



CITY COUNCIL

Committee of the Whole

Monday, September 22, 2008

Council Office

5:00p.m.

Agenda

- | | | |
|-------------|---|----------------|
| I. | Executive Session | 5:00 pm |
| II. | WWTP – 19th Ward PS and Force Main | 5:30 pm |
| III. | Memo of Understanding - WWTP | 6:00 pm |
| IV. | Zoning Amendment Committee | 6:15 pm |
| V. | Agenda Review | 6:45 pm |

**MEMORANDUM OF UNDERSTANDING
WASTE WATER TREATMENT PLANT AND
CONSENT DECREE**

This Memorandum of Understanding entered into this _____ day of _____, 2008, by and between the City of Reading Administration and the City of Reading City Council.

WITNESSETH:

WHEREAS, the Council of the City of Reading and the Administration of the City of Reading have a shared responsibility to insure compliance with the Consent Decree (include specific title of consent decree)

WHEREAS, the Council of the City of Reading and the Administration of the City of Reading acknowledge that failure to comply with the timetable for waste water treatment plant rebuilding as specified in the Consent Decree will result in the Federal Court imposing financial penalties on the City;

NOW THEREFORE, in consideration of the mutual agreements contained in this Memorandum of Understanding, the Council of the City of Reading and the Administration of the City of Reading in order to comply with all stipulations contained in the Consent Decree, agree to the following:

Responsibilities of Administration

1. That the Administration will establish a timeline for compliance which includes both construction and financing components and will review these timelines on a monthly basis with City Council during Public Works meetings and if requested with City Council during the Committee of the Whole meeting.
2. That the Administration will provide City Council with a written copy of each Request for Proposal to be issued in respect to Consent Decree no less than two weeks before issuance.

3. That the Administration, at the time of the issuance of the Request for Proposal, will provide a written description of the Request for Proposal review process.

This description will include members of the Review Committee for each Request for Proposal, the rationale for the selection of members, timelines for review, legal restrictions of disclosure of Request of Proposal content, and criteria for selection of successful bidder.

4. That the Administration will notify City Council of proposals received for each Request for Proposal and update City Council of the status of the review process.
5. That the Administration will present recommendations for the successful bidder for each Request for Proposal. This recommendation will include a briefing on the selected vendor, rationale for selection and any legal requirements that impact on the recommendation.
6. That the Administration will respond to all questions/concerns from City Council at the meeting the questions are being addressed and if not possible to respond at the meeting, provide a response to the question within the next five business days to the City Clerk to disseminate to all City Council members.

Responsibilities of City Council

1. Upon a review of the construction and financing timelines, Request for Proposal content, and/or bidding processes, City Council will provide written questions within one week of meeting presentation. If the questions and/or feedback are requested following the meeting, these questions should be directed through the City Clerk and disseminated to all City Council members.
2. Authorizing the President of Council to designate a Council representative on each RFP Review Committee for the WWTP Project. This designated Council member will attend all RFP review meetings and have all rights of a committee member; however, will not have voting privileges for award of contract. The designee will be bound by all confidentiality standards required of all committee members regarding disclosure of bidding documents.

The designated Council member must provide a report back to the body of Council at either their Committee of the Whole meeting or at the Public Works Committee meeting.

3. Authorizing City Council to create a Citizen Oversight Committee of no less than five (5) or more than seven (7) members to be appointed by City Council to serve for the duration of the waste water treatment plant project and consent decree.

CITY OF READING ADMINISTRATION

By: _____
Thomas M. McMahon, Mayor

CITY OF READING CITY COUNCIL

By: _____
Vaughn Spencer, Council President

Attest:

By: _____
Linda Kelleher, City Clerk

BILL N O. _____-2008

A N O R D I N A N C E

AN ORDINANCE CREATING A COMMITTEE TO ASSIST, GUIDE AND PARTICIPATE IN THE AMENDING, REVISING AND REWRITING OF THE CITY OF READING ZONING ORDINANCE, SUBDIVISION AND LAND DEVELOPMENT ORDINANCE (SALDO) AND OFFICIAL MAP

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

SECTION 1. A Committee is hereby formed to assist, guide and participate in the amending, revising and rewriting of the City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official Map.

Said committee shall consist of the following:

Two (2) representatives of the City of Reading City Council,

Two (2) representatives of the City of Reading Zoning Hearing Board,

Two (2) representatives of the City of Reading Planning Commission,

One (1) realtor whom either resides in the City of Reading, has a significant business interest in the City of Reading or a principal office in the City of Reading, and

One (1) attorney whom practice emphasizes in municipal law / solicitor work not employed or contracted with the City of Reading which either resides in the City of Reading, has a significant business interest in the City of Reading or a principal office in the City of Reading.

Representatives of City Council, Zoning Hearing Board and Planning Commission shall be appointed by their respective council, board or commission. Such council, boards or commission may appoint an alternate should one (1) of the appointed persons shall be unable to attend. The other members shall be appointed by the City of Reading City Council.

The City of Reading Engineer, Planner, Zoning Administrator, and Solicitor or their designee shall serve the Committee in an advisory non voting status.

All aforesaid persons shall work with the Consultant retained by the City of Reading, Urban Research and Development Corporation in developing, drafting, amending, and similar matters of the City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official Map.

The Committee shall act in an advisory capacity by providing guidance including undertaking of votes on issues as to direction of the City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official Map. It is anticipated that the Committee shall be meet on a regular monthly basis until completion of the draft City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official

Map. The Committee shall be disbanded and this Ordinance repealed three (3) months after adoption of the City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official Map.

Adoption of any revision to the City of Reading Zoning Ordinance, Subdivision and Land Development Ordinance (SALDO) and Official Map shall be in accordance with the Pennsylvania Municipalities Planning Code 53 P.S. §10101 et seq and the City of Reading Codified Ordinances.

SECTION 2. Effectiveness of Ordinance. This Ordinance will become effective in accordance with Charter Section 219.

Enacted _____, 2008

President of Council

Attest:

City Clerk
(LAW)

Submitted to Mayor: _____
Date: _____

Received by the Mayor's Office: _____
Date: _____

Approved by Mayor: _____
Date: _____

Vetoed by Mayor: _____
Date: _____