CITY COUNCIL

Meeting Agenda

REGULAR MEETING ***MONDAY, DECEMBER 13, 2021***
VIRTUAL MEETING ***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 8th 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/88036301223?pwd=Qk41QkFGck83ZHhsQ0l0ZHJVdG8wUT09

Passcode: 807716

Or One tap mobile:
+13017158592,,88036301223#,,,,*807716# US (Washington DC)

+13126266799,,88036301223#,,,,*807716# 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: 880 3630 1223
Passcode: 807716

1. OPENING MATTERS

A. CALL TO ORDER
B. INVOCATION: Chaplain Jim Farnsworth
C. PLEDGE TO THE FLAG
D. ROLL CALL
E. EXECUTIVE SESSIONS: Prior to the Dec 6th Special Meeting to discuss the recycling litigation settlement

2. PROCLAMATIONS AND PRESENTATIONS

Commendation recognizing Brad Waples and Art the Block

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 December 13, 2021

B. MINUTES: November 22nd Regular Meeting, the December 6th Special Meeting, and approving the summations of discussion from the COWS on November 22nd, November 29th and December 6th and the December 6th Nominations 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 – authorizing the Solicitor to execute the form to approve the Repository Bids on 414 Little Maple St, 414 A Little Maple St, 631 Mulberry St and Monroe St

B. Award of Contract – for the Penn Street Courtyard Project to Doug Lamb Construction, Elizabethtown, PA in the amount of $564,040.00

C. Resolution – authorizing the settlement of the recycling litigation ***(to be distributed if negotiations are completed)***

6. ADMINISTRATIVE REPORT

Written report attached.

7. REPORT FROM OFFICE OF THE AUDITOR

Written report attached

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

Reading Housing Authority – Executive Director Stacey Keppen

9. ORDINANCES FOR FINAL PASSAGE

A. Bill 75-2021 – amending the Code of Ordinances Chapter 62 New Officers and Employees Pension Fund, Section 102 to prohibit the participation of new members where the employee is hired or rehired on or after January 1, 2022 ***Introduced at the September 27 regular meeting; Tabled at the October 11, 25, November 8 and 22 regular meetings***

B. Bill 85-2021 – authorizing a budget transfer in the amount of $60,000 from Solid Waste Contracted Services to Recycling Contracted Services to cover the increase in tipping fees through the end of 2021 ***Introduced at the November 22 regular meeting***

C. Bill 86-2021 – authorizing a budget transfer in the amount of $12,500 within the Fire Department to cover unanticipated fuel costs in the EMS budget ***Introduced at the November 22 regular meeting***

D. Bill 87-2021 – amend City Code Chapter 496, Part 1 Dumpster Placement with a rewrite that requires the annual permitting for permanent dumpsters/toters within the public right of way, screening of all dumpsters/toters, requiring weekly collection from such dumpsters/toters and using any revenue realized for the expansion of the Clean City program ***Introduced at the November 22 regular meeting***

E. Bill 88-2021 – 2022 Real Estate Tax Rate ***Introduced at the Oct 4 Special Meeting***

F. Bill 89-2021 – 2022 Non-Resident EIT Tax Rate ***Introduced at the Oct 4 Special Meeting***

G. Bill 90-2021 – 2022 Position Ordinance ***Introduced at the Oct 4 Special Meeting***

H. Bill 91-2021 – 2022 General Fund Budget ***Introduced at the Oct 4 Special Meeting***

I. Bill 92-2021 – 2022 Capital Fund Budget ***Introduced at the Oct 4 Special Meeting***

J. Bill 93-2021 – ARPA Plan ***Introduced at the Oct 4 Special Meeting***

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance – modifying the trash and recycling fee schedule in Chapter 212

B. Ordinance – amending the 2021 Capital Improvement Fund Budget by providing $30,000.00 In funding needed to cover the cost of the patrol equipment/armory project.

C. Ordinance – amending Chapter 23, Section 101, of the City Code by changing the number of members of the Planning Commission from five to seven members

D. Ordinance – amending the City Code Chapter 396 Parks and Recreation, Part 3 Park Use, Section 305 Rules of Conduct to prohibit the dumping of yard waste in City parks, playgrounds, preserves and public spaces

E. Ordinance – amending the City Code Chapter 496 Solid Waste Part 2 Storage and Collection to clarify that yard waste is collected by the City at no extra fee for residents

F. Ordinance – amending City Code Chapter 212, Part 136. Curbside waste collection setting the fees for 2022 as follows:

Description	Fee	Code Citation
Municipal waste collection fee, all services **(trash, recycling, clean city*)**	~~$270~~ **$330.00**	§ 496-203
Municipal waste collection fee, all services with senior discount	~~$135~~ **$165.00**	§ 496-203 § 496-207A
Municipal waste collection fee, recycling*	~~$90~~ **$69.40**	§ 496-208
Purchase of **additional** recycling cart, 65 gallon or similar	~~**$43**~~ **$60**	§ 496-207A
Purchase of **additional** recycling cart, 35 gallon or similar	~~**$36**~~ **$50**	§ 496-207A
Appeal fee	$100	§ 496-207

G. Ordinance – authorizing the sale of 623 Wool Alley to John H. Miller and/or Real Food Farm LLC, for $500.00

H. Ordinance – authorizing the required construction easements to PennDOT for the rebuilding of the Schuylkill Avenue Railroad Bridge; PennDOT Project SR 183-05B

I. Ordinance – amending the 2021 Capital Improvement Fund Budget Ordinance is hereby Amended by providing $500,000.00 in funding to cover the cost of the Schlegel Park Pool project.

J. Ordinance – amending 2021 Capital Improvement Fund Budget by transferring $200,000.00 to the LED Lighting Project Fund

K. Ordinance – authorizing the transfer of $40,000 from the Public Works Admin Contracted Services to Maintenance Repair Street Lights for the purpose of year end Street Lighting repairs.

L. Ordinance – authorizing the transfer of $50,000 from the Public Works Admin Contracted Services to Contracted Services providing unforeseen maintenance and repair to public facilities

M. Ordinance – amending the City Code Chapter 23 Part 1201 Downtown Revitalization Public Private Partnership

11. RESOLUTIONS

A. Resolution – appointing Rogelio Flores, a Mayoral appointment, to the Youth Commission

B. Resolution – appointing Mark Cianciosi to the Code & License Appeals Board

C. Resolution – denying the Conditional Use application for a temporary shelter at 238 N 6th St as per the attached resolution

12. PUBLIC COMMENT – GENERAL MATTERS

Please see public speaking rules on second page

13. COUNCIL BUSINESS/COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, December 13
Committee of the Whole – last date to adopt 2022 budgets and related ordinances – 5 pm
Regular Business Meeting – immediately following COW

Thursday, December 16
ARPA Public Meeting – Children's Home of Reading – 6 pm

Monday, December 20
Nominations & Appointments Committee – 4 pm
Committee of the Whole – 5 pm

Thursday and Friday, December 23 & 24
***City Hall closed – Christmas holiday*

Monday, December 27
Committee of the Whole – 5 pm
Regular Business Meeting – immediately following COW

Friday, December 31
***City Hall closed – New Year's holiday*

15. ADJOURN

City of Reading City Council
Hybrid Regular Meeting
November 22, 2021
At the conclusion of the COW Meeting

Council President Waltman called the meeting to order at approximately 7:45 pm.

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 and 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, in 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 City Auditor Maria Rodriguez. All present pledged to the flag.

ATTENDANCE

Council President Waltman - electronically
Councilor Sihelnik, District 1 - electronically
Councilor Goodman-Hinnershitz, District 2 – electronically
Councilor Ventura, District 3 – electronically
Councilor Marmarou, District 4 – in person
Councilor Reed, District 5 – electronically
Councilor Cepeda-Freytiz, District 6 – electronically
Solicitor F. Lachat – electronically
City Clerk L. Kelleher – in person
Auditor M. Rodriguez – electronically
Mayor's Assistant Frank Denbowski - electronically

Council President Waltman announced that an executive session was held at the close of the Nov 15th COW on personnel and litigation and prior to the start of the Nov 22nd COW on litigation.

PROCLAMATIONS AND PRESENTATIONS

None.

PUBLIC COMMENT

Council President Waltman announced that there is one (1) citizen who submitted written public comment on general matters. He asked the City Clerk to read the submission.

Matthew Auchter, of Orchard Road, noted the serious safety issues posed by the spiked fencing surrounding 1306 Orchard Road. The fencing is only 2 feet high and is a danger to both humans and animals. He noted a recent EMS call to remove an individual who became impaled on the spiked

fencing. He noted that the danger is even greater during the winter months when ice and snow are present. *(Please see the screen shot and photo of the fence attached to the minutes.)*

Councilor Sihelnik noted that several neighbors in the area contacted her about the danger created by this low spiked fencing. She noted that the fence itself and the size of the fence are not in violation of the City's codes. She asked the Managing Director to address the safety threats created.

APPROVAL OF THE AGENDA & MINUTES

Council President Waltman called Council's attention to the agenda, including the legislation on the Consent Agenda and the minutes from the November 8th Regular Meeting, the meeting summaries from the COWs held on November 8th, 9th and 15th and the November 15th Nominations Meeting. He noted that the Award of Contract for municipal trash collection is being removed and that Bill 82 relating to payment of the Mayor's car has been withdrawn by the administration.

The minutes from the November 8th Regular Meeting, the agenda as amended, including the legislation on the Consent Agenda as amended and the summations of discussion listed were approved by acclimation.

Councilor Cepeda-Freytiz inquired if the agreement for ARPA Grants management includes performance standards. The mayor's assistant stated that performance terms are included along with remedies.

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 – to Boyle Construction, Allentown, PA for the McKnight and Spring Firehouse engineering and construction management in the amount of $48,000.00

B. Award of Contract – for the ARPA Grants Management, Accounting and Compliance Project to Zelenkofske Axelrod, LLC, Harrisburg, PA. $150,000 will be paid in 2022 and $100,000 will be budgeted annually. The award is based on an hourly rate, not a specific dollar amount. The hourly rate is $325/hour for a Partner/Principal and $215/hour for a Manager

C. Award of Contract – for the Buttonwood Gateway Engineering Project to McTish, Kunkle & Associates, Allentown, PA. The fees for this part of the project will be paid from account code 34-07-24-4216. The total amount to be incurred is $225,508 over two (2) years. The payments will be broken down into $15,000 for year 2021 and $210,508 for year 2022.

D. Award of Contract – for the Bernhart's Dam Spillway Removal Project to Flyway Construction, Mt. Joy, PA at the cost of $89,400

REMOVED

E. Award of Contract – for municipal trash collection for a 5 year period to Republic Services, Leesport PA at the cost of $6,800,000 for Trash and $2,950,000 for Recycling

ADMINISTRATIVE REPORT

The mayor's assistant summarized the report copied in below.

COMMUNITY DEVELOPMENT:

- The Community Development Department received authorization from the PA Department of Health (PaDOH) and Housing and Urban Development (HUD) to start the Lead Hazard Abatement Program as of November 1st. Currently, the CD Department is working with the US Environmental Protection Agency (USEPA) to certify ten local contractors and several paint inspectors and seek Lead Risk Assessors to ensure the workforce is adequately staffed and trained.
- The program requires cleaning ten homes per PaDOH and 150 homes per HUD. The total of 160 homes will need to be completed in a three-year timeframe. To ensure families affected by lead contamination are aware of the program, the CD Department is reaching out to local healthcare providers to inform families with children who have elevated blood lead levels to contact the City for assistance.
- The CD Department's Property Maintenance Division conducted the following since the last report:
    - 406 two-year Property Inspections
    - 279 Quality of Life (QOL) citations
    - 115 Notice of Violation issued to chronic QOL violators
    - 163 Notice of Violation issued to properties that are not compliant with Property Maintenance ordinances
- The CD Department discussed the Property Transfer ordinance with the Reading-Berks Association of Realtors (R-BAR). R-BAR provided feedback which the CD and the Law Department will review and agree to suggestions that will ensure transparency while assisting with delays in the settlement process. This ordinance addresses QOL and Code violations to ensure Buyer Beware.
- The CD Department's Zoning Division improved the Zoning application process, and it has resulted in a significant reduction in applications caught in the pipeline. In October, the number of pending applications went from 81 to 26.
- The CD Department via Finance's Purchasing Division issued a Request for Qualification (RFQ) for the 5th and Penn properties. The RFQ requires a mandatory registration with the City's Purchasing Division and scheduling a tour of the properties. The due date for RFQ responses is January 14, 2022.

FINANCE:

- The Finance Department's Information Technology Division is working with Alvernia University to ensure the RPD SubStation on the Collegetowne Campus is ready to operate from a technology standpoint.
- The Finance Department IT Division updated the SolarWinds software, fixed eDiscovery on the City's email server, and resolved the Comcast outages occurring at the 3rd and Spruce Recreation Center building.

- The Finance Department continues to work on the conversion to the Tyler Munis accounting system. All fee schedules and Hansen System information was supplied to Tyler Munis personnel to assist in preparing the new system.
- The Finance Department's Purchasing Division has the following updates on current projects:
    - Penn Street Courtyard Project: Three bids were received by the October 27th deadline.
    - Bernhart's Dam Spillway Removal Project: Eight bids were received by the October 27th deadline.
    - Municipal Solid Waste Disposal Project: Two bids were received by the October 14th deadline

- Buttonwood Gateway Project: Ten proposals were received. A selection committee was appointed to review the proposals and choose a firm.
- Penn Square Properties: The Request for Qualifications (RFQ) was announced on October 29th. Anyone interested can find the RFQ on the City's website, www.readingpa.gov. The deadline for submissions is January 14, 2022.

FIRE:

- On October 27th, Lt. John Naylor from the Fire Marshal's Office participated in Amanda Stout Elementary School's Trunk or Treat event. At the event, Lt. Naylor provided attendees with Fire Safety handouts.
- Fire Chief Stoudt and 2nd Deputy Chief Glore read books to Amanda Stout Elementary School students via Zoom throughout the morning of October 28th. The RFD enjoyed reading and interacting with numerous classes virtually.
- On October 28th, Lt. John Naylor from the Fire Marshal's Office and RFD Engine 1 crew participated in the Trunk or Treat event hosted by the Claire of Assisi House on South 12th Street. Fire safety material was distributed to those who attended.
- The Fire Department's 9th and Marion Fire Station project ceremonial groundbreaking will be held on November 5th at 11 am. The public is welcome to attend.
- On November 19th, the Paramedic Class Graduation Ceremony and swearing-in will occur at the Goggleworks Center for the Arts.

HUMAN RELATIONS COMMISSION:

- As of November 3rd, HRC has:
  - 1105 total rent and utility assistance applications were received (an addition of 36 applications since last reported).
    - 1053 applications for rental assistance
      - 660 applicants were facing eviction
      - 291 applicants were not actively facing eviction
      - 102 applicants resided outside of the City but within the County.
    - 52 applications for utility assistance

HUMAN RESOURCES:

- The Human Resource Department would like to welcome newly hired City of Reading employees, which include:
  - As of November 1st, Richard Stoudt will serve as an Equipment Operator II for Solid Waste Division.
  - As of November 8th, Lori Kramer will serve as the new Auditing Coordinator.

LIBRARY:

- The Reading Public Library began its routine policy review process. All 28 policies were shared with the Library staff for edits and suggestions. The policies range from author visitations to youth services. The Board of Trustees will then review and vote on submissions.
- On October 30th, the RPL's annual Halloween Bash returned after taking a year off. The event included spooky tunes and family favorites played by the Reading Philharmonic. This twelve-year-old tradition also had a costume parade, book giveaway, craft activities, and candy. Other special guests were Cosplayers Care. Thank you to everyone that made the return of this event a great success.
- The RPL is currently seeking applicants for three positions: District Consultant, Outreach Coordinator to Older Adults, and Part-time Interlibrary Loan Coordinator. Please share this information with any person or organization that may help in filling these vacancies.
- The RPL's Staff Development Day was held on November 2nd at the Doubletree Hotel. The event included training sessions, keynote speaker Travis Berger, an Assistant Professor of Business and Leadership at Alvernia University, and the traditional bake-off contest among library staff.

POLICE:

- The Reading Police Department Pink Patch initiative has raised over $8,000. Their goal is to reach $10,000. The money raised will go to Breast Cancer Support Services of Berks County. The commemorative patches are still available to the public for $20. Those interested can contact the Police Traffic Office at 610-655-6294.

- Lt. Lance Lillis and Officer Rene Rios joined various community partners on the monthly homeless outreach detail on October 28th. The outreach next detail is scheduled for the week of November 15th.
- On October 27th, the Salvation Army recognized Lt. Lance Lillis and the Reading Police Department for the work he and the police force as a whole did with food distribution during the pandemic. The recognition took place at their annual breakfast event.
- The RPD donated 16 bicycles to the Reading School District to support an initiative led by RPD Chaplain Nick Camacho. Students will work to refurbish the bicycles, which will then be awarded to students who have achieved perfect attendance and good grades. The RPD is also working with AAA to provide bicycles helmets to the recipients if they need them.

PUBLIC WORKS:

- Public Works staff has completed 332 out of the 780 streetlights from the LED Streetlight project. An increase of 82 streetlights since last reported on October 25th.
- On November 5th, the paving of the 200 and 300 blocks of Penn Street, which began on October 4th, was completed.
- Public Works announced the completion of the Pagoda traffic improvements on October 22nd. The Pagoda will be open to the public from dawn until dusk, with Public Works staff opening gates at dawn and the Reading Police Department closing the gates at dusk.

Councilor Reed thanked the Police and Public Works Departments for their work to manage Saturday's Holiday parade and keep those in attendance safe.

Councilor Sihelnik thanked the administration for working with the Delaware consulting firm about improvements to the City Greenhouse located in City Park. She inquired about the backlog of sign permits in zoning. The mayor's assistant stated that this backlog has been alleviated, noting that zoning permits are now issued within 30 days as the 2nd zoning inspector position has now been filled.

Councilor Goodman-Hinnershitz thanked the administration for proactively addressing the Greenhouse.

AUDITOR'S REPORT

The Auditor read the report attached to the agenda, as follows:

2021 Cable Franchise Fees Revenue – Update as of 09/30/2021

For 2021, the City budgeted $825,000.00 in revenue for the Cable Franchise Fees. Due to less revenue collected in previous years, $50,000.00 less was budgeted for this year compared to 2020 budget. As of September 30, 2021, the City recorded $607,448.43 in revenue for this revenue line item. And about $10,000 less in revenue has been collected during the first three quarters of this year compared to the same period of 2020.

Real Estate Transfer Tax Revenue - Update as of September 30, 2021

For September of 2021, the City's revenue is $678,323.20 for Real Estate Transfer Tax. And YTD revenue recorded as of September 30, 2021, is $6,631,495.39 for this line item. The revenue for Real Estate Transfer Tax has already exceeded it budget target by $1,931,495.39.

DCED Grant Update - Closeout Audit

At the September 23, 2021, Council meeting, I reported that in 2015, the DCED granted $520,000 to the City, and the expiration date of this grant was June 30, 2021. A closeout audit was needed in order for the City to be in compliance with the DCED guidelines. The closeout audit has been completed by

Herbein & Company, and on October 28, 2021, this audit was filed to DCED by Michael Oppenheimer, City Controller.

The closed audit identified the following two findings:

1) The contract financial statements include $25,196 of expenditures for design and engineering of the Penn Street Fire Station and $475.00 of expenditures associated with the Penn Street properties, neither of which were approved activities in the grant contract or any amendments. The 9th and Marion Fire Station was the allowable project in the amended grant. As outlined in the grant contract, the City could be asked to return the grant funds plus interest which were spend on unbudgeted activities.

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

None.

ORDINANCES FOR FINAL PASSAGE

Budget Ordinances

Ordinance – 2022 Real Estate Tax Rate ***Introduced at the Oct 4 Special Meeting***

Ordinance – 2022 Non-Resident EIT Tax Rate ***Introduced at the Oct 4 Special Meeting***

Ordinance – 2022 Position Ordinance ***Introduced at the Oct 4 Special Meeting***

Ordinance – 2022 General Fund Budget ***Introduced at the Oct 4 Special Meeting***

Ordinance – 2022 Capital Fund Budget ***Introduced at the Oct 4 Special Meeting***

Ordinance – Adjustments to Trash/Recyling Fees ***Introduced at the Oct 4 Special Meeting***

Ordinance – ARPA Plan ***Introduced at the Oct 4 Special Meeting***

A. Bill 75-2021 – amending the Code of Ordinances Chapter 62 New Officers and Employees Pension Fund, Section 102 to prohibit the participation of new members where the employee is hired or rehired on or after January 1, 2022 ***Introduced at the September 27 regular meeting; Tabled at the October 11, 25, and Nov 8 regular meetings***

Councilor Goodman-Hinnershitz moved, seconded by Councilor Cepeda-Freytiz, to table Bill No. 75- 2021.

The motion to table Bill No 75-2021 was approved by the following vote:

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

WITHDRAWN BY THE ADMINISTRATION

B. Bill 82-2021 – authorizing a budget transfer of $30,000 from Finance to the Mayor's Office for the purchase of a car for the mayor.

C. Bill 83-2021 – authorizing a budget transfer of $12,000 from Finance to the Mayor's Office to reimburse the Potteiger Trust fund to cover the cost of the gun buyback program, as this fund may only be used for charities

Councilor Marmarou moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 83- 2021.

Councilor Goodman-Hinnershitz thanked the City Auditor for researching the proper use of this trust fund and making sure that these funds are used within the terms defined by the Trust.

Councilor Cepeda-Freytiz questioned why the use of this funding is not included in the General Fund budget. The Finance Director explained that due to the Auditor's findings requiring the use of this trust fund funding only for charitable purposes to benefit people in need, the approval of this ordinance will relocate this funding from the General Fund to the Agency Fund.

The motion to enact Bill No 83-2021 was approved by the following vote:

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

D. Bill 84-2021 – authorizing the addition of an Agency Fund line item in the amount of $25,000 for downtown holiday related costs

Councilor Cepeda-Freytiz moved, seconded by Councilor Marmarou, to enact Bill No. 84- 2021.

The motion to enact Bill No 84-2021 was approved by the following vote:

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

INTRODUCTION OF NEW ORDINANCES

Council President Waltman read the following ordinances into the record:

A. Ordinance – authorizing a budget transfer in the amount of $60,000 from Solid Waste Contracted Services to Recycling Contracted Services to cover the increase in tipping fees through the end of 2021

B. Ordinance – authorizing a budget transfer in the amount of $12,500 within the Fire Department to cover unanticipated fuel costs in the EMS budget.

C. Ordinance – amend City Code Chapter 496, Part 1 Dumpster Placement with a rewrite that requires the annual permitting for permanent dumpsters/toters within the public right of way, screening of all dumpsters/toters, requiring weekly collection from such dumpsters/toters and using any revenue realized for the expansion of the Clean City program

RESOLUTIONS

A. Resolution 102-2021 – appointing Michael Gombar Jr. as the Council Solicitor for a 2 year term, effective Dec 1st and authorizing the Council President to execute the attached employment agreement.

Councilor Sihelnik moved, seconded by Councilor Goodman-Hinnershitz, to adopt Resolution No. 102-2021.

The motion to adopt Resolution No. 102-2021 was approved by the following vote:

> **Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Ventura, Sihelnik, Waltman, President – 7**
> **Nays: None – 0**

B. Resolution – appointing Nelson DeLeon to the Planning Commission

Councilor Marmarou moved, seconded by Councilor Cepeda-Freytiz, to adopt Resolution No. 103- 2021.

The motion to adopt Resolution No. 103-2021 was approved by the following vote:

> **Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Ventura, Sihelnik, Waltman – 7**
> **Nays: None – 0**

COUNCIL COMMENT

Councilor Cepeda-Freytiz and Reed wished everyone a happy Thanksgiving.

Councilor Sihelnik noted the upcoming Thanksgiving Luncheon organized by the South of Penn group on November 24th. She commended Berks Nature for their State of the Environment report and their overall work in our community.

Councilor Goodman-Hinnershitz reminded all that the holiday season incorporates Chanukah, noting the ceremony to light the Menorah every evening from November 28th through December 6th.

Councilor Sihelnik inquired about the tree lighting ceremony. The mayor's assistant stated that the ceremony is planned for December 2nd at 6 pm.

Councilor Waltman reviewed the upcoming Council meeting schedule.

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

Linda A. Kelleher CMC, City Clerk

City of Reading City Council
Special Meeting
Monday, December 6, 2021
5 pm
Hybrid Meeting

Council President Waltman called the meeting to order at 5:02 pm. He announced the purpose of this meeting and welcomed Council Solicitor Mike Gombar to his inaugural meeting.

Due to the COVID-19 pandemic, the City was forced to change their meeting format to a virtual format. The meeting can be observed using the virtual meeting link on the posted agenda, by watching BCTV MAC Channel 99, by dialing the phone number listed on the posted agenda or for those without internet and dial-in access, by viewing the meeting in the Penn Room, City Hall. Public comment can be provided in writing, by telephone, by connecting with the virtual meeting app or speak in person the Zoom connection in the Penn Room by registering with the City Clerk in advance of the meeting.

ATTENDANCE
Council President Waltman
Councilor Goodman-Hinnershitz, District 2 – electronically
Councilor Ventura, District 3 - electronically
Councilor Marmarou, District 4 – in person
Councilor Reed, District 5 - electronically
Managing Director A. Amoros – electronically
Solicitor F. Lachat – electronically
City Clerk L. Kelleher – in person
City Auditor M. Rodriguez – electronically

Council President Waltman announced that Councilor Sihelnik will be arriving late.

PUBLIC COMMENT
The City Clerk stated that there are no members of the public registered to speak.

AGENDA
Council President Waltman called Council's attention to the agenda for this meeting. He announced that the Resolution regarding the settlement of the recycling litigation is not completed and will be added to the December 13th regular meeting agenda. **The agenda, as amended, was approved by acclimation.**

Resolutions

B. Award of Contract – for municipal trash collection to BFI Waste Services dba Republic Services, Leesport PA for a 5 year contract with a 2 one year extension options to ensure weekly trash pickups of 27,200 units and 28,000 units for recycling at the following cost: Trash $5,193,024 and Recycling $2,920,720

Councilor Marmarou moved, seconded by Councilor Goodman-Hinnershitz to award the contract to Republic, as recommended by the administration.

In response to a question, the City Solicitor explained the process used last year and this year to bid out the municipal trash service. He stated that the bids came in exorbitantly high last year and the City exercised its option to use a one (1) year extension. The RFP used this year was refined to eliminate various contract requirements to reduce the cost of the contract. While the prices came back higher than the current rate, the prices were less than those obtained in 2020. He expressed the belief that the changes in the recycling market and inflation are responsible for the increased prices.

Council President Waltman inquired about the amount of the increase. The City Solicitor stated that the trash price will rise by approximately $60 per year.

Councilor Sihelnik connected with the meeting at this time.

Councilor Goodman-Hinnershitz stated that she will support this award of contract, noting her belief in the process used by the administration and the service provided.

The award of contract to BFI Waste dba Republic Services was approved by the following vote:

Yeas: Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Waltman, President – 5
Nays: Ventura - 1

Council Comment

None.

The meeting adjourned, on a motion by Councilor Reed and a second by Marmarou, at approximately 5:26 pm.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

Drafted by	City Clerk
Sponsored by/Referred by	City Council
Introduced on	12-13-21
Advertised on	N/A

RESOLUTION NO. ___-2021

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

In accordance with Administrative Code Section 5-810 City Council authorizes and directs the City Solicitor to execute, under the seal of the City of Reading, attested to by the City Clerk, an acknowledgment form APPROVING the bids made at the Berks County Tax Claim Repository Tax Sale for the following properties:

Sale #	Property Address	Bid Amount	Delinquency Total	Yrs Owned	Bidder
10-07357	414A Little Maple St	$100	$1,312.24	13	Alejandro Ramirez
06-07292	414 Little Maple St	$200	$1,611.90	17	Bibi Safia
09-12810	631 Mulberry St	$500	$6,501.40	14	RPA
12-19428	Monroe St	$600	$9,813.01	11	Jason Snellbaker

And furthermore City Council authorizes and directs the City Solicitor to execute, under the seal of the City of Reading, attested to by the City Clerk, an acknowledgment form REJECTING the bids made at the Berks County Tax Claim Repository Tax Sale for the following properties:

None

Adopted by Council December ___, 2021

_____
President of Council

Attest:

_____
City Clerk

AGENDA MEMO

DEPARTMENT OF ADMINISTRATIVE SERVICES

TO:	City Council
FROM:	Tammi Reinhart, Purchasing Coordinator
PREPARED BY:	Tammi Reinhart, Purchasing Coordinator
MEETING DATE:	December 1, 2021
AGENDA MEMO DATE:	December 13, 2021
RECOMMENDED ACTION:	Awarding of Contract for the Penn Street Courtyard Project

RECOMMENDATION

The recommendation is to award the contract for the Penn Street Courtyard Project to Doug Lamb Construction, 1180 Zeager Road, Elizabethtown, PA 17022 in the amount of $564,040.00.

BACKGROUND

The site is located in the area known as Penn Street Courtyard. The site is a courtyard located between several city buildings within Court Street, 6th Street and Penn Street. The project consists of the removal and replacement of the existing stormwater system, removal of the existing brick pavers to be replaced with stamped concrete for the Brick effect (this allows for a smooth surface for ADA accessibility but still provides the historic feeling rather than plain concrete).

The installation of ADA accessible ramps in accordance with the Department of Justice standards, so the entire park will be ADA accessible. All existing non-impervious areas within the project area are planter boxes. The construction for the proposed improvements will impact approximately 0.48 acres. The project will resolve stormwater and ADA access to the business area that has a substantial amount of pedestrian traffic due to the court house and surrounding businesses.

Additionally, the large trees in the area will be removed and replaced with native shade trees that are not meant to grow large and become a fall hazard.

BUDGETARY IMPACT

The project will be funded from two Budget Account Codes:

34-07-71-4801 in the amount of $329,774.00

31-07-00-4216 in the amount of $234,266.00

PREVIOUS ACTION

None

SUBSEQUENT ACTION

Formal action by Council is required to award the contract at the December 13, 2021 meeting.

RECOMMENDED BY

Managing Director, Public Works Director, Finance Director, Controller and Purchasing Coordinator

RECOMMENDED MOTION

Approve/Deny the recommendation for the Penn Street Courtyard Project be awarded to Doug Lamb Construction.

October 28, 2021

To the Mayor
City Hall
Reading, PA

The following bids were opened and scheduled, with a Contract to be awarded or the bids rejected.

BID: Penn Street Courtyard

BIDDER	TOTAL BID PRICE
Doug Lamb Construction 1180 Zeager Road Elizabethtown, PA 17022	$564,040.00
Flyway Excavating, Inc. 4070 Old Harrisburg Pike Mount Joy, PA 17552	$696,830.00
Construction Masters Services LLC 150 Grings Hill Road Sinking Spring, PA 19608	$939,915.25

Drafted by	Law
Sponsored by/Referred by	Law
Introduced on	December 6, 2021
Advertised on	

NO. _____ 2021

A RESOLUTION

AUTHORIZING THE CITY TO EXECUTE A STIPULATED SETTLEMENT IN RECYCLING LITIGATION

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

The Solicitor or his designee may execute a Stipulated Settlement to resolve the litigation challenging the City's recycling fee, *Alan Ziegler et al v. City of Reading et al*, Berks County Common Pleas No. 14-14221. A copy of the Stipulated Settlement is attached as Exhibit A.

December_____, 2021

Council President

Attest:

_____

City Clerk

ALAN ZIEGLER, NICOLAS BENE,	:	COURT OF COMMON PLEAS
LISSETTE CHEVALIER, JOSE MUNOZ,	:	BERKS COUNTY, PENNSYLVANIA
AND EFRAIN CABAN,	:	
Individually and on Behalf of all		:
Similarly Situated Persons		:
		:
Plaintiffs		:
		:
v.		:
		:
CITY OF READING AND READING	:	
AREA WATER AUTHORITY	:	NO. 14-14421
		:
Defendants		: FUDEMAN, J.

STIPULATED SETTLEMENT AGREEMENT AND RELEASE

This Stipulated Settlement Agreement and Release ("Agreement") is made this _____day of December 2021 between Alan Ziegler, Nicolas Bene, Lissette Chevalier, Jose Munoz, and Efrain Caban (the "Plaintiffs") and the City of Reading (the "City") (collectively referred to as the "Parties"), for the express purpose of resolving the lawsuit challenging the legality of the City's various ordinances governing the residential curbside collection of solid waste.

WHEREAS, the Plaintiffs, among other claims in the complaint filed on June 13, 2014 in the Court of Common Pleas for Berks County, Civil Action No. 14-14421 ("Complaint"), sought a Declaratory Judgment alleging that the City's recycling program was not efficient as possible and that the accumulated surplus impacted negatively on the program's self-sufficiency in violation of the Municipal Planning Recycling and Waste Reduction Act ("Act 101"); and

WHEREAS, on October 19, 2017, the Parties agreed to dismiss Reading Area Water Authority from the lawsuit; and

WHEREAS, on November 6, 2019, this Court held that the user fees imposed by the City's various ordinances violated Act 101; and

WHEREAS, on March 1, 2021, the Commonwealth Court affirmed this Court's November 6, 2019, decision; and

WHEREAS, on May 24, 2021, the Parties agreed to dismiss Count III and all the class action allegations in the Complaint.

NOW THEREFORE, in consideration of the stipulated facts set forth below and the mutual promises contained herein, the Parties, intending to be legally bound, request this Court to approve this Agreement and dismiss the case with prejudice.

1. In 2016, the City awarded a contract to BFI Waste Services of Pennsylvania, LLC dba Republic Services of Schuylkill Valley (herein, "Republic") to collect curbside solid waste and recycling

starting in January 2017 for an annual unit fee of $32.16 per unit. The contract was set to end on December 31, 2020.

2. The Parties agree that the City's general ledgers for its recycling fund account show:

    a. For the period January 1, 2017 through December 31, 2017, the City collected an aggregate surplus of $651,403.54;
    b. For the period January 1, 2018 through December 31, 2018, the City collected an aggregate surplus of $1,019,281.84;
    c. For the period January 1, 2019 through December 21, 2019, the City collected an aggregate surplus of $1,297,449.31; and
    d. For the period January 1, 2020 through December 31, 2020, the City collected an aggregate surplus of $524,391.60

3. Thus, from January 1, 2017 through December 31, 2020, the City collected an approximate aggregate surplus of $3,492,526.29 in user fees for curbside collection of solid waste over the actual cost for the curbside collection of solid waste.

4. In November 2020, the City extended its contract with Republic for another year for the period January 1, 2021 through December 31, 2021. Pursuant to the extension, the curbside solid waste and recycling fee increased from $32.16 per unit to $48.48 per unit.

5. On December 6, 2021, the City awarded a contract to Republic to collect curbside solid waste and recycling starting in January 2022 for an annual unit fee of $93.24 per unit for the next 5 years. Additionally, the City incurs approximately $325,000 per year in yard waste and leaf collection costs, which are currently allocated to the general fund, but which are recycling costs amounting to approximately $11.60 per unit. This amount will constitute all the expenses for collecting curbside solid waste during the life of the contract.

6. The City agrees to segregate $3,000,000 of the aggregate surplus into a special account to mitigate the rise in the contract cost for curbside solid waste collection for a period of five years as follows:

    a. For the year 2022, the City agrees to charge the current rate of $69.40 per unit which would result in a reduction of the surplus account of at least $992,320;
    b. For the year 2023, the City agrees to charge no more than $80.00 per unit which would result in a minimum reduction of the surplus of at least $695,520;
    c. For the year 2024, the City agrees to charge no more than $85.00 per unit which would result in a minimum reduction of the surplus of at least $555,520;
    d. For the year 2025, the City agrees to charge no more than $90.00 per unit; which would result in a minimum reduction of the surplus of at least $415,520;
    e. For the year 2026, the City agrees to charge no more than $95.00 per unit which would result in a minimum reduction of the surplus of at least $275,520; and
    f. The surplus may further be reduced by the purchase of recycling bins/carts not to exceed a total of $500,000.

7. The contract amount of $93.24 plus the $11.60 of yard waste and leaf collection will constitute all the expenses for collecting curbside solid waste during the life of the contract.

8. The City agrees to pay Anapol Weiss $250,000 as a legal fee and $9,507.02 to reimburse litigation costs the work it and co-counsel performed since 2014 within 30 days of this Court approving this Agreement. Anapol Weiss and Laura E. Cooper shall agree among themselves to the legal fee and costs to be received by Laura E. Cooper. If they shall fail to agree, Anapol Weiss and Laura E. Cooper agree to submit the allocation of the legal fee to binding mediation.

9. The Parties agree the Court shall retain jurisdiction to confirm the terms of this Agreement, but, upon the expiration of the City's obligations pursuant to this Agreement, the Court shall relinquish jurisdiction.

10. Parties agree that upon Court approval of this settlement, the lawsuit filed to No. 14-14421 will be discontinued with prejudice.

11. Upon expiration of the terms of this Agreement, the Parties agree that the City's obligations set forth in this Agreement shall cease and the City shall be released from any further liability or obligations arising from Civil Action filed to No. 14-14421.

12. The Parties agree that this Agreement represents the entire agreement and understanding between the Parties.

13. The Parties agree that each of the Parties has participated in the drafting and negotiation of this Agreement. Accordingly, for all purposes, this Agreement shall be deemed to have been drafted jointly by the Parties.

14. The Parties agree that this Agreement may be executed in any number of copies, each of which shall be deemed to be a counterpart of the original.

15. The Parties agree that this Agreement shall be governed by the laws of the Commonwealth of Pennsylvania.

16. The Parties agree that each person signing this Agreement hereby represents and warrants that he or she has the authority to bind the entity on behalf of which he or she has signed.

ANAPOL WEISS

By: _____
Sol H. Weiss, Esquire
Attorney for Plaintiffs

Dated: _____

LIBERTY LAW GROUP LLC

By:_____
Laura E. Cooper, Esquire
Attorney for Plaintiffs

Dated: _____

RICK STOCK LAW

By:_____
Edwin L. Stock, Esquire
Attorney for Defendant

Dated: _____

TO:	City Council
FROM:	Abraham Amorós, Managing Director
PREPARED BY:	Maritza Loaiza, Special Assistant
MEETING DATE:	December 13, 2021
AGENDA MEMO DATE:	December 8, 2021

COMMUNITY DEVELOPMENT:

- The Community Development Department met with the new owner of former Luden's building on the 200 block of North 8th Street. The CEO and CFO of Fashion Apparel Industries will develop the facility into an apparel distribution center, which will create 100-120 new jobs. The City will continue to work with them on possible grants or low-interest loans.
- The CD Department's Property Maintenance Division conducted the following since the last report:
  - 536 Property Inspections
    - 154 units passed inspection
    - 155 units failed inspection
    - 48 property owners/managers rescheduled the inspection
    - 11 units were found to be illegal
    - 168 units were reinspected for previous violations and passed
  - 91 Quality of Life (QOL) citations
    - The majority of violations were:
      - Trash/Garbage accumulation
      - High grass and weeds
      - Improper storage of trash receptacles in front/rear yards
- The CD Department continues to meet with interested developers. CD is currently in the process of finalizing approvals for a merchandise delivery service store at 600 Spring Street. Once all approvals are finalized, the company's mission is to allow customers to order products online or from a kiosk, and for a flat-rate fee, they will fill your order from their fulfillment center and deliver it to your door. This will allow our residents with limited means of transportation or busy professionals quick access to products they need in a fast, convenient way.

FINANCE:

- The Finance Department's Customer Service Center mailed notices to all business owners with unpaid business license fees. Any outstanding fees will be forwarded to the City's delinquent fee collector by next month.
- The Finance Department's CSC assisted PW's Solid Waste Division in creating a report based on the Berks County Tax Duplicate that includes lots (parcels of lands without buildings) in the city.
- The Finance Department's CSC, for the 2nd year, is organizing the City's long-standing tradition of hosting a holiday party for a Reading School District elementary school. City employees pick student names from a tree to purchase gifts that will be given to the children by Santa at City Hall on Wednesday, December 15th. This year's students are from Millmont Elementary School.
- The Finance Department's Purchasing Division recently awarded the American Rescue Plan Grants Management, Accounting, and Compliance Service to Zelenkofske Axelrod, LLC.
- The Finance Department's Purchasing Division has begun scheduling walking tours with interested parties for the Penn Square Properties RFQ. A reminder that proposals for this project are due by the January 14, 2022 deadline.

FIRE:

- On December 3rd, the Fire Department assisted in the arrival of Santa on a fire apparatus to the opening night of Christmas on the Mountain holiday event.

HUMAN RELATIONS COMMISSION:

- As of December 6th, HRC has:
  - 1134 total rent and utility assistance applications were received (an addition of 20 applications since last reported).
    - 1072 applications for rental assistance
      - 685 applicants were facing eviction
      - 296 applicants were not actively facing eviction
      - 105 applicants resided outside of the City but within the County.
    - 62 applications for utility assistance

LIBRARY:

- The Reading Public Library's Community Engagement Coordinator, Daniel Egusquiza, was named to the Pennsylvania Humanities Council. In addition, he is also working with National Leadership and Education from the Center for Community Progress. This national organization works to address vacant and abandoned spaces and turn them into vibrant places.
- On December 8th, the Berks County District Attorney presented the RPL with a $55,000 check from drug forfeiture funds to cover half of the cost of a new security camera system at all four library branches. The other half of the project will be covered by the 2022 CIP budget.
- The RPL has filled two of the four vacant library positions: Interlibrary Loan Coordinator and Older Adults Outreach Coordinator. The Library is still looking to hire the:
  - Youth Services Coordinator for the Northeast Branch
  - District Consultant

  If anyone is interested or knows someone interested, please direct them to the Library's Main Branch on South 5th Street or website.

POLICE:

- The Reading Police Department conducted successful deployments for the City's Holiday Parade and Holiday Tree and Menorah Lighting Celebrations. No major incidents were reported during either event.
- The new 12 hours shift MOU was approved by the FOP and will commence on January 3, 2022. This change will increase shift staffing levels.
- The RPD's Reading Youth Police Academy will be sending out acceptance letters to 45 interested individuals. The Youth Academy is set to begin in January 2022.

PUBLIC WORKS:

- Public Works received successful dam inspections from the Department of Environmental Protection (DEP).
- Public Works received a traffic report on traffic signals at dangerous intersections. The only intersection that was identified to need a signal was North 4th and Court Streets. Also, various ramps will require construction to make them ADA-compliant. Other intersections will require four-way stops.

CITY AUDITOR'S REPORT
Monday, December 13, 2021

Business Privilege Tax and Business Privilege Revenue Update - October 31, 2021

For the current year, the City budgeted $1,466,400.00 in revenue for Business Privilege Tax and Business Privilege Tax Prior. And as of October 31, 2021, the City's combined revenue recorded for these two line items was $1,721,744.87. However, $624,500.00 less in revenue was budgeted in 2021 compared to 2020 for these line items, about $45,000 more in revenue has been recorded in 2021 compared to 2020. And as of October 31, 2021, these line items have already exceeded their budget target by $255,344.87.

The following chart explains revenue YTD comparison 2021 vs 2020

	2021 Budget	YTD 10/31/2021	Variance	2020 Budget	YTD 10/31/2020	Variance
Business Privilege Tax	1,385,600.00	1,662,573.16	276,973.16	1,877,750.00	1,623,946.17	(253,803.83)
Bus Priv Tax Prior Year	80,800.00	59,171.71	(21,628.29)	213,150.00	52,680.07	(160,469.93)
Total	**1,466,400.00**	**1,721,744.87**	**255,344.87**	**2,090,900.00**	**1,676,626.24**	**(414,273.76)**

Per Capita Tax and Per Capita Tax Prior Revenue Update – October 31, 2021

For 2021, the administration budgeted $450,000 in revenue for Per Capita Tax and Per Capita Tax Prior. And as of October 31, 2021, $467,788.88 in revenue has been recorded, so these two line items have already exceeded their 2021 budget target by almost $18,000. Even though $140,000 more in revenue was budgeted in 2021 for the line item of Per Capita Tax Prior compared to 2020, $197,278.60 of the $200,000 budgeted amount for 2021 has already been recorded as of October 31, 2021 for this line item.

The following chart explains revenue YTD comparison 2021 vs 2020

	2021 Budget	YTD 10/31/2021	Variance	2020 Budget	YTD 10/31/2020	Variance
Per Capita Tax	250,000.00	270,510.28	20,510.28	275,000.00	261,736.61	(13,263.39)

Per Capita Tax Prior	200,000.00	197,278.60	(2,721.40)	60,000.00	230,115.13	170,115.13
Total	**450,000.00**	467,788.88	**17,788.88**	**335,000.00**	**491,851.74**	**156,851.74**

Rental – Parking Authority (RPA) Revenue Update - 2021

Effective March 1, 2021, the City of Reading and the Reading Parking Authority entered into an agreement where the Reading Parking Authority will make an annual payment to the City in the amount of $1,761,000.00. Although the City only originally budgeted $508,900.00 in revenue for this line item for 2021, as of September 30, 2021, the City has already received $1,027,250.00 from the RPA as a result of the agreement. And this amount only reflects the payments from March through September of this year.

The 2022 budget reflects a more accurate budget for this line item because it has incorporated the annual payment that will be received from the Reading Parking Authority.

2021 Audit

On December 16, 2021, the Finance Department and the City Auditor Office will meet with Herbein + Company for the purpose of planning the 2021 Audit.

Drafted by	Finance/Law
Sponsored by/Referred by	Finance Director
Introduced on	September 27, 2021
Advertised on	Oct 4, 2021

BILL NO._____2021

ORDINANCE TO AMEND READING, PA CODE OF ORDINANCES TO ADOPT THE CITY OF READING OFFICERS AND EMPLOYEES DEFINED CONTRIBUTION PLAN

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

SECTION 1. Chapter 62, Pensions, is hereby amended as follows:

§ 62-601.

The City of Reading has adopted the City of Reading Officers and Employees Defined Contribution Plan which is incorporated into this Chapter as Appendix "B."

SECTION 2. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SECTION 3. 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_____, 2021

_____

President of Council

Attest:

_____

City Clerk

Sent to Mayor _____

Signed by Mayor _____
Date: _____
Vetoed by Mayor: _____
Date: _____
Over-ridden by Council:
Date: _____

Appendix B

City of Reading Officers and Employees Defined Contribution Plan

Effective
JANUARY 1, 2022

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This plan document has been created from the model document developed by Conrad M. Siegel, Inc. For further information regarding the drafter's intended meaning of plan provisions contact Conrad M. Siegel, Inc. by letter (P.O. Box 5900, Harrisburg, Pennsylvania 17110-0900) or telephone (717-652-5633). You may also contact us through our website at conradsiegel.com.

PREAMBLE

This plan, executed on the date indicated at the end hereof, is made effective as of January 1, 2022, except as provided otherwise in Section 1.3(c), by City of Reading, a government agency/instrumentality, with its principal office located in Reading, Pennsylvania.

W I T N E S S E T H :

WHEREAS, the employer desires to establish a permanent qualified money purchase pension plan in order to provide its employees and their beneficiaries with financial security in the event of retirement, disability, or death;

NOW THEREFORE, the premises considered, the following are the provisions of the qualified plan of the employer.

ARTICLE I – DEFINITIONS

Section 1.1 – References

(a) **Act 205** means the Municipal Pension Plan Funding Standard and Recovery Act, act of December 18, 1984, P.L. 1005 no. 205, as amended, 53 P.S. 895.101, *et seq.* as enacted by the Commonwealth of Pennsylvania.

(b) **ERISA** means the Employee Retirement Income Security Act of 1974, as amended.

(c) **IRC** means the Internal Revenue Code of 1986, as it may be amended from time to time.

Section 1.2 – Compensation

(a) **Compensation** means, except as provided in Section 1.2(b) hereof, any earnings reportable as W-2 wages for federal income tax withholding purposes plus elective contributions, for the determination period. For this purpose, the determination period is the plan year.

Picked-up contributions under IRC section 414(h)(2) shall be included in the participant's compensation. Such earnings shall include any amount contributed to a Roth elective deferral account under a qualified plan. However, compensation shall not include any earnings reportable as W-2 wages that are payable following the termination of employment pursuant to a severance agreement.

Elective contributions are amounts excludable from the employee's gross income and contributed by the employer, at the employee's election to:

- A cafeteria plan (excludable under IRC section 125 and as provided in Section 5.1(c)(2));

- A IRC section 401(k) arrangement (excludable under IRC section 402(e)(3));
- A simplified employee pension (excludable under IRC section 402(h));
- A tax sheltered annuity (excludable under IRC section 403(b));
- A deferred compensation plan excludable under IRC section 457(b); or
- A IRC section 132(f)(4) qualified transportation fringe benefit plan.

Any reference in this plan to compensation shall be a reference to the definition in this Section 1.2, unless the plan reference specifies a modification to this definition. The plan administrator shall take into account only compensation actually paid by the employer for the relevant period. A compensation payment includes compensation by the employer through another person under the common paymaster provisions in IRC sections 3121 and 3306. Compensation from an employer that is not a participating employer under this plan shall be excluded.

(b) **Exclusions From Compensation** – Notwithstanding the provisions of Section 1.2(a), the following types of remuneration shall be excluded from the participant's compensation:

- No exclusions.

(c) **Limitations on Compensation** – For any plan year beginning after December 31, 2001, the plan administrator shall take into account only $200,000 (as adjusted for cost-of-living increases in accordance with IRC section 401(a)(17)(B) for plan years beginning on or after January 1, 2003) of any participant's annual compensation for determining all benefits provided under the plan. The compensation dollar limitation for a plan year shall be the limitation amount in effect on January 1 of the calendar year in which the plan year begins. Annual compensation means compensation during the plan year or such other 12-consecutive-month period over which compensation is otherwise determined under the plan (the determination period for purposes of Section 1.2). If compensation for any prior determination period is taken into account in determining a participant's allocations for the current plan year, the compensation for such prior determination period is subject to the applicable annual compensation limit in effect for that prior period. For any plan year beginning on or before January 1, 2002, the plan administrator shall take into account only $200,000. For any plan year beginning after December 31, 1995, the plan administrator shall take into account only $150,000 (or beginning January 1, 1995, as adjusted for cost-of-living increases in accordance with IRC section 401(a)(17)(B)) of any participant's compensation for determining all benefits provided under the plan for a determination period. If the plan should determine compensation on a period of time that contains less than 12 calendar months (such as for a short plan year), the annual compensation dollar limitation shall be an amount equal to the compensation dollar limitation for the plan year multiplied by the ratio obtained by dividing the number of full months in the period by 12.

Notwithstanding the preceding, in the case of an eligible participant, the annual compensation dollar limitation shall not apply to the extent that the application of the limitation would reduce the amount of compensation that is allowed to be taken into account under the plan below the amount that was allowed to be taken into account under this plan as in effect on July 1, 1993. For this purpose, an eligible participant is an individual who first became a participant in the plan during a plan year prior to the first day of the first plan year beginning after December 31, 1995.

Section 1.3 – Dates

(a) **Accounting Date** means the date(s) on which investment results are allocated to participants' accounts as set forth below:

December 31

(b) **Allocation Date** means the last day of the of the plan year. The allocation period for the employer contribution shall be the plan year.

Employee nondeductible contributions shall be allocated as of the last day of each payroll period.

(c) The **Effective Date** of the plan is January 1, 2022.

(d) **Plan Entry Date** means the participation date(s) specified in Article II.

(e) **Plan Year** means the 12-consecutive-month period beginning January 1, 2022 and ending December 31, 2022 and each succeeding 12-consecutive-month period beginning on January 1 and ending on December 31.

(f) **Limitation** Year means the plan year.

Section 1.4 – Employee

(a) **Employee** means any person employed by the employer. The term employee shall include any employee of the employer maintaining the plan or of any other employer required to be aggregated with such employer under IRC section 414(b), (c), (m), or (o). The term employee shall also include any leased employee deemed to be an employee of any such employer as provided in IRC section 414(n) or (o) and as defined in Section 1.4(b).

(b) **Leased Employee** means an individual (who otherwise is not an employee of the employer) who, pursuant to a leasing agreement between the employer and any other person, has performed services for the employer (or for the employer and any persons related to the employer within the meaning of IRC section 414(n)(6)) on a substantially full time basis for at least one year and such services are performed under the primary direction or control of the employer. If a leased employee is treated as an employee by reason of this Section 1.4(b), compensation from the leasing organization that is attributable to services performed for the employer shall be considered as compensation under the plan. Contributions or benefits provided a leased employee by the leasing organization that are attributable to services performed for the employer shall be treated as provided by the employer.

Section 1.5 – Employer

Employer means City of Reading, a political subdivision of the Commonwealth of Pennsylvania (or agency or authority thereof), or any successor entity that may assume the obligations of this plan with respect to its employees by becoming a party to this plan.

In compliance with the exclusive benefit requirements of IRC section 401(a), the sponsorship of this plan may not be transferred to an unrelated entity if the transfer is not in connection with a transfer of business assets or operations from the employer to such entity.

Section 1.6 – Fiduciaries

(a) **Chief Administrative Officer** means the person appointed by the employer or the employer's Board of Trustees as described in Section 6.2 who has primary responsibility for the execution of the administrative affairs of the plan.

(b) **Plan Administrator** means the person or persons appointed by the employer to administer the plan.

(c) **Trustee** means the trustee named in the trust agreement executed pursuant to this plan, or any duly appointed successor trustee.

(d) **Investment Manager** means a person or corporation other than the trustee appointed for the investment of plan assets.

Section 1.7 – Participant/Beneficiary/Spouse

(a) **Participant** means an eligible employee of the employer who becomes a member of the plan pursuant to the provisions of Article II, or a former employee who has an accrued benefit under the plan.

(b) **Beneficiary** means a person designated by a participant who is or may become entitled to a benefit under the plan. A beneficiary who becomes entitled to a benefit under the plan remains a beneficiary under the plan until the trustee has fully distributed his benefit to him. A beneficiary's right to (and the plan administrator's, or a trustee's duty to provide to the beneficiary) information or data concerning the plan shall not arise until he first becomes entitled to receive a benefit under the plan.

(c) **Spouse** means the person married to the participant at the time of the determination as evidenced by a marriage certificate issued pursuant to a license valid under the laws of the place of issuance.

(d) **Dependent** means a dependent as defined by IRC section 152 without regard to section 152(d)(1)(B).

Section 1.8 – Participant Accounts

(a) **Accrued Benefit** means the total of the participant's account balance(s) as of the accounting date falling on or before the day on which the accrued benefit is being determined.

(b) **Money Purchase Account** means the balance of the separate account derived from employer contributions provided under Section 3.2, including forfeitures (if any).

(c) **Employee Contribution Account** means the balance of the separate account derived from the participant's employee contributions as provided under Section 3.3.

(d) **Rollover/Transfer Account** means the balance of the separate account derived from rollover contributions and/or transfer contributions as provided under Section 3.4.

Section 1.9 – Plan

Plan means City of Reading Officers and Employees Defined Contribution Plan as set forth herein and as it may be amended from time to time.

Section 1.10 – Service

(a) **Application of This Section** – The definitions and provisions of Section 1.10(c) hour of service rules shall apply for the purpose of determining vesting service. The definitions and provisions of Section 1.10(d) elapsed time rule shall apply for the purpose of determining eligibility service.

(b) **Service** means any period of time the employee is in the employ of the employer. Separation from service means that the employee no longer has an employment relationship with the employer.

(c) **Service Determined by Hours of Service Credited**

(1) (A) **Hour of Service** means:

(i) Each hour for which an employee is paid, or entitled to payment, for the performance of duties for the employer. These hours shall be credited to the employee for the computation period in which the duties are performed; and

(ii) Each hour for which an employee is paid, or entitled to payment, by the employer on account of a period of time during which no duties are performed (irrespective of whether the employment relationship has terminated) due to vacation, holiday, illness, incapacity (including disability), layoff, jury duty, military duty, or leave of absence. No more than 501 hours of service shall be credited under this paragraph for any single continuous period (whether or not such period occurs in a single computation period). An hour of service shall not be credited to an employee under this paragraph if the employee is paid, or entitled to payment, under a plan maintained solely for the purpose of complying with applicable worker's compensation or unemployment compensation or disability insurance laws; and

(iii) Each hour for which back pay, irrespective of mitigation of damages, is either awarded or agreed to by the employer. The same hours of service shall not be credited both under clause (i) or clause (ii), as the case may be, and under this clause (iii). These hours shall be credited to the employee for the computation period or periods to which the award or agreement pertains rather than the computation period in which the award, agreement, or payment is made.

Hours of service shall be determined on the basis of actual hours for which an employee is paid or entitled to payment. The above provisions shall be construed so as to resolve any ambiguities in favor of crediting employees with hours of service.

(B) Solely for purposes of determining whether a break in service for participation and vesting purposes has occurred in a computation period, an individual who is absent from work on unpaid leave under the Family and Medical Leave Act shall receive credit for the hours of service that would otherwise have been credited to such individual but for such absence, or in any case in which such hours cannot be determined, 8 hours of service per day of such absence. Such an individual shall be treated as actively employed for the purposes of participation and eligibility for an allocation of any employer contribution that may be provided under this plan. Notwithstanding

the preceding, this paragraph shall not apply if the employer or the particular employee is not subject to the requirements of the Family and Medical Leave Act at the time of the absence.

(C) If the employer is a member of an affiliated service group under IRC section 414(m) or a controlled group of corporations under IRC section 414(b), or any other entity required to be aggregated with the employer pursuant to IRC section 414(o) as these Internal Revenue Code provisions are applied to a governmental entity, service shall be credited for any employment for any period of time for any other member of such group. Service shall also be credited for any leased employee who is considered an employee for purposes of this plan under IRC section 414(n) or IRC section 414(o).

(2) **Break in Service (or One Year Break in Service)** means a 12-consecutive-month computation period during which a participant or former participant does not complete the specified number of hours of service with the employer as set forth in Section 2.1(b) (eligibility service) and Section 4.1(b) (vesting service), as applicable per Section 1.10(a).

(3) **Year of Service** means a 12-consecutive-month computation period during which the employee completes the required number of hours of service with the employer as specified in Section 2.1(a) (eligibility service) and Section 4.1(a) (vesting service), as applicable per Section 1.10(a). For purposes of crediting years of service, hours of service credited in accordance with Section 1.10(c)(1)(C) shall be taken into account.

(d) **Service Determined by Elapsed Time**

(1) **Hour of Service** means each hour for which an employee is paid or entitled to payment for the performance of duties for the employer.

(2) **Break in Service** means a period of severance of at least 12 consecutive months.

(3) (A) **Period of Severance** means a continuous period of time during which the employee is not employed by the employer and is not credited with an hour of service. Such period begins on the date the employee retires, terminates service, or if earlier, the date on which the employee was otherwise first absent from service.

(B) If the employer is subject to the Family and Medical Leave Act of 1993 due to its employment of fifty employees, in the case of an individual who is absent from work for maternity or paternity reasons, the 12-consecutive-month period beginning on the first anniversary of the first date of such absence shall not constitute a break in service. For purposes of this paragraph, an absence from work for maternity or paternity reasons means an absence: (i) by reason of the pregnancy of the individual, (ii) by reason of the birth of a child of the individual, (iii) by reason of the placement of a child with the individual in connection with the adoption of such child by such individual, or (iv) for purposes of caring for such child for a period beginning immediately following such birth or placement.

(4) **Other Service Credited** – If the employer is a member of an affiliated service group under IRC section 414(m) or a controlled group of corporations under IRC section 414(b), or any other entity required to be aggregated with the employer pursuant to IRC section 414(o) as these Internal Revenue Code provisions are applied to a governmental entity, service shall be credited for any employment for any period of time for any other member of such group. Service shall also be credited for any leased employee who is considered an employee for purposes of this plan under IRC section 414(n) or (o).

(5) **Year of Service** means 12 months of service, excluding any breaks in service. For purposes of determining an employee's initial year of service upon his employment or re-employment, the initial year of service shall commence on the employee's first day of employment or re-employment. The first day of employment is the first day the employee performs an hour of service. The first day of re-employment is the first day the employee performs an hour of service following a break in service. An initial year of service shall end on the day immediately preceding the first anniversary of the employee's date of hire or rehire. Any subsequent year of service shall commence on the day following the completion of the immediately preceding year of service.

(e) **Crediting Years of Service** – Generally, no service shall be credited for periods during which the employee performs no services for the employer. Further, no more than one year of service will be credited for any 12-consecutive-month period.

(f) **Predecessor Service** – If the employer maintains the plan of a predecessor employer, service with such predecessor employer shall be treated as service for the employer. If the employer does not maintain the plan of a predecessor employer, then service as an employee of a predecessor employer shall not be considered as service under the plan, unless this plan is so amended.

(g) **Qualified Military Service** – Notwithstanding any provision of this plan to the contrary, effective December 12, 1994, contributions, benefits, and service credit with respect to qualified military service will be provided in accordance with IRC section 414(u) and the applicable Pennsylvania statutes. An employee reemployed after qualified military service shall not be treated as having incurred a break in service, for purposes of vesting and benefit accruals, solely because of an absence due to qualified military service.

Effective with respect to deaths occurring on or after January 1, 2007, in the case of a participant who dies while performing qualified military service, the beneficiary(ies) of the participant shall be entitled to any benefits payable under Section 4.2(a)(5) that would have been payable had the participant resumed and then immediately terminated employment on account of death.

Section 1.11 – Trust

(a) **Trust** means the qualified trust created under the employer's plan.

(b) **Trust Fund** means all property held or acquired by the plan.

ARTICLE II – PARTICIPATION

Section 2.1 – Eligibility Service

For purposes of determining an employee's initial or continued eligibility to participate in the plan, an employee shall receive credit for the aggregate of all time periods commencing with the employee's first day of employment or re-employment and ending on the date a break in service begins, except for periods of service disregarded under Section 2.4. The first day of employment or re-employment is the first day the employee performs an hour of service. Fractional periods of a year will be expressed in terms of days.

Section 2.2 – Plan Participation

(a) **Eligibility**

(1) **Eligibility for Purposes of Employee Contributions**

(A) **Age/Service Requirements** – An employee who is a member of the eligible class of employees shall be eligible for the purpose of making employee contributions (and any rights pertaining thereto) after he has satisfied the following participation requirement(s):

(i) Completion of one hour of service with the employer.

(ii) No age requirement.

(B) **Eligible class of employees** – All employees of the employer shall be eligible to be covered under the plan except for employees in the following categories:

- Individuals not directly employed by the employer as defined in Section 1.5. An employee of an entity that is not a participating employer in this plan shall not participate in this plan.
- Employees employed as police officers.
- Employees employed as paid firemen.
- Employees hired before January 1, 2022 who are covered under the City of Reading Officers and Employees Pension Plan.

- Leased employees who are considered employees under the plan.
- Employees who are non-resident aliens (as defined in IRC section 7701(b)(1)(B)) and who receive no earned income (as defined in IRC section 911(d)(2)) from the employer that constitutes income from sources within the United States (as defined in IRC section 861(a)(3)).

(2) **Eligibility for All Other Purposes**

(A) **Age/Service Requirements** – An employee who is a member of the eligible class of employees shall be eligible for participation for all purposes under the plan after he has satisfied the following participation requirement(s):

(i) Completion of 36 months of employment. An employee shall not be required to complete any specified number of hours of service to receive credit for such months of employment.

(ii) No age requirement.

(iii) Completion of the form consenting to mandatory employee contributions under the plan.

(B) **Eligible class of employees** – All employees of the employer shall be eligible to be covered under the plan except for employees in the following categories:

- Individuals not directly employed by the employer as defined in Section 1.5. An employee of an entity that is not a participating employer in this plan shall not participate in this plan.
- Employees employed as police officers.
- Employees employed as paid firemen.
- Employees hired before January 1, 2022 who are covered under the City of Reading Officers and Employees Pension Plan.
- Leased employees who are considered employees under the plan.
- Employees who are non-resident aliens (as defined in IRC section 7701(b)(1)(B)) and who receive no earned income (as defined in IRC section 911(d)(2)) from the employer that constitutes income from sources within the United States (as defined in IRC section 861(a)(3)).

(b) **Entry Date**

(1) **Entry Date for Purposes of Employee Contribution Account Contributions** – An eligible employee shall participate in the plan for the purpose of making employee contributions as of the first day for which he is credited with an hour of service.

(2) **Entry Date for All Other Purposes** – An eligible employee shall participate in the plan for all purposes as of the first day of the first payroll period commencing on or after the date on which he has met the age and service requirements, provided he is employed on that date.

Section 2.3 – Termination of Participation

A participant shall continue to be an active participant of the plan so long as he is a member of the eligible class of employees and he does not terminate employment. He shall become an inactive participant when he terminates employment or ceases to be a member of the eligible class of employees. He shall cease participation completely upon the later of his receipt of a total distribution of his nonforfeitable account balance under the plan or the forfeiture of the nonvested portion of the account balance.

Section 2.4 – Re-Participation

(a) A former participant shall be deemed a new employee for participation purposes.

(b) If a participant becomes an inactive participant, because he is no longer a member of the eligible class of employees; such inactive participant shall become an active participant immediately upon returning to the eligible class of employees. In the event an employee who is not a member of an eligible class of employees becomes a member of an eligible class, such employee shall participate immediately.

ARTICLE III – CONTRIBUTIONS TO PARTICIPANT ACCOUNTS

Section 3.1 – General Provisions

(a) **Maintenance of Participant Accounts** – The plan administrator shall maintain one or more separate accounts covering each participant under the plan. Such account(s) shall be increased by contributions, reallocation of forfeitures (if any), investment income, and market value appreciation of the fund. It shall be decreased by market value depreciation of the fund, forfeiture of nonvested amounts, benefit payments, withdrawals, and expenses.

(b) **Amount and Payment of Employer Contribution**

(1) **Amount of Contribution** – For each plan year, the employer contribution to the plan shall be the amount that is determined under the provisions of this Article; provided, however, that the employer may not make a contribution to the plan for any plan year to the extent the contribution would exceed the participants' maximum permissible amounts under IRC section 415. Further, the employer contribution shall not exceed the maximum amount that would be deductible under IRC section 404.

(2) **Payment of Contribution** – The employer shall make its contribution to the plan within the time prescribed by the IRC or applicable Treasury regulations. The employer shall notify the trustee in writing as to the amount being contributed with respect to each group of participants where this plan covers more than one division, participating employer, eligible group, or classification.

(c) **Limitations and Conditions** – Notwithstanding the contribution amount set forth in this Article, the contribution otherwise contributable to a participant's account under this plan shall be limited or reduced as provided in Section 5.1.

In any limitation year in which the contribution otherwise contributable to a participant's account under this plan would exceed the maximum permissible amount due to a contribution otherwise allocable to the participant under another defined contribution plan that the employer also sponsors, the contribution shall first be limited or reduced under such other sponsored plan so that the annual additions for the limitation year will equal the maximum permissible amount.

Section 3.2 – Allocation of Contributions and Forfeitures to Money Purchase Account

(a) **Conditions for Allocations** – An active participant shall be eligible for an allocation of the employer contribution and forfeitures as of an allocation date, provided that he completed at least one hour of service during the current allocation period.

(b) (1) **Contribution Formula**

The employer will contribute a matching contribution for each allocation period in an amount equal to:

(A) 100% of the amount contributed by the participant up to 5%

A participant's contributions in excess of 15% of his compensation shall be disregarded for purposes of allocating the employer contribution.

(2) **Compensation** – For this purpose, compensation means compensation as defined in Section 1.2(a) and (b) (subject to the limitations of Section 1.2(c)) for the allocation period. Compensation includable under Section 1.2(a) and (b) but not paid through payroll shall be treated as being paid as of the last day of the plan year or the last day of employment, if earlier.

(c) **Allocation of Forfeitures**

Forfeitures for the plan year shall be used to reduce employer contributions for the plan year in which such forfeitures occur.

Section 3.3 – Employee Contribution Account

(a) **Mandatory Contribution Amount** – As a condition of participation in this plan, each active participant must contribute 5% of his compensation each year on an after-tax basis.

(b) The employer shall contribute an amount equal to the mandatory employee contribution amount set forth in Section 3.3(a) as a pick-up contribution (pursuant to IRC section 414(h)(2)) in lieu of the prior mandatory employee contribution. The contribution shall be made on a pre-tax basis, and there shall be a corresponding reduction in compensation paid to the participant. The contribution shall be credited to the participant's employee contribution account.

(c) **Availability of Elective Employee Contributions** – An active participant may contribute, on an after-tax basis, a nondeductible amount not to exceed 85% of his compensation (mandatory contributions inclusive). The contribution shall be credited to the participant's employee contribution account. The plan administrator may limit the amount of employee contributions, if he determines that such limitation is necessary to meet the requirements under Code section 415, and regulations issued pursuant thereto, as set forth in Sections 5.1.

(d) **Election Procedures** – A notice of a participant's desire to make employee contributions shall be given to the plan administrator in the manner established by the plan administrator. The plan administrator shall provide a written notice to all participants of the required procedures for making an election and the date as of which an election will be effective. A participant may make contributions in a single sum, or he may make periodic contributions by authorizing the employer to withhold contributions from the compensation paid to him by the employer. A participant electing to make periodic contributions will be deemed to desire to continue to contribute at the same rate, unless he notifies the plan administrator of his desire to contribute at a different rate. The revised contribution election shall be effective in accordance with the plan administrator's published procedures. Contributions through employer withholding may be discontinued at any time upon proper notice in the manner established by the plan administrator.

Section 3.4 – Rollover/Transfer Account

(a) **Rollover Contributions** – An active participant may contribute to his rollover/transfer account any amounts that he previously received either as a lump sum distribution (as defined in IRC section 402(e)(4)(D)) provided that he transfers such distribution to this plan within sixty (60) days after receipt.

Before accepting a rollover contribution, the trustee may require an employee to furnish satisfactory evidence that the proposed transfer is in fact a "rollover contribution" that the IRC permits an employee to make to a qualified plan. If and to the extent the transferring plan is represented to be a retirement plan qualified under 401(a) that is not sponsored by a church or governmental agency, the employee shall not be required to furnish such evidence, except with respect to Roth or other after-tax accounting. Further, no evidence shall be required when the check is issued by a financial institution indicating that the distribution is from an individual retirement account, 403(b) account, or a governmental entity 457(b) account previously maintained for the benefit of the employee. The acceptable sources for a rollover contribution shall be as set forth in Section 3.7(b). Notwithstanding the preceding or the provisions of Section 3.7(b), this plan will not accept a rollover from a Roth elective deferral account or an IRC section 408A Roth individual retirement account.

(b) **Transfer Contributions** – With the consent of the plan administrator, an active participant may have funds transferred directly to this plan from another qualified plan. Consent shall not be given if the optional forms of payment to which the funds are subject under the prior plan are not properly disclosed by the prior plan or cannot be accommodated by this plan and trust.

Effective for requests received on or after January 1, 2002, with the consent of the plan administrator, the participant may have the following transfers made on his behalf directly to this plan (or may make the following rollover contributions as permitted below):

- A direct rollover of an eligible rollover distribution from a qualified plan described in IRC section 401(a) or 403(a), including after-tax employee contributions
- Transfers from a Roth elective deferral account under a qualified IRC section 401(a) plan shall not be permitted.
- A direct rollover of an eligible rollover distribution from an annuity contract described in IRC section 403(b), including after-tax employee contributions.

- Transfers from a Roth elective deferral account under a IRC section 403(b) account shall not be permitted.
- A direct rollover or a participant contribution of an eligible rollover distribution from an eligible plan under IRC section 457(b) that is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state.
- A participant rollover contribution of the portion of a distribution from an individual retirement account or annuity described in IRC section 408(a) or 408(b) (including an account more specifically described under IRC section 408(k) or (p)) that is eligible to be rolled over and would otherwise be includable in gross income.

If the plan administrator later determines that the contribution was an invalid transfer contribution, the plan administrator shall distribute the amount of the invalid contribution, plus any earnings attributable thereto, to the employee within a reasonable time after such determination.

(c) **Contributions Before Plan Entry Date** – An employee, (who is in the eligible class of employees) prior to satisfying the plan's eligibility conditions, may make a rollover or transfer contribution to the plan to the same extent and in the same manner as a participant. If an employee makes a rollover or transfer contribution to the plan before satisfying the plan's eligibility conditions, the plan administrator and trustee will treat the employee as a participant for all purposes of the plan, except the employee is not a participant for purposes of sharing in employer contributions or forfeitures under the plan until he actually becomes a participant in the plan. If the employee has a separation from service prior to becoming a participant, the trustee will distribute his rollover/transfer account to him.

(d) **Distribution** – The participant's rollover/transfer account shall be held subject to separate accounting and shall always be 100% vested and nonforfeitable. The rollover/transfer account shall be subject to distribution in the same manner as the money purchase account.

Section 3.5 – Allocation of Investment Results

(a) **General Allocation Procedure**

Investment income and market value appreciation or depreciation shall be allocated and credited to each account of each participant who has accrued benefits in proportion to the respective account balances on each accounting date. For this purpose, each account balance shall be equal to the average balance for the period commencing on the day following the prior accounting date and ending on the current accounting date.

(b) **Investment Elections**

A participant may elect to have his employee contribution account and any rollover/transfer account invested in such investment fund or combination of investment funds as may be established by the trustee and made available for the benefit of participants; provided, however, that in no event may the participant direct that any portion of his account be invested in collectibles (as defined in IRC section 408(m)). A participant's investment election shall not apply to any portion of the account that may be invested in a participant loan sub-account established under Section 4.4. The investment results shall be allocated to the participant's account based upon earnings and losses on the participant's share in such investment fund or funds.

The terms and conditions for investment direction shall be established by the plan administrator. An election may be revoked only by another election and will remain in effect until such revocation. If no initial election is timely received by the plan administrator, the plan administrator shall invest the account in a fund designated for such purpose.

ARTICLE IV – PAYMENT OF PARTICIPANT ACCOUNTS

Section 4.1 – Vesting Service Rules

(a) **Vesting Year of Service** means a vesting computation period during which the employee completes at least 1,000 hours of service with the employer. All of an employee's years of service with the employer

shall be counted to determine the nonforfeitable percentage in the employee's account balance derived from employer contributions, except:

(1) Years of service disregarded under the break in service rules in Section 4.1(d).

(2) Years of service before the employer maintained this plan or a predecessor plan.

(b) **One Year Break in Service** means for the purposes of this Article IV a vesting computation period during which the employee or former employee does not complete more than 500 hours of service with the employer.

(c) **Vesting Computation Period** means the 12-consecutive-month period coinciding with the plan year.

(d) **Break in Service Rules**

(1) **Vested Participant** – A former participant who had a nonforfeitable right to all or a portion of his account balance derived from employer contributions at the time of his termination from service shall retain credit for all vesting years of service prior to a break in service as that term is defined in Section 4.1(b).

(2) **Nonvested Participant or Employee** – In the case of a former participant or employee who did not have any nonforfeitable right to his account balance derived from employer contributions at the time of his termination from service, years of vesting service before a period of consecutive one-year breaks in service shall not be taken into account in computing service if the number of consecutive one-year breaks in service in such period equals or exceeds the aggregate number of years of vesting service before such breaks in service. Such aggregate number of years of service shall not include any years of service disregarded under the preceding sentence by reason of prior breaks in service.

Section 4.2 – Vesting of Participant Accounts

(a) **Determination of Vesting**

(1) **Normal Retirement** – An employee's right to his accrued benefit shall be 100% vested and nonforfeitable upon the attainment of age 65, the normal retirement age. The vesting of an inactive participant who terminates employment prior to normal retirement age shall remain subject to the provisions of the vesting schedule following attainment of such specified age. Distributions shall be administered in accordance with termination from employment provisions of Section 4.3(a)(3).

(2) **Late Retirement** – If a participant remains employed after his normal retirement age, his accrued benefit shall remain 100% vested and nonforfeitable. Such participant shall continue to receive allocations to his account as he did before his normal retirement age.

(3) **Early Retirement** – No accelerated vesting based on age shall be provided prior to the participant's attainment of normal retirement age.

(4) **Disability** – No accelerated vesting shall be provided due to the participant's disability.

(5) (A) **Death** – In the event of the death of a participant who has an accrued benefit under the plan, (whether or not he is an active participant), 100% of the participant's accrued benefit as of the date of death shall be paid to his designated beneficiary.

(B) **Beneficiary Designation** – The participant shall have the right to designate his beneficiaries, including a contingent death beneficiary, and shall have the right at any time to change such beneficiaries. The designation shall be made in writing, either on a form signed by the participant and supplied by and filed with the plan administrator or through an electronic procedure established by the plan administrator. If the participant fails to designate a beneficiary, or if the designated person or persons predecease the participant, "beneficiary" shall mean the spouse, children, parents, siblings (by the whole blood or adoption), or estate of the participant, in the order listed. For this purpose, the terms children, parents, and siblings shall exclude step relationships.

In the absence of a beneficiary designation duly filed or otherwise recorded, if a designated beneficiary dies after the participant has died but before the plan has commenced distribution to the designated beneficiary, the plan shall be administered as set forth in this paragraph. The

death benefit will be paid to the designated beneficiary's estate in one lump sum. If the deceased designated beneficiary was not the participant's surviving spouse, distribution will be completed by December 31 of the fifth year following the participant's date of death. If the deceased designated beneficiary was the participant's surviving spouse, distribution will be completed by December 31 of the fifth year following the beneficiary's date of death.

For purposes of this Section 4.2(a)(5), if the designated beneficiary of the participant dies simultaneously with the participant, the participant shall be deemed to be the survivor and to have died subsequent to such designated beneficiary. Likewise, if a beneficiary named by a designated beneficiary dies simultaneously with a designated beneficiary, the designated beneficiary shall be deemed to be the survivor and to have died subsequent to the beneficiary named by the designated beneficiary.

If a participant designates his spouse as the beneficiary and the participant and such spouse are legally divorced subsequent to the date of such designation; then, the designation shall be administered as if such spouse had predeceased the participant unless the participant, subsequent to the legal divorce, reaffirms the designation by completing a new beneficiary designation and duly filing or otherwise recording it with the plan administrator.

(6) **Termination From Service** – If a participant separates from the service of the employer other than by retirement, disability, or death, his vested interest in his money purchase account shall be equal to the account balance multiplied by the applicable vesting percentage based on his vesting years of service as follows:

Years of Service	Vesting Percentage
0–2 Years	0%
3 or More Years	100%

(7) **Forfeiture for Malfeasance** – Notwithstanding any other provision of this plan, a participant who is convicted or pleads guilty to engaging in criminal misconduct which constitutes a "crime related to public office or public employment," as that phrase is defined in Pennsylvania Pension Forfeiture Act, 43 P.S. 1311-1314 and interpreted thereunder, shall forfeit his right to receive a pension benefit under this plan. In such a case, the participant shall only be entitled to receive the contributions, if any, he made under Section 3.3, without interest.

(b) **Forfeitures**

(1) **Time of Forfeiture** – If a participant terminates employment before his account balance derived from employer contributions is fully vested, the nonvested portion of his account shall be forfeited on the earlier of:

(A) The last day of the vesting computation period in which the participant first incurs a one-year breaks in service, or

(B) The date the participant receives his entire vested account balance.

If a participant returns to employment with the employer, and if the forfeited amount is restored pursuant to Section 4.2(b)(2)(B), then any amount required to restore such forfeitures shall be deducted from forfeitures occurring in the plan year of restoration. If forfeitures are insufficient for the restoration, the employer may make a contribution to the plan for such plan year to satisfy the restoration. However, by the end of the plan year following the plan year of restoration, sufficient forfeitures or employer contributions shall be credited to the account to satisfy the restoration.

(2) **Cashout Distributions and Restoration**

(A) **Cashout Distribution** – If an employee terminates service and the value of his vested account balance(s) derived from employer and employee contributions is not greater than $5,000, the employee shall receive a distribution of the value of the entire vested portion of such account balance(s) and the nonvested portion will be treated as a forfeiture. If an employee would have received a distribution under the preceding sentence but for the fact that the employee's vested account balance exceeded $5,000 when the employee terminated service and if at a later time

such account balance is reduced such that it is not greater than $5,000, the employee will receive a distribution of such account balance and the nonvested portion will be treated as a forfeiture. For purposes of this section, if the value of an employee's vested account balance is zero, he shall be deemed to have received a distribution of such vested account balance. For the purpose of determining the value of a participant's vested account balance, prior distributions shall be disregarded if distributions have not commenced under an optional form of payment described in Section 4.3.

The value of a participant's vested account balance shall be determined without regard to the account balance that is attributable to rollover contributions (and earnings allocable thereto) within the meaning of IRC sections 402(c), 403(a)(4), 403(b)(8), 408(d)(3)(A)(ii), and 457(e)(16).

If an employee terminates service and elects, in accordance with the requirements of Section 4.3, to receive the value of his vested account balance, the nonvested portion shall be treated as a forfeiture as of the date of distribution. If the employee elects to have distributed less than the entire vested portion of the account balance derived from employer contributions, the part of the nonvested portion that will be treated as a forfeiture is the total nonvested portion multiplied by a fraction, the numerator of which is the amount of the distribution attributable to employer contributions and the denominator of which is the total value of the vested employer-derived account balance.

(B) **Restoration of Account** – If an employee receives a cashout distribution pursuant to this section and resumes employment covered under this plan before he incurs a break in service, his employer-derived account balance shall be restored to the amount on the date of distribution, if he repays to the plan the full amount of the distribution attributable to employer contributions before the earlier of one year after the first date on which he is subsequently re-employed by the employer, or the date he incurs a break in service following the date of the distribution. If an employee is deemed to receive a distribution pursuant to this Section 4.2(b)(2), and he resumes employment covered under this plan before he incurs a break in service, upon the re-employment of such employee his employer-derived account balance will be restored to the amount on the date of such deemed distribution.

(c) **Withdrawal of Employee Nondeductible Contributions** – No forfeitures shall occur solely as a result of an employee's withdrawal of employee nondeductible contributions.

Section 4.3 – Payment of Participant Accounts

(a) **Time of Payment**

(1) **Commencement of Benefits** – Subject to the limitations of this plan, the plan administrator shall have full authority to determine the time of payment of any benefit.

(2) **Payment Upon Retirement, Disability, or Death** – Subject to the provisions set forth in the Distribution Requirements of Section 5.2, if the participant terminates employment due to retirement, disability, or death, his account(s) shall be paid as soon as administratively possible after the occurrence of the event creating the right to a distribution.

(3) **Payment Upon Other Termination of Employment** – Subject to the provisions set forth in the Distribution Requirements of Section 5.2, if the participant terminates employment other than by retirement, disability, or death, his account(s) shall be paid as soon as administratively possible after the date of severance of employment.

Notwithstanding the preceding, an alternate payee may elect to have paid the amount determined under the qualified domestic relations order as soon as administratively possible following the date permitted under Section 4.5.

(4) Notwithstanding the foregoing, the failure of a participant to consent to a distribution while a benefit is immediately distributable shall be deemed to be an election to defer commencement of payment of any benefit sufficient to satisfy this section. An account balance is immediately distributable if any part of the account balance could be distributed to the participant (or surviving spouse) before the

participant attains (or would have attained if not deceased) the later of normal retirement age or age 62.

(b) **Form of Payment** – A participant or beneficiary may elect to receive distribution of his account(s) as a lump sum benefit payment. The participant or beneficiary shall make a request for benefits through the procedures established by the plan administrator before payment will be made. The lump sum benefit payment shall be made in cash from the fund. However, if the vested accrued benefit is no more than $5,000, benefits shall automatically be paid in a lump sum.

If a distribution is required under the Distribution Requirements of Section 5.2, the participant fails to elect payment, and the vested balance of the account(s) exceeds $5,000, the trustee shall pay the benefit in installment payments that meet the requirements of Section 5.2 over the joint life and last survivor expectancy of the participant and his designated beneficiary. If the vested balance of the account(s) does not exceed $5,000, the trustee shall distribute the entire account balance in a lump sum.

(c) **General Payment Provisions**

(1) All distributions due to be made under this plan shall be made on the basis of the amount to the credit of the participant as of the accounting date coincident with or immediately preceding the date of distribution.

If a distributable event occurs after an allocation date and before allocations have been made to the account of the participant, the distribution shall also include the amounts allocable to the account as of such allocation date.

(2) If any person entitled to receive benefits hereunder is physically or mentally incapable of receiving or acknowledging receipt thereof, and if a legal guardian or power of attorney has been appointed for him, the plan administrator may direct the benefit payment to be made to such legal representative. The plan administrator may cause benefits to be paid to any other individual recognized by the state law under which the plan trust has been established.

In the event a distribution is to be made to a minor beneficiary, then the plan administrator may direct that such distribution be paid to the legal guardian, or if none, to a parent of such beneficiary or a responsible adult with whom the beneficiary maintains his residence, or to the custodian for such beneficiary under the Uniform Gift to Minors Act or the Gift to Minors Act, if such is permitted by the laws of the state in which said beneficiary resides. Such a payment to the legal guardian, custodian or parent of a minor beneficiary shall fully discharge the trustee, employer, plan administrator, and plan from further liability on account thereof.

(3) Any annuity contract distributed herefrom shall be nontransferable. The terms of any such annuity contract purchased and distributed by the plan shall comply with the requirements of this plan. The ownership of the annuity contract shall reside with the participant.

Any dividend, refund or recovery on an annuity contract shall be credited to the participant or beneficiary for whom the annuity contract was purchased.

(4) The participant's election of a form of benefit payment shall be irrevocable as of the annuity starting date, subject to the notice requirements contained in Section 4.3(e).

(d) **Eligible Rollover Distributions**

A distributee may elect, at the time and in the manner prescribed by the plan administrator, to have any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover.

(1) **Eligible Rollover Distribution** – An eligible rollover distribution is any distribution of all or any portion of the balance to the credit of the distributee, except that an eligible rollover distribution does not include: any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee's designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under IRC section 401(a)(9) including any portion of such distribution that is not includable in gross income

(determined without regard to the exclusion for net unrealized appreciation with respect to employer securities); any hardship withdrawal; and any other distribution(s) that is reasonably expected to total less than $200 during a year.

A portion of a distribution shall not fail to be an eligible rollover distribution merely because the portion consists of after-tax employee contributions that are not includible in gross income. However, such portion may be transferred only to: (A) a traditional individual retirement account or annuity described in IRC section 408(a) or (b) (traditional IRA) or a Roth individual retirement account or annuity described in IRC section 408A (Roth IRA); or (B) a qualified plan or an annuity contract described in IRC section 401(a) and 403(b), respectively, that agrees to separately account for amounts so transferred (and earnings thereon), including separately accounting for the portion of such distribution that is includible in gross income and the portion of such distribution that is not so includible.

(2) **Eligible Retirement Plan** – An eligible retirement plan is a traditional IRA, a Roth IRA, an annuity plan described in IRC section 403(a), an annuity contract described in IRC section 403(b), a qualified plan described in IRC section 401(a), that accepts the distributee's eligible rollover distribution, or an eligible plan under IRC section 457(b) that is maintained by a state, political subdivision of a state, or any agency or instrumentality of a state or political subdivision of a state and that agrees to separately account for amounts transferred into such plan from this plan. The definition of eligible retirement plan shall also apply in the case of a distribution to a surviving spouse, or to a spouse or former spouse who is the alternate payee under a qualified domestic relations order, as defined in IRC section 414(p).

(3) **Distributee** – A distributee includes an employee or former employee. The employee's or former employee's surviving spouse and the employee's or former employee's spouse or former spouse who is the alternate payee under a qualified domestic relations order, as defined in IRC section 414(p), are distributees with regard to the interest of the spouse or former spouse. Effective for death benefit distributions made on or after January 1, 2007, a distributee shall include a nonspouse beneficiary but only with respect to a direct transfer to an inherited traditional IRA or Roth IRA established on his behalf for the purpose of receiving the distribution.

(4) **Direct Rollover** – A direct rollover is a payment by the plan to the eligible retirement plan specified by the distributee.

(5) **Automatic Rollovers** - In the event of a mandatory distribution greater than $1,000 in accordance with the provisions of Section 4.2(b)(2)(A), if the participant does not elect to have such distribution paid directly to an eligible retirement plan specified by the participant in a direct rollover or to receive the distribution directly in accordance with Section 4.3(e), then the plan administrator shall pay the distribution in a direct rollover to an individual retirement plan designated by the plan administrator. For purposes of determining whether a mandatory distribution is greater than $1,000, the portion of the participant's distribution attributable to any rollover contribution shall be included.

If a distribution of $5,000 or less is made to a participant but the check remains uncashed for 24 months, the plan administrator shall pay the distribution in a direct rollover to an individual retirement plan designated by the plan administrator. If the distribution is $1,000 or less, such disbursement shall be made only to the extent the financial institution will accept the amount.

(e) **Payment Election Procedures**

An account balance in excess of $5,000 shall not be immediately distributed without the consent of the participant. For any distribution in excess of $200, the plan administrator shall give the participant a written notice of his eligible rollover distribution rights as required under IRC section 402(f) no less than 30 days and no more than 180 days before the proposed distribution date. A participant may elect to waive any requirement that the written explanation and notice be given at least 30 days before the annuity starting date, provided that:

(1) The participant is provided with information that clearly states that the participant has a right to a period of at least 30 days after receiving the written explanation and notice to consider the decision of whether or not to elect a distribution (and, if applicable, a particular distribution option), and

(2) The participant, after receiving the written explanation and notice, affirmatively elects a distribution.

If and to the extent the participant elects multiple destinations for his direct rollover distributions, he may designate the allocation of the pretax amounts. In the event of a mandatory distribution greater than $1,000 in accordance with the provisions of Section 4.2(b)(2)(A), if the participant does not elect to have such distribution paid directly to an eligible retirement plan specified by the participant in a direct rollover or to receive the distribution directly in accordance with Section 4.3(d), then the plan administrator will pay the distribution in a direct rollover to an individual retirement plan designated by the plan administrator.

Section 4.4 – In-Service Payments

(a) **Withdrawals** – An employee may not withdraw amounts from his account(s) before his separation from service, except under the circumstances and only to the extent provided below.

No payments shall be made before separation from service.

(b) **Participant Loans** – No participant loans shall be permitted under this plan.

Section 4.5 – Distributions Under Domestic Relations Orders

Nothing contained in this plan prevents the trustee, in accordance with the direction of the plan administrator, from complying with the provisions of a qualified domestic relations order (as defined in IRC section 414(p)).

This plan specifically permits distribution to an alternate payee under a qualified domestic relations order at any time, irrespective of whether the participant has attained his earliest retirement age (as defined under IRC section 414(p)) under the plan. A distribution to an alternate payee prior to the participant's attainment of earliest retirement age is available only if the order specifies distribution at that time or permits an agreement between the plan and the alternate payee to authorize an earlier distribution. If the present value of the alternate payee's benefits under the plan exceeds $5,000 and the order requires, the alternate payee must consent to any distribution occurring prior to the participant's attainment of earliest retirement age.

Nothing in this Section gives a participant a right to receive distribution at a time otherwise not permitted under the plan nor does it permit the alternate payee to receive a form of payment not otherwise permitted under the plan.

The plan administrator shall establish reasonable procedures to determine the qualified status of a domestic relations order. Upon receiving a domestic relations order, the plan administrator promptly will notify the participant and any alternate payee named in the order, in writing, of the receipt of the order and the plan's procedures for determining the qualified status of the order. Within a reasonable period of time after receiving the domestic relations order, the plan administrator shall determine the qualified status of the order and shall notify the participant and each alternate payee, in writing, of its determination. The plan administrator shall provide notice under this paragraph by mailing to the individual's address specified in the domestic relations order.

If any portion of the participant's nonforfeitable accrued benefit is payable during the period the plan administrator is making its determination of the qualified status of the domestic relations order, the plan administrator shall make a separate accounting of the amounts payable. If the plan administrator determines the order is a qualified domestic relations order within 18 months of the date amounts first are payable following receipt of the order, it shall direct the trustee to distribute the payable amounts in accordance with the order. If the plan administrator does not make its determination of the qualified status of the order within the 18-month determination period, it shall direct the trustee to distribute the payable amounts in the manner the plan would distribute if the order did not exist and shall apply the order prospectively if it later determines the order is a qualified domestic relations order.

ARTICLE V – ADDITIONAL QUALIFICATION RULES

Section 5.1 – Limitations on Allocations Under IRC Section 415

(a) **Single Plan Limitations**

(1) If the participant does not participate in, and has never participated in another qualified plan maintained by the employer, or a welfare benefit fund (as defined in IRC section 419(e)) maintained

by the employer, or an individual medical account (as defined in IRC section 415(l)(2)) maintained by the employer, that provides an annual addition as defined in Section 5.1(c)(1), the amount of annual additions that may be credited to the participant's account for any limitation year will not exceed the lesser of the maximum permissible amount or any other limitation contained in this plan. If the employer contribution that would otherwise be contributed or allocated to the participant's account would cause the annual additions for the limitation year to exceed the maximum permissible amount, the amount contributed or allocated will be reduced so that the annual additions for the limitation year will equal the maximum permissible amount.

(2) Prior to determining the participant's actual compensation for the limitation year, the employer may determine the maximum permissible amount for a participant on the basis of a reasonable estimation of the participant's compensation for the limitation year, uniformly determined for all participants similarly situated.

(3) As soon as is administratively feasible after the end of the limitation year, the maximum permissible amount for the limitation year will be determined on the basis of the participant's actual compensation for the limitation year.

(4) If a participant elects to make employee nondeductible contributions that together with any contribution the employer is obligated to make under the terms of this plan would otherwise cause the annual additions for the limitation year to exceed the maximum permissible amount, the contribution election of the participant shall be limited before any employer contribution is reduced so that the annual additions for the limitation year will equal the maximum permissible amount.

(b) **Combined Limitations – Other Defined Contribution Plan**

(1) This Section 5.1(b) applies if, in addition to this plan, the participant is covered under another qualified defined contribution plan maintained by the employer, a welfare benefit fund maintained by the employer, or an individual medical account maintained by the employer, that provides an annual addition as defined in Section 5.1(c)(1), during any limitation year. The annual additions that may be credited to a participant's account under this plan for any such limitation year will not exceed the maximum permissible amount reduced by the annual additions credited to a participant's account under the other plans welfare benefit funds, and individual medical accounts for the same limitation year. If the annual additions with respect to the participant under other qualified defined contribution plans, welfare benefit funds, and individual medical accounts maintained by the employer are less than the maximum permissible amount and the employer contribution that would otherwise be contributed or allocated to the participant's account under this plan would cause the annual additions for the limitation year to exceed this limitation, the amount contributed or allocated will be reduced so that the annual additions under all such plans and funds for the limitation year will equal the maximum permissible amount. If the annual additions with respect to the participant under such other qualified defined contribution plans, welfare benefit funds, and individual medical accounts in the aggregate are equal to or greater than the maximum permissible amount, no amount will be contributed or allocated to the participant's account under this plan for the limitation year.

(2) Prior to determining the participant's actual compensation for the limitation year, the employer may determine the maximum permissible amount for a participant in the manner described in Section 5.1(a)(2).

(3) As soon as is administratively feasible after the end of the limitation year, the maximum permissible amount for the limitation year will be determined on the basis of the participant's actual compensation for the limitation year.

(4) If, pursuant to Section 5.1(b)(3) or as a result of the allocation of forfeitures, a participant's annual additions under this plan and such other plans would result in an excess amount for a limitation year, the excess amount will be deemed to consist of the annual additions last allocated, except that annual additions attributable to a welfare benefit fund or individual medical account will be deemed to have been allocated first regardless of the actual allocation date.

(5) If an allocation date of this plan coincides with an allocation date of another plan and the employee or employer contribution that would otherwise be contributed or allocated to a participant's account

under the plans would cause the annual additions for the limitation year to exceed the maximum permissible amount, Section 3.1(c) shall control which contribution or allocation will be reduced so that the annual additions for the limitation year will equal the maximum permissible amount.

(c) **Definitions (IRC Section 415 Limitations)**

(1) **Annual Additions** – The sum of the following amounts credited to a participant's account for the limitation year: (A) employer contributions; (B) employee contributions (excluding catch-up contributions made in accordance with IRC section 414(v)); (C) forfeitures; and (D) amounts allocated, after March 31, 1984, to an individual medical account as defined in IRC section 415(l)(2), that is part of a pension or annuity plan maintained by the employer are treated as annual additions to a defined contribution plan. Also, amounts derived from contributions paid or accrued after December 31, 1985 (in taxable years ending after such date), that are attributable to postretirement medical benefits allocated to the separate account of a key employee (as defined in IRC section 419A(d)(3)) under a welfare benefit fund (as defined in IRC section 419(e)) maintained by the employer are treated as annual additions to a defined contribution plan. Picked-up contributions under IRC section 414(h)(2) shall not be included as an annual addition with respect to a participant.

Restorative payments allocated to a participant's account including restorative payments made pursuant to Section 4.2(b)(2)(B) and payments made to restore losses to the plan resulting from actions (or a failure to act) by a fiduciary for which there is a reasonable risk of liability under an applicable federal or state law (where similarly situated participants are treated similarly) shall not give rise to an annual addition for any limitation year.

(2) **Compensation** – A participant's earned income and any earnings reportable as W-2 wages for federal income tax withholding purposes. W-2 wages means wages as defined in IRC section 3401(a) but determined without regard to any rules that limit the remuneration included in wages based on the nature or location of the employment or the services performed (such as the exception for agricultural labor in IRC section 3401(a)(2)). Picked-up contributions under IRC section 414(h)(2) shall not be included in the participant's compensation.

For purposes of applying the limitations of this Section 5.1, compensation for a limitation year is the compensation actually paid or includable in gross income during such limitation year. Compensation for a limitation year shall include amounts earned but not paid during the limitation year solely because of the timing of pay periods and pay dates, provided the amounts are paid during the first few weeks of the next limitation year, the amounts are included on a uniform and consistent basis with respect to all similarly situated employees, and no compensation is included in more than one limitation year.

Back pay, within the meaning of Treasury Regulation section 1.415(c)-2(g)(8), shall be treated as compensation for the limitation year to which the back pay relates to the extent the back pay represents wages and compensation that would otherwise be included under this definition.

Compensation in excess of the limitations of Section 1.2(c) shall not be taken into account. In order to be taken into account for a limitation year, compensation must be paid or treated as paid prior to severance from employment with the employer. Effective for limitation years beginning on or after July 1, 2007, an includable payment shall be treated as paid prior to severance from employment if it is paid by the later of 2½ months after severance or the last day of the limitation year that includes the severance date. For this purpose, includable payments are those that absent the severance would have been paid and are regular compensation for services during regular working hours or compensation for services outside regular working hours (such as overtime or shift differentials), commissions, bonuses, or other similar compensation. Includable payments shall also include unused accrued sick, vacation, or other leave if such payments would have been included in compensation as defined in Section 1.2 if they were paid prior to the employee's severance from employment. Any payments not described herein as an includable payment shall not be considered compensation if paid after severance from employment, even if they are paid by the later of 2½ months after the date of severance from employment or the end of the limitation year that includes the severance date.

For limitation years beginning after December 31, 2008, compensation for a limitation year shall include amounts paid as differential wages to a participant on qualified military service leave of more than 30 days and otherwise meeting the requirements of IRC section 3401(h)(2).

Compensation shall include elective contributions as defined in Section 1.2(a) and elective contributions under a IRC section 501(c)(18) plan. Elective contribution amounts under a cafeteria plan excludable under IRC section 125 shall include any amounts not available to a participant in cash in lieu of group health coverage solely because the participant is unable to certify that he has other health coverage (deemed section 125 compensation). Amounts are deemed section 125 compensation only if the employer does not request or collect information regarding the participant's other health coverage as part of the enrollment process for the health plan.

Notwithstanding the preceding, compensation for a participant who is permanently and totally disabled (as defined in IRC section 22(e)(3)) is the compensation such participant would have received for the limitation year if the participant had been paid at the rate of compensation paid immediately before becoming permanently and totally disabled; such imputed compensation for the disabled participant may be taken into account only if contributions made on behalf of such participant are nonforfeitable when made.

(3) **Defined Contribution Dollar Limitation** – $40,000, as adjusted under IRC section 415(d).

(4) **Employer** – For purposes of this Section 5.1, employer shall mean the employer that adopts this plan and any entity required to be aggregated with the employer pursuant to regulations.

(5) **Excess Amount** – The excess of the participant's annual additions for the limitation year over the maximum permissible amount.

(6) **Limitation Year** – The 12-consecutive-month period defined in Section 1.3(f).

(7) **Maximum Permissible Amount** – The maximum annual addition that may be contributed or allocated to a participant's account under the plan for any limitation year shall not exceed the lesser of:

(A) the defined contribution dollar limitation as defined in Section 5.1(c)(3); or

(B) 100% of the participant's compensation for the limitation year.

If a short limitation year is created because of an amendment changing the limitation year to a different 12-consecutive-month period, the maximum permissible amount will not exceed the defined contribution dollar limitation multiplied by the following fraction:

$$\frac{\text{Number of months in the short limitation year}}{12}$$

If the plan is terminated as of a date other than the last day of the limitation year, the plan shall be deemed to have been amended to change its limitation year and the maximum permissible amount shall be determined by prorating it for the resulting short limitation year.

Section 5.2 – Distribution Requirements

Effective for calendar years beginning after December 31, 1984, the requirements of this Section 5.2 shall apply to any distribution of a participant's interest and will take precedence over any inconsistent provisions of this plan. With respect to distributions under the plan made on or after August 1, 2002 for calendar years beginning on or after January 1, 2002, the plan will apply the minimum distribution requirements of IRC section 401(a)(9) as set forth in this Section 5.2. Distributions made prior to August 1, 2002 are subject to the provisions of the plan as in effect before this amendment and restatement of the plan.

With respect to calendar year 2009, the provisions of Section 5.2 shall be applied subject to IRC section 401(a)(9)(H). Although the plan administrator shall calculate any required minimum distribution under Section 5.2 and pay it separately to any participant or beneficiary commencing distribution during 2009, such recipient shall be eligible to deposit such amount in a qualified employer plan or individual retirement account. Any participant receiving or due to commence such distributions shall not receive a required minimum distribution with respect to 2009 in the absence of an affirmative election. To the extent that a participant's

entire interest is otherwise required to be distributed to a beneficiary by December 31 of the calendar year containing the fifth anniversary of the participant's death, such 5-year period shall be determined without regard to calendar year 2009.

(a) **Required Beginning Date** – The entire interest of a participant must be distributed, or begin to be distributed, no later than the participant's required beginning date.

(b) **Limits on Distribution Periods** – As of the first distribution calendar year, distributions to a participant, if not made in a single sum, may only be made over one of the following periods (or a combination thereof):

(1) the life of the participant;

(2) the joint lives of the participant and a designated beneficiary;

(3) a period certain not extending beyond the life expectancy of the participant; or

(4) a period certain not extending beyond the joint life and last survivor expectancy of the participant and a designated beneficiary.

(c) **Death of Participant Before Distributions Begin** – If the participant dies before distributions begin, the participant's entire interest will be distributed, or begin to be distributed, no later than as follows:

(1) If the participant's surviving spouse is the participant's sole designated beneficiary, then distributions to the surviving spouse will begin by December 31 of the calendar year immediately following the calendar year in which the participant died, or by December 31 of the calendar year in which the participant would have attained age 70½, if later. If the surviving spouse so elects, the participant's entire interest will be distributed to such surviving spouse by December 31 of the calendar year containing the fifth anniversary of the participant's death. If no election is received, distributions to the surviving spouse will begin by December 31 of the calendar year in which the participant would have attained age 70½, or the participant's entire interest will be distributed to such surviving spouse by December 31 of the calendar year containing the fifth anniversary of the participant's death, if later.

(2) If the participant's surviving spouse is not the participant's sole designated beneficiary, then distributions to the designated beneficiary will begin by December 31 of the calendar year immediately following the calendar year in which the participant died. If the designated beneficiary so elects or if no election is received, the participant's entire interest will be distributed to such designated beneficiary by December 31 of the calendar year containing the fifth anniversary of the participant's death.

(3) If there is no designated beneficiary as of September 30 of the year following the year of the participant's death, the participant's entire interest will be distributed by December 31 of the calendar year containing the fifth anniversary of the participant's death.

(4) If the participant's surviving spouse is the participant's sole designated beneficiary and the surviving spouse dies after the participant but before distributions to the surviving spouse are required to begin, this Section 5.2(c), other than Section 5.2(c)(1), will apply as if the surviving spouse were the participant.

For purposes of this Section 5.2(c) and Section 5.2(f), unless Section 5.2(c)(4) applies, distributions are considered to begin on the participant's required beginning date. If Section 5.2(c)(4) applies, distributions are considered to begin on the date distributions are required to begin to the surviving spouse under Section 5.2(c)(1). If distributions under an annuity purchased from an insurance company irrevocably commence to the participant before the participant's required beginning date (or to the participant's surviving spouse before the date distributions are required to begin to the surviving spouse under Section 5.2(c)(1)), the date distributions are considered to begin is the date distributions actually commence.

(d) **Forms of Distribution** – Unless the participant's interest is distributed in the form of an annuity purchased from an insurance company or in a single sum on or before the required beginning date, as of the first distribution calendar year distributions will be made in accordance with Section 5.2(e) and (f). If the participant's interest is distributed in the form of an annuity purchased from an insurance company,

distributions thereunder will be made in accordance with the requirements of IRC section 401(a)(9) and the Treasury regulations.

To the extent the participant has an employee nondeductible contribution account or after-tax contributions for which there is separate accounting under his rollover/transfer account, such funds shall be distributed first before any taxable distribution is made to satisfy the minimum distribution requirement. After the exhaustion of such accounts, distributions shall be debited from a participant's accounts to the extent funded first from any rollover/transfer account and then from his money purchase pension account.

(e) **Required Minimum Distributions During Participant's Lifetime** - If a participant's benefit is to be distributed over (1) a period not extending beyond the life expectancy of the participant or the joint life and last survivor expectancy of the participant and the participant's designated beneficiary or (2) a period not extending beyond the life expectancy of the designated beneficiary, the amount required to be distributed for each calendar year, beginning with distributions for the first distribution calendar year, must at least equal the quotient obtained by dividing the participant's benefit by the applicable life expectancy.

(1) **Amount of Required Minimum Distribution For Each Distribution Calendar Year** – During the participant's lifetime, the minimum amount that will be distributed for each distribution calendar year is the lesser of:

(A) The quotient obtained by dividing the participant's account balance by the distribution period in the Uniform Lifetime Table set forth in Regulation section 1.401(a)(9)-9, using the participant's age as of the participant's birthday in the distribution calendar year; or

(B) If the participant's sole designated beneficiary for the distribution calendar year is the participant's spouse, the quotient obtained by dividing the participant's account balance by the number in the Joint and Last Survivor Table set forth in Regulation section 1.401(a)(9)-9, using the participant's and spouse's attained ages as of the participant's and spouse's birthdays in the distribution calendar year.

(2) **Lifetime Required Minimum Distributions Continue Through Year of Participant's Death** – Required minimum distributions will be determined under this Section 5.2(e) beginning with the first distribution calendar year and continuing up to and including the distribution calendar year that includes the participant's date of death.

(f) **Required Minimum Distributions After Participant's Death**

(1) **Death On or After Date Distributions Begin** – If the participant dies after distribution of his interest has begun, the remaining portion of such interest will continue to be distributed at least as rapidly as under the method of distribution being used prior to the participant's death.

(A) **Participant Survived by Designated Beneficiary** – If the participant dies on or after the date distributions begin and there is a designated beneficiary, the minimum amount that will be distributed for each distribution calendar year after the year of the participant's death is the quotient obtained by dividing the participant's account balance by the longer of the remaining life expectancy of the participant or the remaining life expectancy of the participant's designated beneficiary, determined as follows:

(i) The participant's remaining life expectancy is calculated using the age of the participant in the year of death, reduced by one for each subsequent year.

(ii) If the participant's surviving spouse is the participant's sole designated beneficiary, the remaining life expectancy of the surviving spouse is calculated for each distribution calendar year after the year of the participant's death using the surviving spouse's age as of the spouse's birthday in that year. For distribution calendar years after the year of the surviving spouse's death, the remaining life expectancy of the surviving spouse is calculated using the age of the surviving spouse as of the spouse's birthday in the calendar year of the spouse's death, reduced by one for each subsequent calendar year.

(iii) If the participant's surviving spouse is not the participant's sole designated beneficiary, the designated beneficiary's remaining life expectancy is calculated using the age of the

beneficiary in the year following the year of the participant's death, reduced by one for each subsequent year.

(B) **No Designated Beneficiary** – If the participant dies on or after the date distributions begin and there is no designated beneficiary as of September 30 of the year after the year of the participant's death, the minimum amount that will be distributed for each distribution calendar year after the year of the participant's death is the quotient obtained by dividing the participant's account balance by the participant's remaining life expectancy calculated using the age of the participant in the year of death, reduced by one for each subsequent year.

(2) **Death Before Date Distributions Begin**

(A) **Participant Survived by Designated Beneficiary** – If the participant dies before the date distributions begin and there is a designated beneficiary, the minimum amount that will be distributed for each distribution calendar year after the year of the participant's death is the quotient obtained by dividing the participant's account balance by the remaining life expectancy of the participant's designated beneficiary, determined as provided in Section 5.2(f)(1).

(B) **No Designated Beneficiary** – If the participant dies before the date distributions begin and there is no designated beneficiary as of September 30 of the year following the year of the participant's death, distribution of the participant's entire interest will be completed by December 31 of the calendar year containing the fifth anniversary of the participant's death.

(C) **Death of Surviving Spouse Before Distributions to Surviving Spouse Are Required to Begin** – If the participant dies before the date distributions begin, the participant's surviving spouse is the participant's sole designated beneficiary, and the surviving spouse dies before distributions are required to begin to the surviving spouse under Section 5.2(c), this Section 5.2(f)(2) will apply as if the surviving spouse were the participant.

(g) **Definitions (IRC Section 401(a)(9) Requirements)**

(1) **Designated Beneficiary** – The individual who is designated as the beneficiary of the participant's interest under the plan and who is the designated beneficiary under IRC section 401(a)(9) and Regulation section 1.401(a)(9)-4.

(2) **Distribution Calendar Year** – A calendar year for which a minimum distribution is required. For distributions beginning before the participant's death, the first distribution calendar year is the calendar year immediately preceding the calendar year that contains the participant's required beginning date. For distributions beginning after the participant's death, the first distribution calendar year is the calendar year in which distributions are required to begin pursuant to Section 5.2(c). The required minimum distribution for the participant's first distribution calendar year will be made on or before the participant's required beginning date. The required minimum distribution for other distribution calendar years, including the required minimum distribution for the distribution calendar year in which the participant's required beginning date occurs, will be made on or before December 31 of that distribution calendar year.

(3) **Life Expectancy** – Life expectancy as computed by use of the Single Life Table in Regulation section 1.401(a)(9)-9.

(4) **Participant's Account Balance** – The account balance as of the last valuation date in the calendar year immediately preceding the distribution calendar year (valuation calendar year) increased by the amount of any contributions made and allocated or forfeitures allocated to the account balance as of dates in the valuation calendar year after the valuation date and decreased by distributions made in the valuation calendar year after the valuation date. The account balance for the valuation calendar year includes any amounts rolled over or transferred to the plan either in the valuation calendar year or in the distribution calendar year if distributed or transferred in the valuation calendar year.

If any portion of the minimum distribution for the first distribution calendar year is made in the second distribution calendar year on or before the required beginning date, the amount of the minimum distribution made in the second distribution calendar year shall be treated as if it had been made in the immediately preceding distribution calendar year.

(5) **Required Beginning Date** – The required beginning date of a participant is April 1 of the calendar year following the later of: (i) the calendar year in which the participant attains age 70½, or (ii) the calendar year in which the participant retires.

ARTICLE VI – ADMINISTRATION OF THE PLAN

Section 6.1 – Fiduciary Responsibility

(a) **Management and Control of Plan Assets** – The governing body of the employer shall designate the persons responsible for the management and control of plan assets. Such person shall discharge their duties with respect to the plan in accordance with the documents and instruments governing the plan insofar as such documents and instruments are consistent with the applicable provisions of the Internal Revenue Code.

(b) A fiduciary of this plan is required to exercise the judgment and care under the circumstances then prevailing that men of prudence, discretion and intelligence exercise in the management of their own affairs, not in regard to speculation but in regard to the permanent disposition of their funds, considering the probable income as well as the probable safety of their capital.

(c) **Allocation of Responsibility**

(1) When the plan administrator is required to follow the directions of the trustee or the trustee is required to follow the directions of the plan administrator, they shall not be deemed to share such responsibility. Instead, the responsibility of the person giving the directions shall be deemed to be his sole responsibility and the responsibility of the person receiving directions shall be to follow those directions insofar as such instructions on their face are proper under applicable law.

(2) The plan administrator or trustee under this plan may employ one or more persons, including independent accountants, attorneys and actuaries to render advice with regard to any responsibility such person has under the plan.

(d) **Liability and Indemnification** – Subject to Act 205, no past, present, or future officer of the employer nor of any participating employer shall be personally liable to any participant, beneficiary, or other person under any provision of the plan or trust or any insurance policy or contract issue pursuant thereto. No individual fiduciary shall be liable for any act or omission of any other fiduciary. Unless resulting from the gross negligence, willful misconduct or lack of good faith on the part of the fiduciary, the employer shall indemnify and save harmless such fiduciary from, against, for and in respect of any and all damages, losses, obligations, liabilities, liens, deficiencies, costs and expenses, including without limitation, reasonable attorney's fees and other costs and expenses incident to any suit, action, investigation, claim or proceedings suffered in connection with his acting as a fiduciary under the plan.

Section 6.2 – Plan Administrator

(a) **Appointment of Plan Administrator**

The governing body of the employer shall be responsible for the administration of the plan. It may appoint one or more members of itself to be the plan administrator. The employer shall review at regular intervals the performance of those members appointed to be the plan administrator(s) and shall re-evaluate the appointment of such plan administrator(s).

(b) **Duties and Powers of Plan Administrator**

The plan administrator shall have the following duties and discretionary powers and such other duties and discretionary powers as relate to the administration of the plan:

(1) To determine in a nondiscriminatory manner all questions relating to the eligibility of employees to become participants.

(2) To determine in a nondiscriminatory manner eligibility for benefits and to determine and certify the amount and kind of benefits payable to participants.

(3) To authorize all disbursements from the fund.

(4) To appoint or employ any independent person to perform necessary plan functions and to assist in the fulfillment of administrative responsibilities as he deems advisable, including the retention of a third party administrator, custodian, auditor, accountant, actuary, or attorney.

(5) When appropriate, to select an insurance company and annuity contracts that, in his opinion, will best carry out the purposes of the plan.

(6) To construe and interpret any ambiguities in the plan and to make, publish, interpret, alter, amend or revoke rules for the regulation of the plan that are consistent with the terms of the plan and with the applicable provisions of the Internal Revenue Code.

(7) To prepare and distribute, in such manner as determined to be appropriate, information explaining the plan.

(c) **Miscellaneous Provisions**

(1) **Expenses** – The plan administrator shall serve without compensation for service as such. All reasonable expenses of the plan administrator shall be paid by the employer.

(2) **Examination of Records** – The plan administrator shall make available to any participant for examination during business hours such of the plan records as pertain only to the participant involved.

(3) **Information to the Plan Administrator** – To enable the plan administrator to perform the administrative functions, the employer shall supply full and timely information to the plan administrator on all participants as the plan administrator may require.

Section 6.3 – Claims Procedure

(a) **Notification of Claim Determination** – The plan administrator shall notify each participant in writing of its determination of benefits. If the plan administrator denies any benefit, such written denial shall include:

- The specific reasons for denial;
- Reference to provisions on which the denial is based;
- A description of and reason for any additional information needed to process the claim; and
- A description of the plan's review procedures.

(b) **Appeal** – The participant or his duly authorized representative may:

- Make a written request for a review of the participant's case by the employer;
- Review pertinent documents;
- Submit issues and comments in writing.

The written request for review must be submitted no later than 60 days after receiving written notification of denial of benefits.

(c) **Review** – The **[Administration** employer **/** pension board**]** must render a decision no later than 60 days after receiving the written request for review, unless circumstances make it impossible to do so; but in no event shall the decision be rendered later than 120 days after the request for review is received.

(d) **Limitation on Time Period for Litigation of a Benefit Claim** – Following receipt of the written rendering of the **[Administration** employer **/** pension board**]'**s decision under Section 6.3(c), the participant shall have 365 days in which to file suit in the appropriate court. Thereafter, the right to contest the decision shall be waived.

Section 6.4 – Trust Fund

(a) **Creation and Maintenance of the Fund** – The trust fund shall be created and maintained in the following manner:

(1) All funds on deposit and held for pension or retirement benefits of the participants shall continue to be part of the trust fund created and maintained hereby subject to any liabilities that may exist against such fund.

(2) The employer shall allocate to the fund the payments made by the Treasurer of the Commonwealth of Pennsylvania from monies received from taxes paid upon premiums by foreign casualty insurance companies and foreign fire insurance companies pursuant to the General Municipal Pension System State Aid Program.

(3) The fund shall accept and maintain any payments made by other gifts, grants, devises, or bequests to the fund.

(4) The employer shall contribute to the fund the payments that are authorized to be made from the general revenue of the employer.

All such payments received shall be part of the trust fund and shall not be applied to any other account or disbursed in any manner except as provided by this plan. Payments required under the plan shall be a charge only upon the trust fund and not upon other monies or funds of the employer.

(b) **Appointment of Trustee**

The employer, or its delegee, shall appoint a trustee for the proper care and custody of all funds, securities and other properties in the trust, and for investment of plan assets (or for execution of such orders as it receives from an investment manager appointed for investment of plan assets). The duties and powers of the trustee shall be set forth in a trust agreement executed by the employer, which is incorporated herein by reference. The employer shall review at regular intervals the performance of the trustee and shall re-evaluate the appointment of such trustee. After the employer has appointed the trustee and has received a written notice of acceptance of its responsibility, the fiduciary responsibility with respect to the proper care and custody of plan assets shall be considered as the responsibility of the trustee. Unless otherwise allocated to an investment manager, the fiduciary responsibility with respect to investment of plan assets shall likewise be considered as the responsibility of the trustee.

(c) **Appointment of Corporate Custodian**

The employer, or its delegee, may appoint a corporate custodian to hold and invest the fund. The corporate custodian shall carry out its responsibilities in accordance with the terms of the custodial agreement and the investment policy and guidance as the employer shall, from time to time provide. The employer shall review at regular intervals no less frequently than annually, the performance of such corporate custodian and shall re-evaluate the appointment of such corporate custodian.

(d) **Appointment of Investment Manager**

The employer, or its delegee, may appoint an investment manager who is other than the trustee, which investment manager may be a bank or an investment advisor registered with the Securities and Exchange Commission under the Investment Advisors Act of 1940. Such investment manager, if appointed, shall have sole discretion in the investment of plan assets, subject to the funding policy. The employer shall review at regular intervals no less frequently than annually, the performance of such investment manager and shall re-evaluate the appointment of such investment manager. After the employer has appointed an investment manager and has received a written notice of acceptance of its responsibility, the fiduciary responsibility with respect to investment of plan assets shall be considered as the responsibility of the investment manager.

(e) **Funding Policy**

The employer, or its delegee, shall determine and communicate in writing to the person responsible for investment of plan assets the funding policy for the plan. The funding policy shall set forth the plan's short-range and long-range financial needs, so that said person may coordinate the investment of plan assets with the plan's financial needs.

(f) **Valuation of the Fund**

The fund shall be valued by the trustee on the anniversary date of each year and as of any interim allocation date determined by the plan administrator. The valuation shall be made on the basis of the current fair market value of all property in the fund.

(g) **Expenses**

The trust fund may pay the expenses incurred in the administration of the plan and the investment of the fund, provided the cost is reasonable. Such expenses shall include legal fees incurred by the plan administrator or the trustee, provided such fiduciaries are not proven to have committed a prohibited transaction. If the trust fund pays the expenses, the expenses generally shall be allocated against the participant accounts on a pro rata basis. Certain expenses incurred with respect to a particular participant or beneficiary shall be allocated against the participant's account on a direct basis.

ARTICLE VII – AMENDMENT AND TERMINATION OF PLAN

Section 7.1 – Right to Discontinue and Amend

It is the expectation of the employer that it will continue this plan indefinitely and make the payments of its contributions hereunder, but the continuance of the plan is not assumed as a contractual obligation of the employer and the right is reserved by the employer, at any time, to reduce, suspend or discontinue its contributions hereunder.

Section 7.2 – Amendments

Except as herein limited, the employer shall have the right to amend this plan at any time to any extent that it may deem advisable. Such amendment shall be stated in writing and shall be by ordinance or resolution of the governing body of the employer. The employer's right to amend the plan shall be limited as follows:

(a) No amendments shall have the effect of vesting in the employer any interest in or control over any contracts issued pursuant hereto or any other property in the fund.

(b) No amendment to the vesting schedule adopted by the employer hereunder shall deprive a participant of his vested portion of his employer-derived accrued benefit to the date of such amendment.

Section 7.3 – Protection of Benefits in Case of Plan Merger

In the event of a merger or consolidation with, or transfer of assets or liabilities to any other plan, each participant will receive a benefit immediately after such merger, consolidation or transfer (if the plan then terminated) that is at least equal to the benefit the participant was entitled to immediately before such merger, consolidation or transfer (if the plan had terminated).

The transfer of amounts from this trust to a nonqualified foreign trust shall be treated as a distribution from this plan. Further, the transfer of assets and liabilities from this plan to a plan that satisfies Puerto Rico Code section 1165 shall also be treated as a distribution from this plan.

Section 7.4 – Termination of Plan

(a) **When Plan Terminates** – This plan shall terminate upon the legal dissolution of the employer or the termination of the plan by the amendment action of the employer. Subject to the provisions of the Municipal Pension Plan Funding Standard and Recovery Act (P.L. 1005, Act 205 of 1984) governing financial distressed municipalities, the liability of the employer to make contributions to the plan shall automatically terminate upon liquidation or dissolution of the employer, upon its adjudication as a bankrupt, or upon the making of a general assignment for the benefit of its creditors.

(b) **Allocation of Assets** – Upon termination or partial termination, the account balance of each affected participant who is an active participant or who is not an active participant but has neither received a complete distribution of his vested accrued benefit nor incurred a one-year break in service shall be 100% vested and nonforfeitable. The amount of the fund assets shall be allocated to each participant, subject to provisions for expenses of administration of the liquidation, in the ratio that such participant's account bears to all accounts.

ARTICLE VIII – MISCELLANEOUS PROVISIONS

Section 8.1 – Exclusive Benefit – Non-Reversion

The plan is created for the exclusive benefit of the employees of the employer and shall be interpreted in a manner consistent with its being a qualified plan as defined in IRC section 401(a). The sponsorship of this plan may not be transferred to an unrelated entity if the transfer is not in connection with a transfer of business assets or operations from the employer to such entity. The corpus or income of the trust may not be diverted to or used for other than the exclusive benefit of the participants or their beneficiaries (except for defraying reasonable expenses of administering the plan). Notwithstanding the preceding, any contribution made by the employer because of a mistake of fact must be returned to the employer within one year of the contribution.

Section 8.2 – Inalienability of Benefits

No benefit or interest available hereunder including any annuity contract distributed herefrom shall be subject to assignment or alienation, either voluntarily or involuntarily. The preceding sentence shall also apply to the creation, assignment, or recognition of a right to any benefit payable with respect to a participant pursuant to a domestic relations order, unless such order is determined to be a qualified domestic relations order as defined in IRC section 414(p), or any domestic relations order entered before January 1, 1985.

Section 8.3 – Employer-Employee Relationship

This plan is not to be construed as creating or changing any contract of employment between the employer and its employees, and the employer retains the right to deal with its employees in the same manner as though this plan had not been created.

Section 8.4 – Binding Agreement

This plan shall be binding on the heirs, executors, administrators, successors and assigns as such terms may be applicable to any or all parties hereto, and on any participants, present or future.

Section 8.5 – Inconsistency or Conflict of Prior Ordinances or Resolutions

Any ordinance or resolution with an effective date prior to the adoption date of this amendment and restatement of the plan shall be of no effect.

Section 8.6 – Separability

If any provision of this plan shall be held invalid or unenforceable, such invalidity or unenforceability shall not affect any other provision hereof and this plan shall be construed and enforced as if such provision had not been included.

Section 8.7 – Construction

The plan shall be construed in accordance with the laws of the Commonwealth of Pennsylvania and with the applicable portions of the Internal Revenue Code.

Section 8.8 – Copies of Plan

This plan may be executed in any number of counterparts, each of which shall be deemed as an original, and said counterparts shall constitute but one and the same instrument that may be sufficiently evidenced by any one counterpart.

Section 8.9 – Interpretation

Wherever appropriate, words used in this plan in the singular may include the plural or the plural may be read as singular, and the masculine may include the feminine.

IN WITNESS WHEREOF, the Employer has caused this plan to be executed this ___ day of _____, ____.

Employer:

City of Reading
By:_____
Title: _____

City of Reading

Department of Public Works

Sustainability & Solid Waste

TO: **Members of City Council**
FROM: **Steven Harrity**

PREPARED BY: **Steven Harrity**
MEETING DATE: **November 22, 2021**
AGENDA MEMO DATE: **November 12, 2021**
RECOMMENDED ACTION: ***AMENDING THE 2021 SOLID WASTE FUND BUDGET AUTHORIZING AN APPROPRIATIONS TRANSFER IN THE AMOUNT OF $60,000.00 TO COVER TIPPING FEES***

BACKGROUND:
This transfer is to move funds from Solid Waste Trash Contracted Services account line item and add the funds to the Solid Waste Recycling Contracted Services account line item to be able to cover anticipated Recycling tipping fees for December 2021

BUDGETARY IMPACT:
Very limited as significant funding will remain for other expenses as needed.

PREVIOUS ACTION:
None

RECOMMENDED BY:
Stan Rugis, Acting Director

RECOMMENDED MOTION:
Approve the transfer.

Drafted by Public Works
Sponsored by/Referred by Managing Director
Introduced on

BILL NO. ____2021

AN ORDINANCE

AMENDING THE 2021 SOLID WASTE FUND BUDGET AUTHORIZING AN APPROPRIATIONS TRANSFER IN THE AMOUNT OF $60,000.00 TO COVER TIPPING FEES

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

Section One: The 2021 Solid Waste Fund budget is hereby amended by changing the ordinance to transfer $60,000 to cover the cost of increased tipping fees through the end of 2021.

Section Two: The transfer will be made under the Solid Waste fund and will require a reduction to Contracted Services - Solid Waste line item [56-07-47-4216-000] in the amount of $60,000 and an increase to the Contracted Services - Recycling Line [56-07-46-4216-000] in the amount of $60,000.

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 _____, 2021

_____

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: _____

AGENDA MEMO

FIRE DEPARTMENT

TO: City Council

FROM: Fire Chief William Stoudt Jr.

PREPARED BY: Fire Chief William Stoudt Jr.

MEETING DATE: November 22, 2021

AGENDA MEMO DATE: November 17, 2021

REQUESTED ACTION: Authorize the Transfer of Funds

RECOMMENDATION

The Fire Chief requests the approval of the transfer of funds totaling $12,500 within the EMS Division in the Department of Fire and Rescue Services: $12,500 from Line 01-09-35-4003 to Line 01-09-35-4501

BACKGROUND

There is a need for the transfer of the funds for unanticipated fuel costs for the remainder of 2021.

BUDGETARY IMPACT

None to the overall Department budget as the transferred amount is from within the Department.

PREVIOUS ACTIONS

None

SUBSEQUENT ACTION

Council to take action to approve a resolution to authorize the transfer of funds

RECOMMENDED BY

The Fire Chief recommends approval.

RECOMMENDED MOTION

Approval of the transfer of the funds as listed.

Drafted by:	Fire Administrative Officer
Sponsored/Referred by:	Fire Chief
Introduced on:	November 22, 2021

BILL NO. _____-2021

AN ORDINANCE

AMENDING THE 2021 GENERAL FUND BUDGET ORDINANCE

TO REFLECT THE TRANSFER OF FUNDS WITHIN THE FIRE DEPARTMENT BUDGET TO PROVIDE THE NECESSARY FUNDING FOR UNANTICIPATED FUEL COSTS FOR THE REMAINDER OF YEAR.

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 the funds needed to pay for unanticipated fuel costs for the remainder of the year. The funds will be paid by a reallocation of funds within the Fire Department's budgeted funds.

Section Two: The unanticipated fuel costs will be paid from General Fund Gas, Line Item (01-09-35-4501). The additional funds being transferred will result in decreases to the following line: $12,500 from Uniform/Clothing Allowance/01-09-35-4003 and an increase of $12,500 to the General Fund Gas Line Item (01-09-35-4501).

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 _____, 2021

_____

President of Council

Attest:

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: N/A

BILL NO._____-2021 AN

ORDINANCE

AN ORDINANCE PROVIDING FOR A TAX OF UP TO A MAXIMUM OF ONE AND THREE TENTHS PERCENT (1.3%) ON ALL EARNED INCOME AND NET PROFITS GENERATED IN THE CITY OF READING BY NON-RESIDENTS OF THE CITY OF READING FOR 2022.

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

SECTION 1. The City of Reading hereby imposes a tax of three tenths of one percent (0.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading who are subject to payment of earned income and net profits tax to the taxpayer's resident (domicile) taxing authority in the amount of one percent (1.0%).

SECTION 2. The City of Reading hereby imposes a tax of one and three tenths percent (1.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading who are not subject to payment of earned income and profits tax to the taxpayer's resident (domicile) taxing authority.

SECTION 3. The City of Reading hereby imposes a tax of a certain percentage which when added to the percentage imposed by the taxpayer's resident (domicile) taxing authority equals one and three tenths percent (1.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading.

SECTION 4. This tax on non-residents is hereby imposed on; (a) all salaries, wages, commissions and other compensation earned on or after January 1, 2022, during the calendar year 2022, by non-residents of the City for work done or services performed or rendered in the City of Reading; (b) the net profits earned on or after January 1, 2022, during the calendar year 2022, of businesses, professions or other activities conducted in the City of Reading by non-residents.

SECTION 5. This tax levied above shall not be shared by the School District, of Reading or otherwise, and non-residents shall continue to be given credit for the amount of earned income tax paid to their home municipal taxing authorities.

SECTION 6. The revenues resulting from the above tax may be used for capital fund purposes.

SECTION 7. This tax shall first be levied, collected and paid beginning on January 1, 2022, and during the calendar year of 2022 under all circumstances whether or not a fiscal year is used by the taxpayer. This tax shall apply only to calendar year 2022 through the month of July when

the City exits Act 47 and beginning August 1, 2022 the City shall resume assessing a tax without the one and three tenths percent (1.3%) increase.

SECTION 8. Should any section of this Ordinance be declared invalid for any reason, said declaration shall not have any effect on the remainder of this Ordinance.

SECTION 9. This Ordinance shall become effective January 1, 2022 and shall continue in effect until it may be repealed or modified by ordinance enacted by the City of Reading Council in accordance with the applicable Home Rule Charter provisions.

Enacted on_____2021

_____
Jeffrey S. Waltman
President of Council

Attest:

_____
Linda A. Kelleher CMC City
Clerk

Sent to Mayor _____ Date: _____
Signed by Mayor _____ Date: _____
Vetoed by Mayor: _____ Date: _____
Over-ridden by Council:_____ Date: _____

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: N/A

B I L L N O._____-2021
A N O R D I N A N C E

LEVYING THE REAL ESTATE TAXES FOR THE FISCAL YEAR BEGINNING THE FIRST DAY OF JANUARY 2022, AND ENDING THE THIRTY-FIRST DAY OF DECEMBER 2022.

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

SECTION 1. For general revenue purposes, a tax of eighteen and one hundred twenty-nine thousandths mills (.018129) on the dollar, or eighteen dollars and twelve point nine cents ($18.129) on each one thousand dollars is hereby levied and assessed for the fiscal year beginning the first day of January 2022, and ending the thirty-first day of December 2022, on all real property in the City of Reading taxable for County purposes.

SECTION 2. For purposes of funding activities of the Shade Tree Commission, a tax of two-tenths mills (.0002) on the dollar, or twenty cents ($0.20) on each one thousand dollars is hereby levied and assessed for the fiscal year beginning the first day of January 2022, and ending the thirty-first day of December 2022, on all real property in the City of Reading taxable for County purposes.

SECTION 3. For purposes of funding activities of the Reading Public Library, a tax of two-tenths mills (.0002) on the dollar, or twenty cents ($0.20) on each one thousand dollars is hereby levied and assessed for the fiscal year beginning the first day of January 2022, and ending the thirty-first day of December 2022, on all real property in the City of Reading taxable for County purposes.

SECTION 4. All ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as they are inconsistent with this Ordinance.

SECTION 5. This Ordinance shall be effective January 1, 2022, said date being the beginning of the fiscal year of the City of Reading.

Enacted_____, 2021

_____
President of Council

Attest:

_____
City Clerk

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: Oct 4 and 5, 2021

B ILL N O _____-2021

AN ORDINANCE

AN ORDINANCE ESTABLISHING THE BUDGET FOR THE FUNDS OF THE CITY OF READING INCLUDING REVENUES AND EXPENSES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The budgeted revenues and expenses for the various funds of the City of Reading for the fiscal year beginning January 1, 2022, and ending December 31, 2022, shall be as set forth in Exhibit A attached hereto and made a part hereof.

SECTION 2. This ordinance shall be effective January 1, 2022.

Enacted on_____2021

_____
Council President

Attest:

_____
City Clerk

Submitted to the Mayor: _____
Date: _____
Approved by the Mayor: _____
Date: _____
Vetoed by the Mayor: _____
Date: _____

GENERAL FUND REVENUES

Account Number	Dept	Div	Account Name	2021 Adopted Budget	2022 Draft Budget
			Do not delete --->	$ 8	
Real Estate Taxes					
01-00-00-3009-000	None		Discount and Allowances	$ (362,000)	$ (379,278)
01-00-00-3010-000	None		Property Tax Current	$ 22,440,955	$ 22,756,674
01-00-00-3020-000	None		Property Tax Prior	$ 1,703,100	$ 2,323,075
01-00-00-3021-000	None		Penalty & Interest	$ 600,000	$ 650,000
01-13-61-3009-000	Library	Admin	Discount and Allowances	$ (5,000)	$ (4,279)
01-13-61-3010-000	Library		Property Tax Current	$ 251,000	$ 256,716
01-13-61-3020-000	Library		Property Tax Prior	$ 17,000	$ 26,207
01-13-61-3021-000	Library		Penalty & Interest	$ 4,000	$ 2,568
Total Real Estate Taxes				**$ 24,649,055**	**$ 25,631,683**
Earned income Tax					
01-00-00-3140-000	None		Earned Income Tax Current	$ 15,512,120	$ 15,512,120
01-00-00-3150-000	None		Earned Income Tax Prior	$ 4,730,000	$ 5,500,000

Total Earned income Tax				**$ 20,242,120**	**$ 21,012,120**

Act 511 Taxes

01-00-00-3110-000	None		Per Capita Tax Current	$ 250,000	$ 250,000
01-00-00-3111-000	None		Per Capita Tax Prior	$ 200,000	$ 200,000
01-00-00-3120-000	None		Business Privilege Tax Current	$ 1,385,600	$ 1,708,800
01-00-00-3121-000	None		Business Privilege Tax Prior	$ 80,800	$ 80,800
01-00-00-3130-000	None		Real Estate Transfer Tax	$ 4,700,000	$ 5,500,000
01-00-00-3190-000	None		Local Services Tax Current	$ 863,949	$ 1,016,410
01-00-00-3191-000	None		Local Services Tax Prior	$ 200,000	$ 50,000

Total Act 511 Taxes				**$ 7,680,349**	**$ 8,806,010**

Licenses, Permits, & Fines

01-00-00-3161-000	None		Curb & Sidewalk Permit	$ -	$ -
01-10-38-3221-000	None		New Construction Permits	$ 100	$ 50,000
01-00-00-3227-000	None		Examination Fees	$ 10,000	$ 10,000
01-00-00-3228-000	None		Commercial Parking Permits	$ 3,300	$ 3,300
01-00-00-3230-000	None		Business Privilege Licenses	$ 280,000	$ 280,000
01-00-00-3282-000	None		Tax Administration Licenses	$ 13,600	$ 13,600
01-00-00-3283-000	None		Franchise Fees	$ 825,000	$ 825,000
01-00-00-3285-000	None		No Parking Signs Revenue	$ 300	$ 300
01-00-00-3310-000	None		Traffic Fines Motor Codes	$ 330,106	$ 200,000

01-00-00-3330-000	None		District Court Summary Offenses	$ 361,000	$ 342,950
01-00-00-3333-000	None		Fines and Penalties PA State Police	$ 40,880	$ 40,880
01-00-00-3334-000	None		Fines and Penalties County	$ 37,500	$ 37,500
01-00-00-3519-000	None		Small Games of Chance Tax	$ 500	$ 500
01-00-00-3880-000	None		Cash Overage	$ -	$ -
01-07-50-3554-000	None		Grants And Gifts	$ -	$ -
01-07-52-3261-000	None		Street Cuts & Pavements	$ 500,000	$ 500,000
01-08-31-3633-000	Police	Admin	Police Application Fee	$ 5,000	$ 5,000
01-09-32-3642-000	Fire	Admin	Fire Prevention Permits	$ 90,000	$ 90,000
01-10-36-3003-000	Comm Develop	Codes Inspection	Vacant For Sale Fees	$ 1,000	$ 2,500
01-10-36-3004-000	Comm Develop	Codes Inspection	Vacant For Rehab Fees	$ 2,000	$ 1,000
01-10-36-3005-000	Comm Develop	Codes Inspection	Vacant Code Compliant Fees	$ 500	$ 1,500
01-10-36-3006-000	Comm Develop	Codes Trades	Abandoned Real Property Registration Fee	$ 50,000	$ 60,000
01-10-36-3210-000	Comm Develop	Codes Inspection	Food Permits	$ 143,270	$ 150,000
01-10-36-3211-000	Comm Develop	Codes Inspection	Quality of Life - Prior	$ 53,000	$ 80,000
01-10-36-3269-000	Comm Develop	Codes Inspection	Pre-Settlement Inspection Fee	$ 5,000	$ 5,000
01-10-36-3276-000	Comm Develop	Codes Inspection	Housing No Show Fees	$ 150,000	$ 150,000
01-10-36-3278-000	Comm Develop	Codes Inspection	Housing - Prior Year	$ 83,000	$ 100,000
01-10-36-3279-000	Comm Develop	Codes Inspection	PMD Placard Removal Fees	$ 5,000	$ 5,000
01-10-36-3280-000	Comm Develop	Codes Inspection	Housing / Rental Permits	$ 826,500	$ 800,000
01-10-36-3281-000	Comm Develop	Codes Inspection	Appeal Fees	$ 3,000	$ 3,000
01-10-36-3322-000	Comm Develop	Codes Inspection	Quality of Life - Current	$ 84,250	$ 84,250
01-10-37-3201-000	Comm Develop	Codes PM	Zoning Housing Appeals	$ 2,000	$ 1,000

01-10-37-3202-000	Comm Develop	Codes PM	Civil Complaint Judgments	$ 1,000	$ 1,000
01-10-37-3270-000	None		Zoning Fees	$ 70,000	$ 70,000
01-10-37-3275-000	Comm Develop	Codes PM	Land Development Fees	$ 20,000	$ 20,000
01-10-37-3279-000	Comm Develop	Codes PM	PMD Placard Removal Fees	$ 2,000	$ 2,000
01-10-38-3207-000	Comm Develop	Codes Trades	B & T Plan Review Fee	$ 25,000	$ 30,000
01-10-38-3220-000	None		Electrical Permits	$ 180,500	$ 180,000
01-10-38-3222-000	None		Demolition Permits	$ 20,000	$ 20,000
01-10-38-3223-000	None		Remodeling Permits	$ 617,500	$ 650,000
01-10-38-3224-000	Comm Develop	Codes Trades	Assessment Fees	$ 14,000	$ 15,000
01-10-38-3226-000	None		Trades Licenses	$ 110,000	$ 100,000
01-10-38-3250-000	None		Plumbing Permits	$ 190,000	$ 200,000
01-10-38-3251-000	None		Heating Permits	$ 66,500	$ 70,000
01-10-38-3274-000	Comm Develop	Codes Trades	Dumpster Fees	$ 6,000	$ 6,000
01-10-38-3281-000	Comm Develop	Codes Trades	Appeal Fees	$ 1,000	$ 1,000
01-10-38-3622-000	Comm Develop	Codes Trades	Fines	$ 6,000	$ 6,000
01-10-38-3689-000	Comm Develop	Codes Trades	Revenue Fee	$ -	$ -

Total Licenses, Permits, & Fines	**$ 5,235,306**	**$ 5,213,280**

Intergovernmental

01-00-00-3510-000	None	Intergovernmental	Payment in lieu of Taxes	$ 126,824	$ 193,105
01-00-00-3520-000	None	Intergovernmental	Malt & Liquor Tax Distribution	$ 34,000	$ 34,000
01-00-00-3521-000	None	Intergovernmental	Public Utility Tax Distribution	$ 55,000	$ 55,000

01-00-00-3525-000	None	Other Revenues	Act 147 of 1988	$ 25,000	$ 25,000
01-00-00-3526-000	None	Intergovernmental	Snow & Ice Control	$ 60,000	$ 60,000
01-00-00-3541-000	None	Intergovernmental	Reading Public Library	$ 927,086	$ 927,086
01-00-00-3543-000	None	Intergovernmental	School District School Guard	$ 140,000	$ 140,000
01-00-00-3550-000	None	Intergovernmental	Police Training Reimbursement	$ 410,000	$ 410,000
01-00-00-3560-000	None	Intergovernmental	Pension - State Contributions	$ 3,771,656	$ 3,674,719
01-00-00-3952-000	None	Intergovernmental	Meter Surcharge - RAWA	$ 1,700,000	$ 1,700,000
01-06-19-3214-000	Finance	Intergovernmental	Reimbursement - Collection Expense	$ 5,110	$ 5,110
01-04-06-3554-000	Managing Director		Grants And Gifts	$ -	$ -
01-07-14-3610-000	Public Works	Garage	Fleet Maintenance - Other Jurisdictions	$ 25,000	$ 25,000
01-07-52-3554-000			Grants And Gifts	$ 140,700	$ 140,700
01-08-31-3546-000	Police	Admin	Reimbursement - Community Policing	$ 255,500	$ 255,500
01-08-31-3554-000	Police	Admin	Grants And Gifts	$ 275,000	$ 275,000
01-09-32-3554-000	Fire	Admin	Grants And Gifts	$ -	$ -
01-09-32-3561-000	Fire	Admin	Fireman Relief Association Contributions	$ -	$ -
01-09-34-3554-000	Fire	EMS	Grants And Gifts	$ -	$ -
01-16-00-3301-000	Parking Authority		Parking Authority - Supplement	$ -	$ -
01-18-91-3554-000	Human Relations	Miscellaneous	Grants And Gifts	$ 75,000	$ -
Total Intergovernmental				**$ 8,025,876**	**$ 7,920,220**
Charges for Services					
01-00-00-3290-000	None		Health & Safety Inspection	$ -	$ -

01-00-00-3445-000	None		Parking Authority Ticket Surcharge	$ -	$ -
01-00-00-3600-000	None		Copies of Books, Ordinances, Etc.	$ -	$ -
01-00-00-3635-000	None		Fire Insurance Certification	$ 300	$ 300
01-06-19-3160-000	Finance		Admissions Fee / Tax	$ 200,000	$ 200,000
01-06-19-3631-000	Finance		School District Tax Services	$ 1,000	$ 1,000
01-07-24-3636-000	Public Works	Traffic	Other Department Earnings	$ -	$ -
01-07-50-3653-000	Public Works	Admin	Towing Revenue	$ 161,500	$ 153,425
01-08-29-3710-000	Police	Special Services	Checking Account Revenue	$ 30,000	$ 30,000
01-08-31-3545-000	Police	Admin	Kenhorst Police Contract	$ 471,211	$ 471,211
01-08-31-3636-000	Police	Admin	Other Department Earnings	$ 1,500	$ 1,500
01-08-31-3650-000	Police	Admin	Police Services / Copy Service	$ 170,000	$ 170,000
01-08-31-3654-000	Police	Admin	Burglary / Robbery Alarm Ordinance	$ 55,000	$ 55,000
01-09-32-3620-000	Fire	Admin	Fire Incident Reports	$ 4,000	$ 4,000
01-09-32-3623-000	Fire	Admin	False Fire Alarm Fee	$ 20,000	$ 20,000
01-09-32-3626-000	Fire	Admin	Fire Service Call Fee	$ -	$ -
01-09-32-3636-000	Fire	Admin	Other Department Earnings	$ 5,000	$ 5,000
01-09-35-3641-000	Fire	EMS	User Fees	$ 3,000,000	$ 3,000,000
01-09-35-3643-000	Fire	EMS	Standby Revenue	$ 110,000	$ 90,000
01-09-35-3671-000	Fire	EMS	Membership Fees	$ 32,000	$ 32,000
01-10-36-3209-000	Comm Develop	Codes Inspection	Housing Inspection - Prior	$ 200,000	$ 200,000
01-10-36-3212-000	Comm Develop	Codes Inspection	Public Health & Safety - Prior	$ 50,000	$ 55,000
01-10-36-3229-000	Comm Develop	Codes Inspection	Work Order Fees	$ 19,000	$ 25,000
01-10-36-3268-000	Comm Develop	Codes Inspection	Housing Inspection - Current	$ 380,000	$ 361,000

01-10-36-3288-000	Comm Develop	Codes Inspection	Miscellaneous Revenue	$ 500	$ 500
01-10-36-3290-000	Comm Develop	Codes Inspection	Property Transfer Inspection	$ 71,000	$ 80,000
01-10-37-3203-000	Comm Develop	Codes PM	Zoning Inspector No Show	$ 2,000	$ 2,000
01-10-38-3219-000	Comm Develop	Codes Trades	Reintroduction of Power Inspection	$ 20,000	$ 20,000
Total Charges for Services				**$ 5,004,011**	**$ 4,976,936**

Interest & Rent

01-00-00-3410-000	None	Interest & Rentals	Interest on Investments	$ 20,300	$ 20,300
01-00-00-3420-000	None	Interest & Rentals	Rent Other Property & Buildings	$ 75,000	$ 75,000
01-00-00-3421-000	None	Interest & Rentals	Rental of Stadium	$ 300,000	$ 350,000
01-00-00-3422-000	None	Interest & Rentals	Rental of Pagoda	$ 1,000	$ 1,000
01-00-00-3423-000	None	Other Revenues	Small Cell Revenue	$ 1,000	$ 1,000
01-16-00-3300-000	Parking Authority	Interest & Rentals	Rental - Parking Authority	$ 400,000	$ 1,761,000
Total Interest & Rent				**$ 797,300**	**$ 2,208,300**

Other Revenue

01-00-00-3284-000	None		Other Income	$ 15,000	$ 15,000
01-00-00-3554-000	Fire	Admin	Grants And Gifts	$ 10,000	$ 10,000
01-00-00-3324-000	None		Estate of Samuel Potteiger	$ -	$ -
01-00-00-3711-000	None		Indirect Cost Reimbursement - Trash	$ 182,723	$ 182,723
01-00-00-3721-000	None		Sales Property / Equipment / Supplies	$ 2,000	$ 2,000
01-00-00-3730-000	None		Refund of Prior Years' Expenses	$ -	$ -

01-00-00-3743-000	None		Miscellaneous Revenue	$ 40,000	$ 40,000
01-00-00-3751-000	None		Indirect Cost Reimbursement - Recycling	$ 203,889	$ 203,889
01-00-00-3752-000	None		Indirect Cost Reimbursement - Sewer	$ 1,226,236	$ 1,226,236
01-00-00-3753-000	None		Indirect Cost Reimbursement - Community Development	$ 203,634	$ 203,634
01-00-00-3762-000	None		Pension Reimbursement	$ 63,050	$ 63,050
01-07-00-3750-000	Public Works	Garage	Damages Recovered	$ -	$ -
01-07-14-3750-000	Public Works	Garage	Damages Recovered	$ 5,000	$ 5,000
01-07-50-3267-000	Public Works	Admin	CDBG Revenue	$ -	$ -
01-07-52-3743-000	Public Works	Public Property	Miscellaneous Revenue	$ -	$ -
01-07-71-3743-000	Public Works	Public Property	Miscellaneous Revenue	$ 5,000	$ 5,000
01-07-74-3743-000	Public Works	Public Property	Miscellaneous Revenue	$ 5,000	$ 5,000
01-08-29-3743-000	Police	Special Services	Miscellaneous Revenue	$ 2,253	$ 2,253
01-08-30-3721-000	None		Sales Property / Equipment / Supplies	$ 20,000	$ 20,000
01-08-31-3613-000	Police	Admin	Reading Housing Authority - Reimbursement	$ 250,000	$ 250,000
01-08-31-3777-000	Police	Admin	Heart and Lung Reimbursement	$ 51,100	$ 51,100
01-09-32-3633-000	Fire	Admin	Fire Application Fee	$ 1,500	$ 8,000
01-09-32-3648-000	Fire	Admin	Fire Recovery Revenue	$ 30,000	$ 40,000
01-09-32-3639-000			Miscellaneous Revenue - Donations	$ -	$ -
01-09-32-3777-000	Fire	Admin	Heart and Lung Reimbursement	$ 102,200	$ 102,200
01-09-33-3644-000	Fire	Officers	Delinquent Collections	$ 1,400	$ 1,400
01-09-35-3619-000	Fire	EMS	EMS Record Report	$ 5,000	$ 5,000
01-09-35-3644-000	Fire	EMS	Delinquent Collections	$ 10,000	$ 10,000
01-09-40-3550-000	Comm Develop	Codes Inspection	Training Reimbursement	$ 5,110	$ 5,110

01-10-36-3267-000	Comm Develop	Codes Inspection	CDBG Revenue	$ 191,625	$ 175,000
01-10-36-3277-000	Comm Develop	Codes Inspection	Restitution	$ -	$ -
01-10-38-3204-000	Comm Develop	Codes Trades	Demolition Account Collection	$ 1,000	$ 1,500
01-10-38-3743-000	Police	Special Services	Miscellaneous Revenue	$ -	$ -
01-10-38-3756-000	Comm Develop	Codes Trades	Direct Cost Reimbursement - Trades	$ 150,000	$ 150,000
01-11-11-3444-000	Finance	Human Resources	Reimburement - Drug Testing	$ -	$ -
01-14-91-3743-000	Non-Dept	Miscellaneous	Miscellaneous Revenue	$ 1,000	$ 1,000
01-14-91-3825-000			Radio Reimbursement - RAWA	$ 4,200	$ -
01-14-91-3826-000			Radio Reimbursement - Downtown Improvement District	$ -	$ -
01-14-91-3827-000			Radio Reimbursement - Recreation Commission	$ 5,600	$ -
01-14-91-3905-000	Non-Dept	Miscellaneous	Employee Contributions to Medical Insurance	$ 1,760,218	$ 1,760,218
01-14-91-3908-000	Non-Dept	Miscellaneous	Employee Contributions to Prescriptions	$ 459,900	$ (1,100,000)
01-14-91-3997-000			Easement Income	$ 2,000	$ -
01-17-91-3706-000	Non-Dept	Miscellaneous	Miscellaneous Revenue - Board of Ethics	$ 1,000	$ 1,000
Total Other Revenues				**$ 5,016,638**	**$ 3,445,313**

Transfers

01-00-00-3950-000	None		Transfer - Water Fund	$ 10,441,372	$ 10,441,372
01-07-52-3977-000	None		Transfer - Water Fund - Additional	$ 125,000	$ 125,000
01-00-00-3954-000	None		Transfer - Sewer Fund	$ 3,000,000	$ 3,000,000
01-00-00-3990-000	None		Carryover From Prior Year	**$ 2,255,135.57**	$ 2,643,462
Total Transfers				**$ 15,821,508**	**$ 16,209,834**

Total General Fund Revenues	**$**	**92,472,162**	**$**	**95,423,696**
		(92,472,162.05)		**(95,423,695.58)**
Balance/Discrepant Revenue Data	**$**	**-**		

GENERAL FUND EXPENDITURES

	Account Number	Account Name	2021 Adopted Budget	2022 Proposed Budget
		Do not edit ===>	8	
	01	**General Fund**		
	01	**Office of the Mayor**		
	01	**Mayor's Office**		
01-01-01-4000-000	01-01-01-4000	Salaries	$ 260,175	$ 260,064
01-01-01-4016-000	01-01-01-4016	Temporary Wages	$ -	$ -
01-01-01-4200-000	01-01-01-4200	Advertising	$ 2,500	$ 1,500
01-01-01-4202-000	01-01-01-4202	Printing	$ -	$ -
01-01-01-4216-000	01-01-01-4216	Contracted Services	$ 2,000	$ 2,000
01-01-01-4307-000	01-01-01-4307	Conferences/Training	$ 2,000	$ 2,000
01-01-01-4308-000	01-01-01-4308	Subscriptions	$ -	$ -
01-01-01-4317-000	01-01-01-4317	Dues	$ -	$ -
01-01-01-4501-000	01-01-01-4501	Gasoline	$ -	$ 500
01-01-01-4510-000	01-01-01-4510	General Plant Supplies	$ 3,000	$ 3,000
01-01-01-4700-000	01-01-01-4700	Travel Expense	$ 1,000	$ 1,000
01-01-01-4740-000	01-01-01-4740	Community Promotions	$ 5,000	$ 5,000
01-01-01-4739-000	01-01-01-4739	Contingencies	$ -	$ -
01-01-01-4900-000	01-01-01-4900	Fringe Benefits	$ 44,182	$ 38,605

01-01-01-4901-000	01-01-01-4901	Pension	$ 49,164	$ 52,462
01-01-01-4913-000	01-01-01-4913	Social Security	$ 19,903	$ 19,895
		Subtotal	$ 388,924	$ 386,026
01-01-01-8000-000	01-01-01-8000	IT Allocation Support	$ -	$ -
01-01-01-8235-000	01-01-01-8235	IT Allocation Fees	$ -	$ -
01-01-01-8411-000	01-01-01-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-01-01-8802-000	01-01-01-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	01	Mayor's Office	$ 388,924	$ 386,026
	01	**Office of the Mayor**	**$ 388,924**	**$ 386,026**
	02	City Council		
	09	City Council		
01-02-09-4000-000	01-02-09-4000	Salaries	$ 169,338	$ 175,265
01-02-09-4016-000	01-02-09-4016	Part Time Wages (City Council)	$ 35,500	$ 35,500
01-02-09-4200-000	01-02-09-4200	Advertising	$ 9,000	$ 9,000
01-02-09-4216-000	01-02-09-4216	Contracted Services - Interpreter Svs	$ 25,000	$ 10,000
01-02-09-4222-000	01-02-09-4222	Consulting Services - 275th	$ -	$ 10,000

01-02-09-4202-000	01-02-09-4202	Printing	$ 4,000	$ 4,000
01-02-09-4205-000	01-02-09-4205	Codified Ordinance	$ 15,000	$ 15,000
01-02-09-4224-000	01-02-09-4224	Legal Services	$ 5,000	$ 50,000
01-02-09-4235-000	01-02-09-4235	Fees	$ 200	$ 200
01-02-09-4307-000	01-02-09-4307	Conferences/Training	$ 1,000	$ 1,500
01-02-09-4317-000	01-02-09-4317	Dues	$ 1,500	$ 1,500
01-02-09-4411-000	01-02-09-4411	Maintenance Agreements	$ 30,000	$ 30,000
01-02-09-4506-000	01-02-09-4506	Office Supplies	$ 6,000	$ 4,000
01-02-09-4509-000	01-02-09-4509	Postage	$ 2,000	$ 2,000
01-02-09-4510-000	01-02-09-4510	General Plant Supplies	$ -	$ -
01-02-09-4740-000	01-02-09-4740	Community Promotions	$ 8,000	$ 8,000
01-02-09-4743-000	01-02-09-4743	Miscellaneous Expenses(COG MtPenn/Aulenbach)	$ 20,500	$ 10,000
01-02-09-4900-000	01-02-09-4900	Fringe Benefits	$ 45,288	$ 39,145
01-02-09-4901-000	01-02-09-4901	Pension	$ 37,137	$ 38,064
01-02-09-4913-000	01-02-09-4913	Social Security	$ 15,670	$ 16,123
		Subtotal	$ 430,133	$ 459,297
01-02-09-8000-000	01-02-09-8000	IT Allocation Support	$ -	$ -
01-02-09-8235-000	01-02-09-8235	IT Allocation Fees	$ -	$ -
01-02-09-8411-000	01-02-09-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-02-09-8802-000	01-02-09-8802	IT Allocation Mach & Equip	$ -	$ -

		Subtotal - IT Allocations	$ -	$ -
	09	City Council	$ 430,133	$ 459,297
	02	**City Council**	**$ 430,133**	**$ 459,297**
	03	City Auditor		
	08	City Auditor		
01-03-08-4000-000	01-03-08-4000	Salaries	$ 114,250	$ 119,925
01-03-08-4016-000	01-03-08-4016	Part-Time Wages	$ -	$ 19,500
01-03-08-4224-000	01-03-08-4224	Legal Services	$ 5,000	$ 10,000
01-03-08-4307-000	01-03-08-4307	Conferences/Training	$ 1,200	$ 1,200
01-03-08-4308-000	01-03-08-4308	Subscriptions	$ -	$ -
01-03-08-4506-000	01-03-08-4506	Office Supplies	$ 300	$ 300
01-03-08-4510-000	01-03-08-4510	General Plant Supplies	$ -	$ -
01-03-08-4739-000	01-03-08-4739	Contingencies	$ -	$ -
01-03-08-4900-000	01-03-08-4900	Fringe Benefits	$ 21,298	$ 19,680
01-03-08-4901-000	01-03-08-4901	Pension	$ 26,146	$ 24,686
01-03-08-4913-000	01-03-08-4913	Social Security	$ 8,740	$ 9,174
		Subtotal	$ 176,934	$ 204,466
01-03-08-8000-000	01-03-08-8000	IT Allocation Support	$ -	$ -

01-03-08-8235-000	01-03-08-8235	IT Allocation Fees	$ -	$ -
01-03-08-8411-000	01-03-08-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-03-08-8802-000	01-03-08-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	08	City Auditor	$ 176,934	$ 204,466
	03	**City Auditor**	**$ 176,934**	**$ 204,466**
	04	Managing Director		
	06	Managing Director		
01-04-06-4000-000	01-04-06-4000	Salaries	$ 262,139	$ 275,827
01-04-06-4016-000	01-04-06-4016	Part Time Wages	$ -	$ 19,500
01-04-06-4200-000	01-04-06-4200	Advertising	$ -	$ -
01-04-06-4216-000	01-04-06-4216	Contracted Services - Scanning Project	$ -	$ 10,000
01-04-06-4307-000	01-04-06-4307	Conferences/Training	$ 3,250	$ 3,000
01-04-06-4235-000	01-04-06-4235	Fees	$ 400	$ 500
01-04-06-4317-000	01-04-06-4317	Dues	$ 40,000	$ 41,000
01-04-06-4506-000	01-04-06-4506	Office Supplies	$ 1,000	$ 1,000
01-04-06-4305-000	01-04-06-4305	Media Supplies	$ 1,500	$ 2,500
01-04-06-4510-000	01-04-06-4510	General Plant Supplies	$ -	$ -
01-04-06-4525-000	01-04-06-4525	Minor Capital Equipment	$ 1,000	$ 1,000

01-04-06-4700-000	01-04-06-4700	Travel Expense	$ 900	$ 900
01-04-06-4739-000	01-04-06-4739	Contingency	$ -	$ -
01-04-06-4900-000	01-04-06-4900	Fringe Benefits	$ 34,200	$ 29,413
01-04-06-4901-000	01-04-06-4901	Pension	$ 48,366	$ 58,224
01-04-06-4913-000	01-04-06-4913	Social Security	$ 20,054	$ 21,101
		Subtotal	$ 412,809	$ 463,965
01-04-06-8000-000	01-04-06-8000	IT Allocation Support	$ -	$ -
01-04-06-8235-000	01-04-06-8235	IT Allocation Fees	$ -	$ -
01-04-06-8411-000	01-04-06-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-04-06-8802-000	01-04-06-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	06	Managing Director	$ 412,809 #	$ 463,965
	06	**Managing Director**	**$ 412,809**	**$ 463,965**
	11	**Human Resources**		
	11	Human Resources		
01-11-11-4000-000	01-11-11-4000	Salaries	$ 338,697	$ 315,357
01-11-11-4016-000	01-11-11-4016	Temporary Wages	$ -	$ -
01-11-11-4200-000	01-11-11-4200	Advertising	$ 7,000	$ 7,000

01-11-11-4216-000	01-11-11-4216	Contracted Services	$ 231,000	$ 202,000
01-11-11-4222-000	01-11-11-4222	Consulting Services - Broker Fees	$ 85,000	$ 85,000
01-11-11-4235-000	01-11-11-4235	Fees	$ 1,800	$ 2,000
01-11-11-4238-000	01-11-11-4238	Physicals	$ -	$ -
01-11-11-4306-000	01-11-11-4306	City Wide Employee Training	$ 15,000	$ 15,000
01-11-11-4307-000	01-11-11-4307	Conferences/Training	$ 7,000	$ 7,000
01-11-11-4308-000	01-11-11-4308	Subscriptions	$ -	$ -
01-11-11-4317-000	01-11-11-4317	Dues	$ -	$ -
01-11-11-4444-000	01-11-11-4444	Drug & Alcohol Testing	$ 5,000	$ 5,000
01-11-11-4506-000	01-11-11-4506	Office Supplies	$ 2,500	$ 2,500
01-11-11-4510-000	01-11-11-4510	Gen Office Supplies	$ -	$ -
01-11-11-4998-000	01-11-11-4998	Vacancy Allowance	$ (282,000)	$ (283,000)
01-11-11-4900-000	01-11-11-4900	Fringe Benefits	$ 64,544	$ 29,246
01-11-11-4901-000	01-11-11-4901	Pension	$ 55,824	$ 61,716
01-11-11-4913-000	01-11-11-4913	Social Security	$ 25,910	$ 12,393
01-11-11-4914-000	01-11-11-4914	Other Post Retirement Benefits	$ 51,035	$ 53,587
		Subtotal	$ 608,310	$ 514,799
01-06-11-8000-000	01-06-11-8000	IT Allocation Support	$ -	$ -
01-06-11-8235-000	01-06-11-8235	IT Allocation Fees	$ -	$ -
01-06-11-8411-000	01-06-11-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-06-11-8802-000	01-06-11-8802	IT Allocation Mach & Equip	$ -	$ -

		Subtotal - IT Allocations	$ -		$ -	
	11	Human Resources	$ 608,310	#	$ 514,799	
	13	Director of Finance				
01-06-13-4000-000	01-06-13-4000	Salaries	$ 279,290		$ 290,163	
01-06-13-4016-000	01-06-13-4016	Temporary Wages	$ -		$ -	
01-06-13-4200-000	01-06-13-4200	Advertising	$ 250		$ 500	
01-06-13-4216-000	01-06-13-4216	Contracted Services - Staffing Flexibility	$ 4,000		$ 30,000	
01-06-13-4307-000	01-06-13-4307	Conferences/Training	$ 3,500		$ 4,000	
01-06-13-4308-000	01-06-13-4308	Subscriptions	$ -		$ -	
01-06-13-4317-000	01-06-13-4317	Dues	$ 2,000		$ 2,000	
01-06-13-4506-000	01-06-13-4506	Office Supplies	$ 1,400		$ 400	
01-06-13-4510-000	01-06-13-4510	General Plant Supplies	$ -		$ -	
01-06-13-4700-000	01-06-13-4700	Travel	$ 1,500		$ 2,000	
01-06-13-4739-000	01-06-13-4739	Contingencies	$ 330		$ -	
01-06-13-4900-000	01-06-13-4900	Fringe Benefits	$ 85,575		$ 77,966	
01-06-13-4901-000	01-06-13-4901	Pension	$ 52,293		$ 62,499	
01-06-13-4913-000	01-06-13-4913	Social Security	$ 21,366		$ 22,198	
01-06-13-4914-000	01-06-13-4914	Other Post Retirement Benefits	$ 6,513		$ 6,839	
		Subtotal	$ 458,017		$ 498,565	

01-06-13-8000-000	01-06-13-8000	IT Allocation Support	$	-	$	-
01-06-13-8235-000	01-06-13-8235	IT Allocation Fees	$	-	$	-
01-06-13-8411-000	01-06-13-8411	IT Allocation Maint. Agr'mts.	$	-	$	-
01-06-13-8802-000	01-06-13-8802	IT Allocation Mach & Equip	$	-	$	-
		Subtotal - IT Allocations	$	-	$	-
	13	Director of Finance	$	458,017	# $	498,565
	16	Purchasing				
01-06-16-4000-000	01-06-16-4000	Salaries	$	89,065	$	95,507
01-06-16-4016-000	01-06-16-4016	Part Time Wages	$	12,480	$	12,480
01-06-16-4200-000	01-06-16-4200	Advertising	$	9,000	$	9,000
01-06-16-4202-000	01-06-16-4202	Printing	$	-	$	-
01-06-16-4203-000	01-06-16-4203	Rentals/Leases	$	85,000	$	80,000
01-06-16-4235-000	01-06-16-4235	Fees	$	-	$	-
01-06-16-4307-000	01-06-16-4307	Conferences/Training	$	1,000	$	1,000
01-06-16-4317-000	01-06-16-4317	Dues	$	400	$	500
01-06-16-4402-000	01-06-16-4402	Maintenance / Repair	$	-	$	-
01-06-16-4411-000	01-06-16-4411	Maintenance Agreements	$	55,000	$	55,000
01-06-16-4506-000	01-06-16-4506	Office Supplies	$	15,000	$	25,000
01-06-16-4510-000	01-06-16-4510	General Plant Supplies	$	-	$	-
			$	-	$	-

01-06-16-4900-000	01-06-16-4900	Fringe Benefits	$ 66,763	$ 57,745
01-06-16-4901-000	01-06-16-4901	Pension	$ 19,224	$ 19,554
01-06-16-4913-000	01-06-16-4913	Social Security	$ 7,768	$ 8,261
		Subtotal	$ 360,700	$ 364,047
01-06-16-8000-000	01-06-16-8000	IT Allocation Support	$ -	$ -
01-06-16-8235-000	01-06-16-8235	IT Allocation Fees	$ -	$ -
01-06-16-8411-000	01-06-16-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-06-16-8802-000	01-06-16-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	16	Purchasing	$ 360,700 #	$ 364,047
	18	Accounting & Fiscal Management		
01-06-18-4000-000	01-06-18-4000	Salaries	$ 271,428	$ 359,875
01-06-18-4002-000	01-06-18-4002	Longevity	$ 2,345	$ 2,411
01-06-18-4006-000	01-06-18-4006	Overtime	$ -	$ -
01-06-18-4016-000	01-06-18-4016	Part Time Wages	$ -	$ 19,500
01-06-18-4200-000	01-06-18-4200	Advertising	$ -	$ -
01-06-18-4216-000	01-06-18-4216	Contracted Services	$ 2,000	$ 4,500
01-06-18-4222-000	01-06-18-4222	Consulting Services	$ -	$ -
01-06-18-4307-000	01-06-18-4307	Conferences/Training	$ 2,000	$ 2,500

01-06-18-4308-000	01-06-18-4308	Subscriptions	$ 96,000	$ 96,000
01-06-18-4317-000	01-06-18-4317	Dues	$ 1,000	$ 1,000
01-06-18-4506-000	01-06-18-4506	Office Supplies	$ 500	$ 500
01-06-18-4510-000	01-06-18-4510	General Plant Supplies	$ -	$ -
01-06-18-4700-000	01-06-18-4700	Travel	$ -	$ 1,000
01-06-18-4900-000	01-06-18-4900	Fringe Benefits	$ 92,542	$ 116,571
01-06-18-4901-000	01-06-18-4901	Pension	$ 53,691	$ 50,535
01-06-18-4911-000	01-06-18-4911	Penny Fund	$ -	$ -
01-06-18-4913-000	01-06-18-4913	Social Security	$ 20,764	$ 2,237
01-06-18-4914-000	01-06-18-4914	Other Post Retirement Benefits	$ 17,015	$ 17,866
		Subtotal	$ 559,285	$ 674,496
01-06-18-8000-000	01-06-18-8000	IT Allocation Support	$ -	$ -
01-06-18-8235-000	01-06-18-8235	IT Allocation Fees	$ -	$ -
01-06-18-8411-000	01-06-18-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-06-18-8802-000	01-06-18-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	18	Acc. & Fiscal Management	$ 559,285 #	$ 674,496
	19	Citizens Service Center		
01-06-19-4000-000	01-06-19-4000	Salaries	$ 435,192	$ 456,870

01-06-19-4002-000	01-06-19-4002	Longevity	$ -	$ -
01-06-19-4006-000	01-06-19-4006	Overtime	$ -	$ -
01-06-19-4104-000	01-06-19-4104	Telephone	$ -	$ -
01-06-19-4200-000	01-06-19-4200	Advertising	$ -	$ -
01-06-19-4206-000	01-06-19-4206	Temporary Help Expense	$ 6,000	$ 6,000
01-06-19-4235-000	01-06-19-4235	Fees	$ 28,900	$ 28,900
01-06-19-4307-000	01-06-19-4307	Conference/Training	$ 850	$ 850
01-06-19-4317-000	01-06-19-4317	Dues	$ 150	$ 200
01-06-19-4402-000	01-06-19-4402	Maint/Repair	$ 600	$ 800
01-06-19-4411-000	01-06-19-4411	Maint Agreement	$ 88,000	$ 83,000
01-06-19-4506-000	01-06-19-4506	Office Supplies	$ 650	$ 750
01-06-19-4509-000	01-06-19-4509	Postage	$ 25,000	$ 25,000
01-06-19-4510-000	01-06-19-4510	General Plant Supplies	$ 600	$ 750
01-06-19-4525-000	01-06-19-4525	Minor Capital	$ 800	$ 1,000
01-06-19-4900-000	01-06-19-4900	Fringe Benefits	$ 197,612	$ 165,664
01-06-19-4901-000	01-06-19-4901	Pension	$ 101,888	$ 87,857
01-06-19-4913-000	01-06-19-4913	Social Security	$ 33,292	$ 34,951
01-06-19-4914-000	01-06-19-4914	Other Post Retirement Benefits	$ 17,015	$ 17,866
		Subtotal	$ 936,549	$ 910,457
01-06-19-8000-000	01-06-19-8000	IT Allocation Support	$ -	$ -
01-06-19-8235-000	01-06-19-8235	IT Allocation Fees	$ -	$ -

01-06-19-8411-000	01-06-19-8411	IT Allocation Maint. Agr'mts.	$	-	$	-
01-06-19-8802-000	01-06-19-8802	IT Allocation Mach & Equip	$	-	$	-
		Subtotal - IT Allocations	$	-	$	-
	19	Citizens Service Center	$	936,549	# $	910,457
	23	Information Technology				
01-06-23-4000-000	01-06-23-4000	Salaries	$	526,568	$	552,584
01-06-23-4006-000	01-06-23-4006	Overtime	$	-	$	-
01-06-23-4222-000	01-06-23-4222	Consulting Services	$	35,000	$	35,000
01-06-23-4235-000	01-06-23-4235	Fees	$	407,100	$	375,695
01-06-23-4307-000	01-06-23-4307	Conferences/Training	$	15,200	$	15,000
01-06-23-4411-000	01-06-23-4411	Maintenance Agreements	$	764,200	$	505,920
01-06-23-4802-000	01-06-23-4802	Machinery and Equipment	$	85,000	$	45,000
01-06-23-4900-000	01-06-23-4900	Fringe Benefits	$	119,435	$	106,407
01-06-23-4901-000	01-06-23-4901	Pension	$	99,591	$	115,637
01-06-23-4913-000	01-06-23-4913	Social Security	$	40,282	$	42,273
		Subtotal	$	2,092,376	$	1,793,516
01-06-23-8000-000	01-06-23-8000	IT Allocation Support	$	-	$	-
01-06-23-8235-000	01-06-23-8235	IT Allocation Fees	$	-	$	-
01-06-23-8411-000	01-06-23-8411	IT Allocation Maint. Agr'mts.	$	-	$	-

01-06-23-8802-000	01-06-23-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	23	Information Technology	$ 2,092,376	$ 1,793,516
	06	**Finance**	**$ 5,015,237**	**$ 4,755,880**
	07	**Public Works**		
	14	City Garage		
01-07-14-4000-000	01-07-14-4000	Salaries	$ 432,105	$ 455,966
01-07-14-4006-000	01-07-14-4006	Overtime	$ 10,200	$ 10,200
01-07-14-4203-000	01-07-14-4203	Fleet Maint-Other Juristictions	$ 15,000	$ 20,000
01-07-14-4206-000	01-07-14-4206	Temporary Help Expense	$ -	$ -
01-07-14-4216-000	01-07-14-4216	Contracted Services	$ 157,000	$ 162,000
01-07-14-4235-000	01-07-14-4235	Fees	$ -	$ -
01-07-14-4307-000	01-07-14-4307	Conferences/Training	$ 3,000	$ 4,000
01-07-14-4308-000	01-07-14-4308	Small Engine Repairs	$ 30,000	$ 40,000
01-07-14-4402-000	01-07-14-4402	Maintenance/Repair Equipment	$ 4,000	$ 4,000
01-07-14-4500-000	01-07-14-4500	Vehicle Supplies	$ 20,000	$ 25,000
01-07-14-4501-000	01-07-14-4501	Gasoline	$ 110,000	$ 120,000
01-07-14-4502-000	01-07-14-4502	Tires and Tubes	$ 50,000	$ 55,000
01-07-14-4503-000	01-07-14-4503	Repair Parts	$ 145,900	$ 145,900

01-07-14-4504-000	01-07-14-4504	Uniforms	$ 4,000	$ 4,500
				$ -
01-07-14-4510-000	01-07-14-4510	General Plant Supplies	$ 1,500	$ 2,000
01-07-14-4528-000	01-07-14-4528	Small Tools	$ 8,000	$ 10,000
01-07-14-4755-000	01-07-14-4755	Repairs to Damaged Prop	$ 50,000	$ 50,000
01-07-14-4900-000	01-07-14-4900	Fringe Benefits	$ 208,709	$ 184,048
01-07-14-4901-000	01-07-14-4901	Pension	$ 96,169	$ 94,594
01-07-14-4913-000	01-07-14-4913	Social Security	$ 33,056	$ 34,881
01-07-14-4914-000	01-07-14-4914	Other Post Retirement Benefits	$ 17,015	$ 17,866
		Subtotal	$ 1,395,654	$ 1,439,956
01-07-14-8000-000	01-07-14-8000	IT Allocation Support	$ -	$ -
01-07-14-8235-000	01-07-14-8235	IT Allocation Fees	$ -	$ -
01-07-14-8411-000	01-07-14-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-14-8802-000	01-07-14-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	14	City Garage	$ 1,395,654	$ 1,439,956
	24	Traffic Engineering		
01-07-24-4101-000	01-07-24-4101	Light & Power	$ 100,000	$ 100,000
01-07-24-4102-000	01-07-24-4102	Street Lighting	$ 750,000	$ 850,000

01-07-24-4216-000	01-07-24-4216	Contracted Services	$ 100,000	$ 100,000
01-07-24-4222-000	01-07-24-4222	Consulting Services	$ 10,000	$ 30,000
01-07-24-4407-000	01-07-24-4407	Maintenance/Repairs Property	$ 35,000	$ 50,000
01-07-24-4408-000	01-07-24-4408	Maint/Repair Traffic Signals	$ 140,000	$ 125,000
01-07-24-4409-000	01-07-24-4409	Maint/Repair Street Lighting	$ 110,000	$ 125,000
01-07-24-4412-000	01-07-24-4412	Maint/Repair Signs & Paint	$ 28,000	$ 28,000
01-07-24-4815-000	01-07-24-4815	Maint/Repair Roads & Bridges	$ -	$ -
01-07-24-4900-000	01-07-24-4900	Fringe Benefits	$ -	$ -
		Subtotal	$ 1,273,000	$ 1,408,000
01-07-24-8000-000	01-07-24-8000	IT Allocation Support	$ -	$ -
01-07-24-8235-000	01-07-24-8235	IT Allocation Fees	$ -	$ -
01-07-24-8411-000	01-07-24-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-24-8802-000	01-07-24-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	24	Traffic Engineering	$ 1,273,000	$ 1,408,000
	50	Public Works (Administration)		
01-07-50-4000-000	01-07-50-4000	Salaries	$ 338,580	$ 427,517
01-07-50-4200-000	01-07-50-4200	Advertising	$ -	$ -
01-07-50-4203-000	01-07-50-4203	Rentals/Leases	$ -	$ -

01-07-50-4216-000	01-07-50-4216	Contracted Services	$ 130,000	$ 130,000
01-07-50-4222-000	01-07-50-4222	Consulting Services	$ 200,000	$ 250,000
01-07-50-4262-000	01-07-50-4262	Environmental Advisory Council	$ 500	$ 500
01-07-50-4263-000	01-07-50-4263	Stadium Commission	$ 250	$ 250
01-07-50-4264-000	01-07-50-4264	Sustainability	$ 100,000	$ 100,000
01-07-50-4307-000	01-07-50-4307	Conferences/Training	$ 5,000	$ 6,500
01-07-50-4317-000	01-07-50-4317	Dues	$ 2,100	$ 2,000
01-07-50-4506-000	01-07-50-4506	Office Supplies	$ 600	$ 600
01-07-50-4510-000	01-07-50-4510	General Plant Supplies	$ 600	$ 600
01-07-50-4900-000	01-07-50-4900	Fringe Benefits	$ 116,366	$ 68,258
01-07-50-4901-000	01-07-50-4901	Pension	$ 59,686	$ 38,881
01-07-50-4913-000	01-07-50-4913	Social Security	$ 25,901	$ 32,705
01-07-50-4914-000	01-07-50-4914	Other Post Retirement Benefits	$ 85,063	$ 89,316
		Subtotal	$ 1,064,646	$ 1,147,127
01-07-50-8000-000	01-07-50-8000	IT Allocation Support	$ -	$ -
01-07-50-8235-000	01-07-50-8235	IT Allocation Fees	$ -	$ -
01-07-50-8411-000	01-07-50-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-50-8802-000	01-07-50-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -

	50	Public Works (Administration)	$ 1,064,646	#	$ 1,147,127
	51	Engineering			
01-07-51-4900-000	01-07-51-4900	Fringe Benefits	$ -		$ -
01-07-51-4914-000	01-07-51-4914	Other Post Retirement Benefits	$ 14,140		$ 14,847
	51	Engineering	$ 14,140		$ 14,847
	52	Highways			
01-07-52-4000-000	01-07-52-4000	Salaries	$ 524,743		$ 554,911
01-07-52-4006-000	01-07-52-4006	Overtime	$ 30,600		$ 30,600
01-07-52-4029-000	01-07-52-4029	Overtime - Snow	$ 51,000		$ 51,000
01-07-52-4016-000	01-07-52-4016	Part Time Wages	$ 14,400		$ 14,400
01-07-52-4200-000	01-07-52-4200	Advertising	$ -		$ -
01-07-52-4216-000	01-07-52-4216	Contracted Services	$ 45,000		$ 55,000
01-07-52-4222-000	01-07-52-4222	Consulting Services	$ 25,000		$ 30,000
01-07-52-4444-000	01-07-52-4444	Drug/Alcohol	$ 500		$ 500
01-07-52-4500-000	01-07-52-4500	Vehicle Supplies	$ -		$ -
01-07-52-4504-000	01-07-52-4504	Uniforms	$ 2,200		$ 2,200
01-07-52-4503-000	01-07-52-4503	Repair Parts	$ -		$ -
01-07-52-4506-000	01-07-52-4506	Office Supplies	$ -		$ -
01-07-52-4510-000	01-07-52-4510	General Plant Supplies	$ 30,000		$ 30,000
01-07-52-4525-000	01-07-52-4525	Minor Capital Equipment	$ 9,000		$ 6,000

01-07-52-4528-000	01-07-52-4528	Small Tools	$ 2,000	$ 2,000
01-07-52-4795-000	01-07-52-4795	Ice & Snow	$ -	$ -
01-07-52-4802-000	01-07-52-4802	Machinery and Equipment	$ 140,700	$ 80,000
01-07-52-4815-000	01-07-52-4815	Maintenance - Roads & Bridges	$ 100,000	$ 100,000
01-07-52-4900-000	01-07-52-4900	Fringe Benefits	$ 192,401	$ 166,205
01-07-52-4901-000	01-07-52-4901	Pension	$ 117,279	$ 117,107
01-07-52-4913-000	01-07-52-4913	Social Security	$ 41,244	$ 43,552
01-07-52-4914-000	01-07-52-4914	Other Post Retirement Benefits	$ 17,015	$ 17,866
		Subtotal	$ 1,343,082	$ 1,301,341
01-07-52-8000-000	01-07-52-8000	IT Allocation Support	$ -	$ -
01-07-52-8235-000	01-07-52-8235	IT Allocation Fees	$ -	$ -
01-07-52-8411-000	01-07-52-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-52-8802-000	01-07-52-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	52	Highways	$ 1,343,082	$ 1,301,341
	71	Parks		
01-07-71-4000-000	01-07-71-4000	Salaries	$ 294,489	$ 310,750
01-07-71-4006-000	01-07-71-4006	Overtime	$ 25,000	$ 25,000
01-07-71-4016-000	01-07-71-4016	Part Time Wages	$ 46,080	$ 46,080

01-07-71-4200-000	01-07-71-4200	Advertising	$ -	$ -
01-07-71-4216-000	01-07-71-4216	Contracted Services	$ 85,000	$ 90,000
01-07-71-4307-000	01-07-71-4307	Conferences/Training	$ 500	$ 650
01-07-71-4317-000	01-07-71-4317	Dues	$ 500	$ 500
01-07-71-4401-000	01-07-71-4401	Maintenance/Repair Building	$ 25,500	$ 30,000
01-07-71-4444-000	01-07-71-4444	Drug/Alcohol	$ 200	$ 200
01-07-71-4504-000	01-07-71-4504	Uniforms	$ 850	$ 1,000
01-07-71-4506-000	01-07-71-4506	Office Supplies	$ -	$ -
01-07-71-4510-000	01-07-71-4510	General Plant Supplies	$ 10,000	$ 10,000
01-07-71-4514-000	01-07-71-4514	Botanical Supplies	$ 6,800	$ 8,000
01-07-71-4522-000	01-07-71-4522	Medical/Surgical	$ 425	$ 500
01-07-71-4525-000	01-07-71-4525	Minor Capital Equipment	$ 1,700	$ 2,000
01-07-71-4803-000	01-07-71-4803	Vehicles	$ -	$ -
01-07-71-4900-000	01-07-71-4900	Fringe Benefits	$ 126,025	$ 107,379
01-07-71-4901-000	01-07-71-4901	Pension	$ 66,884	$ 74,590
01-07-71-4913-000	01-07-71-4913	Social Security	$ 26,054	$ 27,298
01-07-71-4914-000	01-07-71-4914	Other Post Retirement Benefits	$ 68,049	$ 71,451
		Subtotal	$ 784,056	$ 805,399
01-07-71-8000-000	01-07-71-8000	IT Allocation Support	$ -	$ -
01-07-71-8235-000	01-07-71-8235	IT Allocation Fees	$ -	$ -
01-07-71-8411-000	01-07-71-8411	IT Allocation Maint. Agr'mts.	$ -	$ -

01-07-71-8802-000	01-07-71-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	71	Parks	$ 784,056	$ 805,399
	54	Downtown - Commercial Corridor		
01-07-54-4000-000	01-07-54-4000	Salaries	$ -	$ 78,000
01-07-54-4016-000	01-07-54-4016	Part Time Wages - Ambassadors	$ -	$ 150,000
01-07-54-4222-000	01-07-54-4222	Consulting Services - Additional Cleanup	$ -	$ 50,000
01-07-54-4216-000	01-07-54-4216	Contracted Services	$ -	$ 75,000
01-07-54-4743-000	01-07-54-4743	Miscellaneous Expense - Events	$ -	$ 75,000
01-07-54-4900-000	01-07-54-4900	Fringe Benefits	$ -	$ -
01-07-54-4914-000	01-07-54-4914	Other Post Retirement Benefits	$ -	$ -
		Subtotal	$ -	$ 428,000
	54	Downtown - Commercial Corridor	$ -	$ 428,000
	73	Recreation		
01-07-73-4900-000	01-07-73-4900	Fringe Benefits	$ -	$ -
01-07-73-4914-000	01-07-73-4914	Other Post Retirement Benefits	$ 22,622	$ 23,753
		Subtotal	$ 22,622	$ 23,753

01-07-73-8000-000	01-07-73-8000	IT Allocation Support	$ -	$ -
01-07-73-8235-000	01-07-73-8235	IT Allocation Fees	$ -	$ -
01-07-73-8411-000	01-07-73-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-73-8802-000	01-07-73-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	73	Recreation	$ 22,622	$ 23,753
	74	Public Property		
01-07-74-4000-000	01-07-74-4000	Salaries	$ 398,672	$ 419,293
01-07-74-4006-000	01-07-74-4006	Overtime	$ 8,000	$ 8,000
01-07-74-4016-000	01-07-74-4016	Part Time Wages	$ 69,120	$ 69,120
01-07-74-4100-000	01-07-74-4100	Fuel	$ 100,000	$ 100,000
01-07-74-4101-000	01-07-74-4101	Light & Power	$ 300,000	$ 350,000
01-07-74-4104-000	01-07-74-4104	Telephone	$ -	$ -
01-07-74-4133-000	01-07-74-4133	Gas-Utilities	$ 130,000	$ 130,000
01-07-74-4200-000	01-07-74-4200	Advertising	$ -	$ -
01-07-74-4203-000	01-07-74-4203	Rentals/Leases	$ 1,500	$ 1,600
01-07-74-4216-000	01-07-74-4216	Contracted Services	$ 615,000	$ 725,000
01-07-74-4222-000	01-07-74-4222	Consulting Service	$ 55,000	$ 50,000
01-07-74-4402-000	01-07-74-4402	Maintenance/Repair Equipment	$ 55,250	$ 75,000

01-07-74-4403-000	01-07-74-4403	Stadium Commission Capital	$ 5,000	$ 5,000
01-07-74-4405-000	01-07-74-4405	Maintenance Supplies	$ 84,500	$ 75,000
01-07-74-4504-000	01-07-74-4504	Uniforms	$ 500	$ 950
01-07-74-4505-000	01-07-74-4505	Janitorial Supplies	$ 40,000	$ 42,000
01-07-74-4506-000	01-07-74-4506	Office Supplies	$ -	$ -
01-07-74-4510-000	01-07-74-4510	General Plant Supplies	$ 10,000	$ 7,500
01-07-74-4803-000	01-07-74-4803	Vehicles	$ -	$ -
01-07-74-4900-000	01-07-74-4900	Fringe Benefits	$ 115,568	$ 97,671
01-07-74-4901-000	01-07-74-4901	Pension	$ 87,794	$ 76,040
01-07-74-4913-000	01-07-74-4913	Social Security	$ 35,786	$ 37,364
01-07-74-4914-000	01-07-74-4914	Other Post Retirement Benefits	$ 68,049	$ 71,451
		Subtotal	$ 2,179,739	$ 2,340,989
01-07-74-8000-000	01-07-74-8000	IT Allocation Support	$ -	$ -
01-07-74-8235-000	01-07-74-8235	IT Allocation Fees	$ -	$ -
01-07-74-8411-000	01-07-74-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-07-74-8802-000	01-07-74-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	74	Public Property	$ 2,179,739	$ 2,340,989
	07	**Public Works**	**$ 8,076,939**	**$ 8,909,411**

	08	Police		
	28	Police-Criminal Investigation		
01-08-28-4000-000	01-08-28-4000	Salaries	$ 2,132,405	$ 2,271,843
01-08-28-4004-000	01-08-28-4004	Salaries Civilian	$ -	$ -
01-08-28-4001-000	01-08-28-4001	Holiday Pay	$ 84,838	$ 87,242
01-08-28-4002-000	01-08-28-4002	Longevity	$ 62,735	$ 64,513
01-08-28-4003-000	01-08-28-4003	Clothing Allowance	$ 9,850	$ 9,850
01-08-28-4006-000	01-08-28-4006	Overtime	$ 510,000	$ 510,000
01-08-28-4007-000	01-08-28-4007	Court Time	$ -	$ -
01-08-28-4008-000	01-08-28-4008	Minor Judiciary	$ -	$ -
01-08-28-4016-000	01-08-28-4016	Part Time Wages	$ 33,600	$ 33,600
01-08-28-4203-000	01-08-28-4203	Rentals/Lease	$ 24,000	$ 26,000
01-08-28-4216-000	01-08-28-4216	Contracted Services	$ 17,400	$ 21,060
01-08-28-4308-000	01-08-28-4308	Subscriptions	$ -	$ -
01-08-28-4317-000	01-08-28-4317	Dues	$ -	$ -
01-08-28-4402-000	01-08-28-4402	Maintenance/Repair Equipment	$ 8,100	$ 8,100
01-08-28-4411-000	01-08-28-4411	Maintenance Agreements	$ 6,290	$ 5,400
01-08-28-4506-000	01-08-28-4506	Office Supplies	$ 6,000	$ 6,000
01-08-28-4510-000	01-08-28-4510	General Plant Supplies	$ 53,150	$ 55,160
01-08-28-4733-000	01-08-28-4733	Vice Funds	$ 14,500	$ 14,500
01-08-28-4803-000	01-08-28-4803	Vehicles	$ -	$ -

01-08-28-4900-000	01-08-28-4900	Fringe Benefits	$ 746,330	$ 636,840
01-08-28-4902-000	01-08-28-4902	Police Pension	$ 2,366,203	$ 2,527,002
01-08-28-4913-000	01-08-28-4913	Social Security	$ 34,400	$ 46,386
01-08-28-4914-000	01-08-28-4914	Other Post Retirement Benefits	$ 900,211	$ 945,222
		Subtotal	$ 7,010,012	$ 7,268,718
01-08-28-8000-000	01-08-28-8000	IT Allocation Support	$ -	$ -
01-08-28-8235-000	01-08-28-8235	IT Allocation Fees	$ -	$ -
01-08-28-8411-000	01-08-28-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-08-28-8802-000	01-08-28-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	28	Police-Criminal Invest.	$ 7,010,012	$ 7,268,718
	29	Police-Special Services		
01-08-29-4000-000	01-08-29-4000	Salaries	$ 477,609	$ 512,322
01-08-29-4001-000	01-08-29-4001	Holiday Pay	$ 13,548	$ 13,932
01-08-29-4002-000	01-08-29-4002	Longevity	$ 26,775	$ 27,534
01-08-29-4003-000	01-08-29-4003	Clothing Allowance	$ 900	$ 900
01-08-29-4004-000	01-08-29-4004	Salaries Civilian	$ 1,042,807	$ 1,140,914
01-08-29-4005-000	01-08-29-4005	Overtime Civilian	$ 325,000	$ 325,000

01-08-29-4006-000	01-08-29-4006	Overtime	$ 20,000	$ 20,000
01-08-29-4007-000	01-08-29-4007	Court Time	$ -	$ -
01-08-29-4008-000	01-08-29-4008	Minor Judiciary	$ -	$ -
01-08-29-4016-000	01-08-29-4016	Part Time Wages	$ 122,880	$ 122,880
01-08-29-4017-000	01-08-29-4017	Part Time Office Wages	$ -	$ -
01-08-29-4202-000	01-08-29-4202	Printing	$ 4,000	$ 4,000
01-08-29-4203-000	01-08-29-4203	Rentals/Lease	$ 3,000	$ -
01-08-29-4216-000	01-08-29-4216	Contracted Services	$ 304,891	$ 195,000
01-08-29-4307-000	01-08-29-4307	Conferences/Training	$ 95,000	$ 95,000
01-08-29-4308-000	01-08-29-4308	Subscriptions	$ -	$ -
01-08-29-4317-000	01-08-29-4317	Dues	$ -	$ -
01-08-29-4402-000	01-08-29-4402	Maintenance/Repair Equipment	$ 131,400	$ 136,500
01-08-29-4411-000	01-08-29-4411	Maintenance Agreements	$ 201,515	$ 214,137
01-08-29-4506-000	01-08-29-4506	Office Supplies	$ 3,500	$ 4,000
01-08-29-4510-000	01-08-29-4510	General Plant Supplies	$ 102,900	$ 127,000
01-08-29-4525-000	01-08-29-4525	Minor Capital Equipment	$ -	$ -
01-08-29-4557-000	01-08-29-4557	Special Police Academy	$ 35,000	$ 35,000
01-08-29-4614-000	01-08-29-4614	Police Academy	$ 205,000	$ 205,000
01-08-29-4900-000	01-08-29-4900	Fringe Benefits	$ 523,211	$ 474,744
01-08-29-4901-000	01-08-29-4901	Pension	$ 357,375	$ 349,747
01-08-29-4902-000	01-08-29-4902	Police Pension	$ 357,922	$ 359,859
01-08-29-4913-000	01-08-29-4913	Social Security	$ 98,929	$ 107,791

01-08-29-4914-000	01-08-29-4914	Other Post Retirement Benefits	$ 243,815	$ 256,006
01-08-29-4999-000	01-08-29-4999	Transfer to Capital Improvement Fund	$ -	$ -
		Subtotal	$ 4,696,977	$ 4,727,265
01-08-29-8000-000	01-08-29-8000	IT Allocation Support	$ -	$ -
01-08-29-8235-000	01-08-29-8235	IT Allocation Fees		$ -
01-08-29-8411-000	01-08-29-8411	IT Allocation Maint. Agr'mts.		$ -
01-08-29-8802-000	01-08-29-8802	IT Allocation Mach & Equip		$ -
		Subtotal - IT Allocations	$ -	$ -
	29	Police-Special Services	$ 4,696,977	$ 4,727,265
	30	Police-Patrol		
01-08-30-4000-000	01-08-30-4000	Salaries	$ 9,043,586	$ 9,694,417
01-08-30-4001-000	01-08-30-4001	Holiday Pay	$ 352,345	$ 362,330
01-08-30-4002-000	01-08-30-4002	Longevity	$ 161,220	$ 165,789
01-08-30-4003-000	01-08-30-4003	Clothing Allowance	$ 23,300	$ 48,000
01-08-30-4006-000	01-08-30-4006	Overtime	$ 1,167,300	$ 1,137,300
01-08-30-4007-000	01-08-30-4007	Court Time	$ -	$ -
01-08-30-4008-000	01-08-30-4008	Minor Judiciary	$ -	$ -
01-08-30-4016-000	01-08-30-4016	Part Time Wages	$ 338,400	$ 338,400
01-08-30-4200-000	01-08-30-4200	Advertising	$ -	$ -

01-08-30-4202-000	01-08-30-4202	Printing	$ -	$ -
01-08-30-4216-000	01-08-30-4216	Contracted Services	$ 75,545	$ 75,000
01-08-30-4307-000	01-08-30-4307	Conferences/Training	$ -	$ -
01-08-30-4308-000	01-08-30-4308	Subscriptions	$ 450	$ 450
01-08-30-4317-000	01-08-30-4317	Dues	$ 500	$ 500
01-08-30-4402-000	01-08-30-4402	Maintenance/Repair Equipment	$ 4,100	$ 4,500
01-08-30-4501-000	01-08-30-4501	Gasoline	$ 200,000	$ 225,000
01-08-30-4504-000	01-08-30-4504	Uniforms	$ 120,000	$ 120,000
01-08-30-4510-000	01-08-30-4510	General Plant Supplies	$ 39,040	$ 39,040
01-08-30-4625-000	01-08-30-4625	K9 Maintenance	$ -	$ -
01-08-30-4626-000	01-08-30-4626	Veterinary Services	$ 10,000	$ 10,000
01-08-30-4803-000	01-08-30-4803	Vehicles	$ -	$ -
01-08-30-4998-000	01-08-30-4998	Vacancy Allowance	$ (500,000)	$ (500,000)
01-08-30-4900-000	01-08-30-4900	Fringe Benefits	$ 2,756,267	$ 2,301,419
01-08-30-4901-000	01-08-30-4901	Pension	$ -	$ -
01-08-30-4902-000	01-08-30-4902	Police Pension	$ 8,295,536	$ 8,223,580
01-08-30-4913-000	01-08-30-4913	Social Security	$ 157,020	$ 157,020
01-08-30-4914-000	01-08-30-4914	Other Post Retirement Benefits	$ 1,744,073	$ 1,831,277
		Subtotal	$ 23,988,682	$ 24,234,021
01-08-30-8000-000	01-08-30-8000	IT Allocation Support	$ -	$ -
01-08-30-8235-000	01-08-30-8235	IT Allocation Fees	$ -	$ -

01-08-30-8411-000	01-08-30-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-08-30-8802-000	01-08-30-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	30	Police-Patrol	$ 23,988,682	$ 24,234,021
	31	Police-Administration		
01-08-31-4000-000	01-08-31-4000	Salaries	$ 377,411	$ 412,224
01-08-31-4001-000	01-08-31-4001	Holiday Pay	$ 7,957	$ 8,182
01-08-31-4002-000	01-08-31-4002	Longevity	$ 6,930	$ 7,126
01-08-31-4003-000	01-08-31-4003	Clothing Allowance	$ 1,500	$ 1,500
01-08-31-4004-000	01-08-31-4004	Salaries Civilian	$ 43,510	$ 45,032
01-08-31-4006-000	01-08-31-4006	Overtime	$ 4,200	$ 4,200
01-08-31-4007-000	01-08-31-4007	Court Time	$ -	$ -
01-08-31-4008-000	01-08-31-4008	Minor Judiciary	$ -	$ -
01-08-31-4334-000	01-08-31-4334	Magistrate Fee Payouts	$ -	$ -
01-08-31-4235-000	01-08-31-4235	Fees - Parking (Poplar Street)	$ 75,000	$ 75,000
01-08-31-4216-000	01-08-31-4216	Contracted Services	$ 10,100	$ 10,500
01-08-31-4222-000	01-08-31-4222	Consulting Services	$ 32,200	$ 36,000
01-08-31-4240-000	01-08-31-4240	Fees - Alarm Fee Collections	$ 17,120	$ 17,120
01-08-31-4307-000	01-08-31-4307	Conferences/Training	$ 6,600	$ 6,600
01-08-31-4308-000	01-08-31-4308	Subscriptions	$ 500	$ 500

01-08-31-4317-000	01-08-31-4317	Dues	$ 10,856	$ 11,280
01-08-31-4411-000	01-08-31-4411	Maintenance Agreements	$ -	$ -
01-08-31-4504-000	01-08-31-4504	Uniforms	$ 3,500	$ 3,500
01-08-31-4506-000	01-08-31-4506	Office Supplies	$ 5,500	$ 5,500
01-08-31-4510-000	01-08-31-4510	General Plant Supplies	$ 3,900	$ 3,900
01-08-31-4559-000	01-08-31-4559	Junior Police Academy	$ 25,000	$ 25,000
01-08-31-4900-000	01-08-31-4900	Fringe Benefits	$ 93,991	$ 77,425
01-08-31-4901-000	01-08-31-4901	Pension	$ 10,078	$ 10,179
01-08-31-4902-000	01-08-31-4902	Police Pension	$ 283,710	$ 190,071
01-08-31-4913-000	01-08-31-4913	Social Security	$ 8,801	$ 3,766
01-08-31-4914-000	01-08-31-4914	Other Post Retirement Benefits	$ 89,312	$ 93,778
		Subtotal	$ 1,117,676	$ 1,048,384
01-08-31-8000-000	01-08-31-8000	IT Allocation Support	$ -	$ -
01-08-31-8235-000	01-08-31-8235	IT Allocation Fees	$ -	$ -
01-08-31-8411-000	01-08-31-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-08-31-8802-000	01-08-31-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	31	Police-Administration	$ 1,117,676	$ 1,048,384
	08	**Police**	**$ 36,813,347** #	**$ 37,278,389**

	09	Fire		
	32	Fire-Administration		
01-09-32-4000-000	01-09-32-4000	Salaries	$ 480,192	$ 512,760
01-09-32-4031-000	01-09-32-4031	EMS Bonus	$ 3,500	$ 3,500
01-09-32-4032-000	01-09-32-4032	Sick Leave Bonus	$ 6,728	$ 6,908
01-09-32-4004-000	01-09-32-4004	Salaries - Civilian	$ 38,970	$ 41,121
01-09-32-4001-000	01-09-32-4001	Holiday Pay	$ 21,216	$ 24,865
01-09-32-4002-000	01-09-32-4002	Longevity	$ 16,300	$ 16,900
01-09-32-4003-000	01-09-32-4003	Uniform Allowance	$ 4,200	$ 4,200
01-09-32-4006-000	01-09-32-4006	Overtime	$ 5,000	$ 5,000
01-09-32-4030-000	01-09-32-4030	Retiree Payout	$ -	$ 14,000
01-09-32-4101-000	01-09-32-4101	Light & Power	$ 10,000	$ 10,500
01-09-32-4202-000	01-09-32-4202	Printing	$ 500	$ 500
01-09-32-4216-000	01-09-32-4216	Contracted Services	$ 83,332	$ 84,000
01-09-32-4235-000	01-09-32-4235	Fees	$ 17,700	$ 17,700
01-09-32-4307-000	01-09-32-4307	Conferences/Training	$ 1,500	$ 1,500
01-09-32-4308-000	01-09-32-4308	Subscriptions	$ 2,307	$ 2,750
01-09-32-4315-000	01-09-32-4315	Physical Fitness	$ 3,750	$ 3,750
01-09-32-4317-000	01-09-32-4317	Dues	$ 490	$ 490
01-09-32-4506-000	01-09-32-4506	Office Supplies	$ 2,000	$ 2,000
01-09-32-4509-000	01-09-32-4509	Postage	$ 3,000	$ 2,500

01-09-32-4510-000	01-09-32-4510	General Plant Supplies	$ 500	$ 500
01-09-32-4525-000	01-09-32-4525	Minor Capital Equipment	$ 15,000	$ 15,000
01-09-32-4772-000	01-09-32-4772	Canteen Contributions	$ 1,300	$ 1,500
01-09-32-4900-000	01-09-32-4900	Fringe Benefits	$ 143,463	$ 106,863
01-09-32-4901-000	01-09-32-4901	Pension	$ 25,385	$ 26,037
01-09-32-4903-000	01-09-32-4903	Fire Pension	$ 78,208	$ -
01-09-32-4913-000	01-09-32-4913	Social Security	$ 9,944	$ 9,944
01-09-32-4914-000	01-09-32-4914	Other Post Retirement Benefits	$ 142,886	$ 150,030
		Subtotal	$ 1,117,370	$ 1,064,819
01-09-32-8000-000	01-09-32-8000	IT Allocation Support	$ -	$ -
01-09-32-8235-000	01-09-32-8235	IT Allocation Fees	$ -	$ -
01-09-32-8411-000	01-09-32-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-09-32-8802-000	01-09-32-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	32	Fire-Administration	$ 1,117,370	$ 1,064,819
	33	Fire-Preventive Education		
01-09-33-4000-000	01-09-33-4000	Salaries	$ 277,486	$ 288,600
01-09-33-4031-000	01-09-33-4031	EMS Bonus	$ 5,000	$ 5,000
01-09-33-4032-000	01-09-33-4032	Sick Leave Bonus	$ 1,200	$ 1,200

01-09-33-4001-000	01-09-33-4001	Holiday Pay	$ 12,340	$ 14,120
01-09-33-4002-000	01-09-33-4002	Longevity	$ 5,190	$ 6,240
01-09-33-4003-000	01-09-33-4003	Uniform Allowance	$ 2,800	$ 2,800
01-09-33-4006-000	01-09-33-4006	Overtime	$ 40,000	$ 45,000
01-09-33-4208-000	01-09-33-4208	Training	$ -	$ -
01-09-33-4216-000	01-09-33-4216	Contracted Services	$ 6,525	$ 6,500
01-09-33-4307-000	01-09-33-4307	Conferences/Training	$ 15,000	$ 12,000
01-09-33-4308-000	01-09-33-4308	Subscriptions	$ 1,800	$ 1,800
01-09-33-4317-000	01-09-33-4317	Dues	$ 3,500	$ 3,500
01-09-33-4350-000	01-09-33-4350	Disaster Recovery Services	$ 200,000	$ 50,000
01-09-33-4510-000	01-09-33-4510	General Plant Supplies	$ 8,000	$ 7,000
01-09-33-4525-000	01-09-33-4525	Minor Capital Equipment	$ 10,000	$ 11,000
01-09-33-4625-000	01-09-33-4625	K-9	$ 5,975	$ 6,000
01-09-33-4728-000	01-09-33-4728	Community Service - Smoke/CO Detectors	$ 10,000	$ 12,000
01-09-33-4802-000	01-09-33-4802	Machinery and Equipment	$ -	$ -
01-09-33-4803-000	01-09-33-4803	Vehicles	$ -	$ -
01-09-33-4900-000	01-09-33-4900	Fringe Benefits	$ 110,075	$ 77,425
01-09-33-4903-000	01-09-33-4903	Fire Pension	$ 115,854	$ 153,846
01-09-33-4913-000	01-09-33-4913	Social Security	$ 4,024	$ 4,623
01-09-33-4914-000	01-09-33-4914	Other Post Retirement Benefits	$ 53,591	$ 56,271
		Subtotal	$ 888,360	$ 764,925

01-09-33-8000-000	01-09-33-8000	IT Allocation Support	$ -	$ -
01-09-33-8235-000	01-09-33-8235	IT Allocation Fees	$ -	$ -
01-09-33-8411-000	01-09-33-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-09-33-8802-000	01-09-33-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	33	Fire-Preventive Education	$ 888,360	$ 764,925
	34	Fire-Suppression		
01-09-34-4000-000	01-09-34-4000	Salaries	$ 5,872,905	$ 6,098,591
01-09-34-4031-000	01-09-34-4031	EMS Bonus	$ 57,000	$ 57,000
01-09-34-4032-000	01-09-34-4032	Sick Leave Bonus	$ 27,600	$ 27,600
01-09-34-4001-000	01-09-34-4001	Holiday Pay	$ 263,934	$ 300,566
01-09-34-4002-000	01-09-34-4002	Longevity	$ 114,735	$ 105,775
01-09-34-4003-000	01-09-34-4003	Uniform Allowance	$ 232,212	$ 226,116
01-09-34-4006-000	01-09-34-4006	Overtime	$ 550,890	$ 550,890
01-09-34-4030-000	01-09-34-4030	Retiree Payout	$ 19,400	$ 38,243
01-09-34-4216-000	01-09-34-4216	Contracted Services	$ 199,639	$ 200,639
01-09-34-4231-000	01-09-34-4231	SCUBA Team	$ 3,000	$ 3,000
01-09-34-4238-000	01-09-34-4238	Physicals	$ -	$ -
01-09-34-4316-000	01-09-34-4316	Physical Ability Tests	$ -	$ -
01-09-34-4401-000	01-09-34-4401	Maintenance/Building	$ 35,000	$ 35,000

01-09-34-4402-000	01-09-34-4402	Maintenance/Repair Equipment - Outside Apparatus	$ 107,250	$ 125,000
01-09-34-4501-000	01-09-34-4501	Gasoline	$ 70,000	$ 75,000
01-09-34-4513-000	01-09-34-4513	Chemical Supplies	$ 9,500	$ 11,000
01-09-34-4802-000	01-09-34-4802	Machinery and Equipment	$ 41,085	$ 47,200
01-09-34-4803-000	01-09-34-4803	Vehicles	$ -	$ -
01-09-34-4900-000	01-09-34-4900	Fringe Benefits	$ 1,932,780	$ 1,673,917
01-09-34-4903-000	01-09-34-4903	Fire Pension	$ 2,782,465	$ 2,838,853
01-09-34-4913-000	01-09-34-4913	Social Security	$ 85,157	$ 88,429
01-09-34-4914-000	01-09-34-4914	Other Post Retirement Benefits	$ 571,543	$ 600,120
		Subtotal	$ 12,976,095	$ 13,102,940
01-09-34-8000-000	01-09-34-8000	IT Allocation Support	$ -	$ -
01-09-34-8235-000	01-09-34-8235	IT Allocation Fees	$ -	$ -
01-09-34-8411-000	01-09-34-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-09-34-8802-000	01-09-34-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	34	Fire-Suppression	$ 12,976,095	$ 13,102,940
	35	Fire-Emergency Medical Serv.		
01-09-35-4000-000	01-09-35-4000	Salaries	$ 1,972,268	$ 2,071,657
01-09-35-4031-000	01-09-35-4031	EMS Bonus	$ 40,500	$ 49,500

01-09-35-4032-000	01-09-35-4032	Sick Leave Bonus	$ 9,047	$ 10,881
01-09-35-4001-000	01-09-35-4001	Holiday Pay	$ 88,392	$ 102,215
01-09-35-4002-000	01-09-35-4002	Longevity	$ 20,115	$ 17,435
01-09-35-4003-000	01-09-35-4003	Uniform Allowance	$ 47,482	$ 47,481
01-09-35-4006-000	01-09-35-4006	Overtime	$ 628,440	$ 628,440
01-09-35-4104-000	01-09-35-4104	Telephone	$ 100	$ 100
01-09-35-4251-000	01-09-35-4251	Patient Privacy Compliance	$ 1,000	$ 1,000
01-09-35-4252-000	01-09-35-4252	Infection Control	$ 5,000	$ 5,000
01-09-35-4209-000	01-09-35-4209	Collection Expense	$ 138,000	$ 138,000
01-09-35-4215-000	01-09-35-4215	Removal of Infectious Waste	$ 1,000	$ 2,000
01-09-35-4222-000	01-09-35-4222	Consulting Services	$ -	$ -
01-09-35-4235-000	01-09-35-4235	Fees	$ 1,035	$ 1,200
01-09-35-4238-000	01-09-35-4238	Physicals	$ -	$ -
01-09-35-4265-000	01-09-35-4265	EMS Reimbursement	$ 14,000	$ 40,000
01-09-35-4307-000	01-09-35-4307	Conferences/Training	$ 4,000	$ 3,000
01-09-35-4308-000	01-09-35-4308	Subscriptions	$ -	$ -
01-09-35-4317-000	01-09-35-4317	Dues	$ 835	$ 835
01-09-35-4401-000	01-09-35-4401	Maintenance/Repair Building	$ -	$ -
01-09-35-4402-000	01-09-35-4402	Maintenance/Repair Equipment	$ 7,500	$ 6,500
01-09-35-4411-000	01-09-35-4411	Maintenance Agreements	$ 15,000	$ 16,100
01-09-35-4501-000	01-09-35-4501	Gasoline	$ 46,000	$ 50,000
01-09-35-4510-000	01-09-35-4510	General Plant Supplies	$ -	$ -

01-09-35-4522-000	01-09-35-4522	Medical/Surgical Supplies	$ 70,000	$ 80,000
01-09-35-4525-000	01-09-35-4525	Minor Capital Equipment	$ 32,700	$ 32,000
01-09-35-4701-000	01-09-35-4701	Vehicle Operations	$ -	$ -
01-09-35-4720-000	01-09-35-4720	Dispatching-Medical	$ 193,553	$ 193,553
01-09-35-4802-000	01-09-35-4802	Machinery and Equipment	$ 10,000	$ 10,000
01-09-35-4803-000	01-09-35-4803	Vehicles	$ -	$ -
01-09-35-4900-000	01-09-35-4900	Fringe Benefits	$ 761,546	$ 572,150
01-09-35-4903-000	01-09-35-4903	Fire Pension	$ 918,143	$ 929,692
01-09-35-4913-000	01-09-35-4913	Social Security	$ 28,598	$ 28,598
01-09-35-4914-000	01-09-35-4914	Other Post Retirement Benefits	$ 107,165	$ 112,523
		Subtotal	$ 5,161,419	$ 5,149,860
01-09-35-8000-000	01-09-35-8000	IT Allocation Support	$ -	$ -
01-09-35-8235-000	01-09-35-8235	IT Allocation Fees	$ -	$ -
01-09-35-8411-000	01-09-35-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-09-35-8802-000	01-09-35-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	35	Fire-E.M.S.	$ 5,161,419	$ 5,149,860
	40	Fire-Training		
01-09-40-4000-000	01-09-40-4000	Salaries	$ 67,851	$ 70,569

01-09-40-4031-000	01-09-40-4031	EMS Bonus	$ 500	$ 500
01-09-40-4032-000	01-09-40-4032	Sick Leave Bonus	$ 300	$ 300
01-09-40-4001-000	01-09-40-4001	Holiday Pay	$ 3,021	$ 3,457
01-09-40-4002-000	01-09-40-4002	Longevity	$ 2,600	$ 2,100
01-09-40-4003-000	01-09-40-4003	Uniform Allowance	$ 700	$ 700
01-09-40-4006-000	01-09-40-4006	Overtime	$ 10,000	$ 10,000
01-09-40-4208-000	01-09-40-4208	Training	$ 61,000	$ 55,950
01-09-40-4317-000	01-09-40-4317	Dues	$ 200	$ 200
01-09-40-4506-000	01-09-40-4506	Office Supplies	$ -	$ -
01-09-40-4510-000	01-09-40-4510	Gen. Plant Supplies	$ -	$ -
01-09-40-4525-000	01-09-40-4525	Minor Capital Equipment	$ 2,000	$ 2,000
01-09-40-4802-000	01-09-40-4802	Machinery and Equipment	$ -	$ -
01-09-40-4316-000	01-09-40-4316	Physical Ability Tests	$ -	$ -
01-09-40-4900-000	01-09-40-4900	Fringe Benefits	$ 34,136	$ 28,872
01-09-40-4903-000	01-09-40-4903	Fire Pension	$ -	$ 40,884
01-09-40-4913-000	01-09-40-4913	Social Security	$ 984	$ 1,000
		Subtotal	$ 183,292	$ 216,533
01-09-40-8000-000	01-09-40-8000	IT Allocation Support	$ -	$ -
01-09-40-8235-000	01-09-40-8235	IT Allocation Fees	$ -	$ -
01-09-40-8411-000	01-09-40-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-09-40-8802-000	01-09-40-8802	IT Allocation Mach & Equip	$ -	$ -

		Subtotal - IT Allocations	$ -	$ -
	40	Fire-Training	$ 183,292	$ 216,533
	09	**Fire**	**$ 20,326,536**	**$ 20,299,078**
	10	Community Development		
	36	PMD		
01-10-36-4000-000	01-10-36-4000	Salaries	$ 1,300,903	$ 1,513,910
01-10-36-4006-000	01-10-36-4006	Overtime	$ -	$ -
01-10-36-4016-000	01-10-36-4016	Part Time Wages	$ 104,832	$ -
01-10-36-4200-000	01-10-36-4200	Advertising	$ 2,500	$ 3,000
01-10-36-4206-000	01-10-36-4206	Temporary Wages	$ 3,750	$ 3,750
01-10-36-4210-000	01-10-36-4210	Abatement	$ 75,000	$ 100,000
01-10-36-4216-000	01-10-36-4216	Contracted Services	$ 18,000	$ 30,000
01-10-36-4235-000	01-10-36-4235	Parking Garage Fees	$ 1,800	$ 1,800
01-10-36-4307-000	01-10-36-4307	Conferences/Training	$ 5,800	$ 8,000
01-10-36-4317-000	01-10-36-4317	Dues	$ 500	$ 200
01-10-36-4501-000	01-10-36-4501	Gasoline	$ 8,000	$ 9,500
01-10-36-4504-000	01-10-36-4504	Uniforms	$ 4,000	$ 5,000
01-10-36-4506-000	01-10-36-4506	Office Supplies	$ 1,800	$ 2,040
01-10-36-4509-000	01-10-36-4509	Postage	$ 14,000	$ 15,000

01-10-36-4510-000	01-10-36-4510	General Plant Supplies	$ 3,500	$ -
01-10-36-4522-000	01-10-36-4522	Medical Supplies	$ 100	$ 100
01-10-36-4712-000	01-10-36-4712	Refund - QOL	$ 3,250	$ 250
01-10-36-4713-000	01-10-36-4713	Refund - Health Permit	$ 810	$ 810
01-10-36-4714-000	01-10-36-4714	Refund - Housing Permit	$ 12,000	$ 6,000
01-10-36-4715-000	01-10-36-4715	Refund Housing Inspection	$ 3,000	$ -
01-10-36-4803-000	01-10-36-4803	Vehicles	$ -	$ -
01-10-36-4900-000	01-10-36-4900	Fringe Benefits	$ 369,012	$ 311,892
01-10-36-4901-000	01-10-36-4901	Pension	$ 244,411	$ 253,161
01-10-36-4913-000	01-10-36-4913	Social Security	$ 99,519	$ 115,814
01-10-36-4914-000	01-10-36-4914	Other Post Retirement Benefits	$ 85,063	$ 89,316
		Subtotal	$ 2,361,550	$ 2,469,543
01-10-36-8000-000	01-10-36-8000	IT Allocation Support	$ -	$ -
01-10-36-8235-000	01-10-36-8235	IT Allocation Fees	$ -	$ -
01-10-36-8411-000	01-10-36-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-10-36-8802-000	01-10-36-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	36	PMD-Devel. & Insp.	$ 2,361,550	$ 2,469,543
	37	Zoning		

01-10-37-4000-000	01-10-37-4000	Salaries	$ 348,555	$ 366,015
01-10-37-4002-000	01-10-37-4002	Longevity	$ 426	$ 438
01-10-37-4016-000	01-10-37-4016	Part Time Wages	$ 40,768	$ 40,768
01-10-37-4200-000	01-10-37-4200	Advertising	$ 13,175	$ 15,500
01-10-37-4203-000	01-10-37-4203	Rentals/Leases	$ 5,600	$ 4,000
01-10-37-4206-000	01-10-37-4206	Temporary Help	$ -	$ -
01-10-37-4216-000	01-10-37-4216	Contracted Services	$ 30,000	$ 129,000
01-10-37-4235-000	01-10-37-4235	Fees (Court)	$ 5,000	$ 6,000
01-10-37-4270-000	01-10-37-4270	Refund zoning fee	$ 1,200	$ 600
01-10-37-4307-000	01-10-37-4307	Conferences and Training	$ 4,500	$ 5,000
01-10-37-4308-000	01-10-37-4308	Subscriptions	$ 500	$ 750
01-10-37-4317-000	01-10-37-4317	Dues	$ 1,200	$ 1,500
01-10-37-4501-000	01-10-37-4501	Gasoline	$ 200	$ 300
01-10-37-4504-000	01-10-37-4504	Uniforms	$ 500	$ 500
01-10-37-4802-000	01-10-37-4802	Machinery and Equipment	$ 1,000	$ 1,200
01-10-37-4509-000	01-10-37-4509	Postage	$ 4,000	$ 4,000
01-10-37-4510-000	01-10-37-4510	General Plant Supplies	$ 4,500	$ 5,000
01-10-37-4900-000	01-10-37-4900	Fringe Benefits	$ 135,771	$ 87,698
01-10-37-4901-000	01-10-37-4901	Pension	$ 69,291	$ 50,634
01-10-37-4913-000	01-10-37-4913	Social Security	$ 29,783	$ 31,119
01-10-37-4914-000	01-10-37-4914	Other Post Employment Benefits	$ 1,325	$ 1,391

		Subtotal	$ 697,294	$ 751,413
01-10-37-8000-000	01-10-37-8000	IT Allocation Support	$ -	$ -
01-10-37-8235-000	01-10-37-8235	IT Allocation Fees	$ -	$ -
01-10-37-8411-000	01-10-37-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-10-37-8802-000	01-10-37-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	37	Zoning	$ 697,294	$ 751,413
	38	Trades/Mechanical		
01-10-38-4000-000	01-10-38-4000	Salaries	$ 491,506	$ 518,424
01-10-38-4006-000	01-10-38-4006	Overtime	$ 12,750	$ 8,000
01-10-38-4016-000	01-10-38-4016	Part Time Wages	$ -	$ -
01-10-38-4200-000	01-10-38-4200	Advertising	$ -	$ -
01-10-38-4203-000	01-10-38-4203	Rentals/Leases	$ -	$ -
01-10-38-4216-000	01-10-38-4216	Contracted Services	$ 280,000	$ 300,000
01-10-38-4226-000	01-10-38-4226	UCC Education & Training Fee	$ 8,500	$ 8,500
01-10-38-4235-000	01-10-38-4235	Parking Garage Fees	$ 2,900	$ 2,500
01-10-38-4307-000	01-10-38-4307	Conferences and Training	$ 5,950	$ 5,000
01-10-38-4308-000	01-10-38-4308	Subscriptions	$ -	$ -
01-10-38-4317-000	01-10-38-4317	Dues	$ 935	$ 900

01-10-38-4501-000	01-10-38-4501	Gasoline	$ 3,400	$ 2,000
				$ -
01-10-38-4509-000	01-10-38-4509	Postage	$ 1,275	$ 1,500
01-10-38-4510-000	01-10-38-4510	General Plant Supplies	$ 3,000	$ 3,000
01-10-38-4530-000	01-10-38-4530	Mechanical Testing	$ 4,000	$ 4,000
01-10-38-4803-000	01-10-38-4803	Vehicles	$ -	$ -
01-10-38-4900-000	01-10-38-4900	Fringe Benefits	$ 180,320	$ 126,519
01-10-38-4901-000	01-10-38-4901	Pension	$ 86,472	$ 95,524
01-10-38-4911-000	01-10-38-4911	Penny Fund	$ -	$ -
01-10-38-4913-000	01-10-38-4913	Social Security	$ 37,600	$ 39,659
01-10-38-4914-000	01-10-38-4914	Other Post Retirement Benefits	$ 2,515	$ 2,641
		Subtotal	$ 1,121,123	$ 1,118,167
01-10-38-8000-000	01-10-38-8000	IT Allocation Support	$ -	$ -
01-10-38-8235-000	01-10-38-8235	IT Allocation Fees	$ -	$ -
01-10-38-8411-000	01-10-38-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-10-38-8802-000	01-10-38-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	38	Trades/Mechanical	$ 1,121,123	$ 1,118,167
	39	CD-Administration		

01-10-39-4000-000	01-10-39-4000	Salaries	$ 138,031	$ 171,017
01-10-39-4002-000	01-10-39-4002	Longevity	$ -	$ -
01-10-39-4016-000	01-10-39-4016	Part Time Wages	$ -	$ -
01-10-3894200-000	01-10-38-4200	Advertising	$ -	$ -
01-10-39-4216-000	01-10-39-4216	Contracted Services - Staffing Flexibility	$ 300,200	$ 100,000
01-10-39-4235-000	01-10-39-4235	Fees	$ -	$ -
01-10-39-4238-000	01-10-39-4238	Physicals	$ -	$ -
01-10-39-4308-000	01-10-39-4308	Subscriptions	$ 800	$ 1,000
01-10-39-4317-000	01-10-39-4317	Dues	$ -	$ -
01-10-39-4506-000	01-10-39-4506	Office Supplies	$ 600	$ 500
01-10-39-4700-000	01-10-39-4700	Travel	$ 1,000	$ 2,000
01-10-39-4900-000	01-10-39-4900	Fringe Benefits	$ 67,572	$ 58,285
01-10-39-4901-000	01-10-39-4901	Pension	$ 52,075	$ 41,136
01-10-39-4913-000	01-10-39-4913	Social Security	$ 10,559	$ 13,083
01-10-39-4914-000	01-10-39-4914	Other Post Retirement Benefits	$ 17,015	$ 17,866
		Subtotal	$ 587,852	$ 404,887

01-10-39-8000-000	01-10-39-8000	IT Allocation Support	$ -	$ -
01-10-39-8235-000	01-10-39-8235	IT Allocation Fees	$ -	$ -
01-10-39-8411-000	01-10-39-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-10-39-8802-000	01-10-39-8802	IT Allocation Mach & Equip	$ -	$ -

		Subtotal - IT Allocations	$ -	$ -
	39	Codes-Administration	$ 587,852	$ 404,887
	10	**Community Development**	**$ 4,767,819**	**$ 4,744,010**
	12	Law		
	12	Law		
01-12-12-4000-000	01-12-12-4000	Salaries	$ 316,520	$ 326,309
01-12-12-4016-000	01-12-12-4016	Part Time Wages	$ -	$ 30,000
01-12-12-4216-000	01-12-12-4216	Contracted Services	$ -	$ -
01-12-12-4224-000	01-12-12-4224	Legal Services	$ 200,000	$ 250,000
01-12-12-4229-000	01-12-12-4229	Cost/Liens/Etc	$ 15,000	$ 15,000
01-12-12-4235-000	01-12-12-4235	Fees	$ -	$ -
01-12-12-4307-000	01-12-12-4307	Conferences/Training	$ 5,000	$ 5,000
01-12-12-4308-000	01-12-12-4308	Subscriptions	$ 7,000	$ 7,000
01-12-12-4506-000	01-12-12-4506	Office Supplies	$ 2,000	$ 1,500
01-12-12-4525-000	01-12-12-4525	Minor Capital Equipment	$ -	$ -
01-12-12-4900-000	01-12-12-4900	Fringe Benefits	$ 65,522	$ 73
01-12-12-4901-000	01-12-12-4901	Pension	$ 62,182	$ 43,712
01-12-12-4913-000	01-12-12-4913	Social Security	$ 24,214	$ 24,963
		Subtotal	$ 697,438	$ 703,557

01-12-12-8000-000	01-12-12-8000	IT Allocation Support	$ -	$ -
01-12-12-8235-000	01-12-12-8235	IT Allocation Fees	$ -	$ -
01-12-12-8411-000	01-12-12-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-12-12-8802-000	01-12-12-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	12	Law	$ 697,438	$ 703,557
	25	Special Counsel		
01-12-25-4224-000	01-12-25-4224	Legal Services (Labor Negotiations)	$ 100,000	$ 50,000
01-12-25-4216-000	01-12-25-4216	Contracted Services	$ 100,000	$ 100,000
	25	Special Counsel	$ 200,000	$ 150,000
	12	**Law**	**$ 897,438**	**$ 853,557**
	13	Library		
	61	Library		
01-13-61-4000-000	01-13-61-4000	Salaries	$ 493,821	$ 517,263
01-13-61-4002-000	01-13-61-4002	Longevity	$ 3,765	$ 3,872
01-13-61-4900-000	01-13-61-4900	Fringe Benefits	$ 152,924	$ 135,820
01-13-61-4901-000	01-13-61-4901	Pension	$ 96,338	$ 107,436
01-13-61-4913-000	01-13-61-4913	Social Security	$ 37,777	$ 39,571

01-13-61-4914-000	01-13-61-4914	Other Post Retirement Benefits	$ 33,149	$ 34,806
	61	Library	$ 817,774	$ 838,768
	13	Library	$ 817,774	$ 838,768
	14	Non-Departmental		
	91	Miscellaneous		
01-14-91-4832-000	01-14-91-4832	2019 GOB Series Interest	$ 203,929	$ 201,525
01-14-91-4831-000	01-14-91-4831	2019 GOB Series Principal	$ 108,000	$ 108,000
01-14-91-4025-000	01-14-91-4025	2015 A GOB Series Principal	$ 845,000	$ 865,000
01-14-91-4026-000	01-14-91-4026	2015 A GOB Series Interest	$ 431,688	$ 412,488
01-14-91-4213-000	01-14-91-4213	Collection Exp-Tax Claim 5%	$ 50,000	$ 55,000
01-14-91-4214-000	01-14-91-4214	Collection Exp	$ 12,000	$ 6,600
01-14-91-4216-000	01-14-91-4216	Contracted Serv. (Recreation Commission)	$ 500,000	$ 500,000
01-14-91-4223-000	01-14-91-4223	Audits	$ 80,000	$ 88,000
01-14-91-4227-000	01-14-91-4227	Collection Exp-EIT 2%	$ 463,248	$ 504,000
01-14-91-4228-000	01-14-91-4228	Collection Exp-LST 2.5%	$ 27,500	$ 20,000
01-14-91-4230-000	01-14-91-4230	Indirect Cost Allocation	$ 62,000	$ 48,000
01-14-91-4241-000	01-14-91-4241	Collection Exp-Per Cap 2.5%	$ 25,000	$ 29,000
01-14-91-4242-000	01-14-91-4242	Bus. Priviledge License 2.5%	$ 75,000	$ 50,000
01-14-91-4260-000	01-14-91-4260	Downtown P3, “Main Street Cost”	$ 66,500	$ -
01-14-91-4319-000	01-14-91-4319	PA League of Cities	$ -	$ -

01-14-91-4560-000	01-14-91-4560	Cemetary Contribution	$ 5,000	$ 15,000
01-14-91-4561-000	01-14-91-4561	Pagoda Foundation Contribution	$ 20,000	$ 20,000
01-14-91-4222-000	01-14-91-4222	Consulting Services	$ 9,967	$ 27,000
01-14-91-4740-000	01-14-91-4740	Community Promotions	$ -	$ -
01-14-91-4741-000	01-14-91-4741	Administrative Expenses	$ 13,000	$ 16,000
01-14-91-4744-000	01-14-91-4744	Berks County TCC	$ -	$ -
01-14-91-4757-000	01-14-91-4757	2012 GOB Series C Interest	$ 32,742	$ 15,912
01-14-91-4759-000	01-14-91-4759	2012 GOB Series C Principal	$ 396,000	$ 374,400
01-14-91-4761-000	01-14-91-4761	US Conference of Mayors	$ -	$ -
01-14-91-4997-000	01-14-91-4997	Easements	$ 2,000	$ -
01-14-91-4764-000	01-14-91-4764	BCTV	$ 109,000	$ 112,000
01-14-91-4768-000	01-14-91-4768	Library Contribution	$ 361,560	$ 361,560
01-14-91-4770-000	01-14-91-4770	Animal Rescue League	$ 176,164	$ 176,164
01-14-91-4774-000	01-14-91-4774	Downtown Improvement	$ 175,000	$ -
01-14-91-4780-000	01-14-91-4780	Civil Service Board	$ 25,000	$ 25,000
01-14-91-4799-000	01-14-91-4799	Census Contribution	$ -	$ -
01-14-91-4877-000	01-14-91-4877	2020 Principal GOB Series	$ 12,630	$ 425,210
01-14-91-4878-000	01-14-91-4878	2020 GOB Series Interest	$ 688,106	$ 786,294
01-14-91-4033-000	01-14-91-4033	Principal-GOB Series 2019 (added)	$ -	$ -
01-14-91-4034-001	01-14-91-4034	Principal-GOB Series 2019 (added)	$ -	$ -
01-14-91-4792-000	01-14-91-4792	2014 GOB Series Interest	$ 120,740	$ 120,718

01-14-91-4793-000	01-14-91-4793	2014 GOB Series Principal	$ -	$ 1,071,000
01-14-91-4825-000	01-14-91-4825	2012 GOB Series A Principal	$ -	$ -
01-14-91-4826-000	01-14-91-4826	2012 GOB Series A Interest	$ -	$ -
01-14-91-4827-000	01-14-91-4827	2012 GOB Series B Principal	$ 213,000	$ 224,000
01-14-91-4828-000	01-14-91-4828	2012 GOB Series B Interest	$ 79,162	$ 68,527
01-14-91-4863-000	01-14-91-4863	2009 GO Bond Principal	$ -	$ -
01-14-91-4864-000	01-14-91-4864	2009 GO Bond Series Interest	$ -	$ -
01-14-91-4869-000	01-14-91-4869	2011 GO Series A Principal	$ -	$ -
01-14-91-4870-000	01-14-91-4870	2011 GO Series A Interest	$ -	$ -
01-14-91-4875-000	01-14-91-4875	RRA Lease Rev Note 2015 Interest	$ 107,629	$ 91,235
01-14-91-4876-000	01-14-91-4876	RRA Lease Rev Note 2015 Principal	$ 462,000	$ 479,000
01-14-91-4907-000	01-14-91-4907	Unemployment Compensation	$ 71,600	$ 71,600
01-14-91-4914-000	01-14-91-4914	Other Post Employee Benefits	$ -	$ -
01-14-91-4937-000	01-14-91-4937	2015 B GOB Series Interest	$ 1,252,549	$ 1,188,103
01-14-91-4938-000	01-14-91-4938	2015 B GOB Series Principal	$ 1,940,000	$ 2,420,000
01-14-91-4995-000	01-14-91-4995	Principal-2017 A Bond	$ 1,645,000	$ 1,800,000
01-14-91-4996-000	01-14-91-4996	Interest Exp- 2017 A Bond	$ 856,788	$ 823,888
01-14-91-4725-000	01-14-91-4725	RAWA Radio	$ 4,200	$ -
01-14-91-4726-000	01-14-91-4726	Reading DID Radio	$ 4,200	$ -
01-14-91-4727-000	01-14-91-4727	Reading Rec Radio	$ 2,800	$ -
01-14-91-4960-000	01-14-91-4960	Transfer to Self Insurance Fund	$ 2,322,393	$ 2,332,360
01-14-91-4743-000	01-14-91-4743	Miscellaneous Expense	$ -	$ 1,000

	91	Miscellaneous	$ 14,058,095	$ 15,933,584
	14	**Non-Departmental**	**$ 14,058,095**	**$ 15,933,584**
	17	Board of Ethics		
	91	Miscellaneous		
01-17-91-4777-000	01-17-91-4777	Charter Board	$ 50,000	$ 50,000
01-17-91-4708-000	01-17-91-4708	Animal Control Board	$ 5,000	$ 5,000
01-17-91-4325-000	01-17-91-4325	Charter Review Commission	$ -	$ -
01-17-91-4707-000	01-17-91-4707	Environmental Advisory Council (EAC)	$ 10,000	$ 10,000
01-17-91-4776-000	01-17-91-4776	Board of Ethics	$ 20,000	$ 20,000
	91	Miscellaneous	$ 85,000	$ 85,000
	17	**Board of Ethics**	**$ 85,000**	**$ 85,000**
	17	**Board and Commissions**		
	18	Human Relations Commission		
	91	Miscellaneous		
01-18-91-4000-000	01-18-91-4000	Salaries	$ 101,598	$ 105,154
01-18-91-4016-000	01-18-91-4016	Part Time Salaries	$ 21,840	$ 43,680
01-18-91-4216-000	01-18-91-4216	Contracted Services	$ 2,500	$ -

01-18-91-4235-000	01-18-91-4235	Fees	$ 250	$ 350
01-18-91-4527-000	01-18-91-4527	Water Hardship	$ -	$ -
01-18-91-4900-000	01-18-91-4900	Fringe Benefits	$ 34,271	$ 29,413
01-18-91-4901-000	01-18-91-4901	Pension	$ 21,898	$ 22,282
01-18-91-4913-000	01-18-91-4913	Social Security	$ 9,443	$ 11,386
01-18-91-4992-000	01-18-91-4992	ESG Match	$ -	$ -
		Subtotal	$ 191,800	$ 212,265
01-18-91-8000-000	01-18-91-8000	IT Allocation Support	$ -	$ -
01-18-91-8235-000	01-18-91-8235	IT Allocation Fees	$ -	$ -
01-18-91-8411-000	01-18-91-8411	IT Allocation Maint. Agr'mts.	$ -	$ -
01-18-91-8802-000	01-18-91-8802	IT Allocation Mach & Equip	$ -	$ -
		Subtotal - IT Allocations	$ -	$ -
	91	Miscellaneous	$ 191,800	$ 212,265
	18	**Human Relations Commission**	**$ 191,800**	**$ 212,265**
	01	**Total General Fund Expenditures**	**$ 92,458,784**	**$ 95,423,696**
		Total General Fund EXPENDITURES	**$ 92,472,162**	**$ 95,423,696**

Surplus/(Deficit)	**$ 13,378**	**$ -**

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: N/A

BILL NO. ___-2021

AN ORDINANCE

AN ORDINANCE ESTABLISHING THE EMPLOYEE POSITIONS FOR THE CITY OF READING FOR THE FISCAL YEAR 2022.

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

SECTION 1. Positions for the City of Reading's fiscal year beginning January I, 2022, and ending December 31, 2022, shall be as set forth in Exhibit A attached hereto and made a part hereof.

SECTION 2. This Ordinance shall become effective January 1, 2022.

Enacted on_____ 2021

_____
Council President

Attest:

_____
City Clerk

Sent to Mayor _____
Date: _____
Signed by Mayor _____
Date: _____
Vetoed by Mayor: _____
Date: _____
Over-ridden by Council:
Date: _____

Position Title	Name	Status	
Mayor	Eddie Moran	Full-Time	72,600.00
Executive Assistant	Maria Delgado	Full-Time	54,855.00
Special Assistant	Nate Rivera	Full-Time	63,652.50
Chief of Staff	Frank Denbowski	Full-Time	68,956.88
		Total Mayor	**260,064.38**
		Total Fringe Benefits	
Council President	Jeffrey Waltman	Part-Time	5,500.00
Council Member	Johanny Cepeda	Part-Time	5,000.00
Council Member	Melissa Ventura	Part-Time	5,000.00
Council Member	Donna Reed	Part-Time	5,000.00
Council Member	Lucine Sihein	Part-Time	5,000.00
Council Member	Marcia Goodman	Part-Time	5,000.00
Council Member	Stratton Marmarou	Part-Time	5,000.00
City Clerk	Linda Kelleher	Full-Time	75,053.94
Deputy City Clerk	Michelle Smith	Full-Time	57,767.38

Legislative Aide	Beatrice Rivera	Full-Time	42,443.23	
		Total City Council FT	**175,264.55**	
		Total City Council PT	35,500.00	
		Total Fringe Benefits		
City Auditor	Maria Rodriguez	Full-Time	63,000.00	
Auditing Coordinator		Full-Time		56,925.00
		Total City Auditor	**119,925.00**	
		Total Fringe Benefits		
Managing Director	Abe Amoros	Full-Time	148,522.42	
Communications Coordinator	Christian Crespo	Full-Time	63,652.50	
Special Assistant	Maritza Loaiza	Full-Time	63,652.50	
Comms Intern		Part-Time	19,500.00	
		Total Managing Director	**275,827.42**	
		Total Part time	**19,500.00**	
		Total Fringe Benefits		

Director of Finance	Jamar Kelly	Full-Time	104,854.76
Admin Assistant	Shelly Keehn	Full-Time	45,032.36
Controller	Michael Oppenheimer	Full-Time	84,869.92
Grant Coordinator	Jessica Didow	Full-Time	55,406.43
		Total Admin Services	**290,163.47**
		Total Fringe Benefits	

Accounting Manager	Caroline Rodriguez	Full-Time	75,322.13
Project Manager		Full-Time	71,000.00
Project Accountant **(Paid out of fund 54)**		Full-Time	-
Accountant	Angela Hemmig	Full-Time	61,630.48
Revenue Accountant	Judith Leshko	Full-Time	61,306.00
Pension Coordinator	Juan Ruiz	Full-Time	48,932.73
Accounts Payable Accounting Clerk	John Tejada	Full-Time	41,683.74
		Total Accounting	**359,875.08**
		Total Fringe Benefits	

Human Resources Director	Aida Acevedo	Full-Time	86,991.75
HR Generalist	Fedorowich Elizabeth	Full-Time	61,919.50
Compensation Administrator	Holly Guldin	Full-Time	57,946.05
Human Resources Benefits Coordinator	Eileen Becker	Full-Time	51,750.00
Employment & Training Coordinator	Dolores Martinez	Full-Time	51,750.00
Asssitant HR Manager	Helen Ramos	Full-Time	5,000.00
Records Technician	New	Part-Time	20,000.00
		Total Human Resources	**315,357.30**
		Total Fringe Benefits	

Purchasing Coordinator - Seeking $55k	Tamara Reinhart	Full-Time	55,000.00
Purchasing Assistant	Juanita Komoro	Full-Time	40,507.05
Printing Clerk	Michael Gehris	Part-Time	19,500.00
		Total Purchasing FT	**95,507.05**
		Total Purchasing PT	19,500.00

		Total Fringe Benefits	
GIS Coordinator	Jennifer Boyer	Full-Time	69,575.10
Network Administrator	Charles Murphy	Full-Time	64,391.89
Network Engineer	Eric Feliciano	Full-Time	74,261.33
Lead Developer	Randy Meyer	Full-Time	78,806.37
System Support Analyst	Randy Haracal	Full-Time	56,582.04
Systems Support Analyst	Scott Leach	Full-Time	55,477.77
IT Manager	Kenneth Cochran Jr.	Full-Time	95,024.26
Web Developer	Mitch Duguay	Full-Time	58,464.81
~~*IT Data Analyst*~~	~~*Vacant*~~	~~*Full-Time*~~	~~-~~
		Total Information Technology	**552,583.58**
		Total Fringe Benefits	
Manager	Maria Kantner	Full-Time	64,171.14
Assistant Manager	Trenton Holston	Full-Time	56,290.71
Municipal Professional	Myriam Kalbach	Full-Time	56,847.60
Municipal Aide II Bilingual	Noemi Torres	Full-Time	40,499.00

Municipal Aide II	Jasmin Barreto	Full-Time	38,996.27
Municipal Aide II	Jennifer Olivares	Full-Time	39,776.06
Municipal Aide II	Sonia Soria	Full-Time	39,776.06
Municipal Aide II	Jacqueline Petitit	Full-Time	39,776.06
Municipal Aide II	Porcha Dandridge	Full-Time	39,776.19
Municipal Aide II	Michelle Aston	Full-Time	40,960.80
		Total Citizens Services Center	**456,869.87**
		Total Fringe Benefits	

Confidential Secretary	TAMI SCHAEFER	Full-Time	50,301.20
Engineering Div. Mgr. (Paid out of Fund #54)	Deb Hoag	Full-Time	-
Operations Division Manager	KYLE ZEIBER	Full-Time	83,309.87
Secretary	PATRICIA TEZAK-ANGSTADT	Full-Time	49,164.17
Engineer II	*Not being filled*	*Full-Time*	*0.00*
Project Administrator	David Anspach	*Full-Time*	78,244.00
Clean City Coordinator - New	Torres	Full-Time	60,000.00

Public Works Director		Full-Time		106,497.36
Dep. Dir. & Project Manager (Fund 34)	Stan Rugis	Full-Time	-	
		Total Public Works	**427,516.60**	
		Total Fringe Benefits		

Project Manager	**Rugis**	**Total Capital Fund**	**100,783.13**
		Total Fringe Benefits	

Maintenance Mechanic	AARON TRIVETT	Full-Time	50,483.90
Maintenance Mechanic	ANDREW BOHN	Full-Time	50,483.90
Maintenance Mechanic	HAROLD BUCK III	Full-Time	50,483.90
Maintenance Mechanic	SCOTT STONER	Full-Time	52,699.19
Maintenance Mechanic	WILLIAM HOCH	Full-Time	51,470.58
Maintenance Worker I/Parts Person	JASON MARGERISON	Full-Time	43,481.36
Secretary	JENNIFER LENGEL	Full-Time	48,569.20
Small Engine Repairperson	CHONN GRINNAGE	Full-Time	46,930.45

Foreman	CHRITOPHER YEAGER	Full-Time	61,363.58
~~*Clerk / Typist*~~	~~*Vacant*~~	~~*Part-Time*~~	*0.00*
		Total Garage	**455,966.05**
		Total Fringe Benefits	

Equipment Operator II-Streets	Brian Stufflet	Full-Time	50,142.54
Foreman	Christopher Elia	Full-Time	62,807.39
Equipment Operator II-Streets	Jesse Flammer	Full-Time	50,112.17
Equipment Operator II-Streets	Lester Kissinger Sr.	Full-Time	51,371.41
Equipment Operator II-Streets	Michael O'Mara	Full-Time	53,564.90
Equipment Operator II-Streets	Richard Kasprzewski	Full-Time	51,567.66
Equipment Operator II-Streets	Ronald Cooling	Full-Time	49,444.26
Equipment Operator II-Streets	Sean Guldner	Full-Time	48,882.00
Maintenance Worker I	Shawn Weitzel	Full-Time	43,075.11

Maintenance Worker II	Tammi Moyer	Full-Time	45,061.45
Equipment Operator II-Streets	Devin Smith	Full-Time	48,882.00
PT Office Assistant	Jailynn Wright	Part-Time	19,500.00
		Total Highways FT	**554,910.90**
		Total Highways PT	19,500.00
		Total Fringe Benefits	

Equipment Operator III	Feliciano	Full-Time	51,655.92
Maintenance Worker III	Pino	Full-Time	44,376.14
Equipment Operator III	Carl	Full-Time	52,202.34
Equipment Operator II - Parks	Wojcik	Full-Time	49,432.32
Equipment Operator II - Parks	Podguski	Full-Time	50,562.29
Foreman	Wesoloski	Full-Time	62,521.33
Grounds Maintenance	Rodriguez-Colon	Part-Time	19,500.00
Grounds Maintenance	Torres-Margarito	Part-Time	19,500.00
Grounds Maintenance	Pottiger	Part-Time	19,500.00
Grounds Maintenance	Burford	Part-Time	19,500.00

		Total Parks FT	**310,750.34**
		Total Parks PT	78,000.00
		Total Fringe Benefits	
Foreman	Oyola	Full-Time	55,884.02
Public Property Manager	Castner	Full-Time	71,309.90
Tradesman - Carpentry	Fake	Full-Time	53,976.08
Tradesman - Plumber	Sassaman	Full-Time	63,980.45
Tradesman	Gehret	Full-Time	54,199.32
Tradesman - HVAC Tech	Kendall	Full-Time	61,147.09
Tradesman - Electrician	Palmertree	Full-Time	58,796.55
Custodial	Bonilla	Part-Time	19,500.00
Custodial	Garcia	Part-Time	19,500.00
Custodial	Malave	Part-Time	19,500.00
Grounds Maintenance	Del Rosario-Febles	Part-Time	19,500.00
Custodial	Abreu	Part-Time	19,500.00
General Laborer	Flammer	Part-Time	19,500.00
		Total Public Property FT	**419,293.41**

		Total Public Property PT	117,000.00
		Total Fringe Benefits	
Coordinator	Castner	Full-Time	78,000.00
Ambassadors	Vacant	Part-time	150,000.00
		Total Downtown FT	
		Total Downtown PT	
		Total Fringe Benefits	
Deputy Chief of Police	Ruiz	Full-Time	108,410.39
Lieutenant		Full-Time	91,478.76
Confidential Secretary*	Lessig	Full-Time	45,032.36
Sergeant	Fegely	Full-Time	86,746.01
Chief Of Police	Tornielli	Full-Time	125,588.35
		Total Police Administration	**412,223.51**
		Total Police Admin. - Civilian	**45,032.36**
		Operating Expenses	
		Total Fringe Benefits	

Captain	Pentheny	Full-Time	103,782.39
Lieutenant	Driesbach	Full-Time	91,478.76
Sergeant	Linderman	Full-Time	86,746.01
Sergeant	Frantz	Full-Time	86,746.01
Sergeant*	Niebel	Full-Time	86,746.01
Sergeant*	Epolito	Full-Time	86,746.01
Criminal Investigator	Cedeno-Erazo	Full-Time	83,819.03
Criminal Investigator	Hernandez-Bernard	Full-Time	83,819.03
Criminal Investigator	Valdez	Full-Time	83,819.03
Criminal Investigator	Seiler	Full-Time	83,819.03
Criminal Investigator	Salata	Full-Time	83,819.03
Criminal Investigator	Blauser	Full-Time	83,819.03
Criminal Investigator	Jenkins	Full-Time	83,819.03
Criminal Investigator	Smith	Full-Time	83,819.03
Criminal Investigator	Sweitzer	Full-Time	83,819.03
Criminal Investigator	Carrasquillo	Full-Time	83,819.03
Criminal Investigator	Ring	Full-Time	83,819.03
Criminal Investigator	Snell	Full-Time	83,819.03

Criminal Investigator	Haser	Full-Time	83,819.03
Criminal Investigator	Hope	Full-Time	83,819.03
Criminal Investigator	Perkins	Full-Time	83,819.03
Criminal Investigator	Crampsie	Full-Time	83,819.03
Police Officer V	Ramirez	Full-Time	78,962.06
Police Officer V	Pletcher	Full-Time	78,962.06
Police Officer V	Yeasted	Full-Time	78,962.06
Police Officer V	Simmons	Full-Time	78,962.06
Police Officer IV	Gresh	Full-Time	72,645.52
Court Liason Officer	Cafoncelli	Part-Time	19,500.00
Confidential Secretary	Hoffmann	Part-Time	19,500.00
		Total Police Criminal Investigation FT	**2,271,843.48**
		Total Police Criminal Investigation FT - Civilian	**-**
		Total Police Criminal Investigation PT-Civilian	39,000.00
		Total Fringe Benefits	
Captain	Rothermel	Full-Time	103,782.39

Lieutenant	Suydam	Full-Time	91,478.76
Lieutenant	Shade	Full-Time	91,478.76
Sergeant	Stefani	Full-Time	86,746.01
Sergeant	Anderson	Full-Time	86,746.01
Communications Supervisor	Jenkins	Full-Time	60,140.42
Systems Administrator/supervisor	Lengel	Full-Time	55,573.56
Police Records Manager	Nguyen	Full-Time	53,552.89
Radio Dispatchers Supervisor	Haag	Full-Time	54,224.76
Secretary - Police Academy	Avram	Full-Time	48,664.99
TAC Officer	Jonathan Shrem	Full-Time	52,089.77
Records Clerk	Jowers	Full-Time	47,834.84
Records Clerk	Gallo	Full-Time	46,852.32
Records Clerk	Vazquez	Full-Time	46,310.82
Records Clerk	Santana	Full-Time	46,310.82
Records Clerk	Camacho-Quiñones	Full-Time	46,310.82
Telecommunicator II	Samantha Fairchild	Full-Time	49,450.75

Telecommunicator II	Megan Rothermel	Full-Time	49,926.74
Telecommunicator II	Kevin Dunkelberger	Full-Time	50,164.61
Telecommunicator II	Allen Morris	Full-Time	50,164.61
Telecommunicator II	John Sheperak	Full-Time	49,450.75
Telecommunicator II	Meredith Groff	Full-Time	49,450.75
Telecommunicator II	Tracy Magosin	Full-Time	49,450.75
Telecommunicator II	Carol Mulcahy	Full-Time	49,450.75
Telecommunicator I	Garcia	Full-Time	47,525.59
Telecommunicator I	Miranda	Full-Time	47,525.59
Telecommunicator I	Skipper	Full-Time	47,525.59
Telecommunicator I	Oldham	Full-Time	47,525.59
Telecommunicator I	Montalvo	Full-Time	47,525.59
Part-time Telecommunicator	Orama	Part-Time	19,500.00
Part-time Telecommunicator	Lakatos	Part-Time	19,500.00
Part-time Telecommunicator	Vacant	Part-Time	19,500.00

Part-time Telecommunicator	Vacant	Part-Time	19,500.00
Part-time Telecommunicator	Vacant	Part-Time	19,500.00
Relief Video Monitor	Montanez	Part-Time	19,500.00
Relief Video Monitor	Geiss	Part-Time	19,500.00
Relief Video Monitor	Spuhler	Part-Time	19,500.00
		Total Police Special Services FT	**512,321.70**
		Total Police Special Services FT - Civilian	**1,140,913.90**
		Total Police Special Services PT	156,000.00
		Total Fringe Benefits	
Captain	Rogers	Full-Time	103,782.39
Lieutenant	Sneeringer	Full-Time	91,478.76
Lieutenant	Cadwallader	Full-Time	91,478.76
Lieutenant	Shultz	Full-Time	91,478.76
Lieutenant	Lillis	Full-Time	91,478.76
Sergeant	Errington	Full-Time	86,747.58

Sergeant	Contreras	Full-Time	86,746.01
Sergeant	Demko	Full-Time	86,746.01
Sergeant	Sholedice	Full-Time	86,746.01
Sergeant	McClure	Full-Time	86,746.01
Sergeant	Menges	Full-Time	86,746.01
Sergeant	Gaughan	Full-Time	86,746.01
Sergeant	Dougherty	Full-Time	86,746.01
Sergeant	Lehman	Full-Time	86,746.01
Sergeant	Ebersole	Full-Time	86,746.01
Sergeant	Lonsinger Jr.	Full-Time	86,746.01
Sergeant	Fleming	Full-Time	86,746.01
Sergeant	Pletcher	Full-Time	86,746.01
Police Officer V	Vega	Full-Time	78,962.06
Police Officer V	Arciniegas	Full-Time	78,962.06
Police Officer V	Dickson	Full-Time	78,962.06
Police Officer V	Santiago	Full-Time	78,962.06
Police Officer V	Ramos Jr.	Full-Time	78,962.06
Police Officer V	De Jesus	Full-Time	78,962.06
Police Officer V	Dominguez	Full-Time	78,962.06

Police Officer V	Andre	Full-Time	78,962.06
Police Officer V	Babbitt	Full-Time	78,962.06
Police Officer V	Linderman	Full-Time	78,962.06
Police Officer V	Pletcher	Full-Time	78,962.06
Police Officer V	Lust	Full-Time	78,962.06
Police Officer V	Silcox	Full-Time	78,962.06
Police Officer V	O'Reilly	Full-Time	78,962.06
Police Officer V	Adler	Full-Time	78,962.06
Police Officer V	Gingrasso	Full-Time	78,962.06
Police Officer V	Federico	Full-Time	78,962.06
Police Officer V	Baker	Full-Time	78,962.06
Police Officer V	Bucklin	Full-Time	78,962.06
Police Officer V	Dinger	Full-Time	78,962.06
Police Officer V	Deuber	Full-Time	78,962.06
Police Officer V	Morar	Full-Time	78,962.06
Police Officer V	Trythall	Full-Time	78,962.06
Police Officer V	Egbert	Full-Time	78,962.06
Police Officer V	Miller	Full-Time	78,962.06
Police Officer V	Koller	Full-Time	78,962.06

Police Officer V	Shade	Full-Time	78,962.06
Police Officer V	Morar	Full-Time	78,962.06
Police Officer V	Zawilla	Full-Time	78,962.06
Police Officer V	Burkhart	Full-Time	78,962.06
Police Officer V	Thomas	Full-Time	78,962.06
Police Officer V	Hutchinson	Full-Time	78,962.06
Police Officer V	Faust	Full-Time	78,962.06
Police Officer V	Sheller	Full-Time	78,962.06
Police Officer V	Fischer	Full-Time	78,962.06
Police Officer V	Wilczynski	Full-Time	78,962.06
Police Officer V	Kunkle	Full-Time	78,962.06
Police Officer V	Sansosti	Full-Time	78,962.06
Police Officer V	Clauss	Full-Time	78,962.06
Police Officer V	Schreiner	Full-Time	78,962.06
Police Officer V	Folk	Full-Time	78,962.06
Police Officer V	Crowley	Full-Time	78,962.06
Police Officer V	Foltz	Full-Time	78,962.06
Police Officer V	Smith	Full-Time	78,962.06
Police Officer V	Butler	Full-Time	78,962.06

Police Officer V	Ciraulo	Full-Time	78,962.06
Police Officer V	Lower	Full-Time	78,962.06
Police Officer V	Morrison	Full-Time	78,962.06
Police Officer V	Leazier	Full-Time	78,962.06
Police Officer V	Hannaford	Full-Time	78,962.06
Police Officer V	McClean	Full-Time	78,962.06
Police Officer V	Hackney	Full-Time	78,962.06
Police Officer V	Merkel	Full-Time	78,962.06
Police Officer V	Carter	Full-Time	75,014.25
Police Officer V	Gery	Full-Time	75,014.25
Police Officer V	Buck	Full-Time	75,014.25
Police Officer V	Doberstein	Full-Time	75,014.25
Police Officer V	Kline	Full-Time	75,014.25
Police Officer IV	Gonzalez-Morales	Full-Time	75,014.25
Police Officer IV	Acevedo	Full-Time	75,014.25
Police Officer IV	Atkins	Full-Time	75,014.25
Police Officer IV	Troxell	Full-Time	75,014.25
Police Officer IV	Heckler	Full-Time	72,645.52

Police Officer IV	Minaya-Vargas	Full-Time	72,645.52
Police Officer IV	Cotner	Full-Time	72,645.52
Police Officer IV	Butler	Full-Time	72,645.52
Police Officer IV	Balch	Full-Time	72,645.52
Police Officer IV	Carruthers	Full-Time	72,645.52
Police Officer IV	Solecki	Full-Time	72,645.52
Police Officer IV	Driscoll	Full-Time	72,645.52
Police Officer IV	Lloyd	Full-Time	72,645.52
Police Officer IV	Morris	Full-Time	72,645.52
Police Officer III	Osorio	Full-Time	67,118.13
Police Officer III	Pham	Full-Time	67,118.13
Police Officer III	Snyder	Full-Time	67,118.13
Police Officer III	McKeever	Full-Time	67,118.13
Police Officer III	Heck	Full-Time	67,118.13
Police Officer II	Marshall	Full-Time	67,118.13
Police Officer II	Fisher	Full-Time	67,118.13
Police Officer II	Kann	Full-Time	67,118.13
Police Officer II	Primer	Full-Time	61,589.95
Police Officer II	Zagorski	Full-Time	61,589.95

Police Officer II	Super	Full-Time	61,589.95
Police Officer II	Focht Jr.	Full-Time	61,589.95
Police Officer I	Surgeoner	Full-Time	61,589.95
Police Officer I	Haughney	Full-Time	61,589.95
Police Officer I	Fursin III	Full-Time	61,589.95
Police Officer I	Gupta	Full-Time	55,273.41
Police Officer I	Pagan-Pinero	Full-Time	55,273.41
Police Officer I	Lucas-Murphy Jr.	Full-Time	55,273.41
Police Officer I	Pichardo	Full-Time	55,273.41
Police Officer I	Koser	Full-Time	55,273.41
Police Officer I	Stoddard	Full-Time	55,273.41
Police Officer I	Barbarics Jr.	Full-Time	55,273.41
Police Officer I	Arsenault	Full-Time	55,273.41
Police Officer I	Cruz	Full-Time	55,273.41
Police Officer I	Lebron	Full-Time	55,273.41
Police Officer Trainee	Soler	Full-Time	55,273.41
Police Officer Trainee	Jimenez	Full-Time	55,273.41
Police Officer Trainee	Bird	Full-Time	55,273.41
Police Officer Trainee	Condon	Full-Time	55,273.41

Police Officer Trainee	Dupree	Full-Time	55,273.41
Police Officer Trainee	Johnson	Full-Time	55,273.41
Police Officer Trainee	Alexander	Full-Time	55,273.41
Police Officer Trainee	Riley	Full-Time	55,273.41
Police Officer Trainee	Margerison	Full-Time	55,273.41
Police Officer Trainee	Dinnocenti	Full-Time	55,273.41
Police Officer Trainee	Fenstermacher	Full-Time	55,273.41
Police Officer Trainee	Bryant	Full-Time	55,273.41
Police Officer Trainee	Hackney	Full-Time	55,273.41
Police Officer Trainee	Pope	Full-Time	55,273.41
Police Officer (New)	Vacant	Full-Time	215,810.35
Police Officer I	Sanchez	Part-Time	14,400.00
Traffic Secretary	Schreiner	Full-Time	41,121.00
School Crossing Guard	De Vargas	Part-Time	10,800.00
School Crossing Guard	Sullivan Sr.	Part-Time	10,800.00
School Crossing Guard	Kamanu	Part-Time	10,800.00
School Crossing Guard	Beltre	Part-Time	10,800.00
School Crossing Guard	Pena-Rodriguez	Part-Time	10,800.00
School Crossing Guard	Carpio	Part-Time	10,800.00

School Crossing Guard	Cruz	Part-Time	10,800.00
School Crossing Guard	Rivera	Part-Time	10,800.00
School Crossing Guard	Cinfici	Part-Time	10,800.00
School Crossing Guard	Fisher	Part-Time	10,800.00
School Crossing Guard	Coleman	Part-Time	10,800.00
School Crossing Guard	Hertzog	Part-Time	10,800.00
School Crossing Guard	Hess	Part-Time	10,800.00
School Crossing Guard	Yerger	Part-Time	10,800.00
School Crossing Guard	Riegel	Part-Time	10,800.00
School Crossing Guard	Mackley	Part-Time	10,800.00
School Crossing Guard	Homerich	Part-Time	10,800.00
School Crossing Guard	Grimes	Part-Time	10,800.00
School Crossing Guard	Lilis	Part-Time	10,800.00
School Crossing Guard	Boyer	Part-Time	10,800.00
School Crossing Guard	Steffey	Part-Time	10,800.00
School Crossing Guard	Neiheiser	Part-Time	10,800.00
School Crossing Guard	Loeb	Part-Time	10,800.00
School Crossing Guard	Davis	Part-Time	10,800.00
School Crossing Guard	Butler	Part-Time	10,800.00

School Crossing Guard	Veal	Part-Time	10,800.00
School Crossing Guard	Colbert	Part-Time	10,800.00
School Crossing Guard	Nguyen	Part-Time	10,800.00
School Crossing Guard	Ortiz	Part-Time	10,800.00
		Total Police Patrol FT	**9,694,416.56**
		Total Police Patrol PT	368,721.00
		Total Fringe Benefits	

Fire Administrative Secretary	Villasenor	Full-Time	41,121.48
First Deputy Chief	Stoudt	Full-Time	86,614.91
Administrative Officer - fire	Kline	Full-Time	69,963.51
First Deputy Chief	Banks	Full-Time	86,614.91
First Deputy Chief	Bansner	Full-Time	86,614.91
First Deputy Chief	Kemery	Full-Time	86,614.91
Fire Chief	Stoudt	Full-Time	96,337.21
		Total Fire Administration	**512,760.36**
		Total Fire Administration Civilian*	**41,121.48**
		Total Fringe Benefits	

Lieutenant	Naylor	Full-Time	70,569.26
Fire Marshal	Searfoss	Full-Time	76,892.68
Lieutenant	Litzenberger	Full-Time	70,569.26
Lieutenant	Zulick	Full-Time	70,569.26
		Total Fire Special Services	**288,600.45**
		Total Fringe Benefits	
Lt Fire Training Officer	Batz	Full-Time	**70,569.26**
		Total Fringe Benefits	
Fire Fighter I	McCormick	Full-Time	53,211.29
Fire Fighter I	Lagrossa	Full-Time	53,211.29
Fire Fighter I	Perault	Full-Time	53,211.29
Fire Fighter I	Marschka	Full-Time	53,211.29
Fire Fighter I	Webster	Full-Time	53,211.29
Fire Fighter I	Burskirk	Full-Time	53,211.29
Fire Fighter I	Herbert	Full-Time	53,211.29
Fire Fighter I	Benner	Full-Time	53,211.29

Fire Fighter III	Summers	Full-Time	62,761.97
Fire Fighter III	Keiser	Full-Time	62,761.97
Fire Fighter III	Rottmann	Full-Time	62,761.97
Fire Fighter III	Lutz	Full-Time	62,761.97
Fire Fighter III	Newsome	Full-Time	62,761.97
Fire Fighter III	Cox	Full-Time	62,761.97
Fire Fighter III	McCord	Full-Time	62,761.97
Fire Fighter III	Sensenig	Full-Time	62,761.97
Fire Fighter II	Walls	Full-Time	57,986.05
Fire Fighter IV	Schaeffer	Full-Time	64,808.96
Fire Fighter IV	Knauss	Full-Time	64,808.96
Fire Fighter IV	Dudan	Full-Time	64,808.96
Fire Fighter IV	VanBuskirk	Full-Time	64,808.96
Fire Fighter V	Shanaman	Full-Time	68,219.80
Fire Fighter V	Rebuck	Full-Time	68,219.80
Fire Fighter V	Flowers	Full-Time	68,219.80
Fire Fighter V	Sayers	Full-Time	68,219.80
Fire Fighter V	Imbody	Full-Time	68,219.80
Fire Fighter V	Zadroga	Full-Time	68,219.80

Fire Fighter V	Witman	Full-Time	68,219.80
Fire Fighter V	Wade	Full-Time	68,219.80
Fire Fighter V	Marks R	Full-Time	68,219.80
Fire Fighter V	Kellenberger	Full-Time	68,219.80
Fire Fighter V	Shoemaker	Full-Time	68,219.80
Fire Fighter V	Clarke	Full-Time	68,219.80
Fire Fighter V	Spotts	Full-Time	68,219.80
Fire Fighter V	Mortimer	Full-Time	68,219.80
Fire Fighter V	Lerch S	Full-Time	68,219.80
Fire Fighter V	Licwinko J	Full-Time	68,219.80
Fire Fighter V	Licwinko K	Full-Time	68,219.80
Fire Fighter V	LeCompte	Full-Time	68,219.80
Fire Fighter V	Schrack	Full-Time	68,219.80
Fire Fighter V	Grove	Full-Time	68,219.80
Fire Fighter V	Decisco	Full-Time	68,219.80
Fire Fighter V	Green	Full-Time	68,219.80
Fire Fighter V	Auker	Full-Time	68,219.80
Fire Fighter V	Brooke	Full-Time	68,219.80
Fire Fighter V	Kise	Full-Time	68,219.80

Fire Fighter V	Ayers	Full-Time	68,219.80
Fire Fighter V	Baker	Full-Time	68,219.80
Fire Fighter V	DePledge	Full-Time	68,219.80
Fire Fighter V	Schultz	Full-Time	68,219.80
Fire Fighter V	DeVita	Full-Time	68,219.80
Fire Fighter V	Azrolan	Full-Time	68,219.80
Fire Fighter V	Grant	Full-Time	68,219.80
Fire Fighter V	Biancone	Full-Time	68,219.80
Fire Fighter V	Shoumlisky	Full-Time	68,219.80
Fire Fighter V	MacLane	Full-Time	68,219.80
Fire Fighter V	Griffin	Full-Time	68,219.80
Fire Fighter V	Lis	Full-Time	68,219.80
Fire Fighter V	Zentmyer	Full-Time	68,219.80
Fire Fighter V	Gould	Full-Time	68,219.80
Fire Fighter V	Grauf	Full-Time	68,219.80
Fire Fighter V	Zondlo	Full-Time	68,219.80
Fire Fighter V	Frey	Full-Time	68,219.80
Fire Fighter V	Ginder	Full-Time	68,219.80
Fire Fighter V	Turner S	Full-Time	68,219.80

Fire Fighter V	Royce	Full-Time	68,219.80
Fire Fighter V	English	Full-Time	68,219.80
Fire Fighter V	Conti	Full-Time	68,219.80
Fire Fighter V	Rowlands	Full-Time	68,219.80
Fire Fighter V	Sullivan	Full-Time	68,219.80
Fire Fighter V	Farmer III	Full-Time	68,219.80
Fire Fighter V	Lomnychuk	Full-Time	68,219.80
Fire Fighter V	Kannan	Full-Time	68,219.80
Fire Fighter V	Schmale	Full-Time	68,219.80
Fire Fighter V	Rolon	Full-Time	68,219.75
Fire Fighter II	Turner C	Full-Time	57,986.05
Fire Fighter II	Dolan	Full-Time	57,986.05
Fire Fighter II	Zerbe	Full-Time	57,986.05
Lt Fire Suppression Officer	Getka	Full-Time	70,569.26
Lt Fire Suppression Officer	Williams	Full-Time	70,569.26
Lt Fire Suppression Officer	Brunner	Full-Time	70,569.26
Lt Fire Suppression Officer	Kuhn	Full-Time	70,569.26
Paramedic / Firefighter IV	Brutto	Full-Time	64,808.96
Paramedic / Firefighter V	Lizewski	Full-Time	68,219.83

Paramedic / Firefighter V	Deck	Full-Time	68,219.83
Paramedic / Firefighter V	Martin	Full-Time	68,219.83
Paramedic / Firefighter V	Scicchitano	Full-Time	68,219.83
Paramedic / Firefighter V	Wassel	Full-Time	68,219.83
Second Deputy Chief	Moyer	Full-Time	76,892.68
Second Deputy Chief	Glore	Full-Time	76,892.68
Second Deputy Chief	Rehr	Full-Time	76,892.68
Second Deputy Chief	Thorpe	Full-Time	76,892.68
		Total Fire Suppression	**6,098,590.95**
		Total Fringe Benefits	

Deputy Chief of EMS	Sninsky	Full-Time	86,614.91
Lieutenant - EMS	Sweigart	Full-Time	70,569.26
Lieutenant - EMS	Grow	Full-Time	70,569.26
Lieutenant - EMS	Wentzel	Full-Time	70,569.26
Lieutenant - EMS	Adams	Full-Time	70,569.26
Paramedic V	Lessig-Ballas	Full-Time	68,219.75
Paramedic V	Miller	Full-Time	68,219.75
Paramedic V	Mack	Full-Time	68,219.75

Paramedic V	Bixler	Full-Time	68,219.75
Paramedic V	Schmeck	Full-Time	68,219.75
Paramedic V	Placek	Full-Time	68,219.75
Paramedic V	Schaeffer	Full-Time	68,219.75
Paramedic V	Danner	Full-Time	68,219.75
Paramedic V	Bankert	Full-Time	68,219.75
Paramedic V	Quintinsky	Full-Time	68,219.75
Paramedic V	Schoellkopf	Full-Time	68,219.75
Paramedic IV	McClafferty	Full-Time	64,808.96
Paramedic III	Como	Full-Time	62,761.97
Paramedic III	Yescavage III	Full-Time	62,761.97
Paramedic III	Krautsack	Full-Time	62,761.97
Paramedic III	Edling	Full-Time	62,761.97
Paramedic III	Moyer	Full-Time	62,761.97
Fire Fighter II	McCloskey	Full-Time	57,986.05
Fire Fighter I	Noll-Emmick	Full-Time	53,211.29
Fire Fighter I	Grilli	Full-Time	53,211.29
Fire Fighter I	Trento	Full-Time	53,211.29
Fire Fighter I	Reichardson	Full-Time	53,211.29

Paramedic I	McClintock	Full-Time	53,211.29
Paramedic I	Rogers	Full-Time	53,211.29
Paramedic I	Schearer	Full-Time	53,211.29
Trainee	Vacant	Full-Time	47,753.42
Trainee	Vacant	Full-Time	47,754.49
Trainee	Vacant	Full-Time	47,755.56
		Total Fire EMS	**2,071,656.61**
		Total Fringe Benefits	

Community Development Director	JamaL Abodalo	Full-Time	60,000.00
~~*CD Coordinator*~~		~~*Full-Time*~~	~~-~~
CD Deputy Director	Vacant	Full-Time	40,000.00
CD Program Manager	Vacant	Full-Time	-
CD/Hist Preserv Specialist	Amy Johnson	Full-Time	71,016.77
		Total CD Admin	**171,016.77**
		Total Fringe Benefits	

Codes Manager	Estrada	Full-Time	71,760.00

Property Maintenance Inspector Supervisor	Scheuring	Full-Time	54,563.78
Property Maintenance Inspector Supervisor	J. Melendez	Full-Time	54,563.78
Property Maintenance Inspector Supervisor	Marte	Full-Time	54,555.99
Chief Clerk	Lopez	Full-Time	54,396.61
Development and Inspection Clerk	Baker	Full-Time	48,045.88
Development and Inspection Clerk	Almonte	Full-Time	46,399.34
Development and Inspection Clerk	Arias	Full-Time	46,399.34
Development and Inspection Clerk	Fick	Full-Time	46,399.34
Property Maintenance Inspector	M. Melendez	Full-Time	50,964.39
Property Maintenance Inspector	Roman	Full-Time	46,507.76
Property Maintenance Inspector	DelRio	Full-Time	50,964.39

Property Maintenance Inspector	Schwartz	Full-Time	50,683.26
Property Maintenance Inspector	McAfee	Full-Time	48,923.02
Property Maintenance Inspector	Vacant	Full-Time	46,501.88
Property Maintenance Inspector	Rosario	Full-Time	46,501.88
Property Maintenance Inspector	Placido	Full-Time	46,501.88
Property Maintenance Inspector	Reed	Full-Time	46,501.88
Property Maintenance Inspector	Blankenbiller	Full-Time	46,501.88
Property Maintenance Inspector	McCullough	Full-Time	46,501.88
Property Maintenance Inspector	Young	Full-Time	46,501.88
Property Maintenance Inspector	Hoffman	Full-Time	46,501.88
Property Maintenance Inspector	Naylor	Full-Time	46,501.88

Property Maintenance Inspector	Giddens	Full-Time	46,501.88	
Property Maintenance Inspector	Suber	Full-Time	46,501.88	
Property Maintenance Inspector	Beatty	Full-Time	46,501.88	
Property Maintenance Inspector	Manon	Full-Time	46,501.88	
Property Maintenance Inspector	Vacant	Full-Time	45,601.90	
SWEEP Inspector - NW	Vacant	Full-Time	45,601.90	
SWEEP Inspector - NE	Vacant	Full-Time	45,601.90	
~~*SWEEP Inspector - SW*~~	~~*Vacant*~~	~~*Part-Time*~~	~~-~~	
~~*SWEEP Inspector - SE*~~	~~*Vacant*~~	~~*Part-Time*~~	~~-~~	
Lead Hazard Reduction Coordinator		Full-Time		16,904.10
Reduction Inspector		Full-Time	15,423.94	
Lead Risk Assessor		Full-Time	15,125.44	
		Total CD Property Maintenance	**1,513,910.46**	

		Total Part Time Wages	**-**
		Total Fringe Benefits	
Zoning Administrator	Vacant	Full-Time	66,224.06
Planning Manager	Peris	Full-Time	72,450.00
Zoning Inspector	Sassaman	Full-Time	62,184.39
Zoning Inspector	Diaz	Full-Time	62,184.39
Planner I	Crimm	Full-Time	55,976.17
Zoning Secretary	Koczot	Full-Time	46,995.52
Clerk	Velasco-Rosales	Part-Time	21,840.00
Clerk	McArdle	Part-Time	21,840.00
		Total CD Zoning FT	**366,014.53**
		Total CD Zoning PT	**43,680.00**
		Total Fringe Benefits	
Chief Building Official	Vacant	Full-Time	81,120.00
Residential Building Inspector	Schwartz	Full-Time	60,067.74
Mechanical Inspector	Brautigan	Full-Time	74,663.89

Electrical Inspector	Bower	Full-Time	65,849.45
HVAC Inspector	Montgomery	Full-Time	74,191.70
Building Inspector/Plan Examiners	Orrs	Full-Time	66,929.21
Development and Inspection Clerk	Melendez	Full-Time	48,057.05
Secretary	Colon	Full-Time	47,544.63
		Total CD Trades	**518,423.66**
		Total Fringe Benefits	

Community Development Director	Jamal Abodalo	Full-Time	56,925.00
CD Deputy Director	Vacant	Full-Time	40,000.00
CD Program Manager	Vacant		-
CD Specialist III	Neil Nemeth	Full-Time	68,286.71
CD Coordinator	Patricia Vasquez	Full-Time	62,100.00
Fiscal Officer	Yomary Castro	Full-Time	62,400.00
Health Equity Director	Berks Health Ctr	Full-Time	-
Project Director	Vacant	Full-Time	-

Community Engagement Coor.	Berks Health Ctr	Full-Time	-
Lead Hazard Reduction Coordinator		Full-Time	-
Reduction Inspector		Full-Time	-
Lead Risk Assessor		Full-Time	-
Principal Investigator	Vacant	Part-Time	-
		Total CD HUD	**289,711.71**
		Total Fringe Benefits	
City Solicitor	Lachat	Full-Time	100,783.04
~~Legal Specialist **(Paid out of 54)**~~		~~Full-Time~~	-
Staff Attorney	Litvinov	Full-Time	79,000.00
Staff Attorney	Vacant	Full-Time	66,305.83
Office Manager/Paralegal	Vacant	Full-Time	50,220.04
~~Confidential Secretary~~		Full-Time	-
Paralegal/Attorney	Vacant	Part-Time	30,000.00
		Total Solicitor	**326,308.91**

		Total Fringe Benefits	
Director of Libraries	Gamble	Full-Time	87,813.21
Librarian III	Thomas	Full-Time	55,749.04
Librarian III	Hehr	Full-Time	55,749.04
Asst Library Director	Bressler	Full-Time	54,038.94
Asst Library Director	Najarian	Full-Time	54,038.94
Librarian II	Long	Full-Time	53,662.24
Librarian II	Royer	Full-Time	52,641.30
Librarian II	Ortyl	Full-Time	52,641.30
Librarian I	Bowers	Full-Time	50,929.08
		Total Library	**517,263.08**
		Total Fringe Benefits	
HRC Executive Director	Talbot	Full-Time	63,652.50
HRC Clerk	Rivera-Centeno	Full-Time	41,501.45
File Clerk		Part-Time	21,840.00
File Clerk		Part-Time	21,840.00
HRC Investigator	Vacant	Part-Time	21,840.00

		Total Human Relations Commission FT	**105,153.95**
		Total Human Relations Commission PT	**43,680.00**
		Total Fringe Benefits	
Foreman/Arborist	Kissinger Jr.	**Full-Time**	**61,251.96**
		Total Fringe Benefits	
Risk and Safety Coordinator	Ramos	**Full-Time**	**53,941.30**
		Total Fringe Benefits	
~~Project Accountant - **(Paid out of fund 54)**~~		~~Full-Time~~	-
City Project Engineer	Krall	Full-Time	75,744.95
Systems Superintendent	Gensemer	Full-Time	71,466.99
Engineering Aide IV	Connolly	Full-Time	68,408.95
Sewers Supervisor	Ream	Full-Time	62,366.61

Sewers Supervisor	Bachman	Full-Time	59,307.21
Environmental Program Coordinator	Hill	Full-Time	55,119.76
Equipment Operator II - Sewers	Kendall	Full-Time	49,701.77
Equipment Operator II - Sewers	Herzog	Full-Time	52,106.04
Equipment Operator II - Sewers	Knarr	Full-Time	51,079.64
Equipment Operator II - Sewers	Jones	Full-Time	50,748.41
Equipment Operator II - Sewers	Zdradzinski	Full-Time	50,663.01
Equipment Operator II - Sewers	Smeltzer	Full-Time	50,139.69
Equipment Operator II - Sewers	Anavitate	Full-Time	49,982.90
Equipment Operator II - Sewers	Stoudt	Full-Time	49,809.24
Equipment Operator II - Sewers	Raicu	Full-Time	49,707.48

Equipment Operator II - Sewers	Griffe	Full-Time	48,882.00
Equipment Operator II - Sewers	Kondash	Full-Time	48,882.00
Equipment Operator II - Sewers	Kevin Herbert	Full-Time	45,729.96
Engineering Aide III	Imbesi	Full-Time	47,573.18
Engineering Aide IV	Lovell	Full-Time	58,497.50
Clerk Typist I	Jimenez-Rosario	Full-Time	45,071.57
Utilities Mgr.	Hoag	Full-Time	86,152.13
Temporary Project Coordinator	Goshert	Part-Time	24,000.00
		Total Sanitary FT	**1,227,141.00**
		Total Sanitary PT	**24,000.00**
		Total Fringe Benefits	
~~Legal Specialist~~	~~Vacant~~	~~Full-Time~~	~~-~~
Project Accountant	Vacant	Full-Time	56,290.45
Wastewater Mgr	Vacant	Full-Time	78,243.94
Utility Engineer	Shrader	Full-Time	72,846.47

Operations Supervisor	Reilly	Full-Time	70,489.80
Mechanical Maintenance Supervisor	Chmura	Full-Time	63,833.53
Tradesman - Electrician	Mellert	Full-Time	63,982.00
Shift Supervisor	George Fultz	Full-Time	64,613.20
Shift Supervisor	Jason Yost	Full-Time	62,761.67
Shift Supervisor	Thomas Slovik	Full-Time	62,354.57
Electrical Supervisor	Danna	Full-Time	58,497.92
Shift Supervisor	David Hitesman	Full-Time	62,252.49
Shift Supervisor	Karl Frantz	Full-Time	62,234.02
Tradesman - Electrician	Oswald	Full-Time	57,827.01
Laboratory Supervisor	Lindsay Auman	Full-Time	61,465.42
Sewage Plant Operator II	Rick	Full-Time	53,312.32
Sewage Plant Operator II	March	Full-Time	53,230.04
Sewage Plant Operator II	Soja	Full-Time	53,230.04
Sewage Plant Operator II	Hofbauer	Full-Time	52,948.13
Belt Press Operator II	Miller	Full-Time	52,908.67
Pump Tender	Sittaro	Full-Time	49,543.52
Pump Tender	Brown	Full-Time	50,887.03

Pump Tender	Lush	Full-Time	50,887.03
Industrial Maintenance Mechanic	Zillhardt	Full-Time	50,481.82
Industrial Maintenance Mechanic	Waltz	Full-Time	50,481.82
Pump Tender	St Clair	Full-Time	50,461.05
Equipment Operator II	Todd Lechner	Full-Time	49,928.57
Belt Press Operator	Burke	Full-Time	48,881.22
Secretary	Burkert	Full-Time	48,376.33
Lab Technician	Eddinger	Full-Time	47,382.39
Lab Technician	Washel	Full-Time	47,373.82
Lab Technician	Leister	Full-Time	47,363.18
Lab Technician	Muncaciu	Full-Time	47,363.18
Lab Technician	Vacant	Full-Time	47,364.26
Maintenance Worker III (Elec/Mech)	Meo	Full-Time	46,637.38
Maintenance Worker III (Elec/Mech)	Franckowiak	Full-Time	46,637.12
Maintenance Worker II (Elec/Mech)	Althouse	Full-Time	44,052.44

Maintenance Worker II (Elec/Mech)	Santiago	Full-Time	44,038.94
Maintenance Worker II (Elec/Mech)	Vacant	Full-Time	44,040.03
Service Utility Crew Leader	Joshua Hornig	Full-Time	43,414.80
Service Utility Person	Kenny Funk	Full-Time	50,380.72
Service Utility Person	William Mosley	Full-Time	45,071.57
Service Utility Person	Duncan	Full-Time	43,431.26
Service Utility Person	Rivera	Full-Time	43,425.29
Service Utility Person	Andrew Hartman Sr.	Full-Time	43,419.32
Service Utility Person	Vacant	Full-Time	43,420.40
Environmental Prog Coordinator	Vacant	Full-Time	54,035.28
Lab Tech	Vacant	Part-Time	21,000.00
Lab Tech	Vacant	Part-Time	21,000.00
Maintenance Mechanic	Vacant	Part-Time	21,000.00
		Total Treatment FT	**2,442,101.46**
		Total Treatment PT	**63,000.00**
		Total Fringe Benefits	

Maintenance Mechanic	Cheek	Full-Time	52,009.21
Equipment Operator II-Streets	Gassert	Full-Time	51,383.10
Equipment Operator II-Streets	Eschleman	Full-Time	51,383.10
Equipment Operator II-Streets	Levengood	Full-Time	48,886.68
Equipment Operator II-Streets	Collins	Full-Time	48,886.68
Equipment Operator II-Streets	Portillo	Full-Time	48,888.40
GIS System Analyst (New)	Vacant	Part Time	19,500.00
Catch Basin Operator (New)	Vacant	Part Time	19,500.00
Catch Basin Cleaner (New)	Vacant	Part Time	19,500.00
Laborer (New)	Vacant	Part Time	19,500.00
		Total Retail FT	**$301,437.16**
		Total Retail PT	**78,000.00**
		Total Fringe Benefits	

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Solid Waste/RecyclingManager	Harrity	Full-Time	33,870.90	
Secretary	Collins	Full-Time	23,772.31	
Equipment Operator II		Full-Time		48,886.68
Sustainability Manager (New)	Vacant	Full-Time	31,826.25	
General Laborer (Vacant)	"Slinger"	Part-Time	17,472.00	
Public Outreach/Ed. Coord.	Ayers	Part-Time	21,840.00	
Education Coordinator(Paid Intern)	Scheirer	Part-Time	19,500.00	
~~*Maintenance Worker II*~~	~~*Vacant*~~	~~*Full-Time*~~	~~-~~	
		Total Recycling FT	**138,356.13**	
		Total Recycling PT	**58,812.00**	
		Total Fringe Benefits		

Solid Waste/RecyclingManager	Harrity	Full-Time	33,870.88
Secretary	Collins	Full-Time	23,770.50
Clean City Formen	Epps	Full-Time	56,877.71

Sustainability Manager (New)	Vacant	Full-Time		31,826.25
Equipment Operator II - Solid Waste	Lopez	Full-Time		48,886.68
Equipment Operator II - Solid Waste	Marcano	Full-Time		48,886.68
Equipment Operator II - Solid Waste	Diem	Full-Time		48,886.68
Equipment Operator II - Solid Waste	Johnson	Full-Time		48,886.68
Paid Itern		Part-Time		10,400.00
General Laborer	Podski	Part-Time		19,500.00
General Laborer	Stoudt	Part-Time		19,500.00
General Laborer	Moser	Part-Time		19,500.00
General Laborer	Vacant	Part-Time		19,500.00
General Laborer	Davie	Part-Time		19,500.00
		Total Trash FT		**341,892.05**
		Total Trash PT		**107,900.00**
		Total Fringe Benefits		
		Total Full-Time	**$**	**36,704,632.85**

Total Part-Time	**$**	**1,282,293.00**

Full-Time	**$**	**36,704,632.85**
Part-Time	**$**	**1,282,293.00**

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: Oct 4 and 5, 2021

BILL N 0.___2021 AN

ORDINANCE

AN ORDINANCE ESTABLISHING THE CAPITAL IMPROVEMENT PLAN BUDGET FOR THE CITY OF READING INCLUDING CAPITAL EXPENDITURES AND REVENUES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.

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

SECTION 1. The budgeted expenses and revenues for the Capital Improvement Plan of the City of Reading for the fiscal year beginning January 1, 2022, and ending December 31, 2022, shall be set forth in Exhibit A, as attached hereto and made a part hereof.

SECTION 2. This Ordinance shall be effective January 1, 2022, said date being the beginning of the fiscal year of the City of Reading.

Enacted._____,2021

_____
President of Council

Attest:

_____
City Clerk

Sent to Mayor _____
Date: _____
Signed by Mayor _____
Date: _____
Vetoed by Mayor: _____
Date: _____
Over-ridden by Council:
Date: _____

2022

CO
CA

yellow = change/adjust

AccountNo	Account Description	PROJECT#	FUNDING CODE	GL Accnt	TOTA
TRADES - CD	Inspectors Vehicles (capital lease)	34-10-38-100	**Capital Fund**	34-10-38-4803	
PMI - CD	Inspectors Vehicles (capital lease)	34-10-36-100	**Capital Fund**	34-10-36-4803	
				Subtotal - Administrative Services	
Admin Services - IT	Additional Computer Replacement Costs	34-06-23-102	**Capital Fund**	34-06-23-4216	
Admin Services - IT	Computer Replacement	34-06-23-101	**Capital Fund**	34-06-23-4216	
Admin Services - IT	Systems Upgrade	34-06-23-103	**Capital Fund**	34-06-23-4216	
Admin Services - IT	Infrastructure Replacement	**34-06-23-100**	**Capital Fund**	34-06-23-4216	
				Subtotal - Administrative Services	
Fire - Suppression	Fire Station Improvements - 3rd & Court	**34-07-74-124**	**Capital Fund**	34-07-74-4801	
Fire - Suppression	Apparatus Replacements (Tower 1)	**34-09-34-105**	**Capital Fund**	34-09-34-4802	
Fire - Suppression	Staff Vehicle Replacements	**34-09-32-100**	**Capital Fund**	34-09-34-4803	
Fire - Suppression	Generators - 3rd & Court ***can be removed***	**34-07-74-124**	**Capital Fund**	34-07-74-4801	
Fire - EMS	Ambulance Replacements	34-09-35-100	Capital Fund	34-09-35-4803	
Fire - EMS	Equipment Replacements	34-09-35-101	Grant	34-09-35-4802	

Fire - Suppression	Station Lighting Improvement	34-09-34-107	**Capital Fund**	34-09-34-4801	
Fire - Suppression	Generators - McKnight & Spring	34-09-34-108	**Capital Fund**	34-09-34-4801	
Fire - Suppression	Station Upgrades - McKnight & Spring			34-09-34-4802	
Fire - Suppression	Station Construction - Downtown Station improvements	**34-09-34-103**	**Capital Fund**	34-09-34-4801	
Fire - Suppression	Southwest Lancaster Ave Station ramp (Application pending)		**CDBG**	34-07-74-4801	
Fire - Suppression	Riverside Fire Station Improvements - **CDBG Funded**		**CDBG**	34-07-74-4801	
Fire - Suppression	Station Construction - 9th & Marion Streets	**34-09-34-106**	**Capital Fund**	34-09-34-4801	
	Station Construction - 9th & Marion Streets - **Const Fund**			43-09-34-4801	
Fire - Suppression	*Apparatus Replacements* ***COMPLETE***	***32-10-41***	***HUD-2018 CDBG***	*32-10-00-4216*	
				Subtotal - Fire	
Police - Patrol	Patrol Vehicles	34-08-30-100	Capital Fund	34-08-30-4803	
Police - Patrol	Motorcycles	34-08-30-102	Capital Fund	34-08-30-4803	
Police - Patrol	Body Cameras	34-08-30-101	Grant	34-08-30-4802	
Police - Patrol	City Wide Cameras	34-08-29-102	2006 LOC	34-08-29-4802	
Police - Special Serv	City Wide Cameras - Repairs	34-08-29-104	Capital Fund	34-08-29-4802	
Police - Special Serv	System and software upgrade	34-08-29-105	Capital Fund	34-08-29-4802	
Police - Patrol	Bomb Squad Robot	34-08-30-103	Grant	34-08-30-4802	
Police - Patrol	Simulators - Driving and Shooting	34-08-30-104	Capital Fund	34-08-30-4802	
Police - Patrol	Lexipole	34-08-30-105	Capital Fund	34-08-30-4802	
Police - Patrol	Radio Room - Front Desk Improvements	34-08-29-103	Capital Fund	34-08-30-4801	

Police - Patrol	Building - Evidence, Motorcycles & Command Vehicle Storage	34-08-29-101	Capital Fund	34-08-30-4801
Police - Patrol	Tasers		moved to General Fund	34-08-30-4802
Police - Patrol	Rifles - Armory improvements		**Capital Fund**	34-08-30-4802
Police - Patrol	Pole Barn Admin Bldg		**Capital Fund**	34-08-30-4801
Police - Patrol	Records Office, Quartermaster relocation + CH recongifuration		**Capital Fund**	34-08-30-4801
Police - Patrol	Drones	34-08-30-106	**Capital Fund**	34-08-30-4802
				Subtotal - Police
Public Works - Garage	Streets Equipment Replacement	34-07-14-101	**Capital Fund**	34-07-14-4803
Public Works - Garage	Shop Truck- Fleet	34-07-14-102	**Capital Fund**	34-07-14-4802
Public Works - Garage	Bucket Truck for Electrician	34-07-14-103	**Capital Fund**	34-07-14-4802
Public Works - Garage	Trades Vehicles	34-07-14-104	**Capital Fund**	34-07-14-4803
Public Works - Garage	Parks Vehicles	34-07-14-105	**Capital Fund**	34-07-14-4803
Public Works - Garage	Weatherization for All garages		**Capital Fund**	34-07-14-4803
Public Works - Garage	HVAC controls - PW Admin bldg & Garages		**Capital Fund**	34-07-14-4803
Public Works - Garage	*Rubber tire Loader - Fleet maintenance* ***COMPLETED***		**Capital Fund**	34-07-14-4803
Public Works - Garage	*Public Works Vehicle Replacement*		***Capital Fund***	*34-07-14-4803*
Public Works - Garage	*Truck for Carpenter* ***COMPLETE***		***Capital Fund***	*34-07-14-4803*
				Subtotal - Garage

Public Works - Shade Tree	Additional Urban Forest Maintenance.	34-07-02-100	**Capital Fund**	34-07-02-4801
Public Works - Shade Tree	Mount Penn Preserve and Neversink Mountain Maintenance.	34-07-02-101	**Capital Fund**	34-07-02-4801
Public Works - Parks	Canal Street Skate Park		**Grant**	34-07-71-4801
Public Works - Parks	*Front & Schiller Playground* - ***COMPLETED***	**32-10-38-05**	**HUD-2017 CDBG**	32-10-00-4216
Public Works - Parks	*Pendora Park Playground* - ***COMPLETED***	32-10-37-04	CDBG	32-10-00-4216
Public Works - Parks	Schuylkill River Trail North- Engineering	34-07-74-120	HUD-2018 CDBG	32-10-00-4216
Public Works - Parks	Schuylkill River Trail North - Construction	34-07-74-120	DOT R18050013	31-07-24-4216
Public Works - Parks	City Park and Playground	**32-10-38**	**HUD-2019-CDBG**	32-10-00-4216
Public Works - Parks	Eleventh and Pike Playground	**32-10-38-01**	**HUD-2019-CDBG**	32-10-00-4216
Public Works - Parks	3rd and Spruce Inclusive Playground	**32-10-34-05**	**CDBG**	32-10-00-4216
Public Works - Parks	Baer Park & Playground and Sixth & Amity Playground		**CDBG**	32-10-00-4216
Public Works - Parks	Courtyard - 800 Penn St		**DCED - Keystone**	34-07-71-4801
Public Works - Parks	Courtyard on the N 600 Block of Penn	34-07-71-102	**Grant**	34-07-71-4801
Public Works - Parks	SRT Grade Crossings (Two)	34-07-71-107	**Grant**	34-07-71-4801
Public Works - Parks	Angelica Park ADA Project	34-07-71-103	**Capital Fund**	34-07-71-4801
Public Works - Parks	Barbey's Playground Spray Feature Replacement	34-07-71-104	**Capital Fund**	34-07-71-4801
Public Works - Parks	Hillside Pool Property - Potential Conversion to a Spray Park Study	**34-07-74-129**	**Capital Fund**	34-07-71-4801
Public Works - Parks	Parks and Playgrounds	34-07-71-105	**Capital Fund**	34-07-71-4801

Public Works - Parks	Existing Parks Equipment Repairs, Including Ball Field Renovations.	34-07-71-106	**Capital Fund**	34-07-71-4801
Public Works - Parks	*Hillside Playground* ***COMPLETE***	***34-07-74-129***	***Capital Fund***	*34-07-71-4801*
Public Works - Parks	Budget Allowance for Angelica Park "Land Swap."			34-07-71-4801
PW - Public Property	Signage - Entry points to the City		**Capital Fund**	34-07-74-4801
PW - Public Property	3rd & Spruce HVAC Replacement	**34-07-74-123**	**Capital Fund**	34-07-74-4801
PW - Public Property	3rd & Spruce Roof	**32-07-74-122**	**Capital Fund**	34-07-74-4801
PW - Public Property	*3rd & Spruce Hockey Rink Repairs* - ***COMPLETED***	34-07-74-144	**Capital Fund**	34-07-74-4801
PW - Public Property	11th & Pike Roof	34-07-74-146	**Capital Fund**	34-07-74-4801
PW - Public Property	10th and Spruce Building Repairs [B-Squad]	**34-07-74-125**	**Capital Fund**	34-07-74-4801
PW - Public Property	Aboveground Public Bathroom for 5th and Penn	34-07-74-151	**Capital Fund**	34-07-74-4801
PW - Public Property	Egelman's Larger Pavilion Repair	34-07-74-147	**Capital Fund**	34-07-74-4801
PW - Public Property	EMS Building Repairs	**34-09-35-101**	**Capital Fund**	34-07-74-4801
PW - Public Property	Fire Museum Repairs and Upgrades	**34-07-74-132**	**Capital Fund**	34-07-74-4801
PW - Public Property	First Energy Stadium (Relamping of the Baseball Field in 2020.)	**34-07-74-119**	**Capital Fund**	34-07-74-4801
PW - Public Property	City Park Pavilion Repair	34-07-74-141	**Capital Fund**	34-07-74-4801
PW - Public Property	City Park Lighting	34-07-74-105	**Capital Fund**	34-07-74-4801
PW - Public Property	*City Park Basketball and Tennis Court Repairs* - ***COMPLETED***	34-07-74-133	**Capital Fund**	34-07-74-4801
PW - Public Property	City Hall Office Upgrades - As needed	34-07-74-152	**Capital Fund**	34-07-74-4801
PW - Public Property	*CH Plaster Repair- Council Chambers, Etc.* - ***COMPLETED***	34-07-74-148	**Capital Fund**	34-07-74-4801
PW - Public Property	CH HVAC (Project will be in Phases.)	34-07-74-138	**Capital Fund**	34-07-74-4801
PW - Public Property	CH Roof (Project will be in phases.)	34-07-74-137	**Capital Fund**	34-07-74-4801

PW - Public Property	Conservancy Building Repairs	34-07-74-140	**Capital Fund**	34-07-74-4801
PW - Public Property	Greenhouse Repairs	34-07-74-139	**Capital Fund**	34-07-74-4801
PW - Public Property	Main RPL Fire Alarm, Security System(s), Etc. Incl. Ceiling Repairs	34-07-74-152	**Capital Fund**	34-07-74-4801
PW - Public Property	Main RPL HVAC	34-07-74-151	**Grant**	34-07-74-4801
PW - Public Property	NE and SE RPL Ceiling and Lighting Replacement	34-07-74-150	**Capital Fund**	34-07-74-4801
PW - Public Property	Branch RPL Security Camera Upgrade		**Capital Fund**	34-07-74-4801
PW - Public Property	RPL Branch Security Cameras Upgrades		**Capital Fund**	34-07-74-4801
PW - Public Property	NW Library - Ceiling Repairs, Etc.	34-07-74-136	**Grant**	34-07-74-4801
PW - Public Property	Pagoda Fire Tower	34-07-74-143	**Capital Fund**	34-07-74-4801
PW - Public Property	Pagoda Wall Repairs	34-07-74-142	**Capital Fund**	34-07-74-4801
PW - Public Property	Pagoda Roof Repairs	**34-07-74-106**	**Capital Fund**	34-07-74-4801
PW - Public Property	Police Firing Range Roof	34-07-74-145	**Capital Fund**	34-07-74-4801
PW - Public Property	Riverside Fire Station Repairs - Generator	34-07-74-134	**Capital Fund**	34-07-74-4801
PW - Public Property	Schlegel Pool	**34-07-74-110**	**Capital Fund**	34-07-74-4801
PW - Public Property	Sidewalk Repairs for City Owned Property (Will be Done in Phases.)	34-07-74-135	**Capital Fund**	34-07-74-4801
PW - Public Property	*South Fifth Street Vault Project - **COMPLETED***	*34-07-74-149*	***Capital Fund***	*34-07-74-4801*
PW - Public Property	Railroad Museum			34-07-74-4801
PW - Public Property	Purchase the North Street Post Office			34-07-74-4801
PW - Public Property	*Northeast Library Ceiling & Lights Improvements*	***34-10-46-02***	***Capital Fund***	*34-07-74-4801*
PW - Public Property	*Northwest Library HVAC Replacement -Completed*			
PW - Public Property	*Letisse Site **COMPLETE***	***34-07-74-131***	**Capital Fund**	34-07-74-4801
PW - Public Property	*Security Cameras at City Hall **COMPLETE***			

PW - Public Property	*Pole Barn**COMPLETE***	***34-07-15-100***		*34-07-74-4801*
PW - Public Property	*Riverside Fire Station Improvements **2019***		**Capital Fund**	*34-07-71-4801*
~~***PW - Traffic Engineering***~~	~~*Green Light Go - Lens Covers - PROJECT CANCELLED*~~	~~34-07-24-104~~	~~**Cancelled**~~	34-07-24-4216
PW - Traffic Engineering	Green Light Go - 6th & Laurel- Engineering **COMPLETED**	31-07-21	DOT 2016GLG021	34-07-24-4216
PW - Traffic Engineering	Green Light Go - 6th & Laurel-Construction **COMPLETED**	31-07-21	DOT 2016GLG021	34-07-24-4216
PW - Traffic Engineering	Green Light Go - Front Street-Engineering	34-07-24-103	DOT GLG-2017-06301-1326	34-07-24-4216
PW - Traffic Engineering	Green Light Go - Front Street- Construction	34-07-24-103	DOT GLG-2017-06301-1326	34-07-24-4216
PW - Traffic Engineering	Traffic Signals	34-07-24-105	**Capital Fund**	34-07-24-4216
PW - Traffic Engineering	Streetlights	34-07-24-106	**Capital Fund**	34-07-24-4216
PW - Traffic Engineering	LED Upgrade - City	34-07-24-107	**Capital Fund**	34-07-24-4216
PW - Traffic Engineering	LED Upgrade - Met Ed	34-07-24-108	**Capital Fund**	34-07-24-4216
PW - Traffic Engineering	*18W Curb Ramps Project -Engr.* ***COMPLETED***	32-10-50	DOT R17050007	32-10-00-4216
PW - Traffic Engineering	18W Curb Ramps Project -Construction ***COMPLETED***	32-10-50	DOT R17050007	34-07-24-4216

PW - Traffic Engineering	18W Hancock and Est Wyomissing Islands Project-Engr.	34-07-74-130	CIP	34-07-24-4222
PW - Traffic Engineering	18W Hancock and Est Wyomissing Islands Project-Constr.	34-07-74-130	DCED C000071015	34-07-24-4216
PW - Traffic Engineering	Phase 2 - 18W Bike Trail Project - Engineering		DCED	
PW - Traffic Engineering	Pase 2 - 18W Bike Trail project - Construction		DCED	34-07-24-4216
PW - Traffic Engineering	RHA/18W @ Two Pedestrian Crosswalks for OakbrookHousing	34-07-24-109	Capital Fund	**34-07-24-4801**
PW - Traffic Engineering	2nd and Washington Streets project	34-07-24-110	DOT 057507	34-07-24-4216
PW - Traffic Engineering	River Road Extension Project-Engineering	34-07-52-105	DOT 057342B	34-07-24-4216
PW - Traffic Engineering	River Road Extension Project -Construction	34-07-52-105	DOT 057342B	34-07-24-4222
PW - Traffic Engineering	Summit Chase Lighting	34-07-24-111	**Capital Fund**	34-07-24-4216
PW - Traffic Engineering	Bridges & Culverts	**34-07-74-128**	**Capital Fund**	34-07-24-4801
PW - Traffic Engineering	Buttonwood Gateway	34-07-24-112	**Grant**	34-07-24-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Engineering Phases 1 & 2	34-07-24-212	CIP	34-07-24-4222
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 1 Construction: Utilities	34-07-24-212	DCED	31-07-24-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction: Curbs and Sidewalks	34-07-24-212	DCED	31-07-00-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction: Paving	34-07-24-212	LFF	35-07-24-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction Curb Ramps	34-07-24-212	CDBG	32-10-00-4216

PW - Admin	Project Manager		**Capital Fund**		
Summary:	*Projects costs paid from Grant Funding*			**Subtotal - Public Works**	
	Project costs paid from Capital Projects Fund			**Grand Total Fund 34**	
	(using commuter tax revenues as per ACT 47 guidelines)			**Grand Total Fund 43**	
FUND 35		**Miles to Pave**	-		**TOT**
PW - Traffic Engineering	Green Light Go - 6th & Laurel- Engineering	31-07-21	DOT 2016GLG021	35-07-24-4216	
PW - Traffic Engineering	Green Light Go - 6th & Laurel-Construction	31-07-21	DOT 2016GLG021	35-07-24-4216	
PW - Traffic Engineering	Front Street - Engineering	34-07-24-103	DOT GLG-2017-06301-1326	35-07-24-4216	
PW - Traffic Engineering	Front Street- Construction	34-07-24-103	DOT GLG-2017-06301-1326	35-07-24-4216	
PW - Traffic Engineering	Front Street Signals: Engineering	34-07-24-103	CIP (City share)	34-07-24-4222	
PW - Traffic Engineering	Front Street Signals: Engineering	34-07-24-103	GLG (PennDOT Share)	31-07-24-4216	
PW - Traffic Engineering	Front Street Signals: Construction	34-07-24-103	ARLE (PennDOT share)	31-07-24-4216	
PW - Traffic Engineering	Front Street Signals: Construction	34-07-24-103	LFF (City Share)	35-07-24-4216	

PW - Traffic Engineering	Buttonwood Gateway Project - Engineering Phases 1 & 2	34-07-24-212	CIP	34-07-24-4222
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 1 Construction: Utilities	34-07-24-212	DCED	31-07-24-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction: Curbs and Sidewalks	34-07-24-212	DCED	31-07-00-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction: Paving	34-07-24-212	LFF	35-07-24-4216
PW - Traffic Engineering	Buttonwood Gateway Project - Phase 2 Construction Curb Ramps	34-07-24-212	CDBG	32-10-00-4216
PW - Traffic Engineering	Traffic Signals - O&M Program Management (TPD)	35-07-24-102	LFF	35-07-24-4222
PW - Traffic Engineering	Traffic Signals - Prentative Maintenance (Telco)	34-07-24-105	LFF	35-07-24-4216
PW - Traffic Engineering	Traffic Signals - Response Maintenance (Telco)	34-07-24-105	LFF	35-07-24-4216
PW - Traffic Engineering	Downtown Traffic Signal Project - Engineering (TPD)	31-07-26	ARLE	31-07-24-4216
PW - Traffic Engineering	Downtown Traffic Signal Project - Engineering (TPD)	31-07-26	CIP (City share)	35-07-24-4216

PW - Traffic Engineering	River Road Extension Project-Engineering (MTA)	34-07-52-105	PennDOT/FHWA (100%)	31-07-24-4216	
PW - Traffic Engineering	River Road Extension Project -Inspection	34-07-52-105	PennDOT/FHWA (100%)	31-07-24-4216	
PW - Traffic Engineering	River Road Extension Project -Construction	34-07-52-105	PennDOT/FHWA (95%)	31-07-24-4216	
PW - Traffic Engineering	River Road Extension Project -Construction	34-07-52-105	LFF (City Share 5%)	35-07-24-4216	
PW - Traffic Engineering	Liggett Ave Intersection Project - Engineering	TBD	LFF	35-07-24-4222	
PW - Traffic Engineering	Liggett Ave Intersection Project - Construction: LFF Paving	TBD	LFF	35-07-24-4216	
PW - Traffic Engineering	Liggett Ave Intersection Project - Construction: Non-LFF	TBD	Private	34-07-24-4216	
PW - Traffic Engineering	LFT Engineeirng - MTA	TBD	LFF	35-07-24-4222	
PW - Traffic Engineering	2021 Paving Project: Construction	TBD	Construction	35-07-24-4216	

PW - Traffic Engineering	2022 Paving Project: Construction - Paving	TBD	LFF	35-07-24-4216
PW - Traffic Engineering	2022 Paving Project: Construction - ADA Ramps	TBD	CDBG	32-10-00-4216
PW - Traffic Engineering	Museum Road Bridge	TBD		
Liquid Fuels Fund 35	2nd and Washington St. Intersection	0.1	DOT 057507	35-07-00-4216
Liquid Fuels Fund 35	2018 Paving Project - N. 13th ST, Washington St. (500), Rose Garden St., Constitution Blvd., N. 8th St., Poplar St. (200), Cedar St. (200)	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	2018 Paving Project - N. 13th ST, Washington St. (500), Rose Garden St., Constitution Blvd., N. 8th St., Poplar St. (200), Cedar St. (200)	2.3	Paving	35-07-00-4216
Liquid Fuels Fund 35	Buttonwood Gateway Project:	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Buttonwood Gateway Project:	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	2019 Paving Project - Museum Road (Bridge to Kenhorst Blvd., 0.2mi), McClellan St.(Liggett Ave to E. Wyo Blvd., 0.8 mi.), Penn ST. (200-300, 0.2 mi.), Margaret St. (800, 0.1 mi.), Intersection of Hancock and Liggett Ave. (.02 mi.)	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	2019 Paving Project - Museum Road (Bridge to Kenhorst Blvd., 0.2mi), McClellan St.(Liggett Ave to E. Wyo Blvd., 0.8 mi.), Penn ST. (200-300, 0.2 mi.), Margaret St. (800, 0.1 mi.), Intersection of Hancock and Liggett Ave. (.02 mi.)	1.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	Penn St - 800 - 1000	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Penn St - 800 - 1000	0.3	Paving	35-07-00-4216

Liquid Fuels Fund 35	River Road - 2000-2500	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	River Road - 2000-2500	0.6	Paving	35-07-00-4216
Liquid Fuels Fund 35	N 6th St - 000 - 900	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	N 6th St - 000 - 900	1	Paving	35-07-00-4216
Liquid Fuels Fund 35	S 6th St - 000 - 600	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	S 6th St - 000 - 600	0.7	Paving	35-07-00-4216
Liquid Fuels Fund 35	Hancock Blvd - 100 - 400	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Hancock Blvd - 100 - 400	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	East Wyomissing Blvd - 800 - 1300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	East Wyomissing Blvd - 800 - 1300	0.6	Paving	35-07-00-4216
Liquid Fuels Fund 35	S 8th St - 000 - 300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	S 8th St - 000 - 300	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	Old Wyomissing Rd - 600 - 1400	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Old Wyomissing Rd - 600 - 1400	0.9	Paving	35-07-00-4216
Liquid Fuels Fund 35	N 12th St - 1300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	N 12th St - 1300	0.1	Paving	35-07-00-4216
Liquid Fuels Fund 35	Court St - 700 - 1000	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Court St - 700 - 1000	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	River Front Dr - S Front to S 4th Sts	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	River Front Dr - S Front to S 4th Sts	0.8	Paving	35-07-00-4216
Liquid Fuels Fund 35	W Windsor St - 100 - 300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	W Windsor St - 100 - 300	0.3	Paving	35-07-00-4216

Liquid Fuels Fund 35	N 3rd St - 300 - 600	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	N 3rd St - 300 - 600	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	S 2nd St - 000 - 300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	S 2nd St - 000 - 300	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	Oley St - 100 & 300	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Oley St - 100 & 300	0.2	Paving	35-07-00-4216
Liquid Fuels Fund 35	W Oley St - 100	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	W Oley St - 100	0.1	Paving	35-07-00-4216
Liquid Fuels Fund 35	Canal St - 300 -o 600	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Canal St - 300 -o 600	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	Fairview St - 1300 - 1900	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Fairview St - 1300 - 1900	0.7	Paving	35-07-00-4216
Liquid Fuels Fund 35	Greenwich St - 400 & 500	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Greenwich St - 400 & 500	0.2	Paving	35-07-00-4216
Liquid Fuels Fund 35	Angora Rd - Hill Rd to City Line	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Angora Rd - Hill Rd to City Line	1.5	Paving	35-07-00-4216
Liquid Fuels Fund 35	S 17 1/2 St - 500	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	S 17 1/2 St - 500	0.1	Paving	35-07-00-4216
Liquid Fuels Fund 35	Barton St - 000	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Barton St - 000	0.1	Paving	35-07-00-4216
Liquid Fuels Fund 35	Berkley Rd - 2200 - 2400	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Berkley Rd - 2200 - 2400	0.3	Paving	35-07-00-4216

Liquid Fuels Fund 35	Blair Ave - 100 - 400	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Blair Ave - 100 - 400	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	McClellan St - 400 - 700	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	McClellan St - 400 - 700	0.4	Paving	35-07-00-4216
Liquid Fuels Fund 35	Glen Rd - Viaduct to City Line	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	Glen Rd - Viaduct to City Line	0.7	Paving	35-07-00-4216
Liquid Fuels Fund 35	S 19th St - Perkiomen Ave to Little Glen Rd	N/A	Engineering	35-07-00-4216
Liquid Fuels Fund 35	S 19th St - Perkiomen Ave to Little Glen Rd	0.4	Paving	35-07-00-4216
Summary:	*Total Miles to Pave*	**17.00**		
				GRAND TOTAL- FUNDS 34 & 35

FUND 31		**Project No.**	-	
Public Works - Parks	Schuylkill River Trail North- Engineering	34-07-74-120	HUD-2018 CDBG	31-07-24-4222
Public Works - Parks	Schuylkill River Trail North - Construction	34-07-74-120	DOT R18050013	31-07-24-4216
PW - Traffic Engineering	Green Light Go - 6th & Laurel- Engineering	31-07-21	DOT 2016GLG021	31-07-24-4222
PW - Traffic Engineering	Green Light Go - 6th & Laurel-Construction	31-07-21	DOT 2016GLG021	31-07-24-4216
PW - Traffic Engineering	Front Street-Engineering	34-07-24-103	DOT GLG-2017-06301-1326	31-07-24-4222
PW - Traffic Engineering	Front Street- Construction	34-07-24-103	DOT GLG-2017-06301-1326	31-07-24-4216

PW - Traffic Engineering	18W Hancock and Est Wyomissing Islands Project-Engr.	34-07-74-130	CIP	31-07-24-4222	
PW - Traffic Engineering	18W Hancock and Est Wyomissing Islands Project-Constr.	34-07-74-130	DCED C000071015	31-07-24-4216	
PW - Traffic Engineering	2nd and Washington Streets project	34-07-24-110	DOT 057507	31-07-24-4216	
PW - Traffic Engineering	River Road Extension Project-Engineering	34-07-52-105	DOT-057342	31-07-24-4222	
PW - Traffic Engineering	River Road Extension Project -Construction	34-07-52-105	DOT 057342	31-07-24-4216	
Totals Fund 31:	*Projects costs paid from Agency Funds - Fund 31*			**Subtotal - Public Works**	

Drafted by: City Clerk
Sponsored/Referred by: Solicitor
Introduced on: Oct 4, 2021
Advertised on: Oct 4 & 5, 2021

BILL N 0.___2021 AN

ORDINANCE

AN ORDINANCE ESTABLISHING THE AMERICAN RESCUE PLAN BUDGET FOR THE CITY OF READING INCLUDING EXPENDITURES AND REVENUES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2022 AND ENDING DECEMBER 31, 2022.

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

SECTION 1. The budgeted expenses and revenues for the American Rescue Plan of the City of Reading for the fiscal year beginning January 1, 2022, and ending December 31, 2022, shall be set forth in Exhibit A, as attached hereto and made a part hereof.

SECTION 2. This Ordinance shall be effective January 1, 2022, said date being the beginning of the fiscal year of the City of Reading.

Enacted._____,2021

_____
President of Council

Attest:

_____
City Clerk

Sent to Mayor _____ Date: _____

Signed by Mayor _____ Date: _____

Vetoed by Mayor: _____ Date: _____

Over-ridden by Council:_____ Date: _____

FUND 47 American Rescue Plan Act

			TOTAL PROJECT COST
Economic Stabilization			
	Berks Co Convention Ctr Authority - SPAC & Arena - Assist with recovery from financial losses due to pandemic closure	ARP	3,000,000.00
	Stadium Commission - R Phils - Assistant with recovery from financial losses during pandemic closure	ARP	3,000,000.00
	Neighborhood Initiatives Program [Liason Coordinator, 3 yr]	ARP	500,000.00
	Arts, Culture, Music - Community based orgs	ARP	3,000,000.00
	Commercial Façade Matching Program - Small Business	ARP	2,000,000.00
	Berks History Center	ARP	50,000.00
	PA Americana - Visitors Bureau [Marketing]	ARP	100,000.00
	Fire Museum	ARP	250,000.00
Housing Assistance			
	Housing [Shelter] for Displaced Residents	ARP/Home-ARP	5,500,000.00
	Residential Façade Program [Single Family Homes]	ARP	4,000,000.00
	Blight Remediation Program	ARP	3,000,000.00
	BRP - Reading Redevelopment Authority Landbank	ARP	
COVID Response/Prevention			
	9th and Marion Fire Station - Construction	ARP/CIP/CF	5,000,000.00
	City Hall - HVAC	ARP/CIP	6,000,000.00
	Apparatus Replacements		3,000,000.00
	Library - Senior Telemedicine Outreach	ARP	200,000.00
Infrastructure			

	Library - Digitization & Outdoor Wifi Boost	ARP		100,000.00
	Demolition - Abatement of unscheduled bldg collapses	ARP		250,000.00
	Rec Commission Facilities	ARP		2,000,000.00
	Dam Remediation {Cost Share needed}	ARP		3,000,000.00
	City Parks Upgrades	ARP		3,875,000.00
	Sidewalk Repair	ARP		2,000,000.00
	All Abilities Park & Dog Park [Seeking CDBG match]	ARP/CBDG		1,000,000.00
Grant Administration				
	Zelenkofske Axelrod, LLC	ARP	**47-06-13-4222**	500,000.00

MEMO

City Council

Public Works Department

TO: City Council
FROM: Abe Amoros, Managing Director
PREPARED BY: Steven Harrity- Solid Waste Manager
MEMO DATE: 11/17/2021
RECOMMENDED ACTION: Amend Solid Waste Ordinance [Dumpster Ordinance]

RECOMMENDATION

Amend the Solid Waste [Dumpster Ordinance] to address collection, screening and permitting of dumpsters and trash receptacles / totes in public right of way:

- Ensure permanent, temporary dumpsters and toters are properly permitted.
- Ensure collection occurs weekly, at a minimum.
- Ensure all dumpsters on the street and in the right-of-way are shielded from public view by screening and or secure fencing
- Ensure dumpsters and toters do not impede streets and the public right of way to maintain safe passage and ADA compliance on our streets and sidewalks

BACKGROUND

The City of Reading dumpster ordinance was enacted in 2005 and amended in its entirety in 2007 and further refined in 2016. However, due to the persistent quality of life complaints and observations caused us to re-evaluate the existing ordinance. The revaluate identified other issues such as lack of permitting, required collection service, enforcement and properly screened and secured dumpsters and toters.

BUDGETARY IMPACT

Implementation of the permitting requirements provided by the ordinance provides new revenue to fund expansion of the Clean - City program.

PREVIOUS ACTION

See above

SUBSEQUENT ACTION

Council consideration of the proposed ordinance

RECOMMENDED BY

This project is recommended by the following:

- Solid Waste / Recycling Division Manager - Steve Harrity
- Public Works Director – Stan Rugis
- Mayor's Office

RECOMMENDED MOTION

Recommend that council approve the draft ordinance and recommend that the administration draft and seek council approval as outlined in this recommendation.

Drafted by:	City Clerk/Acting Solid Waste Mgr
Sponsored/Referred by:	Solid Waste/Recycling Mgr
Introduced on:	Nov 22, 2021
Advertised on:	Nov 29, 2021

Bill No. _____ - 2021

AMENDING THE CITY OF READING CITY CODE CHAPTER 496 SOLID WASTE, PART 2 DUMPSTER PLACEMENT RENAMING THE SECTION "DUMPSTERS AND TRASH RECEPTACLE PLACEMENT "AND REQUIRING THE SCREENING OF DUMPSTERS AND TRASH RECEPTACLES IN THE PUBLIC RIGHT-OF-WAY

SECTION 1: Amending the City of Reading City Code Chapter 496 Solid Waste, Part 2 Dumpster Placement by renaming the section "Dumpsters and Trash Receptacle Placement "and requiring the screening of dumpsters and trash receptacles in the public right-of-way, as attached in Exhibit A.

SECTION 2: All relevant ordinances, regulations and policies of the City of Reading not amended per the attached 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 be effective in ten (10) days in accordance with Charter 219 and enactment by City Council.

Enacted and ordained this ____ day of _____ 2021

_____

Council President

ATTEST:

_____

City Clerk

Submitted to Mayor by: _____

Date Submitted: _____

Received in Mayor's Office by _____

Date Submitted: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

EXHIBIT A

Part 1
Dumpster and Trash Receptacle Placement

[Adopted 7-13-2005 by Ord. No. 38-2005; amended in its entirety 5-14-2007 by Ord. No. 23-2007 (Ch. 20, Part 2, of the 2001 Code of Ordinances)]

§ 496-101. Definitions.

[Amended 7-25-2016 by Ord. No. 26-2016]

The following words and phrases, when used in this Part, shall have, unless the context clearly indicates otherwise, the meanings given to them in this section:

BUSINESS DAY — That part of any day on which City Hall is open to the public for carrying on substantially all of its functions.

CART/TOTER — Any container which is made of rigid plastic, with two wheels, which is intended to be mechanically emptied and used for the purpose of temporarily holding refuse with a maximum capacity of 1/2 cubic yard or 96 gallons.

COMMERCIAL PROPERTY— A property relating to or connected with trade and traffic or commerce in general or a property which includes four or more separate residential dwelling units.

CURBLINE — The line in the public right-of-way, constructed or proposed, as shown on the Official Map, that separates the portion of the public right-of-way dedicated to vehicular traffic from that dedicated to pedestrian traffic.

DUMPSTER/ROLL-OFFS— Any container with a lid used for the purpose of storing refuse until the scheduled collection day with a capacity of one cubic yard (202 gallons) or greater. Container's lid needs to be closed at all times except when placing refuse into container or container contents are being placed into a disposal collection vehicle.

HAULER — Any person or company with a valid State hauler's license, who collects, transports or disposes of recyclables, solid waste or refuse.

LICENSED HAULER — One with a valid State hauler's license to own and service dumpsters who rents dumpsters or toters to another. [Amended 8-26-2013 by Ord. No. 35-2013]

LESSEE — A property owner or agent thereof who ~~or~~ leases a dumpster or toter from a licensed hauler as defined herein.

OBSTRUCTION — Any structure or other object whatsoever that, in any manner, impedes, obstructs or otherwise limits or prevents that full and unrestricted use whatsoever, by the public, of any public right-of-way.

OFFICIAL MAP — The topographical map of Reading, Pennsylvania, on file in the Engineering Office.

PASSABLE — Free of any impediment or obstruction, whatsoever, that would hinder the travel of the public.

PERMANENT DUMPSTER — Any dumpster (of three cubic yards or less) intended to be used for an undetermined period of time for the purpose of solid waste storage.

PERSON – Any individual, partnership, corporation, association, institution, cooperative enterprise, municipal authority, federal government or agency, state institution or agency, or any other legal entity whatsoever.

PRIVATE PROPERTY - Any land and the improvements thereon owned by any Person and includes front, side and rear yards; vacant lots, buildings and other structural improvement; walkways and alleyways; and parking areas, designed or used either wholly or in part for private residential, industrial or commercial purposes, whether inhabited or temporarily or continuously uninhabited or vacant, including any yard, grounds, walk, driveway, porch, steps, vestibule or mailbox belonging or appurtenant to such dwelling, house, building or other structure.

PROPERTY OWNER/LESSEE —Any Person who owns or leases a dumpster, toter or cart from a hauler with a valid State license as defined herein or who applies and receives a permit for permanent placement of ***a*** permanent trash receptacle in the public right-of-way.

PUBLIC RIGHT-OF-WAY (ROW)

See § 180-1202 Property Maintenance Rules & Regulations.

PUBLIC VIEW – visible from the right-of-way

RESIDENTIAL — A property containing six or fewer separate dwelling units.

SCREENING – covering to obscure dumpsters, toters and/or carts (all trash receptacles) from public view by the installation of shrubbery, an opaque fence, a shed or other such device as approved by the City of Reading Zoning Office.

SIDEWALK — That portion of the sidewalk area for which paving is required by Chapter 508, Streets and Sidewalks, Part 5, Sidewalks and Curbs.

SIDEWALK AREA — That portion of the public right-of-way occurring between the curb-line and the topographical building line or the established edge of the roadway. (For the purpose of this Part).

STREET PROPERTY LINE — The line that is coincident to and identical with the line marking the extremity of the public right-of-way as shown on the Official Map of the City of Reading.

TEMPORARY DUMPSTER — Any dumpster or roll-off dumpster intended to be used for a specified period of time for the purpose of construction, demolition or rehabilitation project waste storage.

TOPOGRAPHICAL BUILDING LINE — The property line as shown on the Official Map of the City of Reading.

TRASH BAG — Any trash bag more than one mil thick holding from 30 to 55 gallons and is properly tied.

TRASH CAN/DRUM — Any container under 95 gallons, but not less than 30 gallons, with a lid and in any other way differs from a cart.

TRASH RECEPTACLE — All containers used for the storage of trash.

VIOLATION TICKET - A form issued by a police officer or public officer to a person who violates a provision of this Part. The violation ticket is an offer by the City of Reading extended to a person to settle a violation by paying the fine in lieu of a citation being issued against the violator as per Chapter 180-1202

§ 496-102. General.

A. Dumpster, cart, toter, or trash receptacle lessees, owners, or permittees shall be responsible for keeping the area around the container clean and sanitary as required by herein, Health Code Regulations (Chapter 288, Part 1) and the Property Maintenance Code (Chapter 180, Part 14).

B. Permanent Dumpster, cart, toter, or trash receptacles shall not be located in public right of way, or areas visible from public right-of-way, unless permitted by the Property Maintenance Division. The property owner or lessee shall make application for permanent dumpsters in the Property Maintenance Division. Permanent dumpsters, carts, toters or trash receptacles permitted to be placed on private property require a zoning permit and the submission of a site plan showing the location of dumpsters and the proposed screening, as per Zoning Ordinance §600-916.

1. Dumpsters of three cubic yards or greater may not be placed on sidewalk.
2. Dumpsters of three cubic yards or less may not be placed in the street.
3. All dumpsters, permanent and temporary shall maintain, on the outside of each dumpster in legible letters not less than ~~one~~ three (3) inch in height, the owner's name or company logo, telephone number, and the dumpster permit issued by the Property Maintenance Division for such container. All dumpsters shall be fitted with Department of Transportation regulated reflective tape in a vertically stripped fashion on each of the four corners from the top of the base (or bottom), extending around each corner by a minimum of two feet.

C. Temporary dumpsters for construction, demolition or rehabilitation projects shall be permitted by the Building/Trades Division. A temporary construction trailer permitted to be placed on private property requires a zoning permit as per Zoning Ordinance § 600-604-A and the submission of a site plan showing the location of dumpsters, as per Zoning Ordinance §600-916.

D. Each property shall have no more than one toter or cart per unit to a maximum of three toters or carts per address no larger than 65 gallons each and stored per property within the public right-of-way or visible from the public right-or-way. All dumpsters, carts, toters, or trash receptacles permitted to be in the public right-of-way or visible from the public right-or-way shall be screened as per this section. Permanent dumpsters, carts, toters or trash receptacles permitted to be placed within the public right-of-way or visible from the public right-of-way require a zoning permit and submission of a site plan showing the location of dumpsters, along with the proposed screening, as per Zoning Ordinance §600-916.

E. The fee schedules for temporary dumpsters and permanent dumpsters, carts and toters located in the public-right of way, or visible from public rights-of-way can be found in City Code Chapter 212-138.

F. Emptying - All dumpsters, carts, toters, and trash receptacles are required to be emptied at least once a week. If they contain "non-grind able" food waste, they should be emptied every three days. [Additional collection(s) may be required by the City.]

G. Cleaning. Dumpsters should be kept clean, in good repair, and free of offensive odors. They should be cleaned a minimum of two times a year. (Additional cleaning may be required by the City.) Cleaning dumpsters on the street or sidewalk is not permitted and will constitute a violation.

H. Persons who **do not** comply with the Provisions of this Part may be fined or otherwise penalized in accordance with § 496-107 Administration; violations and penalties, herein, and may also have their Business Privilege License revoked. Dumpsters, carts, toters, and trash receptacles placed on the public right-of-way without a valid permit will be presumed to be abandoned and subject to removal.

§ 496-103. Conditions of use.

A. Placement and maintenance of trash receptacles.

(1) Trash receptacles (carts, toters and trash bins) shall be located in the rear of properties and may not be visible from the public right-of-way. No permit is required for these receptacles.

Permanent dumpsters on private property outside the view require a permit from the Property Maintenance Division, and a zoning permit, and the submission of a site plan showing the location of the dumpster, as per Zoning Ordinance §600-916.Permanent dumpsters on private property outside the view require a permit from the Property Maintenance Division, including dumpsters, ~~and~~ a zoning permit and the submission of a site plan showing the location of the dumpster, as per Zoning Ordinance §600-916.

(2) Trash receptacles shall not be stored within the public right-of-way on commercial, industrial property, or residential property unless it has been determined by the Property Maintenance Division and Department of Public Works that no other location is available for trash storage. Permits for receptacle located within the public right-of-way shall be issued by the Property Maintenance Division. The permit shall be placed on the receptacle. All receptacles (dumpsters, carts, toters, or trash receptacles) permitted to be in the public right of way shall be screened as per this section.

(3) Permanent dumpsters, toters carts and receptacles stored within the public right-of-way also require a zoning permit and the submission of a site plan showing the location of dumpsters, along with the proposed screening as per Zoning Ordinance §600-916.

(4) Historic districts. No permanent trash receptacles shall be allowed on any public right-of-way or be allowed to be visible from any public right-of-way in any area designated as a historic district as per Chapter 295, Historic Districts. Where it is preclusive to place a trash receptacle out of view of the public right-of-way as a result of the design of the structure, the location of placement of the receptacle shall be determined and a permit issued the Property Maintenance Division accordingly upon consultation with the Public Works Department, the Property Maintenance Division and Historic Preservation Officer. Issuance of a permit for placement of a container in a historic district within the view of the public right- of-way is subject to Chapter 295, Historic Districts, where appropriate.

All dumpsters, carts, toters, or trash receptacles permitted to be in the public right of way shall be screened as per this section and approved by the Zoning Administrator as per Zoning Ordinance §600-916 requiring a site plan showing the location of the receptacles. Issuance of a permit for placement of a trash receptacle and screening structures in a historic district with the view of the public right of way is subject to Chapter 295, Historic Districts, where appropriate.

(5) Commercial Core Zoning District. No permanent trash receptacles shall be installed in any public right-of-way or be visible from any public right-of-way within the Commercial Core Zoning District without review and approval by the Department of Public Works, Historic Preservation Specialist (subject to Chapter 295, Historic Districts, where appropriate) and the Property Maintenance Division and a permit issued by the Property Maintenance Division. The permit shall be placed upon the receptacle. Issuance of a permit for placement of a container in a historic district with the view of the public right- of-way is subject to Chapter 295, Historic Districts, where appropriate.

All dumpsters, carts, toters, or trash receptacles permitted to be in the public right of way shall be screened as per this section and approved by the Zoning Administrator as per Zoning Ordinance §600-916 requiring a site plan showing the location of the receptacles. Issuance of a permit for placement of a trash receptacle and screening structures in a historic district with the view of the public right of way is subject to Chapter 295, Historic Districts, where appropriate.

(B) Identification. The owner of the trash receptacles shall place and maintain, on the outside of each receptacle in legible letters not less than one inch in height, the owner's name, address receptacle

is servicing (if private) the permit issued by the Property Maintenance Division for such receptacle, where applicable.

(C) Maintenance. Each trash receptacle shall be covered at all times by a clean, leak-proof, proper fitting and functioning lid. All trash receptacles shall not be loaded at any time in such a manner to constitute overloading thereby preventing suitable required covering.

(D) Clearance requirements. Permitted trash receptacles shall not obstruct or otherwise limit or prevent the full and unrestricted use of any public right-of-way. Minimum sidewalk clearances of five feet must be retained at all times.

(6) Set-out requirements. Trash receptacles may be placed temporarily at curbside directly in front of the property being serviced no earlier than 5:00 p.m. the day before and shall be removed from the public right-of-way by 8:00 p.m. the day of scheduled refuse collection. [Amended 12-9-2013 by Ord. No. 70-2013]

B. Dumpsters. [Amended 9-12-2011 by Ord. No. 40A-2011; 5-14-2012 by Ord. No. 53-2012]

(a) Temporary dumpsters. Temporary dumpsters, incidental to construction, rehabilitation or demolition work, may be placed within the public right-of-way, or on private property, for a maximum of 10 days after receipt of the necessary permit by the Building Trades Division. The permit shall be displayed in the window of the property or posted on the dumpster so that it is easily recognizable from the public right-of-way. It shall be the responsibility of the State licensed trash hauler to obtain and display required permits. The property owner or lessee shall also ensure that all temporary dumpsters containing refuse, whether placed on private property or within a public right-of-way, are covered with a suitable cover or tarpaulin during: periods of nonuse; night hours (6:00 p.m. to 6:00 a.m.); and high-wind conditions in order to prevent unauthorized use and/or scattering of any contents therein. It shall be the responsibility of the State licensed hauler to cover the dumpster during transport. The City shall have the right to impound any unpermitted dumpster at the cost of the property owner and/or the State licensed hauler as per Section 496-102 E and 107 herein.

1. **Editor's Note: Amended during codification (see Ch. 1, General Provisions, Part 2).**
2. **Editor's Note: Amended during codification (see Ch. 1, General Provisions, Part 2).**

§ 496-104. SCREENING ALL DUMPSTERS AND TRASH RECEPTACLES PERMITTED TO BE VISIBLE FROM THE PUBLIC RIGHT-OF-WAY.

Screening of all dumpsters and trash receptacles shall be required for the purpose of improving the aesthetic and functional quality of every City neighborhood.

This part shall apply to all permitted permanent dumpsters, carts, toters and trash receptacles located within public view, new and existing, including temporary dumpsters.

A. Screening area requirements: all screening areas for dumpsters and receptacles permitted to be in the public right of way shall be approved by the Public Works Department and Zoning Administrator (or Planning Commission, where required by this part) on a form approved by the Zoning Administrator and the Public Works Director according to a submitted site plan as regulated by the applicable requirements of this section and the Zoning Ordinance. Screening areas shall be designed, provided, and maintained according to the following:

    1. Screening materials shall be made of durable materials made to endure severe weather conditions.
    2. Screening materials shall be structurally sound and may include but are not limited to the following:

a. Vinyl, painted wood, cedar, fencing (excluding chain link fences for permanent dumpsters and receptacles – chain link style fences may be used for temporary dumpsters),
b. Industrial/commercial grade plastic or composite fiber mesh materials (plastic tarps are not permitted)
c. Live vegetation that provides full screening but that does not exceed four (4) feet. Such vegetation must be regularly maintained by the property owner
d. Permanent masonry walls made from material that is similar in appearance to the main structure as approved by the Building/Trade Division when applicable and the Historical Architectural Review Board when the property is located within a historic district.

3. The screening shall be no higher than four (4) feet and any screening structures shall have an opening with a self-latching gate that will allow the regular emptying of the dumpster, cart or toter.
4. Any gate(s) shall remain closed except when being serviced.
5. Any screening structure(s) shall be well maintained, remain operable and in good repair

B. Site plans for Screening – this section shall supersede Zoning Ordinance 600-1303A
1. May be hand drawn to scale or electronically genera ted consisting of the dimensions, representation of the structure
2. Shall show the location of the structure that
a. Provides five (5) feet of open, clear space between the structure and the curb
b. Is at least six (6) feet from the property line
c. The Zoning Administrator and Public Works Director shall approve the location of all structures in writing prior to the installation of the structure.
d. The Public Works Director shall be provided with the discretion to authorize plans that fall outside the scope of this section if no other option is available to the property owner or lessee.

§ 496 -105 Existing dumpsters, carts and toters in the public right-of-way.

Dumpsters, carts and toters that currently sit within the public right-of-way shall comply with the screening requirements and all provisions herein required. The Administration shall draft a plan to assist property owners with existing dumpsters and receptacles with the cost of the screening which shall be submitted to Council for approval by resolution. The plan will be effective from April 1, 2022 through March 31, 2024.

§ 496 -106 Permits, fees and fines.

All revenue generated through the fees required by Chapter 496 Part 1 Dumpster Placement shall be used to fund the programs and projects performed by the City's Clean City Program.

A. Temporary dumpsters

1. The cost of the permit shall be as provided in Chapter 212-138, Fees. These fees are separate from the Zoning Permit Fees as provided in Chapter 212-147
2. Permits for temporary dumpsters may be renewed for up to 10 calendar day increments at the sole discretion of the Building Trades Division if the work is deemed to be in the best interest of the public. Each renewal permit shall cost equal to the cost of the first 10 calendar days

3. The permit shall be displayed on the temporary dumpsters for which the permit was issued.

4. In the event the City incurs costs described herein, an accounting of such expenses shall be delivered along with a bill to the licensed hauler, at which time payment to City shall be due and payable. This shall have no effect on other action the City may take such as issuing citations for violations of this Part.

5. The temporary dumpsters may be transferred to other locations within the City of Reading, as approved by the Building/Trades Division. The licensed hauler must provide the new service address within one business day prior to the relocation of service for the license to be transferred without fee or fine and a new permit will be issued for a 10 day period by the Building/Trades Division, which must be attached to the dumpster.

B. Permanent dumpsters.

(1) Permits shall be obtained by the licensed hauler and are required for each dumpster in the public right-of-way in the City of Reading. The licensed hauler applying for a dumpster permit shall list the address where the dumpster will be serviced.

(3) The permit shall be displayed on the permanent dumpster for which the permit was issued. The permit shall be issued for a period of one year.

(4) The cost of the dumpster permit shall be as provided in Chapter 212-138, Fees. These fees are separate from the Zoning Permit Fees as provided in Chapter 212-147

The lessee shall provide to the City, upon request, a copy of the lease agreement if applicable and the agreement with the licensed hauler with schedule of pickup. [4]

(5) In the event the City incurs costs described herein, an accounting of such expenses shall be delivered along with a bill to the licensed hauler, at which time payment to City shall be due and payable. This shall have no effect on other action the City may take such as issuing citations for violations of this Part.

C. Permanent carts and toters

(1) Permits shall be obtained by a licensed hauler and are required for each cart or toter in the public right-of-way in the City of Reading. The licensed hauler applying for a cart or toter permit shall list the address of the property where the cart will be serviced. All carts or toters permitted to be in the public right of way shall be screened as per § 496-103. Conditions of use herein.

(1) The permit shall be displayed on the cart or toter in a conspicuous location. The permit shall be issued for a period of one year.

(2) The cost of the cart or toter permit shall be as provided in Chapter 212-138, Fees. These fees are separate from the Zoning Permit Fees as provided in Chapter 212-147

The lessee shall provide to the City, upon request, a copy of the lease agreement if applicable and the agreement with the licensed hauler with schedule of pickup. [5]

(3) In the event the City incurs costs described herein, an accounting of such expenses shall be delivered along with a bill to the licensed hauler at which time payment to City shall be due and payable. This shall have no effect on other action the City may take such as issuing citations for violations of this Part.

(4) Carts or toters are permitted to be stored on private property without obtaining a permit.

D. Trash receptacle.

(1) Permits shall be obtained by a property owner as required to place a trash receptacle permanently in the public right-of-way in the City of Reading. The property owner applying for a receptacle permit shall list the address of the property that the receptacle service. All trash receptacles permitted to be in the public right of way shall be screened as per § 496-103. Conditions of use herein.

(2) The permit shall be displayed on the receptacle in a conspicuous location or be available for inspection upon request. The permit shall be issued for a period of one year.

(3) The cost of the trash receptacle permit shall be as provided in Chapter 212-138, Fees. These fees are separate from the Zoning Permit Fees as provided in Chapter 212-147

(4) In the event the City incurs costs described herein, an accounting of such expenses shall be delivered along with a bill to the licensed hauler at which time payment to City shall be due and payable. This shall have no effect on other action the City may take such as issuing citations for violations of this Part.

E. Property and liability insurance. Prior to the issuance by the City of any permit or other authority to erect or place, a dumpster, cart, toter or receptacle in the public right-of-way, the licensed hauler, dumpster owner, or person requesting such a permit hereof shall execute an indemnification and hold harmless agreement in such form as the City shall provide, guaranteeing to defend, protect and compensate the City as a result of any cause of action which may be brought or perfected against the City in connection to the dumpster, car, toter or receptacle; or shall deposit with the Law Department of the City of Reading, a certificate of insurance acceptable to the City Solicitor covering such licensed hauler for property damages in an amount of not less than $50,000 for any one claim, and not less than $100,000 for claims arising from the same undertaking, as well as public liability insurance in an amount of not less than $100,000 from any one claim and not less than $300,000 for more than one claim arising from the same undertaking, such certificate shall be for continuous coverage unless canceled by the insurance company at which time the appropriate offices of the City shall be notified, in writing, by such insurance company.

4. Editor's Note: Amended during codification (see Ch. 1, General Provisions, Part 2).

5. Editor's Note: Amended during codification (see Ch. 1, General Provisions, Part 2).

6. Editor's Note: Amended during codification (see Ch. 1, General Provisions, Part 2).

§ 496-107. Administration; violations and penalties.

A. Regulations. The Manager of the Property Maintenance Division may promulgate such regulations as are necessary for the proper administration and enforcement of this Part.

B. Administrative authority. This Part shall be enforced under the jurisdiction of the City Property Maintenance Division. Enforcement is delegated to and shared with the t Property Maintenance Division, Police Department and the Department of Public Works.

C. Penalty.

(1) Placement without permit.

(a) Any person who has placed, places or causes to be placed any dumpster, cart, toter, or trash receptacle of any kind in the public right-of-way or in view from, unless otherwise permitted by this Part, without first obtaining authorization and a permit from the Property Maintenance Division of the City of Reading upon notice by the City of Reading and failure to comply therewith shall be subject to the provisions and/or penalty as prescribed by this and any other applicable ordinance of the City of Reading.

(2) Removal of dumpster, cart, toter, or trash receptacle.

(a) Any person who has placed, places or causes to be placed any dumpster, cart, toter, or trash receptacle in the public right-of-way, when alternative storage and collection methods are available, shall immediately remove such dumpster, cart, toter, or trash receptacle upon notice by the City and shall be subject to provisions and/or penalty as prescribed by this or other ordinances of the City of Reading.

(b) The failure of the licensed hauler to remove the dumpster, cart, toter, or trash receptacle, upon notice by lessee or by the City to do so, shall be a violation of this Part and subject to provisions and/or penalty as prescribed by this or other ordinances of the City of Reading herein.

(3) Remedies.

(a) All violations of this Part shall be corrected within five days of notice from the City, or be subject to the penalties below:

[1] Whoever violates any provision of this Part shall, upon conviction thereof in a summary proceeding, be fined a minimum of $100 but not more than $1,000. If costs and damages are incurred, restitution shall be awarded to the City in addition to any fines or other penalties awarded herein.

[2] Every violator of the provisions of this Part shall be deemed guilty of a separate offense for each and every day such violation shall continue and shall be subject to the penalty imposed by this section for each and every separate offense.

[3] Noncompliance with any of the provisions contained within this Part may result in the removal of any and all trash receptacles by the City of Reading or its delegates.

[4] Abatement. The City shall have the right to take any and all steps necessary to abate violations of this Part, and to bill and collect from any person deemed responsible for such violations, including, but not limited to, a property owner/lessee, dumpster owner, or licensed hauler.

§ 496-108. Administrative Appeals

A. Any party aggrieved by the aforesaid procedures to abate, bill and collect costs for the abatement of a violation of this Part shall have the right to appeal to the Code and License Appeals Board, Chapter 23, Part 14, by filing an appeal request with the Property Maintenance Division Manager 15 days after the issuance of the bill for collection of costs for abatement of the violation. An administrative fee defined in Chapter 212 Fees shall be charged for each appeal. The appeal fee shall be refunded if the appeal is approved by the Code and License Appeals Board.
B. Appeals to the Code and License Appeals Board shall stay the enforcement of this part.
C. The decision of Code and License Appeals Board may be appealed to the Court of Common Pleas of Berks County within 30 days after notice of the decision has been made.
D. Nothing in this section shall be construed as to limit the right to appeal a Summary Conviction for a violation of this Part to the Court of Common Pleas.

AGENDA MEMO

FINANCE DEPARTMENT

TO: City Council
FROM: Jamar Kelly, Finance Director
PREPARED BY: Richard Tornielli, Chief of Police
MEETING DATE: November 15, 2021
AGENDA MEMO DATE: November 9, 2021
REQUESTED ACTION: AMEND THE CAPITAL IMPROVEMENT FUND 2021 BUDGET TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF ADDITIONAL EXPENSES FOR PATROL EQUIPMENT/ARMORY PROJECT.

RECOMMENDATION

The Managing Director recommends the above changes in the Capital Fund budget, reflecting the funds needed to cover the cost of additional patrol equipment and armory improvements.

BACKGROUND

The 2021 CIP included funding for patrol rifles (equipment) and armory improvements. Additional equipment to improve patrol officer operations is required for this project.

BUDGETARY IMPACT

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

PREVIOUS ACTIONS

None

SUBSEQUENT ACTION

Council to take action to approve an ordinance for the authorization to transfer funds in the amount of $30,000.00 to cover the additional expenses.

RECOMMENDED BY

The Managing Director recommends approval.

Drafted by:	Police Chief
Sponsored/Referred by:	Police Chief
Introduced on:	Dec 13, 2021

Advertised on: N/A

BILL NO. _____-2021

AN ORDINANCE

AMENDING THE BILL NO. - THE 2021 CAPITAL IMPROVEMENT FUND BUDGET ORDINANCE - TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF THE PATROL EQUIPMENT/ARMORY PROJECT.

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

Section One: The 2021 Capital Improvement Fund Budget Ordinance is hereby amended by changing the ordinance to provide $30,000.00 in funding needed to cover the cost of the patrol equipment/armory project.

Section Two: The payments will be paid from the Capital Fund – Police - Drones (34-08-30-4802) [Project #34-08-30-106] in the amount of $30,000.00. It will be funded by an increase of $30,000.00 to GL #34-08-30-4802 [Project #34-08-30-107] and corresponding decrease to the Police - Drones budget line item (34-08-30-4802) in the amount of $30,000.00.

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 _____, 2021

_____
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 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-ridden by Council:
Date: _____

AGENDA MEMO

ENVIRONMENTAL ADVISORY COUNCIL

TO: City Council
FROM: Environmental Advisory Council
PREPARED BY: Shelly Smith, Deputy City Clerk
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 13, 2021
REQUESTED ACTION: Amend the Park Code to prohibit the dumping of yard waste in public outdoor areas

RECOMMENDATION

Due to a change in State law, the Environmental Advisory Council has been discussing the need to control invasive plant species since 2020. The EAC has worked with the City Arborist and recommends that Council amend the Park Code to specify that yard waste should not be dumped into City park, playground, preserve, and other public spaces to help spread invasive species into common areas. This will help to promote a healthy forest and reduce the spread of weeds on City property.

BACKGROUND

The EAC has discovered that yard waste is regularly dumped in the Mt. Penn Preserve area along Oak Lane. A presentation has been made to the College Heights Community Council membership educating them about the need to bag their yard waste for City pick-up. The City has also agreed to post signage along Oak Lane and other park and preserve areas as a reminder to neighbors. The EAC intends to do public education to remind all about the need to prevent the spread of invasive plants and that the City collects yard waste as part of their solid waste collection program.

BUDGETARY IMPACT

None.

PREVIOUS ACTIONS

None.

SUBSEQUENT ACTION

Council approval.

RECOMMENDED BY

Environmental Advisory Council, City Arborist

RECOMMENDED MOTION

Approval.

Drafted by: Deputy City Clerk
Referred by: Environmental Advisory Council, City Arborist
Introduced on: Dec 13, 2021
Advertised on: Dec 20, 2021

BILL ____ -2021
AN ORDINANCE

AN ORDINANCE AUTHORIZING THE AMENDMENT OF THE CODE OF ORDINANCES, CHAPTER 396 PARKS AND RECREATION, PART 3 PARK USE, SECTION 305 RULES OF CONDUCT TO PROHIBIT THE DUMPING OF YARD WASTE IN CITY PARKS, PLAYGROUNDS, PRESERVES AND PUBLIC SPACES

THE CITY OF READING CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the amendment of the Code of Ordinances, Chapter 396 Parks and Recreation, Part 3 Park Use, Section 305 Rules of Conduct to prohibit the dumping of yard waste in City parks, playgrounds, preserves and public spaces as attached.

SECTION 2. 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 _____ 2021

_____
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: _____

Part 3 Park Use

§ 396-305. Rules of conduct.

No person shall do any of the acts hereinafter described within the limits of any City parks, ~~and~~ playgrounds, ***preserves and all public spaces***:

A. General uses and activities. Prohibitions.

(1) Disfigure, disturb, injure, tamper with, move or remove any flower, fruit, plant, tree, shrub, bench, apparatus, public sign, notice, bridge, table, fireplace, railing, paving or paving materials, monument, sculpture, stake, post, or other boundary marker, or other property whatsoever.

(2) Move or remove any wood, turf, grass, soil, rock, sand or gravel in any way to injure the natural beauty of the area.

(3) Climb, stand, roller skate, roller blade, skateboard or sit upon monuments, sculptures, vases, planters, fountains, railings, fences or upon any other property not designated or customarily used for such purposes.

(4) Hunt for, shoot at, chase, catch or kill, or attempt to shoot at, chase, catch or kill, with or without dogs, any bird or animal except at Lake Ontelaunee where the Commonwealth of Pennsylvania Game Commission has been authorized to control game propagation and hunting, except that no hunting shall be allowed within 1,000 feet of any picnic area; nor shall one remove or have in one's possession the young of any wild animal, the eggs or nest, or young wild creature.

(5) Release any waterfowl, bird, animal, or fish in any City park, ~~or~~ playground, ***preserve or public space***.

(6) Throw stones or projectiles to injure any public property or to injure the natural beauty of the park.

(7) Dump or discard any refuse including ***yard waste, other*** waste materials or litter of any kind, junk, dead animal or offensive matter of any kind except in the containers provided by the City for the deposit of such items. Where receptacles are not provided, all such rubbish or waste shall be carried away from the park, ***preserve*** or playground by the person responsible for its presence, and properly disposed of elsewhere.

(8) Post or erect any bills, notices or advertising matter of any kind without a permit.

(9) Sell or offer for sale any merchandise, food, article or thing whatsoever, without a permit.

(10) Violate any posted rules for, or to misuse, any park, ***preserve,*** picnic area, court, playfield, swimming pool, ~~or~~ other recreational area, ***and public spaces***.

(11) Engage in camping, archery, golfing, or horseback riding. Camping includes overnight stays in a tent or recreational vehicle. Horseback riding is allowed in parts of the Mt. Penn Preserve area.

(12) Have any ceremony or any musical, theatrical or other entertainment event without a permit.

(13) Engage in any unlawful gaming or have possession of any instrument or device for gambling without a permit.

(14) Bring food trucks or carts or ice cream trucks or carts into a park without valid Health and Business licenses and a permit.

(15) Consume, drink or have possession or custody of any alcoholic beverages including malt or brewed beverages or vinous or spirituous liquors except where a valid Commonwealth of Pennsylvania Liquor Control Board license is displayed.

(16) Solicit contributions for any purpose, whether public or private, except with a permit.

(17) Play, engage, or take part in any game or competitive sport for money or other valuable thing.

(18) Engage in any disorderly conduct or behavior tending to breach the public peace.

(19) Discharge firearms, paintball guns, air or spring rifles or slings.

(20) Set off any fireworks without a permit. Permits for the use of fireworks must be obtained from the Fire Marshal or his designee. Permits will ensure that fireworks are properly conducted and supervised in designated areas.

(21) Operate a licensed or unlicensed motor vehicle of any type, including motor bikes, mopeds, motorcycles, ATVs and snowmobiles.

(22) Stand or park any vehicle, except at designated locations.

B. Control of pets. Pets must be on a leash which is no longer than six (6) feet and must be under the control of the owner or temporary custodian thereof. All City health codes including Reading Code of Ordinances Chapter 141 Animals and Chapter 288 Health & Safety, Part 1 Health Code, Section 288-111 Animal Maintenance governing animal maintenance shall apply including cleaning up and removing all waste.

C. Use of fire.

(1) Fires are permitted only in a City owned non-portable fireplace or picnic stove or in a privately owned stove or similar device designed specifically for the cooking of food. Fire is prohibited in the Lake Ontelaunee watershed area.

(2) All smoking materials must be disposed of properly.

(3) Bonfires or any form of open burning are prohibited without a Special Events Permit.

(4) All fires shall be continuously under the care and direction of the user beginning with the time it is kindled until it is extinguished. Embers must be disposed of properly.

AGENDA MEMO

ENVIRONMENTAL ADVISORY COUNCIL

TO: City Council
FROM: Environmental Advisory Council
PREPARED BY: Shelly Smith, Deputy City Clerk
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 13, 2021
REQUESTED ACTION: Amend Code Chapter 496 Solid Waste to clarify collection of yard waste by the City

RECOMMENDATION

Due to a change in State law, the Environmental Advisory Council has been discussing the need to control invasive plant species since 2020. The EAC has worked with the City Arborist and recommends that Council amend Code Chapter 496 Solid Waste to clarify that yard waste is collected by the City at no extra fee for residents. This will help to promote a healthy forest and reduce the spread of weeds.

BACKGROUND

The EAC has been working to reduce invasive species within the City.

BUDGETARY IMPACT

None.

PREVIOUS ACTIONS

None.

SUBSEQUENT ACTION

Council approval.

RECOMMENDED BY
Environmental Advisory Council

RECOMMENDED MOTION
Approval.

Drafted by: Deputy City Clerk
Referred by: Environmental Advisory Council, City Arborist
Introduced on: Dec 13, 2021
Advertised on: Dec 20, 2021

BILL ____ -2021
AN ORDINANCE

AN ORDINANCE AUTHORIZING THE AMENDMENT OF THE CODE OF ORDINANCES, CHAPTER 496 SOLID WASTE, PART 2 STORAGE AND COLLECTION TO CLARIFY THAT YARD WASTE IS COLLECTED BY THE CITY AT NO EXTRA FEE FOR RESIDENTS

THE CITY OF READING CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the amendment of the Code of Ordinances, Chapter 496 Solid Waste Part 2 Storage and Collection to clarify that yard waste is collected by the City at no extra fee for residents as attached.

SECTION 2. 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 _____ 2021

_____
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 496 Solid Waste

Part 2
Storage and Collection

[Adopted 5-22-2006 By Ord. No. 43-2006[7] (Ch. 20, Part 1, Of The 2001 Code Of Ordinances); and Amended and replaced 7-13-2020 by Ord. No. 49-2020]

7. Editor's Note: Ord. No. 28-2010, Adopted 6-28-2010, Repealed This Part To The Extent Inconsistent With Or In Direct Contrast To The Property Maintenance Rules And Regulations, Enacted And Authorized By Ord. No. 28-2010 (Ch. 180, Part 13).

§ 496-201. Definitions.

[Amended 1-25-2021 by Ord. No. 8-2021]

In addition to the definitions in Part 1 Section 496-101 as amended which are hereby incorporated by reference as being more fully stated herein, the following words and phrases, when used in this Part, shall have, unless the context clearly indicates otherwise, the meanings given to them in this section.

BULKY WASTE — Any municipal waste that will not fit into a standard trash container, such as small furniture, carpet, mattresses, and box springs. Appliances containing freon must have the freon removed by a certified technician prior to placement for collection. For safety purposes, doors must be removed prior to placement for collection.

COMMUNITY ACTIVITIES — Events sponsored in whole or in part by a municipality, or conducted within a municipality and sponsored privately, that are required to obtain an event permit from the City, which include, but are not limited to fairs, bazaars, socials, picnics and organized sporting events.

CURBSIDE — The correct location for the placement of material to be collected as part of the municipal collection program, which shall be:

A. On the enrolled property adjacent to the curb;

B. Be no more than five feet from the public street, or

C. If an accommodation is approved by the City due to the physical unfeasibility of curbside collection at the property or a property owner or resident's disability, placement may be made at a specified location such as a rear alley or other approved location.

CITY — The City of Reading, Berks County, Pennsylvania.

CONSTRUCTION/DEMOLITION WASTE — Solid waste resulting from the construction or demolition of buildings and other structures including, but not limited to, wood, plaster, metals, asphalt substances, bricks, block and unsegregated concrete.

DESIGNATED RECYCLABLE MATERIALS — Source-separated recyclable materials, specified by §496-205 of this Part, that are designated to be separated for collection in the City of Reading. Such materials may include, but are not limited to, clear glass, colored glass, aluminum, steel and bimetallic cans, high-grade office paper, newsprint, corrugated paper, plastics, leaf waste, electronic waste, and tires.

DISPOSAL — The incineration, deposition, injection, dumping, spilling, leaking, or placing of solid waste into or on the land or water in a manner that the solid waste or a constituent of the solid waste enters the environment, is emitted into the air or is discharged to the waters of the Commonwealth.

DWELLING UNIT — see Ch. 180 “Property Maintenance Code” section 202.

ELECTRONIC WASTE — At minimum, waste covering the items defined as 'Covered Devices' in the PA Covered Device Recycling Act (CDRA), to include desktop and laptop computers, computer monitors, computer peripherals, and televisions. Covered devices are prohibited from being placed with Municipal Waste and must be recycled.

HAZARDOUS WASTE - As fully defined in the Solid Waste Management Act, any waste that, because of its quantity, concentration, or physical, chemical, or infectious characteristics may:

A. Cause or significantly contribute to an increase in mortality or an increase in morbidity in either an individual or the total population; or

B. Pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of or otherwise managed.

HOUSEHOLD HAZARDOUS WASTE — Portion of municipal waste that would be considered hazardous under the Solid Waste Management Act but for the fact that it is produced in quantities smaller than those regulated as hazardous waste under the Act and is generated by persons not otherwise covered as hazardous waste generators by the Act. Household Hazardous Waste includes the following materials and other materials of a similar nature:

A. Anti-freeze;

B. Batteries;

C. Chlorinated hydrocarbons;

D. Fluorescent light bulbs and other mercury-containing devices;

E. Gasoline and kerosene;

F. Grease and rust solvents;

G. Oven, toilet and drain cleaners;

H. Paints, rust preventatives, stains and wood preservatives;

I. Pesticides, fungicides, herbicides, insecticides, rodenticides, roach and ant killers;

J. Photographic and pool chemicals;

K. Thinners, solvents and furniture strippers;

L. Transmission and brake fluids;

M. Used oil or other hydrocarbon based lubricants;

N. Wood, metal, rug and upholstery cleaners and polishes.

ILLEGAL DUMPING — The unauthorized depositing, placing, throwing or dumping of solid waste or recyclable materials on public or private property or at any location other than a permitted disposal or processing facility.

~~LEAF WASTE — Leaves, garden residues, shrubbery and tree trimmings, and similar material, but not including grass clippings.~~

~~LEAF WASTE BAG — A thirty gallon or equivalent biodegradable Kraft paper bag used for the collection of leaf waste.~~

LICENSED HAULER — A person or entity licensed by the Commonwealth of Pennsylvania to collect, haul, transport, and dispose of solid waste.

MIXED-USE PROPERTY — A property having both nonresidential and residential units.

MULTI-DWELLING UNITS — All dwelling units in properties housing two or more total dwelling units.

MUNICIPAL COLLECTION — Collection program, under the direction of the City, for the collection, disposal, and processing of municipal waste and designated recyclable materials.

MUNICIPAL ESTABLISHMENT — Public facilities owned or operated by the City of Reading and other government authorities.

MUNICIPAL WASTE — Any garbage, refuse, rubbish, trash, industrial lunchroom or office waste and other material including solid, liquid, semisolid or contained gaseous material resulting from operation of residential, municipal, commercial or institutional establishments and from community activities and any sludge not meeting the definition of residual or hazardous waste hereunder from a municipal, commercial or institutional water supply, treatment plant, waste water treatment plant, or air pollution control facility. The term does not include source separated recyclable materials.

NONRESIDENTIAL UNITS — All commercial, municipal, institutional, and other establishments excluding dwelling units and multi-dwelling units.

PERSON — Any individual, partnership, corporation, association, institution, cooperative enterprise, municipal authority, federal government or agency, state institution and agency, or any other legal entity whatsoever which is recognized by law as being subject to such rights and duties.

PUBLIC RIGHT OF WAY — See § 180-1202 Property Maintenance Rules & Regulations.

RECYCLABLE MATERIAL — Any material which would be municipal waste but, through source separation, can be collected and processed into raw materials or products which are beneficially reused.

RECYCLE — The collection, separation, recovery, and sale or reuse of metals, glass, paper, leaf waste, plastics and other recyclable materials which would otherwise be disposed or processed as municipal waste; or the mechanized separation and treatment of municipal waste (other than through combustion) and creation and recovery of reusable materials (other than a fuel for the operation of energy).

RESIDENTIAL UNITS — For the purpose of this Part, all dwelling units that are deemed part of the City's municipal collection program per section § 496-207 of this Part.

RESIDUAL WASTE — As fully defined in the Solid Waste Management Act, any solid waste, not classified as municipal waste, hazardous waste, or recyclable materials.

ROOMING HOUSE — See Ch. 180 Property Maintenance Code section 202.

ROOMING UNIT — See Ch. 180 Property Maintenance Code section 202.

SCAVENGING — The unauthorized removal of designated recyclable materials from storage and/or collection containers.

SINGLE STREAM — A subset of recyclable materials, including fibers and containers, which are separated from municipal waste but are not separated into individual categories of recyclable materials.

SOLID WASTE — As defined in the Solid Waste Management Act, any waste, including but not limited to, municipal, residual or hazardous wastes, including solid, liquid, semisolid or contained gaseous materials. The term does not include coal ash or drill cuttings.

SOURCE SEPARATE or SOURCE SEPARATION — The separation of recyclable materials from municipal waste at the point of waste generation.

TIRES — For the purposes of this Part, refers to passenger car, van, and light truck tires from non-commercial uses, not to exceed 17" diameter, removed from the rim.

TRASH — See Municipal Waste.

UNITS — Collectively can refer to any of residential units, multi-dwelling units, nonresidential units, or rooming units.

YARD ~~LEAF~~ WASTE — Leaves, garden residues, shrubbery and tree trimmings, and similar material, but not including grass clippings.

YARD ~~LEAF~~ WASTE BAG — A thirty gallon or equivalent biodegradable Kraft paper bag used for the collection of ***yard*** ~~leaf~~ waste.

§ 496-202. Administration.

The municipal waste and designated recyclable material of the residential units in the City are collected under the direction of the Department of Public Works.

§ 496-203. Municipal collection fee.

A. There is hereby imposed upon the owner of each unit that, pursuant to § 496-207, participates in the City's municipal collection program, an annual fee, contained in the City Code Chapter 212, for the collection, transport, and disposal of residential municipal waste; the collection, transport, and processing/marketing of designated recyclable materials; and related services.

B. The Director of Public Works shall submit an annual report by October 1 to City Council detailing projected expenses and revenues for the upcoming year and recommend a service fee to cover the costs associated with municipal collection program to the extent that the costs cannot be covered by grants, marketing of materials, and program self-sufficiency.

C. Senior Discount. All residents of the City of Reading who are sixty five (65) years of age or over shall be eligible for a discount of this fee on their principal place of residence, in the amount of 50% of this fee, provided that:

(1) Such residence is a single family dwelling, owned and occupied by the claimant.

(2) A request for senior discount shall be filed with the Department of Public Works on such form as is provided by the Department for such purpose.

(3) The total household income does not exceed the median household income for the City of Reading as listed in the most recent five-year census estimate.

(4) The Department of Public Works may require such evidence or information as it deems necessary or appropriate in determining eligibility for exoneration in accordance with this section.

(5) Any information gained by any official, agent or employee of the City, as a result of any claim, investigations, or hearings required or authorized by this Part shall be confidential and shall not be disclosed to any person except for official use in connection with the administration or enforcement of this ordinance or as otherwise provided by law.

(6) False or untrue statements made in an application for a senior discount shall be a violation of this Part and may be subject to the penalties for violation of this Part as further set forth herein.

§ 496-204. Mandatory recycling.

A. All persons within the City shall source separate and recycle all designated recyclable materials generated by such person or generated within any dwelling unit, multi-dwelling unit or nonresidential unit occupied by such person. **[Amended 1-25-2021 by Ord. No. 8-2021]**

B. Designated recyclable materials shall include:

(1) Single stream recycling to include at least three materials chosen from: clear glass, colored glass, aluminum, steel and bimetallic cans, high-grade office paper, newsprint, corrugated paper, and plastics;

(2) ***Yard*** ~~Leaf~~ waste;

(3) Electronic waste;

(4) Tires.

C. The Public Works Director, or his/her designee, shall determine the current list of recyclable materials designated as single stream. This designation process shall consider operations, public education, marketability, program sustainability, and other conditions when making the City's official list of designated recyclable materials. Residents can find the current list of single stream materials by visiting Public Works or the Citizens Service Center, accessing the Public Works section of the City's website (www.ReadingPa.gov), or contacting the City.

D. Nothing shall preclude individuals, businesses, or other entities from recycling additional items through private recycling programs or other means consistent with this Part; however, no additional items shall be accepted for collection as part of the municipal collection program.

§ 496-205. Mandatory solid waste and recycling requirements.

A. It shall be the responsibility of the owner/operator of every property in the City of Reading to:

(1) Ensure its compliance with the requirements of this Part including, but not limited to, notifying any and all occupants of the requirements hereof and ensuring their compliance herewith;

(2) Ensure that the property is entered into a contract/agreement with a licensed hauler for the collection of solid waste and recycling or that the property's solid waste and recycling is collected through the City of Reading municipal collection program.

(3) Permanently post and maintain in each unit, in at least English and Spanish, up to date information covering the solid waste and recycling rules and regulations. Alternatively, owners/operators can supply this information to tenants with a lease agreement. This material is

available by visiting Public Works or the Citizens Service Center, accessing the Public Works section of the City's website (www.ReadingPa.gov), or contacting the City.

B. Location and hours of collection.

(1) Residential municipal waste and designated recyclable materials collection will be restricted to occurring a certain day, within designated areas of the City, as directed by the Public Works Director, or his/her designee.

(2) All solid waste and designated recyclable materials shall be collected between the hours of 6:30 a.m. and 8:00 p.m., Monday through Friday; 6:30 a.m. and 11:30 a.m. on Saturdays. No collection shall be permitted on Sundays.

(3) No licensed hauler shall collect solid waste and/or designated recyclable materials between the hours of 7:30 a.m. to 9:00 a.m. and again between the hours of 4:00 p.m. and 5:30 p.m. on the following streets:

(a) Schuylkill Avenue;

(b) Fourth Street south of Buttonwood Street;

(c) Fifth Street south of Buttonwood Street;

(d) Perkiomen Avenue;

(e) Buttonwood Street;

(f) Washington Street;

(g) Walnut Street;

(h) Penn Street;

(i) Franklin Street;

(j) Mineral Spring Road.

(4) The Public Works Director, or his/her designee, may temporarily alter these collection hours in response to current or predicted severe weather or other hazardous conditions such as, but not limited to, extreme heat, snow, flooding, and public health risks.

C. Burning. No person shall ignite, cause, feed, permit or maintain any fire for the destruction of solid waste and/or designated recyclable materials on or in any property or structure under his control without first having obtained a permit from the Pennsylvania Department of Environmental Protection.

§ 496-206. Municipal collection.

[Amended 1-25-2021 by Ord. No. 8-2021]

A. Authorization for municipal collection.

(1) The City, through the Department of Public Works, shall provide for the collection, transportation, and disposal and/or processing for municipal waste and designated recyclable materials from all residential units. Alternatively, the City may contract for part or all of these services.

(2) Residential units shall include all dwelling units located in:

(a) All residential single family properties;

(b) All residential properties with six or fewer dwelling units;

(c) Rooming houses with up to 18 rooming units, where three rooming units are considered equal to one dwelling unit for purposes of this Part;

(d) Condominiums, town homes, or similar developments that may be on a single tract of land but where dwelling units are owned individually;

(3) Additionally, owners of mixed-use properties, nonresidential units, and multi-dwelling unit properties with more than 6 dwelling units not considered residential units may request the units be part of the municipal collection and, if the units meet all of the requirements in this subsection and subsection 496-207(B), and are approved by the City, the units may participate in the municipal collection program provided that:

(a) The owner of the units pays the designated municipal collection fee or, for the collection of only designated recyclable materials, 50% of said fee;

(b) The owner and occupants of the units follow all rules and regulations for municipal collection;

(c) The units generate no more than the maximum allowed weekly material for the municipal collection program, as provided in this Part;

(d) Waste collection occurs on the property, at the curb, in approved containers which are serviceable by the residential collection vehicles;

(e) By virtue of the type of business conducted and the type of waste generated, certain commercial or institutional facilities listed below shall not be eligible for municipal collection:

(i) Auto repair or service station;

(ii) Dry cleaner;

(iii) Manufacturing, wholesale or warehousing operations;

(iv) Cleaning or construction contractor;

(v) Medical facilities (including physicians, dentists, laboratories, etc.);

(vi) Funeral homes;

(vii) Retail facilities over 5,000 square feet;

(viii) Licensed food service establishments;

(ix) Commercial or institutional establishments located in strip shopping centers;

(x) Any other entity deemed unsuitable by the Public Works Director or his/her designee due to its location, the quantity or nature of the material generated within the facility or any other factor.

(4) Exemptions.

(a) Condominiums, townhomes, and similar housing developments serviced by a homeowner's association, or equivalent entity, that coordinates collection services using consolidated collection areas rather than individual collection points.

(b) Properties not bordering an accessible public street, that would otherwise be included in the municipal collection program, may be exempted from inclusion in said program. This decision will be made by the Public Works Director, or his/her designee.

(5) The City may collect solid waste and designated recyclable materials from municipal establishments.

(6) The City is hereby authorized to place public collection containers on sidewalks within the public right-of-way and to provide collection for said containers. Alternatively, the City may contract for part or all of this service.

B. Municipal collection requirements.

(1) All containers used for municipal collection shall be placed for collection no earlier than 5:00 p.m. the day before the scheduled collection. Containers shall be returned to a storage location no later than daybreak on the day after the scheduled collection.

(a) Collection shall be at the curbside in front of the home unless the property owner is granted an exception as provided in subsection (b) and (c).

(b) The City may provide rear alley collection in certain situations where said collection is feasible. The collection point for rear alley collection shall be the rear edge of the property, unobstructed by fences or other barriers.

(c) Residents with documented disabilities, for whom placement of waste at the designated collection point represents a hardship, may request accommodation by filing a request with the Department of Public Works on such form as is provided by the Department for such purpose.

(2) Each unit enrolled in the municipal collection program may, per week, place for collection:

(a) Four 30-55 gallon bags of municipal waste, each bag not to exceed 35 pounds and no container to exceed 70 pounds nor 100 gallons;

(b) One bulky waste item not to exceed 200 pounds or one bundle of construction/demolition waste not to exceed 100 pounds;

(c) Single stream recyclable materials;

(3) Units enrolled in the municipal collection program must use City-approved recycling containers.

(4) The City shall provide, to units enrolled in the municipal collection program, one recycling container at no additional cost. This container shall remain the property of the City and:

(a) The property owner/operator shall be responsible for securing the container;

(b) No person other than the City, or its designees, shall permanently modify such containers;

(c) Containers shall be used solely for the storage and collection of single stream designated recyclable materials;

(d) The property owner/operator shall be responsible for the replacement cost, at the most recent per unit cost encountered by the City, of such containers modified or removed from the property without the City's authorization.

(5) Units enrolled in the municipal collection program may, by contacting the City to request service, have the following designated recyclable materials collected:

(a) Electronic waste;

(b) Tires;

(c) ***Yard*** ~~Leaf~~ waste properly contained in ***yard*** ~~leaf~~ waste bags;

(d) The Public Works Director, or his/her designee, shall determine the limits and procedures for the collection of these items.

§ 496-207. Non-interference with existing contracts.

A. Nothing in this Part shall be construed to interfere with or in any way modify the provisions of any existing contracts which are in force in the City on the effective date of this Part.

B. No renewal or modification of any existing contract upon the expiration of the original term thereof and no new contract for the collection, storage, transportation, processing, or purchase of municipal waste or designated recyclable materials shall be entered into after the effective date of this Part, unless such renewal or such contract shall conform to the requirements of this Part.

§ 496-208. Private collection.

A. It shall be the responsibility of all property owners/operators not enrolled in the City's municipal collection program to provide for, at their own expense, collection services for all solid waste and designated recyclable materials.

(1) It shall be prohibited for property owners/operators to self-haul solid waste unless the owner/operator is a licensed hauler.

(2) Property owners/operators shall contract with a licensed hauler for collection services.

(3) Contracted collection services shall abide by regulations set forth in §496-210 of this Part.

(4) Storage, collection, and disposal services must meet the requirements of this chapter and all other City codes.

(5) The property owner/operator shall provide the City with evidence of a private contract/agreement with a licensed hauler within 5 days of entering into a new agreement, or the City may consider the property to have no current waste hauler.

(6) The City reserves the right to periodically request proof of collection services in the form of a collection contract, invoices, and weight slips. The City may use the annual customer list provided by a licensed hauler as sufficient proof of collection service.

B. All owners/operators of properties not enrolled in the City's municipal collection program must establish a recycling program, including suitable containers in easily accessible locations and instructions to occupants, that provides for the storage and collection of at least the following recyclable materials:

(1) Multi-dwelling units: all designated recyclable materials; **[Amended 1-25-2021 by Ord. No. 8-2021]**

(2) Nonresidential units: cardboard, aluminum, metal cans, and high grade office paper. These entities should also recycle any materials commonly recycled in their industry or trade.

C. If an owner/operator of a property not identified as a residential unit requests but is not approved to add the property to the municipal collection program, the property owner/operator must maintain an active collection agreement with a licensed hauler according to the rules in this Part.

D. It shall be the responsibility of all sponsors and organizers of community activities to provide for, at their own expense, solid waste and designated recyclable material collection services as are appropriate for the event. Public waste containers and dumpsters are not to be used for waste disposal from community activities without prior approval by the Public Works Director, or his/her designee.

E. Exemptions.

(1) Certain properties may be exempt from the requirement to have an active solid waste and recycling collection service, provided they meet any of the following conditions:

(a) Vacant lot - property is a vacant lot with no tangible structure;

(b) Side lot - a property that functions as a yard or secondary lot to an adjacent residence or business, provided that the residence or business is on the municipal collection program or has an active collection agreement;

(c) Surface parking lot - Ground-level parking lots not affiliated with an adjacent business;

(d) Vacant buildings - If a building is deemed vacant, solid waste and recycling collection services may be suspended only if water service is suspended. If water service resumes, solid waste and recycling collection services must also resume.

(2) The Public Works Director, or his/her designee, will make final determination whether a property is eligible for exclusion from collection services.

F. Private collection requirements.

(1) All containers used for private collection services that are placed in the public right-of-way shall be placed there no earlier than 5:00 p.m. the day before the scheduled collection. Containers placed in the public right-of-way shall be returned to a storage location no later than daybreak on the day after the scheduled collection.

(2) Owners/operators choosing to self-haul their recyclable materials shall save all weight slips provided by the processing facility and complete and return to the City an annual form, made publicly available by the City, indicating annual recycling tonnage. All self-hauled recyclable materials must be taken to a recycling facility permitted by the Pennsylvania Department of Environmental Protection.

§ 496-209. Ownership of solid waste and recyclable materials.

A. From the time of placement for collection until the time of pickup by the licensed hauler, all materials shall remain the property of the generator.

B. From the time of collection until the time of disposal or processing, all materials shall become the property of the licensed hauler or, in the case of self-transported recycling, the generator.

C. No person shall place material of any kind generated at one property out for collection at another property, regardless of whether the same person owns both properties.

D. Any article found within a container or bag, regardless of location, that displays the name or address of a person or address, shall be assumed to be owned by that person or address.

E. Owners of material found on properties other than their own shall be considered responsible for said material and may be cited in accordance with applicable regulations.

F. Litter receptacles shall be used for the purpose of collecting small items of trash and preventing litter. No person shall deposit household or business material in or around litter receptacles.

G. Scavenging shall be prohibited.

§ 496-210. Licensed haulers.

A. Only private licensed haulers, licensed by the Commonwealth of Pennsylvania, may collect or remove solid waste from any property within the City of Reading.

B. Licensed haulers must dispose of solid waste in permitted facilities according to all applicable regulations.

C. Licensed haulers shall make a good faith effort to refrain from picking up or removing any bag or container of municipal waste known or believed to contain designated recyclable materials. Upon discovery of such materials combined with municipal waste, the licensed hauler shall reject the material and affix a tag or sticker indicating the type of contamination.

D. All licensed haulers shall provide, at minimum, one annual bulky waste item collection per year or provide information to their customers about bulky waste disposal options.

E. Collection and transportation service.

(1) Any hauler collecting or transporting solid waste or designated recyclable materials shall:

(a) Prevent and remedy any spillage from their vehicle or containers;

(b) Not transfer material from one collection vehicle to another within the City;

(c) Return the collection container to the premises from which it was removed;

(d) Remedy, within four hours of notification by the City, any material which, by accident or otherwise, may have been placed or fallen in the public right-of-way by such hauler.

(2) All complaints to licensed haulers regarding the collection or transport of material, with the exception of complaints concerning the municipal collection program, shall be made directly to the licensed hauler responsible for such service.

F. In the event of contract termination, it shall be the responsibility of the licensed hauler servicing a property to empty and remove any collection containers provided by said hauler.

G. Any licensed hauler who desires to place any large storage or collection container within the public right-of-way shall comply with all City ordinances including obtaining any necessary permits.

H. Reporting responsibility.

(1) Licensed haulers.

(a) All licensed haulers operating within the City of Reading shall annually report, at minimum, the following information for each property serviced to the Department of Public Works of the City of Reading no later than February 1st:

(i) List of all properties serviced;

(ii) Day(s) of week each property is serviced;

(iii) Property owners/operators name, mailing address, and telephone number;

(iv) Type of service provided (municipal waste or recycling);

(v) Type of property (multi-dwelling or commercial); **[Amended 1-25-2021 by Ord. No. 8-2021]**

(vi) Annual recycling report, which shall be provided by the City.

(b) All licensed haulers operating within the City of Reading shall notify the City, no later than the 15th of the month, of any properties added or removed from their service.

(c) Failure by a licensed hauler to provide annual reporting or monthly list of properties added or removed from their service may result in suspension of hauler's business license and placement of customers on City trash service, where applicable.

§ 496-211. Collection vehicles.

A. All owners/operators of vehicles used in the collection or transportation of municipal waste or residual waste within the City limits shall comply with all requirements of the PA Waste Transportation & Safety Act, 25 PA Code §285, and all other relevant laws, rules, and regulations of the Commonwealth.

B. All collection vehicles transporting solid waste within the City shall:

(1) Be designed specifically for the collection and transportation of solid waste;

(2) Be of waterproof construction;

(3) Be constructed and maintained in good working condition that limits hazards and nuisances such as, but not limited to: spills, scattering of material outside the vehicle, generation and leakage of leachate, odors;

(4) Be of safe construction, without attachments, appendages, or other conditions which could create a significant safety hazard for operators, other drivers, the general public, or public or private property;

(5) Be equipped with a fire extinguisher with a current inspection;

(6) Load compartments shall be provided with drain plugs or valves at the lowest point.

C. Vehicles not specifically designed for the collection and storage of solid waste, such as pick-up trucks, box trucks, or other general service vehicles, shall only be used by licensed haulers provided that:

(1) The vehicle is properly secured such that nothing shall be strewn from the vehicle, either while in motion or while stationary;

(2) The vehicle is covered securely by a waterproof material;

(3) The vehicle is used only for the collection of:

(a) Construction/demolition waste;

(b) Recyclable materials;

(c) Waste that was not collected during regular collection by the primary collection vehicle due to a missed stop or late waste placement;

(d) Large or bulky items, or similar services.

(4) The use of the vehicle and collection activity comply with all other relevant laws, rules, and regulations of the Commonwealth.

D. Parking. Vehicles used for collecting solid waste shall, at all times, be subject to the following parking restrictions:

(1) If loaded or partially loaded:

(a) No parking or standing on any street, highway or alley at any time in excess of one hour;

(b) No off-street parking at any time in excess of two hours.

(2) If empty:

(a) No parking on any highways, streets or alleys at any time in excess of one hour;

(b) No off-street parking at any time in excess of 48 hours and no more than four hours if the vehicle is within 400 feet of an occupied dwelling or in a residential area.

(3) Permitted parking. Compliance with Chapter 600, Zoning, shall be required.

E. All vehicles shall always be kept clean and well maintained so as not to create a public nuisance or present in any way a threat to the public health and safety and shall at all times be subject to rigid inspection by any police officer or any authorized agent of the City. Additionally, all vehicles shall be kept free of graffiti.

§ 496-212. Administration; violations and penalties.

A. Authorized retrieval and responsibility therefor.

(1) Abatement and costs/billing. The City of Reading is authorized to pick up, abate and/or remove violations of this Part, including, but not limited to, items not picked up by the property's licensed hauler, placement of bags for retrieval in excess of that permitted, dumping or items placed improperly. Alternatively, the City may contract for part or all of these services. The City of Reading shall obtain documentation of such violations and note the address thereof prior to retrieval of said violations. The City, or its contractor, shall verify said violations, provide documentation of their removal, and generate an invoice for said services. The Public Works Director, or his/her designee, will coordinate with the Property Maintenance Division to issue a bill to the owner of the property from where the violation was retrieved for the costs it incurred to abate the violation. The City, or its contractor's removal of the violation and issuance of the City of a bill, therefor shall not be exclusive

remedy for abatement of such violations. The City reserves the right to undertake any additional action for such violation including but not limited to commencing any appropriate legal action to recover costs for the abatement and/or commencement of penalty proceedings as set forth herein.

(2) Means of appeal.

(a) Application for appeal. Any person aggrieved by the aforesaid procedure to abate, bill and collect costs for abatement of violations of this Part as set forth above in Subsection A(1) shall have the right to appeal to the Codes and License Appeals Board, Chapter 23 Part 14, by filing an appeal request in writing with the Property Maintenance Division Manager within 15 days after issuance of the bill for collection of costs for abatement of violation of this Part per above. An administrative fee specified in Chapter 212 Fees shall be charged for each appeal. The appeal fee shall be refunded if the appeal is approved by the Code and License Appeals Board.

(i) Administration. The Public Works Director, or his/her designee, shall take immediate action in accordance with the decision of the Board.

(b) Judicial review. Any appeal of the Board's decision shall be made to the appropriate court of jurisdiction in the manner and time required by law.

(c) Stays of enforcement. Appeals of decisions of the Board shall stay the enforcement and collection of the bill for costs of abatement of violation of this Part as provided for in Subsection A(1).

B. Violations and penalty.

(1) Prosecution of violation. In addition to abating a violation of this Part and billing for costs of said abatement as provided for in Subsection A(1) herein, at the discretion of the City of Reading, legal proceedings in the form of summary offense shall be commenced by the appropriate authority with enforcement power against any person failing to comply with the provisions of this Part and the violation shall be deemed a strict liability offense. At the discretion of the City of Reading, any action taken thereby on such premises to abate the violation shall be charged against the real estate upon which the structure is located and requested as restitution in any legal proceedings or shall be a lien upon such real estate in lieu of billing of costs for such abatement as provided for in Subsection A(1).

(2) Penalties.

(a) Any person or entity found to be in violation of any provision of this Part shall, upon first conviction, be fined not less than $50 but not more than $300 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 30 days. If costs for abatement are incurred by the City, restitution of 200% of the costs shall be awarded to the City in addition to any fines or other penalties awarded herein. Owner shall also be required to provide a receipt from a licensed trash hauler for one year of prepaid trash collection service.

(b) Upon second or subsequent offenses occurring within five years of a first offense, fines shall be doubled, to a minimum fine of $100 but not more than $600 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 30 days. If costs for abatement are incurred by the City, restitution of 200% of the costs shall be awarded to the City in addition to any fines or other penalties awarded herein. Owner shall also be required to provide a receipt from a licensed trash hauler for one year of prepaid trash collection service.

(c) Every violator of the provisions of this Part shall be deemed guilty of a separate offense for each and every day such violation shall continue and shall be subject to the penalty imposed by this section for each and every separate offense.

C. Enforcement. The City's Property Maintenance Division, Department of Public Works, the Police Department and any other City-designated enforcement officers are authorized and directed to enforce this Part. The Director of the Department of Public Works is hereby authorized and directed to promulgate and establish reasonable rules and regulations for the collection, storage and disposal of solid waste and designated recyclable materials in accordance with the terms herein and any other matters required to implement this Part. The City may change, modify, repeal or amend any portion of said rules and regulations at any time.

D. Forfeiture and seizure. Any person or entity violating relevant provisions of this Part, including collection of trash outside of the zoned collection day, may be subject to forfeiture and seizure of property as set forth in 53 P.S. § 4000.1715 and 25 Pa. Code § 271.431.

Drafted by	Solicitor
Sponsored by/Referred by	Managing Director
	Director of Public Works
Introduced on	December 13, 2021
Advertised on	December 20, 2021

BILL NO. _____ 2021

AN ORDINANCE

AMENDING THE CITY OF READING CODE, SECTION 212-136, CURBSIDE COLLECTION FEES

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

WHEREAS, the City of Reading's cost for the contracted services of solid waste collection will rise from $128.04 per unit per year in 2020 to $190.92 in 2022; and

WHEREAS, the City will fund the increased cost of contracted services for contracted services for recycling collection through a surplus generated in previous years;

WHEREAS, the City's vendor for recycling carts increases its price to the City to $50.00 for a 35 gallon cart, and $60.00 for a 65 gallon cart.

Section One: Section 212 Fees of the Code of the City of Reading is amended in accordance with Appendix "A" contained herein.

Section Two: This Ordinance shall become effective January 1, 2022.

Enacted _____, 2021

_____
Council President

Attest:

_____

City Clerk

Submitted to the Mayor: _____
Date: _____
Approved by the Mayor: _____
Date: _____
Vetoed by the Mayor: _____
Date: _____

APPENDIX A

§ 212-136. Curbside waste collection [Amended by Ord. No. 49-2020]

Description	Fee	Code Citation
Municipal waste collection fee, all services **(trash, recycling, clean city*)**	~~$270~~ **$330.00**	§ 496-203
Municipal waste collection fee, all services with senior discount	~~$135~~ **$165.00**	§ 496-203 § 496-207A
Municipal waste collection fee, recycling*	~~$90~~ **$69.40**	§ 496-208
Purchase of **additional** recycling cart, 65 gallon or similar	~~**$43**~~ **$60**	§ 496-207A
Purchase of **additional** recycling cart, 35 gallon or similar	**$~~36~~ $50**	§ 496-207A
Appeal fee	$100	§ 496-207

Drafted by: Law
Sponsored/Referred by: Councilor Sihelnik
Introduced on: December 13, 2021
Advertised on:

BILL NO._____-2021
A N O R D I N A N C E

AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT OF SALE BETWEEN THE CITY OF READING AND THE READING PARKING AUTHORITY FOR THE CITY-OWNED PROPERTY AT 623 WOOL ALLEY.

WHEREAS, The City of Reading is the legal owner of real property situate at 623 Wool Alley, Reading, Berks County, Pennsylvania; and

WHEREAS, The City of Reading proposes to sell the real property to John H. Miller and/or Real Food Farm LLC, for $500.00; and

WHEREAS, The City of Reading followed its purchasing policy by utilizing the Real Estate Review Commission; and

WHEREAS, The Managing Director has exercised his discretion under the purchasing policy to approve this sale pending City Council approval; and

WHEREAS, The purchaser plans to submit an application to consolidate this lot with several adjoining lots to build a farmer's market.

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

SECTION 1. The Mayor is authorized to execute an Agreement of Sale to the John H. Miller and/or Real Food Farm LLC for $500.

SECTION 2. This Ordinance shall be effective ten (10) days after passage, as per Home Rule Charter Sections 219 & 221.

Enacted_____, 2021

_____
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: Law
Sponsored/Referred by: Acting PW Dir
Introduced on: December 13, 2021
Advertised on:

BILL NO. _____-2021

AN ORDINANCE
AUTHORIZING CONSTRUCTION EASEMENTS ON CITY PROPERTY FOR THE FOR THE SCHUYLKILL AVENUE RAILROAD BRIDGE PROJECT

Whereas: The Schuylkill Avenue Railroad Bridge Project (PennDOT Project SR 183-05B) is an approved PennDOT bridge construction project in the City of Reading intended to improve the industrial freight track corridor for the Norfolk Southern Railway; and

Whereas: The Pennsylvania Department of Transportation (PennDOT) is currently completing the design of this project which will include the rebuilding of the Schuylkill Avenue Bridge over that railway line; and

Whereas: The City of Reading owns property that lies within the bridge reconstruction areas that will require temporary construction, slope and drainage easements from the City; and

Whereas: The City of Reading wishes to accept those easements for those intended uses.

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

Section One: That the terms, descriptions and conditions are approved for the portions of property described on the attached "Exhibit A1", titled "Right-of-Way Claim Information, Parcel No. 33", so noted for a temporary construction easement and a permanent slope easement; and "Exhibit B1", titled "Right-of-Way Claim Information, Property No. 71", so noted for a temporary construction easement and a permanent drainage easement.

Section Two: The City of Reading conveys these easements for the compensation amounts as stated on the corresponding PennDOT appraisal letters titled "Offer To Purchase and Summary of Just Compensation", Exhibits A2 and B2 respectively.

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 _____, 2021

_____

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:
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 8, 2021
REQUESTED ACTION: AMEND THE CAPITAL IMPROVEMENT FUND 2021 BUDGET TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF SCHLEGEL POOL REPAIR PROJECT

RECOMMENDATION

The Managing Director recommends the above changes in the Capital Fund budget, reflecting the funds needed to cover the cost of significant structural repairs to the Schlegel Pool.

BACKGROUND

The 2020 CIP included funding for significant structural repairs to the Shlegel Park pool.

BUDGETARY IMPACT

The authorization of the budget transfer will not impact the budget, since funds are being reallocated from an existing budgeted line item that has not been drawn down.

PREVIOUS ACTIONS

Council awarded contract for repair work to All State Technology in the amount of $1,361,420.00

SUBSEQUENT ACTION

Council to take action to approve an ordinance for the authorization to transfer funds in the amount of $500,000.00 to cover current year expenses.

RECOMMENDED BY

The Managing Director recommends approval.

Drafted by: Finance Dir
Sponsored/Referred by: Finance Dir
Introduced on: December 13, 2021
Advertised on:

BILL NO. _____-2021

AN ORDINANCE
AMENDING THE 2021 CAPITAL IMPROVEMENT FUND BUDGET ORDINANCE - TO REFLECT THE TRANSFER OF FUNDS BETWEEN EXPENDITURE ACCOUNTS TO COVER THE COST OF THE SHLEGEL PARK POOL PROJECT

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

Section One: The 2021 Capital Improvement Fund Budget Ordinance is hereby amended by changing the ordinance to provide $500,000.00 in funding needed to cover the cost of the Schlegel Park Pool project.

Section Two: The payments will be paid from the Capital Fund – Public Property – Bldg & Bldg Improvement (34-07-74-4801-000) [Project #34-07-74-110]. It will be funded by an increase of $500,000.00 to GL #34-07-74-4801 [Project #34-07-74-110] and corresponding decrease to the Parks – Bldg & Bldg Improvement budget line item (34-07-71-4801-000) in the amount of $500,000.00.

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 _____, 2021

_____
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

PUBLIC WORKS DIRECTOR

TO: City Council
FROM: Stan Rugis, Public Works Director
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 7, 2021

RECOMMENDED ACTION: Amend the Capital Improvement Fund 2021 Budget to reflect the transfer of funds between expenditures accounts to cover the costs for the LED Upgrade Project 2020.

RECOMMENDATION: Transfer $200,000.00 CIP LED Upgrade Project Funds to cover the costs of the Project to be completed in year 2021.

BACKGROUND: Project budgeted FY 2020 however work began in year 2021. Funds to be transferred for completion of Project in 2021.

BUDGETARY IMPACT: The authorization of the budget transfer will not impact the budget since funds are being allocated from an existing budgeted line item.

PREVIOUS ACTION: Council awarded Contract YR 2020.

SUBSEQUENT ACTION: Council to take action to approve an Ordinance for the authorization to transfer funds in the amount of $200,000.00 to cover the completion Project costs year 2021.

RECOMMENDED BY: Public Works Director /Operations Division Mgr

RECOMMENDED MOTION: To approve the Transfer of Funds to amend the 2021 CIP Budget.

BILL NO. _____ - 2021

AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO AMEND THE 2021 CIP BUDGET TO REFLECT THE TRANSFER OF FUNDS FROM 2020 CIP BUDGET FOR THE LED LIGHTING UPGRADE PROJECT.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The 2021 Capital Improvement Fund Budget is hereby amended by transferring $200,000.00 to the LED Lighting Project Fund Line Item from Account 34-00-00-3990 to 34-07-24-4216.

SECTION 2. 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 _____, 2021

_____
President of Council

Attest:

_____
City Clerk

Submitted to Mayor: _____
Date: _____
Received by the Mayor's Office: _____
Date: _____
Approved by Mayor: _____
Date: _____

AGENDA MEMO

PUBLIC WORKS DIRECTOR

TO: City Council
FROM: Stan Rugis, Public Works Director
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 7, 2021
RECOMMENDED ACTION: Transfer of Funds

RECOMMENDATION: Transfer $40,000.00 from 01-07-50-4216 Contracted Services to 01-07-24-4409 Maintenance Repair Street Lights.

BACKGROUND: Funds for year end Street Lighting Repairs to City owned Street Light poles as necessary.

BUDGETARY IMPACT: General Fund

PREVIOUS ACTION: None

SUBSEQUENT ACTION: None

RECOMMENDED BY: Public Works Operations Division

RECOMMENDED MOTION: To approve the Transfer of Funding for year end Street Light repairs to City owned Light Poles.

BILL NO. _____ - 2021

AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO TRANSFER FUNDS FROM THE PUBLIC WORKS ADMINISTRATION BUDGET GENERAL FUND TO THE PUBLIC WORKS TRAFFIC DIVISION BUDGET.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of $40,000 from the General Fund account code (01-07-50-4216) Contracted Services to account code (01-07-24-4409) Maintenance Repair Street Lights for the purpose of year end Street Lighting repairs.

SECTION 2. 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 _____, 2021

_____
President of Council

Attest:

_____
City Clerk

Submitted to Mayor: _____
Date: _____
Received by the Mayor's Office: _____
Date: _____
Approved by Mayor: _____
Date: _____

AGENDA MEMO
PUBLIC WORKS DIRECTOR

TO: City Council
FROM: Stan Rugis, Public Works Director
MEETING DATE: December 13, 2021
AGENDA MEMO DATE: December 7, 2021
RECOMMENDED ACTION: Transfer of Funds

RECOMMENDATION: Transfer $50,000 from 01-07-50-4216 Contracted Services to 01-07-74-4216 Contracted Services for the purpose of unforeseen Public Buildings Maintenance Repairs and other general annual contracted repair services (HVAC, Monitoring Services, Building Inspections, etc.)

BACKGROUND: To provide additional funding for Contracted Public Building Service Work as it relates to daily operational upkeep of all City Maintained Public Buildings and Property.

BUDGETARY IMPACT: General Fund

PREVIOUS ACTION: None

SUBSEQUENT ACTION: None

RECOMMENDED BY: Public Works Operations Division

RECOMMENDED MOTION: To approve the Transfer of Funding for year end to continue to make timely Vendor payments.

BILL NO. _____ - 2021

AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO TRANSFER FUNDS FROM THE PUBLIC WORKS ADMINISTRATION BUDGET GENERAL FUND TO THE PUBLIC WORKS PUBLIC BUILDINGS DIVISION BUDGET.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of $50,000 from the General Fund account code (01-07-50-4216) Contracted Services to account code (01-07-74-4216) Contracted Services for the purpose of maintaining and servicing all city owned Public Buildings and Property services year end 2021.

SECTION 2. 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 _____, 2021

_____
President of Council

Attest:

_____
City Clerk

Submitted to Mayor: _____
Date: _____
Received by the Mayor's Office: _____
Date: _____
Approved by Mayor: _____
Date: _____

Drafted by Deputy City Clerk

Sponsored by/Referred by Council Nominations and Appointments Committee

R E S O L U T I O N NO. _____-2021

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

Appointing Rogelio Flores, a Mayoral appointment, to the Youth Commission with a term ending July 1, 2023.

Adopted by Council December 13, 2021

_____
President of Council

Attest:

_____
Linda A. Kelleher
City Clerk

Drafted by Deputy City Clerk
Sponsored by/Referred by Council Nominations and Appointments Committee

R E S O L U T I O N NO. ____-2021

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

Appointing Mark Cianciosi to the Code and License Appeals Board with a term ending December 13, 2024.

Adopted by Council December 13, 2021

_____
President of Council

Attest:

_____
Linda A. Kelleher
City Clerk

Drafted by:	City Clerk/City Solicitor
Sponsored/Referred by:	City Clerk/City Solicitor
Introduced on:	Nov 29, 2021
Advertised on:	N/A

R E S O L U T I O N NO. ____-2021

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

DENYING the Conditional Use application submitted by Road To Damascus, Pastor Jessica Scott, for a temporary shelter to be located at 238 North 6th Street, Reading, PA 19601 (owner/applicant), due to the property's location within 800 feet of two (2) daycare facilities as previously listed, as per Zoning Ordinance 600-1203 I b, and the Applicant's failure to present credible evidence to satisfy its burden of proof in establishing that the proposed use is appropriate for the site in question and that the proposed use shall not adversely affect the character of the general neighborhood, or the health and safety of residents and in the general neighborhood as per Zoning Ordinance Section 600-1204.D.3, 4, and 5; as attached.

Adopted by Council _____, 2021

_____
President of Council

Attest:

_____
Linda A. Kelleher CMC
City Clerk

IN RE: APPLICATION OF	: BEFORE THE CITY COUNCIL
ROAD TO DAMASCUS	:
FOR PASTOR JESSICA SCOTT	: OF THE CITY OF READING,
FOR A TEMPORARY SHELTER AT	:
238 NORTH 6th STREET	: PENNSYLVANIA
READING, BERKS COUNTY, PA	:

DECISION OF THE CITY OF READING
CITY COUNCIL ON A CONDITIONAL USE APPLICATION

AND NOW, this 13th day of December, 2021, after a hearing held on November 16, 2021, upon the application of Pastor Jessica Scott for Road to Damascus, at 628 North 6th Street, Reading, PA 19601 (applicant), notice of such hearing having been first sent, posted and advertised in accordance with the provisions of the Pennsylvania Municipalities Planning Code and the City of Reading Zoning Ordinance, as amended, the City of Reading City Council (hereinafter "Council") renders the following decision:

FINDINGS OF FACT

City Council finds the following facts:

1. The Applicant is Pastor Jessica Scott for Road to Damascus, hereinafter Applicant.
2. The Applicant is the sole owner of 238 North 6th Street, hereinafter Subject Property, at the time of application and at the time of the hearing.
3. The Subject Property is located in the CR zoning district as that term and district is defined by the City of Reading Zoning Ordinance, as amended, hereinafter referred to as "Zoning Ordinance".
4. Applicant is seeking a Conditional Use permit to convert the Subject Property which is currently zoned as a commercial property to a temporary shelter under Zoning Ordinance 600-1203 I Residential Care Facility.
5. The Solicitor entered the agenda packet into the record as Exhibit 1, including the meeting ad, the Planning Commission resolution, the application, and the zoning staff report without objection from the Applicant's attorney.
6. The Applicant's attorney stated that Road to Damascus, is a 501c3 and wishes to operate a crisis center at this property to serve 9-10 women who are homeless or displaced from housing for some reason. He stated that the women are able to stay at the facility for 14 days minimum or a maximum of 60-90 days. Those staying longer than 14 days will be charged rent. He stated that the applicant also owns 234 N 6th

which adjoins 238 N 6th St. He stated that the rear lot provides 20 off-street parking spaces for both properties.

7. The Applicant's Attorney stated that the clients are required to receive weekly spiritual counseling, interact with the staff, provide photo ID, be out and about in the community by 8 am daily and return to the facility before lockdown begins at 8 pm. This will be a non-smoking facility. He also stated that clients will be helped with advancement programming, receive medical assistance from a nurse, and receive life skill assistance to help them prepare a resume and seek employment, etc. which will allow them to relocate into their own housing within 60-90 days.
8. The Applicant's attorney stated that the Applicant has been working with the City Fire Marshal to upgrade the current sprinkler system and no other property improvements are planned.
9. The Applicant's attorney stated that the application is for a temporary shelter as clients are limited to staying at the facility for no longer than 90 days and contribute to household costs after 2 weeks. He noted that the emphasis will be on having the clients save money that will allow them to move into other housing. He added that the program is for women who have been displaced from their housing for some reason.
10. The Applicant's attorney stated that clients will be required to leave the facility each morning by 8 am for work or other activities and the building will go into lock down at 8 pm. There will be 24 hour supervision but no live-in supervision.
11. The Applicant, in response to a question, stated that the amount of rent depends on how much the client earns from their employment. As an example she stated that if someone earns $400 a week they would be expected to pay $150-200 rent a week. She stated that the goal is to have the women save money so they can afford to move into their own housing.
12. In response to a question, the Applicant's attorney stated that the facility has three (3) private bedrooms and a common bath, living area and kitchen on each floor, allowing the Applicant to house up to 10 women with doubling up in one bedroom. Children will not be permitted.
13. In response to a question, the Applicant's attorney stated that the Applicant has not operated a similar use to date and has researched similar programs for a few years.
14. In response to a question, the Applicant stated that this program is geared to help women who have some means to successfully move on within a 60-90 day timeline, not those who are perpetually homeless and require advanced stays. Those who do not have the means to successfully move on within the 60-90 day timeline will be referred to other programs.
15. In response to a question, the Applicant stated that women having substance abuse issues or addictions will be referred into the Team Challenge program for evaluation. She added that there will be a medical director on call who can provide COVID testing and other medical services. The Applicant's attorney added that this program is not

designed as a detox facility or a facility that will take in clients after they complete a detox program. This is a program for women who have the ability to gain employment and move into their own housing within a 60-90 day period.

16. In response to a question the Applicant stated that the program will have 24 hour supervision by hired employees, but not live-in supervision.
17. The Zoning Administrator stated that the Planning Commission recommends approving this application. He noted that the 20 space rear off-street parking lot provides ample parking for this and the adjoining building also owned by Road to Damascus.
18. The Zoning Administrator asked Council to consider adding the following conditions from the staff report (CU 2021-03) if the use is approved:

a. The Applicant shall comply with all provisions applicable to a residential care facility as specified by the Zoning Ordinance.

b. Applicant shall install security cameras and a security system at the Subject Property and adjacent properties in common ownership.

c. Public curb and sidewalk and other walkways throughout and adjacent to the site shall be repaired and maintained in accordance with City standards.

d. The building façade shall be maintained in accordance with City standards.

e. In consultation with Planning staff, Applicant shall submit a Minor Land Development and/or Annexation Plan with the City of Reading Planning Commission to address the provisions required by the Subdivision and Land Development Ordinance, including: neighborhood revitalization; architectural enhancement; vehicular and pedestrian site accessibility; curbs and sidewalks; driveways; off-street parking; stormwater management; sanitary sewage disposal; water supply; utilities; landscaping and street trees; solid waste disposal; and other supplemental requirements that may apply to the proposed use.

f. Architectural plans, rendering and/or elevations shall be submitted in order to demonstrate compliance with applicable code requirements.

g. All sanitary sewage disposal issues shall be resolved to the satisfaction of the City of Reading, including the reservation, permitting, installation and connection of the required sanitary sewage disposal improvements. If required by the Department of Public Works, sewer planning modules shall be submitted to the City of Reading in accordance with the provisions specified by the City of Reading, Pennsylvania Department of Environmental Protection, and other agencies with jurisdiction.

h. All water supply issues shall be resolved to the satisfaction of the City of Reading, including the reservation, permitting, installation and connection of the required water supply improvements

i. All proposed signs shall be located, designed, permitted and installed in accordance with the provisions specified by the City of Reading.

k. The appropriate building and zoning permits shall be prepared and submitted to address all building code requirements for the proposed residential apartment units.

j. The building shall comply with all fire, safety and accessibility requirements specified by the City of Reading prior to occupancy.

k. The Applicant shall provide all licenses that are required by law for the ownership and/or operation of the facility.

The Zoning Administrator further stated that as per Condition (a), The Applicant shall comply with all provisions applicable to a residential care facility as specified by the Zoning Ordinance. Zoning section 600-1203 I states that:

I. Residential care facility, including group care facilities and group care institutions. See the zoning district regulations concerning which types are allowed in various districts.

(1) The following standards shall be for all residential care facilities:

(a) A site plan and architectural plans, drawn to scale, shall be submitted. These plans shall show the location and dimensions of off-street parking, private entrances, walkways, landscaping, the dimensions and square footage of each room and storage space and shall indicate the intended use of each room.

(b) No residential care facility shall be located within 800 feet of another group care facility, group institution, school, day-care home, or day-care center.

(c) One off-street parking space shall be provided per employee computed on the basis of the estimated maximum number of employees at any one time, plus one space for each four patient/client beds.

(d) The premises at which the residential care facility is located shall be owned or leased by the social service agency sponsoring the group care facility.

(e) The sponsoring entity shall document to the Zoning Administrator that all building, fire, plumbing, heating, electrical and similar systems meet the standards set by the City and by the Commonwealth of Pennsylvania.

(f) See also § 600-1201B.

(2) The following standards are for all group care facilities:

(a) Group care facilities, by design and intent, shall provide for the temporary needs of transient residents.

(b) No group care facility shall have more than nine residents at any given time, not including live-in supervisors. **[Amended 12-16-2013 by Ord. No. 83-2013]**

(c) The only physical changes to the dwelling shall be those required by law. When the use is abandoned, any subsequent use shall conform to permitted uses in that zoning district.

(d) No more than two live-in supervisors shall reside in the group care facility.

(e) Although live-in supervision is not required, the sponsoring social service agency shall document to the Board that the agency shall provide the residents of the group care facility with the physical safety and the emotional support they require. Because residents of a group care facility are likely to be suffering from personal crises, some form of immediate contact with a counselor should be available at all hours. Likewise, immediate contact with sponsoring social service agency should be available to members of the public who may be in need of the services of the group care facility.

(3) The following standards are for all group care institutions.

(a) The group institution, by design and intent, shall provide for the long-term needs of its residents and shall not accommodate the needs of transient individuals.

(b) A licensed physician, psychologist, counselor or social worker in the employ of or under contract to the social service agency shall be responsible for the assignment of residents to the group institution.

(c) At least one supervisor shall be on call during all hours during which any resident of the group institution is on the premises.

(d) The dwelling unit shall not be altered in any manner that would change the original dwelling unit character of the group institution.

19. A neighbor with standing to testify stated that 238 N 6th Street currently has a Free Food sign which has caused increased foot and vehicular traffic. He stated that he recently witnessed a truck parked in front of the properties handing out food to pedestrians and passing vehicles which created traffic jams and public safety issues for the neighborhood. He expressed the belief that the 20 space lot is for 238 N 6th only. He inquired if the food truck could be relocated to the parking lot which would alleviate the traffic issues on N. 6th Street.

20. The neighbor also stated that there is another similar type of use located at the end of the block. The Zoning Administrator confirmed that there are two (2) daycare facilities located within 800 feet of 238 N 6th St - Happy Kidz (daycare) located at 213 & 215 N. 6th St. and Babies N Motion Day Care Center located at 502 Walnut St.

21. In rebuttal, the Applicant stated that a food program started at 234 N 6th St. property during the school year during COVID to make sure school aged children had access to food through the Chosen 300 program. She stated that there is a sign on 234 N 6th St. regarding free food as that is a service offered by an organization that is located on the 2nd floor of 234 N 6th, noting that there are two (2) businesses operating in 234 N 6th St. She stated that individuals are able to come in to pick up a food box, noting that the individuals are usually redirected to the rear parking lot to gain entry to the building.

22. The Applicant stated that there are no church services conducted at either building as she has a church in Pottstown. She stated that there are also two (2) businesses operating at these properties – the food program is no longer operating and the free food sign is on 234 N 6th St. She stated that every Monday, Wednesday and Friday the homeless are invited in for a hot meal. She noted that food is cooked at the building and that she has a Safe Serve certificate from the State.

DISCUSSION

The Applicant is seeking approval of a Conditional Use Permit to convert the Subject Property from a commercial property to a temporary shelter under Zoning Ordinance 600-1203 I.

FINDINGS OF FACT, CONCLUSIONS OF LAW AND DECISION

1. The Subject Property at 238 North 6th Street is located in the CR Zoning District.
2. The Hearing was held on November 16, 2021.
3. The Applicant is seeking approval of a Conditional Use Permit to convert the Subject Property from a commercial property to a temporary shelter.
4. The burden of proof for an application for a Conditional Use is upon the Applicant.
5. Applicant failed to present credible evidence to satisfy its burden of proof in establishing that the proposed use is appropriate for the site in question and that the proposed use shall not adversely affect the character of the general neighborhood, or the health and safety of residents and in the general neighborhood as per Zoning Ordinance Section 600-1204.D.3, 4, and 5
6. City of Reading City Council is permitted to grant Conditional Uses, with conditions and other relief, as set forth in the Zoning Ordinance of the City of Reading and Pennsylvania Municipalities Planning Code.
7. After reviewing the Applicant's request in detail and considering testimony at the hearing, City Council DENIES the application of Pastor Jessica Scott for Road to

Damascus, a 501c3 organization, at 238 North 6th Street, Reading, PA 19601 for a residential care facility as follows:

a. The application is denied as the Applicant failed to present credible evidence to satisfy its burden of proof in establishing that the proposed use is appropriate for the site in question and that the proposed use shall not adversely affect the character of the general neighborhood, or the health and safety of residents and in the general neighborhood as per Zoning Ordinance Section 600-1204.D.3, 4, and 5; and

b. The application is denied as this property is within 800 feet of two (2) properties zoned for daycare facilities - Happy Kidz (daycare) located at 213 & 215 N. 6th St. and Babies N Motion Day Care Center located at 502 Walnut St - which is prohibited by Zoning Ordinance Section 600-1203 I b.

This is the decision of the City of Reading City Council by a vote of ___ to ___.