

ACT 47 CITIZENS ADVISORY BOARD

7 pm, November 3, 2011

Penn Room
1st Floor City Hall
815 Washington Street Reading Pennsylvania

Draft _3 MINUTES.

Attending: Mr. Chris Fegley, Ms. Ann Sheehan, Rev. Fred Opalinski, Ms. Geraldine Westley, Ms. Vera Ellison, Mr. Peter Delinko, Mr. James Reber, Ms. Pam Cianciosi, Ms. Candice Mayton, Dr. Gary Wegman, Ms. Sarah Jacobson, Mr. Don Zeigler.

Those not in attendance: Dr. William Bender.

Guests: Mr. Eron Lloyd and Mr. Frank Denbowski

1. Call to order and introductions. Frank Denbowski, Mayor's Chief of Staff.
2. Adoption of current agenda. Amendments: The assembly asked that #3 under New Business "Task Groups Formation" be removed. Ms. Vera Ellison made the motion to accept agenda as amended; Dr. Gary Wegman made the second. The agenda as amended was passed with Mr. Don Zeigler objection.
3. Adoption of last meeting's minutes was passed with few amendments. Ms. Sarah Jacobson's, Rev. Fred Opalinski's and Mr. Don Ziegler's names were misspelled and corrected. Mr. Peter Delinko made the motion as amended with Mr. James Reber second. The motion to accept minutes as amended passed without objection.

OLD BUSINESS.

1. VOTE: Nominees for Executive Committee, included the following members: Board President: Ms. Candice Mayton, Board Vice President: Ms. Sarah Jacobson, Board Secretary/Treasurer: Mr. Chris Fegley. There were no additional nominations. The slate of candidates was approved and duly elected without objection.
2. VOTE: A quorum shall be a majority of the appointed members of the Citizens Advisory Board (half of membership plus one), it shall be 7 (seven) members. Mr. Chris Fegley spoke in favor of the motion with no one speaking in opposition. Rev. Fred Opalinski brought the motion, with a second from Mr. Pete Delinko. There were no motions to amend. The motion passed without objection.
3. VOTE: Minutes shall be drafted by the Citizens Advisory Board Secretary, presented to the Citizens Advisory Board at the following regular meeting for additions, amendments and adoption. The Secretary will submit adopted minutes to the City Clerk's office to be held for the public, for Council and for the Administration. Mr. Chris Fegley spoke in favor of the motion with no one speaking in opposition. There were no motions to amend. Ms. Sarah Jacobson brought the motion with a second from Mr. James Reber. The motion passed without objection.
4. VOTE: The following guests shall be invited to CAB meetings to provide background on

Reading Act 47 process: Dean Kaplan from Public Financial Management, Inc.; Carl Geffken, Managing Director of the City of Reading; John Kromer, Act 47 Consultant to the City on November 17th; and the next Mayor Elect. Amendments included adding the next City Council President prior to calling the vote, Mr. Carl Geffken's name was struck from the list with "Managing Director" remaining, the date of November 17th was removed from Dr. John Kromer's visit to be rescheduled for a later date. Any member from the County Commission was added to the invitation list prior to the vote being called. Ms. Ann Sheehan spoke in favor of motion. Ms. Candice Mayton spoke to amend. Dr. Gary Wegman brought the motion as amended with a second from Ms. Candice Mayton. The motion as amended AND passed without objection.

5. VOTE: A standard set of questions regarding Reading's Act 47 process will be sent to guests ahead of the meeting that a particular guest is invited to attend. Mr. Delinko spoke in favor of the motion. Dr. Wegman spoke to amend. The amendments read, "A set of questions regarding Reading's Act 47 process shall be determined by the membership and solicited from members by an ad hoc committee to be drafted for the approval of the entire assembly and sent to guests ahead of the meeting in which the guest is invited." Ms. Geraldine Westley brought the motion as amended with a second from Ms. Candice Mayton. The motion passed without objection.

6. VOTE: The Citizens Advisory Board shall have only one committee, the Executive Committee consisting of a President, Vice President and a Secretary-Treasurer. Mr. Chris Fegley spoke in favor of the motion. No member was opposed. There were no amendments to the motion. Ms. Ann Sheehan brought the motion; Mr. James Reber second. The motion passed without objection.

7. VOTE: The Citizens Advisory Board shall establish task groups as needed (ad hoc) to focus on specific priorities within the Act 47 plan. An amendment was brought to strike the motion after the words "as needed..." The final motion read, "The Citizens Advisory Board shall establish task groups." The motion to accept as amended was brought by Ms. Candice Mayton with Ms. Ann Sheehan second. The motion as amended passed without objection.

The assembly then heard from guest speaker Mr. Eron Lloyd.

NEW BUSINESS (votes to be taken at next meeting).

1. The first item of new business was struck from the agenda, "The following questions will be asked of each guest invited to speak to the the Citizen's Advisory Board."

2. The second item of new business, "The Citizen's Advisory Board directs the Secretary to send a correspondence to City Council and the Mayors offices offering our assistance in formulating suggestions regarding Act 47 and in seeking clarity on any issues that they may have (see attachment #1)" was reviewed and amended to include a mention of the need to hold a Town Hall meeting as outlined in the Act 47 Recover Plan adopted by the Mayor and Council (Item CC02 on page 87 of the Plan).

3. Consistent with #7 above, the following task groups shall be formed to focus on Act 47 related priorities. A "Questions Committee" was formed to focus on, "A set of questions regarding Reading's Act 47 process shall be determined by the membership and solicited from members by an ad hoc committee to be drafted for the approval of the entire assembly and sent to guests ahead of the meeting in which the guest is invited." Committee members shall be Ms. Sarah Jacobson and Ms. Candice Mayton. This motion was previously struck from the agenda and therefore out of order.

4. Other business included a proposal to ask if the Managing Director's Office will provide monthly updates on the progress of the Act 47 Recovery Plan. This item will be added to the next agenda scheduled for 7 PM, November 17th at the Penn Room in City Hall for deliberation and vote.

5. Other business also included a discussion about funding travel for a task group of the Citizen's Advisory Board to visit other Act 47 communities in the Commonwealth. Several members shared their concerns and some suggested using internet technology to hold video conferences instead. The discussion will be added to new business at the meeting on November 17th.

MOTION TO ADJOURN was brought by Mr. James Reber with a second from Mr. Peter Delinko. There were no amendments, nor objections.

ATTACHMENT #1
Correspondence to Council and Mayor
(as sent)

Candice Mayton, President
Act 47 Citizens Advisory Board
City of Reading, Pennsylvania
815 Washington Street
Reading, PA. 19601

November 6, 2011

Honorable Thomas McMahon and Members of Council:

It is my privilege to write to you announcing the commencement of the Act 47 Citizen's Advisory Board of the City of Reading. We convened our first meeting on October 20th and began establishing rules and committees in order to fulfill our mandate to “advise the Mayor and Council on city-wide policies and plans as they relate to community development and overall economic development programs. As well as assisting in an advisory capacity with other community issues or programs, which the Mayor and City Council deem citizen participation necessary and beneficial.”

To that end, the Board has directed me and the Board Secretary to formally offer our assistance to Council and the Administration on issues pertaining to economic and community development issues especially as they relate to the Act 47 recovery plan. Since the plan itself is nearly 300 pages long, we have decided to meet bi-weekly until the start of the new year in an effort to discern all that we need to learn in our roles as advisors.

A specific effort that may be of interest to Council and the Administration is that the Board will invite many of the experts who played a role in the drafting of the recovery plan. Those experts include: Managing Director of the City of Reading; John Kromer, Act 47 Consultant to the City; and the next Mayor Elect and the next Council President. Members of the Board also expressed an interest in speaking to a representative from another Act 47 Community in Pennsylvania. We have also invited Mr. Eron Lloyd to provide background on the Act 47 process to date.

If any of you have specific questions or observations for the guest speakers that we invite, please feel free to contact the Community Advisory Board through Frank Denbowski in the Mayor's office. To date, Mr. Denbowski has proved to be a valuable resource to the work of our Board.

In addition, I write on behalf of all the Citizen's Advisory Board members, in thanking the Mayor, his staff, the Administrative Committee of City Council and City Clerk, Linda Kelleher's staff for their diligence and support during the nomination process. If you have any questions, please feel free to contact our Board Secretary, Chris Fegley by calling 484 334-4478 or via electronic mail at chrisfegley@verizon.net.

Sincerely,

Candice Mayton
President
Act 47 Citizens Advisory Board
cc: City Clerk