



CITY COUNCIL

Nominations and Appointments

Committee

Monday, April 19, 2021
4:00 pm

The Nominations and Appointments Committee will meet as needed to address nominations and appointments to the City's boards, authorities and commissions.

Due to the COVID-19 Emergency Declaration, the public is prohibited from attending the meeting. Public comment will only be accepted in writing through an email to michelle.smith@readingpa.gov. Public comment must be submitted by 3:00 pm on day of the meeting to allow time to print and distribute the comment submitted. The comment received will be read into the record. Those wishing to make comment at the meeting must register prior to the start of the meeting.

Join Zoom Meeting

<https://readingpa.zoom.us/j/4192926522?pwd=M0dBTXh6SnNvOHppU1paMm9zUW0xZz09>

Meeting ID: 419 292 6522

Passcode: 972205

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 646 558 8656 US (New York)

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Meeting ID: 419 292 6522

Passcode: 972205

I. Interviews

4:00 - Ann Sellers - reappointment - Environmental Advisory Council

4:15 - Ryan Yanchocik - appointment - Recreation Commission

4:30 - Samantha Martinez-Escobar - appointment - Youth Commission

- II. **Appointment Recommendations**
- III. **Citizens Initiative Commission** – see page 6
- IV. **Background Clearance Update** – see page 14
- V. **Review Pending Applications Memo** (see page 7), **BAC Openings** (see page 10) & **Board, Authority, Commission Membership**

Reading Environmental Advisory Council (EAC) Facts

The EAC was formed by Bill No. 25-2007 to study environmental and sustainability issues at the request of City Council and make recommendations to Council on those issues. The EAC will work with City Council in an advisory capacity in an effort to help Council analyze environmental and sustainability issues and, when appropriate, issue recommendations on courses of action necessary to protect the health, safety and welfare of the residents of Berks County.

The EAC may advise and make recommendations to City Council, City Administration, and City boards, authorities and commissions on policies and programs that infuse the work of City government with an operating philosophy based on environmental protection and sustainability, make recommendations as to the possible use of open land areas within the City of Reading, and promote community environmental awareness programs.

EAC Questions for New Applicants

1. What is the purpose of the EAC?
2. The EAC currently meets on the 4th Tuesday of each month at noon. Will you be able to regularly attend those meetings?
3. Why are you interested in serving on the EAC?
4. What environmental issues would you like to have addressed?
5. Do you have experience with environmental issues or projects?

EAC Questions for Reappointments

1. Are you able to regularly attend meetings?
2. What does the EAC do well?
3. In what areas or ways does the EAC need to improve?
4. Are there any issues that the City could assist with?
5. Describe an initiative the EAC has worked on within the past year.
6. In what ways could the EAC improve the way it operates?

Reading Recreation Commission Facts

The Recreation Commission was formed through an inter-municipal agreement with the Reading School District to provide a mechanism to adequately and efficiently maintain community recreation services and facilities and to organize, manage and supervise recreational and educational programs, with a primary focus and emphasis on programs for youth, within the political boundaries of the City and the School District.

New Applicant Questions - Recreation Commission Questions

1. What is the purpose of the Recreation Commission?
2. The Recreation Commission currently meets on the 2nd Tuesday of each month at 7 pm? Will you be able to regularly attend those meetings?
3. Why are you interested in serving on the Recreation Commission?
4. How do recreation programs benefit Reading?
5. Do you have experience with recreation or athletic programs?

Reappointment Questions - Recreation Commission Questions

1. The Recreation Commission currently meets on the 2nd Tuesday of each month. Are you able to regularly attend those meetings?
2. What does the Recreation Commission do well?
3. In what areas or ways does the Recreation Commission need to improve?
4. Are there any issues that City Council could assist with?

Youth Commission Facts

It is the purpose and intent of the City Council to establish a City of Reading Youth Commission [Commission]. The Commission will serve as an advisory body to the Mayor, City Council, and Managing Director on issues of interest to youth and pertaining to youth in the City of Reading. Youth and young adults are impacted by the decisions of City officials, but seldom have the opportunity to directly participate in the process. Establishment of a Commission will facilitate the participation of youth and young adults in local government, as well as provide City officials an opportunity to hear and address their ideas and concerns.

Youth Commission Questions for New Applicants

1. What is the purpose of the Youth Commission?
2. Why are you interested in serving on the Youth Commission?
3. Will you be able to regularly attend meetings?
4. What would you like to see the Youth Commission accomplish?
5. What concerns do you have?

Youth Commission Questions for Reappointments

1. Do you regularly attend meetings?
2. What has the Youth Commission accomplished?
3. What issues need to be addressed?
4. Has City leadership been responsive to Youth Commission recommendations?
5. Have conditions improved?

Part 3

Citizen's Initiative Commission

[Adopted 5-22-17 by Ord. 46-2017]

§ 23-301. Creation.

City Council creates a Citizen Initiative Commission to act as a communication vehicle between City government and City residents on City-wide policies and issues related to neighborhood quality of life and economic health programs as well as assisting in an advisory capacity with any other community issues or programs.

§ 23-302. Purpose.

The Citizens Initiative Commission shall work to improve the overall effectiveness of local government by:

- A. Recommending policy changes to the Administration and legislative recommendations to City Council.
- B. Suggesting operational improvements to the Administration.
- C. Educating the general public on the mechanics of City government, as well as the status of major issues being addressed by City government.
- D. Shall dedicate one session annually to review the Charter.

§ 23-303. Citizen Initiatives Commission Appointments.

- A. Two members of City Council shall be appointed by City Council as liaisons to the Commission.
- B. Three citizens shall be appointed by the Mayor for four-year terms and affirmed by City Council.
- C. Six citizens, one citizen nominated by each of the six District Councilors shall be appointed by City Council for four-year terms.
- D. Each member shall continue to serve until a successor is duly appointed or until some other formal action is taken by Council.
- E. The terms of the initial members shall be staggered, with one member serving a term of one year, one member serving for two years, and one members serving for three years.
- F. Members may be appointed to successive terms with no term limits.
- G. A simple majority shall constitute a quorum.
- H. Any member absent from three consecutive regularly scheduled meetings shall be recommended to Council for formal dismissal.
- I. All appointees must have been City residents for a minimum of one year prior to their appointment and they must remain a City resident to remain a viable member of the Citizens Initiative Commission.

§ 23-304. Officers.

- A. The Commission will establish their own operational procedures and elect both a Chairman and Vice Chairman to facilitate committee activities.

B. The Chair shall preside at all meetings of the Commission and shall have the duties and powers normally invested in the office of Chair. He or she shall enforce the adopted operational procedures and regulations of the Commission and shall be the official spokesperson for the Commission,

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

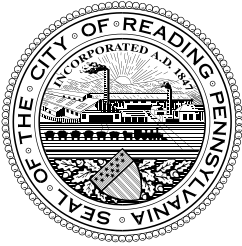
D. The Commission shall elect a Secretary who will be responsible for keeping the official minutes of the Commission and for preparing all correspondence on behalf of the Commission.

§ 23-305. Meetings.

A. All Citizens Initiative Commission meetings shall adhere to State regulations as defined in the Act of June 3, 1986, P.L. 388, No. 84, known as the "Sunshine Act," 65 Pa.C.S. §§ 701 et seq.

B. Regular meetings of the Commission shall be determined by the membership. Notices of meetings will be posted on the City of Reading website.

C. Minutes from meetings will be kept and copies of the meeting minutes will be sent to the City Clerk's office when they are distributed to the members.



MEMORANDUM

TO: Nominations and Appointments Committee
FROM: Shelly Smith, Deputy City Clerk
DATE: April 19, 2021
SUBJECT: Pending Applications

The following persons have applications for Boards, Authorities, and Commissions pending:

Recreation Commission – *2 open seats (2 citizen members)*

- Deja Harris – appointment – additional clearances submitted
- Ryan Yanchocik – appointment – additional clearances submitted – has Mayoral approval
- Mark Falter Jr – appointment – additional clearances submitted – **sent to Mayor Feb 2021**
- Endaisha Thornton – appointment – additional clearances needed

Citizens Initiative Commission – *11 open seats (1 per Council District; 3 at large)*

- **Tonya Butler** – appointment – has Mayoral approval

Youth Commission – *5 open seats (1 District 1, 1 District 2, 1 District 3, 1 District 5, 2 Mayoral)*

- Samantha Martinez-Escobar – appointment – District 2 – has Mayoral approval
- Adorelis Medina – appointment – District 3 – has Mayoral approval
- Serenity Plaza – appointment – District 5 – has Mayoral approval

Environmental Advisory Council – *2 expired terms; 2 open seats (7 members)*

- **Ann Sellers** – reappointment – has Mayoral approval
- **Ralph Johnson** – appointment – sent to Mayor Feb 2021
- **Bryan Haag** – appointment – sent to Mayor Feb 2021
- **William McMahon Jr** - appointment

Blighted Property Review Committee – *1 open seat (7 members)*

- **Endaisha Thornton** – appointment – sent to Mayor April 2021

Board of Health – *1 open seat with environmental health background; 2 open alternate seats (5 members)*

- **Becky Ellis** – resident alternate – appointment – sent to Mayor March 2021
- **Lynanne Bohn** – Environmental Health position – appointment – sent to Mayor April 2021

Diversity Board – *resident seats filled*

- **Elta Jackson-Henry** – NAACP representative - appointment – has Mayoral approval

Plumbing Board – *2 expired terms, 1 open seat (7 members)*

- **Donald Snyder** - appointment

BOARDS, AUTHORITIES & COMMISSIONS

OPEN SEATS

APRIL 19, 2021

Board, Authority & Commission	Mayor appointment w/ Council approval	Mayor appointment	Council appointment
BOARDS			
Electrician's Examining Board Must be master Electrician	Board full		
Plumbing Board of Examiners Must be master Plumber	3 openings		
	1 application pending		
Reading HVAC Board Must have master license	6 openings		
Zoning Hearing Board			2 alternate openings
Police Civil Service Board			Board full
Fire Civil Service Board			1 opening
Board of Historical Architectural Review			5 openings Realtor & Historic District Openings & Trades Professional
Board of Trustees of the Reading Public Library			City positions filled

Board of Health	1 opening – Environmental Health		
	2 alternate openings		
	2 applications pending		
Board of Ethics			
	Board full		
Building/Fire Code Board of Appeals	3 openings		
	2 alternate openings		
	Bldg/Trade experience		
Animal Control Board			
	3 openings		
Charter Board			
	2 openings		
Code & License Appeals Board		1 opening	
		1 alternate opening	2 alternate openings
Diversity Board			1 opening - NAACP rep
			1 application pending
Pagoda Foundation			
		Mayoral Appointments filled	2 openings
Conversion Therapy Mental Health Services Appeals Board	3 openings		

AUTHORITIES			
Reading Area Water Authority			Board full
Reading Redevelopment Authority		Board full	
Reading Housing Authority	1 opening		
Reading Parking Authority		Board full	
Convention Center Authority			City positions full
COMMISSIONS			
Planning Commission	Board Full		
Shade Tree Commission	1 opening		
Stadium Commission	Board Full		
Reading Human Relations Commission		2 openings	
Blighted Property Review Committee	1 opening		
	1 application pending		

Environmental Advisory Council			4 openings
			4 applications pending
Recreation Commission			
	2 City openings		
	4 applications pending		
Audit Committee			
			Board full
Citizens Initiative Commission			
		3 openings	6 openings – 1 per City Council District
			1 application pending
Youth Commission		2 openings	3 openings – Districts 2, 3, 5
		2 applications pending	3 applications pending
Downtown Revitalization P3		Positions full	1 alternate opening

Name	BAC	Clearances Received
Deja Harris	Recreation Commission	Received
Ryan Yanchocik	Recreation Commission	Received
Mark Falter	Recreation Commission	Received
Endaisha Thornton	Recreation Commission	