



CITY COUNCIL

Committee of the Whole

Monday, February 8, 2010

Council Office

5:00 pm

Agenda

- I. Discussion - Airport Authority Appointment and Fire Training Center Land Lease

- II. Legislation Tabled at Jan 25th Regular Meeting
 - A. **Resolution No. 8- 2010** - authorizing amending the FFY2010 CDBG Action Plan by moving the Recreation Activity For Teens Program from the Millmont Elementary School at 400 Summit Avenue to the City of Reading's Third and Spruce Recreation Center (CD Dir) Tabled at the 1-25-10 regular meeting
 - B. **Bill No. 2-2010** - amending the FY 2006-2012 Capital Improvements Plan for the City Of Reading (**Finance Dir**) ***Introduced at the January 11 regular meeting; tabled at the January 25 regular meeting***

- III. Agenda Review

- IV. Other Matters



COMMITTEE of the WHOLE

CITY COUNCIL

MINUTES
January 25, 2010
5:00 P.M.

COUNCIL MEMBERS PRESENT:

D. Reed, S. Marmarou, F. Acosta, D. Sterner, V. Spencer, M. Goodman-Hinnershitz

OTHERS IN ATTENDANCE:

L. Kelleher, S. Katzenmoyer, C. Younger, R. Hottenstein, T. McMahon

Mr. Spencer called the Committee of the Whole meeting to order at 5:07 p.m.

I. Executive Session

Council entered executive session at 5:08 pm to discuss personnel issues and discuss a decision on the conditional use application of 1041 Penn St.

Council exited executive session at 5:55 pm.

II. Tax and Revenue Anticipation Note (TRAN) Resolution

Mr. Edelman arrived at this time.

Mr. Hottenstein reported that the City did not need to use a TRAN the past two years. He explained that this would be used as a line of credit and money would be used as needed until tax revenues are received in the spring. He stated that the TRAN would be paid back by September 30 and interest would only be paid on money drawn down. The full line of credit will have a limit of \$6.2 million.

Mr. Edelman stated that the City received two proposals. M & T Bank offered a 3.2% fixed interest rate but also added other conditions. Wachovia offered 2.3% fixed interest rate with no conditions. It is his recommendation that Wachovia issue the TRAN.

Mr. Sterner questioned the cost to the City. Mr. Edelman stated that the cost would depend on the amount drawn down.

Mr. Sterner questioned the budget line to be used to pay the interest expense. Mr. Hottenstein stated that it would be an interest expense paid from the general fund.

Mr. Acosta questioned the amount of interest to be paid. Mr. Hottenstein stated that it would be \$142,000 if the entire amount were borrowed for the entire year.

Mr. Edelman reminded Council that the amount would be due September 30.

Mr. Spencer questioned when the repayment would be made. Mr. Hottenstein stated that it would be repaid as funds allowed. He noted his confidence that the full amount would be repaid by the due date.

Mr. Edelman noted his surprise with the interest rate offered by Wachovia.

Mr. Spencer questioned the fee for the transaction. Mr. Edelman noted that his firm would receive \$3,500.

Mr. Spencer stated that the resolution was on the agenda for action this evening.

III. Administrative Services Referendum Ordinance

Mr. Hottenstein distributed a current organizational chart and the organizational chart with the proposed change, along with job descriptions for the Administrative Services Director and the Human Resources Manager.

Mr. Acosta expressed his approval of the new format. He stated that this will allow better communication between services.

Ms. Goodman-Hinnershitz noted that there will be more accountability.

Mr. Acosta questioned if the current managers are qualified if this change occurs. Mr. Hottenstein stated that they are.

Mr. Marmarou questioned if additional training will be needed for the managers. Mr.

Hottenstein stated that training is not necessary.

Mr. Spencer questioned if any salary changes would occur. Mr. Hottenstein stated that salaries would remain the same.

Ms. Goodman-Hinnershitz stated that a positive vote would place the issue on the ballot for voters to decide. She questioned how the Administration would be educating citizens on the change. Mayor McMahon stated that he will focus on the accountability issue.

Mr. Hottenstein thanked Ms. Kelleher for her work on the ordinance.

Mr. Acosta stated his belief that the monetary saving should not be the focus of the education. Mr. Hottenstein voiced his willingness to attend town meetings to discuss the issue. Mr. Acosta invited Mr. Hottenstein to address the issue at his upcoming town meeting on February 10.

Mr. Spencer questioned the qualifications listed on the job description of the Administrative Services Director. He questioned how experience would be determined. Mr. Hottenstein stated that it would be determined by the applicant's background, past employment, the interview, etc.

Ms. Reed stated that during the recruitment process, it is best to reach out to as many applicants as possible.

Ms. Goodman-Hinnershitz stated that those not qualified are screened out during the process. She noted that job fields are changing and many managers are getting more diverse experiences.

Mr. Sterner again stressed the need for public education so that voters are not confused by the question.

Ms. Kelleher suggested running an op. ed. pro/con article. The information can also be placed on the City website and in water bills.

Mr. Spencer noted that this ordinance is on this evening's agenda for final passage.

IV. Agenda Review

Award of Contract for Towing Services

Ms. Reed questioned if an analysis was done to determine the feasibility of the City

performing this service. Mr. Hottenstein stated that it is underway but additional time is needed.

Ms. Reed questioned if the analysis would be complete before the end of the three year contract. Mr. Hottenstein stated that it is estimated that this analysis will take three years. He noted that there are a lot of details to be studied.

Mr. Sterner questioned how much Vince's Towing would make on this contract. Ms. Kelleher stated that it is through fees added to towed vehicles.

Amending CDBG Action Plan moving the RAFT program from Millmont Elementary to 3rd & Spruce Rec Center

Mr. Spencer questioned the dollar amount involved.

Mr. Spencer noted that different children will be served if this program is relocated.

Mr. Marmarou questioned why this was being done.

Mr. Hottenstein suggested that the amendment be tabled to allow time to answer these questions.

Ms. Goodman-Hinnershitz requested an explanation of the program.

Mr. Sterner questioned if the RFP for recreation has been issued. Mr. Hottenstein stated that a committee has been formed to study this issue. He stated that they will report back to him by March 31.

Mr. Sterner noted the interest of the YMCA in this process.

Mr. Spencer noted the model used by Lancaster to use a Commission to oversee recreation. Lancaster and the School District created the Commission. He stated that a representative from Lancaster will be speaking on this issue.

Ms. Goodman-Hinnershitz stated that this would be a good structure. Mr. Hottenstein stated that the Committee is looking at this possibility and will make their recommendation.

Mr. Spencer also noted the need to re-establish this discussion with the Reading School District. He stated that these discussions began in 2005 but they have not yet come to fruition. He noted the willingness of the RSD to begin discussions.

Mayor McMahon suggested that he and Mr. Spencer attend a school board meeting together and speak during public comment.

Transferring ownership of the Bookmobile and a van to the Reading Public Library

This resolution will be added to the consent agenda.

Mr. Younger explained that the resolution transfers ownership of the vehicles to the library. He stated that the library uses these vehicles. He stated that the City no longer needs to hold these titles.

Ms. Goodman-Hinnershitz noted the need to evaluate library issues as a whole.

Mayor McMahon read a letter from the Mifflin Center noting their disappointment at no longer being serviced by the Bookmobile because of the budget cuts.

Penn Street Lighting Resolution

This resolution will be added to the consent agenda.

Mr. Hottenstein stated that PennDOT requested a resolution to release the funding. This would be along Penn St from 2nd through 8th.

Amending the Capital Improvement Program

Mr. Hottenstein stated that Trillium will be on-site to complete the data cleansing. He stated that this will be a joint project between Trillium and IT. He stated that IT will present a plan to keep the data clean moving forward before the contract will be awarded.

Ms. Kelleher noted Mr. Waltman's request to table this ordinance due to his absence.

Appointing the Community Development Director

Mr. Spencer questioned why the appointment was being made before the ordinance setting the salary was passed. Mr. Hottenstein noted the willingness of Mr. Mayes to begin training Mr. Robinson prior to his departure on February 5. In order for the training to occur the appointment must occur before the February 8 meeting.

V. Other Business

Ms. Reed distributed materials regarding the deer in Charles Evans Cemetery.

The meeting adjourned at 6:53 pm.

Respectfully Submitted
Linda A. Kelleher, CMC
City Clerk