City Code Chapter 180 Entitled “Construction Codes”, Part 8 entitled “International Building Code”, Section 802 entitled “Amendments”, Letter J. entitled “International Building/Fire Prevention Code Board Of Appeals” Article 2 entitled “Membership”, Sections 2.3 entitled “Members” And 2.4 entitled “Qualifications” by allowing the participation of HVAC, Electrical Examining Board and Plumbing Board of Examiners to also serve on the International Building/Fire Board of Appeals

B. Bill - amending Chapter 70 Personnel, Part 5 Leave, Vacations and Holidays, Section 70-502 Holidays, Letter A by adding Juneteenth, as attached

11. RESOLUTIONS

A. Resolution – appointing Johanny Cepeda-Freytiz as Council Vice President

B. Resolution – appointing Linda Kelleher as City Clerk

C. Resolution – reappointing Craig Breneiser to the Fire Civil Service Board

D. Resolution – appointing Sarah Crothers to the Environmental Advisory Council

E. Resolution – reappointing Robert Conklin to the Planning Commission

12. PUBLIC COMMENT – GENERAL MATTERS

Please see public speaking rules on second page

13. COUNCIL BUSINESS/COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, January 24

Committee of the Whole – 5 pm

Regular Meeting – immediately following

Monday, February 7

Nominations & Appointments Committee – 4 pm

Committee of the Whole - Ethics/Charter Training – 5 pm

Monday, February 14

Committee of the Whole – 5 pm

Regular Meeting – immediately following

15. ADJOURN

City of Reading City Council
Regular Meeting
January 10, 2020

Council President Waltman called the meeting to order.

MDJ Tonya Butler administered the oath of office to new District 1 Councilor Brianna Tyson.

Due to COVID-19, the City changed the meeting format to a hybrid format with Council attending in-person at times and others attending virtually. In addition to providing the public with the ability to observe the Council meetings virtually, via telephone and view live on the BCTV MAC Channel 99 and Facebook Live, the Committee of the Whole and Regular Meetings will be shown in the Penn Room, on the first floor of City Hall – access the Penn Room using the doors on North 8th Street only. Public comment at regular meetings can occur virtually, in writing, via telephone or in-person in the Penn Room through Zoom. The meeting agendas are posted on the City's website 3 days prior to the meeting. All agendas include the Zoom meeting information (LINK and Dial In) to easily 'click and join' the meeting. Access meeting agendas at: https://www.readingpa.gov/council_minutes_agendas.

The invocation was given by Councilor Goodman-Hinnershitz.

All present pledged to the flag.

An executive session was held on personnel and litigation at the close of the Committee of the Whole meeting.

ATTENDANCE

Council President Waltman
Councilor Tyson, District 1
Councilor Goodman-Hinnershitz, District 2
Councilor Ventura, District 3
Councilor Butler, District 4
Councilor Reed, District 5
Councilor Cepeda-Freytiz, District 6
Council Solicitor M. Gombar
City Auditor M. Rodriguez
Mayor Moran
Managing Director Amoros
City Clerk L. Kelleher
City Solicitor F. Lachat

PROCLAMATIONS AND PRESENTATIONS

None.

PUBLIC COMMENT

Council President Waltman stated that there are no citizens registered to address Council this evening.

APPROVAL OF THE AGENDA & MINUTES

Council President Waltman called Council's attention to the agenda for this meeting, including the legislation listed under the Consent Agenda heading and the minutes from the December 27th Regular Meeting of Council, along with the summation of discussion from the December 27th COW.

The agenda for this meeting, including the Consent Agenda legislation, the minutes from the December 27th Regular Meeting of Council, the summation of discussion listed were approved by acclimation.

Consent Agenda

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

ADMINISTRATIVE REPORT

The mayor highlighted his community activities since the December 27th meeting. The managing director suggested that everyone get vaccinated as his personal experience

with COVID was like the flu on steroids. He highlighted the report attached to the agenda as follows:

FIRE:

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

HUMAN RELATIONS COMMISSION:

- As of December 30th, 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.

The managing director added that

- The IT Help Desk handled 521 Help Tickets over the past month
- City personnel are receiving training on the new Tyler Munis software
- Noted the receipt of DCNR and PennDOT grants
- The hiring of 18 police officers – 9 entering field training and 9 entering the Academy
- The appointment of Kyle Zeiber as Acting Public Works Director
- Buttonwood Gateway kickoff meeting – City substructure and streetscape
- Installation of a Stop Sign at North 2th and Buttonwood Streets
- Restart of the Wellness Committee

AUDITOR’S REPORT

City Auditor Rodriguez read the report attached to the agenda, in summary:

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.

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's 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.

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

None.

ORDINANCES FOR FINAL PASSAGE

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***

Councilor Goodman-Hinnershitz moved, seconded by Councilor Reed, to enact Bill No. 96-2021.

Councilor Goodman-Hinnershitz moved, seconded by Councilor Reed, to amend Bill No. 96-2021 by adding March 1, 2022 as the effective date.

Councilor Reed noted the important role this board plays in the economic development process and the disruptions quorum problems could cause.

The amendment to Bill No. 96-2021, adding the March 1st effective date, was approved by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Tyson, Ventura, Waltman, President - 7
Nays: – None 0

Bill No. 96-2021 was enacted, as amended, by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

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***

Councilor Reed moved, seconded by Councilor Goodman-Hinnershitz, to table Bill No. 106-2021.

Bill No. 106-2021 was tabled by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

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***

Councilor Reed moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 1-2022.

Councilor Reed stated that this funding partnership between the City, County, State and Reading Phils organization will enable the required MLB improvements to the stadium and enhance the stadium’s ability to handle additional off season social events. She noted the positive economic impact the Stadium and the Fightin’s have on our community.

Councilor Goodman-Hinnershitz agreed, noting her support for this ARPA allocation.

Council President Waltman thanked the Fightin Phils organization for developing the partnership that enabled this improvement project.

Bill No. 1-2022 was enacted by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: – None 0

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***

Councilor Reed moved, seconded by Councilor Ventura, to enact Bill No. 2-2022.

Bill No. 2-2022 was enacted by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

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***

Councilor Cepeda-Freytiz moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 3-2022.

Bill No. 3-2022 was enacted by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

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***

Councilor Goodman-Hinnershitz moved, seconded by Councilor Cepeda-Freytiz, to enact Bill No. 4-2022.

Bill No. 4-2022 was enacted by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

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***

Councilor Reed moved, seconded by Councilor Cepeda-Freytiz, to table Bill No. 5-2022.

Bill No. 5-2022 was tabled by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Ventura - 5
Nays: Tyson, Waltman, President - 2

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***

Councilor Goodman-Hinnershitz moved, seconded by Councilor Tyson, to enact Bill No. 6-2022.

Councilor Goodman-Hinnershitz explained the detrimental impact that occurs when yard waste is dumped on public property, noting that the yard waste roots and overtakes the native plants.

Bill No. 6-2020 was enacted by the following vote:

Yeas: Butler, Cepeda-Freytiz, Goodman-Hinnershitz, Reed, Tyson, Ventura, Waltman, President - 7
Nays: None - 0

INTRODUCTION OF NEW ORDINANCES

Councilor Goodman-Hinnershitz read the following ordinances into the record:

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

RESOLUTIONS

None

COUNCIL COMMENT

Councilor Cepeda-Freytiz questioned the status of the City’s exploration of being eligible to become a Second Class City. The managing director stated that Mr. Mann from PFM will be making a presentational to Council in February. He noted that the Second Class City designation does not bring many benefits to Home Rule cities.

Councilor Goodman-Hinnershitz thanked Public Works for doing an awesome job addressing the snow and slick roadways over the past few days.

Councilor Reed expressed condolences to the families affected by the fatal fires in the Bronx and Philadelphia. She stressed the need for sound and regular safety and code inspections at rental properties.

Councilor Tyson moved, seconded by Councilor Reed, to adjourn the regular meeting of Council.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

Drafted by _____ City Clerk
Sponsored by/Referred by City Clerk

R E S O L U T I O N N O. _____ 2022

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

Ratifying City Council Policy & Operations Handbook for a two year period.

Adopted by Council _____, 2022

Jeffrey S. Waltman
President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by _____ City Clerk
Sponsored by/Referred by City Clerk

R E S O L U T I O N N O. _____ 2022

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

Ratifying the BCTV MAC Channel Program Guidelines.

Adopted by Council _____, 2022

Jeffrey S. Waltman
President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by _____ City Clerk
Sponsored by/Referred by Mayor/Man Dir

R E S O L U T I O N N O. _____ 2022

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

Appointing Kyle Zeiber to the Berks County Reading Area Transportation Study (RATS), effective immediately.

Adopted by Council _____, 2022

Jeffrey S. Waltman
President of Council

Attest:

Linda A. Kelleher
City Clerk

TO: City Council

FROM: Abraham Amorós, Managing Director
PREPARED BY: Maritza Loaiza, Special Assistant
MEETING DATE: January 24, 2022
AGENDA MEMO DATE: January 19, 2022

FINANCE:

- The Finance Department completed the configuration of the Munis program, the new general ledger/accounting system, which is Phase 1 of the project. City staff will begin using it for purchasing and budget functions on February 1, 2022.

FIRE:

- The Fire Department, alongside the Public Works Department, Reading Recreation Commission, and Reading Area Water Authority, began to add water to the Schlegel Park Pool while temperatures allowed on January 13th and January 14th.
- The 9th and Marion Fire Station project site work is progressing. Residents living in the vicinity may notice loud noises during the workday due to drilling for the placement of the shoring piles. We apologize for any inconvenience this may cause and ask for their patience and understanding while the drilling is completed.

HUMAN RELATIONS COMMISSION:

- As of January 14th, HRC has:
 - 1,197 total rent and utility assistance applications were received (an addition of 26 applications since last reported).
 - 1,146 applications for rental assistance
 - 738 applicants were facing eviction
 - 302 applicants were not actively facing eviction
 - 106 applicants resided outside of the City but within the County.
 - 65 applications for utility assistance

LIBRARY:

- The Reading Public Library Northeast Branch received two letters praising their Virtual Yoga program with Anita Steele. Library patrons are providing positive feedback of the program and donating to the library due to their satisfaction.
- On Wednesday, January 5th, the RPL debuted on Elan Lift's "Talk It Out" program on WEEU. RPL staff will continue to be highlighted on the segment weekly, which airs at 4pm. During the 10 minute segment, staff will read a short story, poem, etc., and advocate for the City's libraries.

POLICE:

- The Reading Police Department currently has 13 officers in the Field Training Program. This group consists of December 2021 Academy graduates and January 2022 hires that were certified. In addition, nine officers are currently in Police Academy Training.

PUBLIC WORKS:

- Public Works staff cleaned the Duryea Drive Storm Swale and added this site to the Storm Hot Spot List to be checked on a monthly basis. PW Sewers staff will monitor the swale for illegal dumping.

- Public Works continues to monitor and address winter storms. The salt supply is fully stocked, and successful staffing, truck deployment, and equipment and building maintenance is occurring around the clock during each event.

On January 17th, PW participated in Mayor Moran's MLK Day of Service event. PW staff worked with the Wioktaden Center for Native Knowledge, Care, Inc., and Alvernia University to clean up the North Front/Buttwood Street neighborhood.

CITY AUDITOR'S REPORT
Monday, January 24, 2022

Real Estate Transfer Tax Revenue - Update as of December 31, 2021

For the month of December, the City's revenue was \$837,430.85 for Real Estate Transfer Tax. And as of December 31, 2021, \$8,793,785.75 has been recorded in revenue for this line item. This is the highest revenue amount recorded for this line item when compared to the previous four years. And in 2021, this revenue amount ended up with a surplus of \$4,093,785.75. Since January of this year, 2,583 transactions for Real Estate Transfer Tax have been completed, of which 2,179 transactions were taxable and 404 were non-taxable transactions. And about \$1.6 million in revenue was recorded in 2021 for properties that sold for more than a half a million dollar threshold. (See Table #2 for details.)

The following chart illustrates revenue for Real Estate Transfer Tax YTD – 12/31/21 to 12/31/2017.

Table #1

	YTD 12/31/2021	YTD 12/31/2020	YTD 12/31/2019	YTD 12/31/2018	YTD 12/31/2017
January	535,849.04	323,123.52	223,920.68	293,105.03	276,076.87
February	523,300.89	511,220.85	615,116.21	204,053.26	210,173.34
March	1,178,885.61	601,103.82	266,411.11	348,937.95	297,329.36
April	717,308.73	235,765.07	548,506.44	347,097.22	581,143.64
May	447,710.27	157,245.87	441,084.11	322,871.76	313,275.46
June	719,042.39	1,464,932.00	363,997.72	350,369.72	528,760.06
July	752,234.50	437,026.44	359,547.89	350,708.33	374,898.32
August	1,078,840.76	361,892.51	353,006.61	514,841.63	264,020.74
September	678,323.20	501,228.42	350,731.42	324,492.29	291,320.27
October	480,665.62	493,787.54	340,908.53	389,823.15	238,576.24
November	844,193.89	510,649.58	330,855.79	267,444.32	309,954.88
December	837,430.85	993,086.79	457,238.03	576,429.44	336,617.89

Total Revenue	8,793,785.75	6,591,062.41	4,651,324.54	4,290,174.10	4,022,147.07
Total Budgeted	4,700,000.00	4,200,000.00	3,800,000.00	3,350,000.00	3,050,000.00
Over/(Under) Budget	4,093,785.75	2,391,062.41	851,324.54	940,174.10	972,147.07

Properties that sold in 2021 for more than a half a million dollar threshold:

Table # 2

Property Address	Month of Sale	Sale Price	Rate - 3.5%
100 Lancaster Avenue	January	1,925,000.00	67,375.00
323 N 4 th Street	January	950,000.00	33,250.00
1800 Centre Avenue	February	5,200,000.00	182,000.00
1260 Hill RD	March	875,000.00	30,625.00
300 Lackawanna St	March	11,387,550.00	398,564.25
1211 Carbon Street	March	575,000.00	20,125.00
601 Lancaster Avenue	April	729,000.00	25,515.00
100 Lancaster Avenue	April	3,038,439.74	106,345.39
1414 Moss Street	April	600,000.00	21,000.00
Belmont Ave.	June	2,500,000.00	87,500.00
2045 Centre Ave.	June	670,000.00	23,450.00
1015 Rockland	June	1,500,000.00	52,500.00
Museum Road	July	1,150,000.00	40,250.00
50 N 9th Street	July	2,400,000.00	84,000.00
442 S 6th Street	July	540,000.00	18,900.00
812 Penn Street	August	2,544,332.00	89,051.62
1810 N 5th Street	August	550,000.00	19,250.00
801 Hiester Lane	August	1,528,580.00	53,500.30
In Town Motel LLC	August	965,000.00	33,775.00
211 S 9th Street	August	650,000.00	22,750.00
232 S 6th Street	September	675,000.00	23,625.00
19 S 3rd Street	September	500,000.00	17,500.00
600 Penn Street	November	3,200,000.00	112,000.00

101 Fern Avenue	November	550,000.00		19,250.00
1226 N 9th Street	November	570,000.00		19,950.00
1505 Lorraine Rd	December	650,000.00		22,750.00
726 Washington Street	December	561,600.00		19,656.00
Total		46,984,501.74		1,644,457.56

Earned Income Tax / Earned Income Tax Prior Year – Update as of 12/30/2021

As of December 31, 2021, the City’s General Fund had recorded \$21,139,108.06 in revenue for Earned Income Tax. Although about \$2.1 million less in revenue was budgeted for 2021 compared to 2020 budget, the City’s YTD Earned Income Tax is higher this year by \$489,495.55 when compared to the YTD revenue amount recorded for the same period of 2020. Also, because the revenue that will be received in January of this year for EIT and EIT Prior will be accrued to 2021, this amount will be even higher.

Earned Income Tax revenue YTD comparison between 2021 vs. 2020:

	2021 Budget	YTD 12/31/21	Variance	2020 Budget	YTD 12/31/20	Variance
Earned Income Tax	15,512,120.00	15,265,023.40	(247,096.60)	16,861,000.00	14,486,552.74	(2,374,447.26)
EIT Prior	4,730,000.00	5,874,084.66	1,144,084.66	5,500,000.00	6,163,059.77	663,059.77
Total	20,242,120.00	21,139,108.06	896,988.06	22,361,000.00	20,649,612.51	(1,711,387.49)

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-riden 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 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:
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 1.²⁰

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: _____

Drafted by _____ City Clerk
Sponsored by/Referred by _____
Introduced on _____ 1-24-22

BILL NO. _____-2022

AN ORDINANCE

AMENDING CITY CODE CHAPTER 180 ENTITLED "CONSTRUCTION CODES", PART 8 ENTITLED "INTERNATIONAL BUILDING CODE", SECTION 802 ENTITLED "AMENDMENTS", LETTER J. ENTITLED "INTERNATIONAL BUILDING/FIRE PREVENTION CODE BOARD OF APPEALS" ARTICLE 2 ENTITLED "MEMBERSHIP", SECTIONS 2.3 ENTITLED "MEMBERS" AND 2.4 ENTITLED "QUALIFICATIONS" BY ALLOWING THE PARTICIPATION OF HVAC, ELECTRICAL EXAMINING BOARD AND PLUMBING BOARD OF EXAMINERS TO ALSO SERVE ON THE INTERNATIONAL BUILDING/FIRE BOARD OF APPEALS

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

Section One: Amending City Code Chapter 180 entitled "Construction Codes", Part 8 entitled "International Building Code", Section 802 entitled "Amendments", Letter J. entitled "International Building/Fire Prevention Code Board of Appeals" Article 2 entitled "Membership", Section 2.3 entitled "Members" is amended to read in its entirety as follows:

The Board of Appeals shall consist of seven members appointed by the Mayor and confirmed by the Council of the City of Reading as follows: one for five years, one for four years, one for three years, two for two years, and two for one year. Thereafter, each new member shall serve for five years or until a successor has been appointed. Members of the City of Reading HVAC, Electrical Examining Board and Plumbing Board of Examiners may upon appointment as provided for herein and confirmation may serve on the City of Reading International Building / Fire Prevention Board of Appeals.

Section Two: Amending City Code Chapter 180 entitled "Construction Codes", Part 8 entitled "International Building Code", Section 802 entitled "Amendments", Letter J. entitled "International Building/Fire Prevention Code Board of Appeals" Article 2 entitled "Membership", Section 2.4 entitled "Qualifications" is amended to read in its entirety as follows:

The Board of Appeals shall consist of the following professions or disciplines:

1. Registered design professional who is a registered architect; or a builder or superintendent of building construction with at least ten (10) years' experience, five (5) of which shall have been in responsible charge of work.

- 2. Registered design professional with structural and architectural experience.
- 3. Registered design professional with mechanical or plumbing experience; or a mechanical or plumbing contractor with at least ten (10) years' experience, five (5) of which shall have been in charge of work.
- 4. Registered design professional with electrical engineering experience; or an electrical contractor with at least ten (10) years' experience, five (5) of which shall have been in responsible charge of work.
- 5. Registered design professional with fire protection engineering experience; or a fire protection contractor with at least ten (10) years' experience, five (5) of which shall have been in responsible charge of work.
- 6. *Members of the City of Reading HVAC, Electrical Examining Board and Plumbing Board of Examiners may also serve on the City of Reading Building / Fire Prevention Board of Appeals provided they have ten (10) years of relevant experience, five (5) of which shall have been in responsible charge of work.***

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: Deputy City Clerk
Referred by: HR Director
Introduced on: January 24, 2022
Advertised on:

**BILL NO. _____ -2022
AN ORDINANCE**

**AMENDING CITY OF READING CODE OF ORDINANCES, CHAPTER 70 PERSONNEL,
PART 5 LEAVE, VACATIONS AND HOLIDAYS, SECTION 70-502 HOLIDAYS LETTER A BY
ADDING JUNETEENTH, AS ATTACHED**

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

- Section One:** The City of Reading hereby amends Chapter 70 Personnel, Part 5 Leave, Vacations and Holidays, Section 70-502 Holidays, Letter A by adding Juneteenth, 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: _____

Chapter 70 Personnel
Part 5 Leave, Vacations and Holidays

§ 70-502. Holidays.

[Amended 5-29-2001 by Ord. No. 14-2001]

A. The following days shall be recognized by the City as paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veterans Day
Presidents' Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Juneteenth	Christmas Eve
Independence Day	Christmas Day

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

R E S O L U T I O N N O. _____ 2022

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

Appointing Johanny Cepeda-Freytiz as Council Vice President

Adopted by Council _____, 2022

Jeffrey S. Waltman
President of Council

Attest:

Linda A. Kelleher
City Clerk

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

R E S O L U T I O N N O. _____ 2022

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

Appointing Linda A. Kelleher as City Clerk

Adopted by Council _____, 2022

Jeffrey S. Waltman
President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by
Sponsored by/Referred by

Deputy City Clerk
Council Nominations and Appointments Committee

R E S O L U T I O N N O. _____-2022

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

That Craig Breneiser is reappointed to the Fire Civil Service Board with a
term ending January 24, 2026.

Adopted by Council January 24, 2022

President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by
Sponsored by/Referred by

Deputy City Clerk
Council Nominations and Appointments Committee

R E S O L U T I O N N O. _____-2022

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

That Sarah Crothers is appointed to the Environmental Advisory Council
with a term ending January 24, 2025.

Adopted by Council January 24, 2022

President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by
Sponsored by/Referred by

Deputy City Clerk
Council Nominations and Appointments Committee

R E S O L U T I O N N O. _____-2022

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

That Robert Conklin is reappointed to the Planning Commission with a
term ending April 1, 2025.

Adopted by Council January 24, 2022

President of Council

Attest:

Linda A. Kelleher
City Clerk