



CITY COUNCIL

Committee of the Whole

Monday, June 24, 2013

Council Office

5:00 pm

Agenda

Although Council committee meetings are open to the public, public comment is not permitted at Council Committee of the Whole meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the President of Council.

All electronic recording devices must be located behind the podium area in Council Chambers and located at the entry door in all other meeting rooms and offices, as per Bill No.27-2012.

- I. CDBG Action Plan Amendment re funding of fire equipment**
- II. Amendment to the Recreation Fees**
- III. Agenda Review**
- IV. Executive Session re Personnel Hearing Decision**



COMMITTEE of the WHOLE

CITY COUNCIL

MINUTES
June 10, 2013
5:00 P.M.

COUNCIL MEMBERS PRESENT:

M. Goodman-Hinnershitz, D. Sterner, S. Marmarou, D. Reed, R. Corcoran, F. Acosta

OTHERS PRESENT:

L. Kelleher, C. Younger, D. Cituk, M. Bembenick, C. Edwards, D. Hollinger, S. Hart, E. Lloyd, V. Spencer

The Committee of the Whole meeting was called to order at 5:05 pm by Council President Acosta.

I. CDBG Action Plan Amendment re Fire Equipment

Ms. Edwards explained that the Fire Department has requested \$55K from un-programmed CDBG funds, which will be a match for the FEMA grant that will purchase protective fire gear for the Fire Department. This will reduce the City's annual exposure and generate approximately \$400K in savings.

Chief Hollinger stated that protective fire gear generally lasts for 10 years. This grant will recoup the money spent to outfit the new employees hired under the SAFER Grant.

Council approved placing this legislation on the June 24th Consent Agenda.

II. Rec Fee Amendment

Ms. Katzenmoyer stated that the Rec Commission has increased the Rec Fees. This ordinance will correct the City's Fee Schedule to reflect the changes. The ordinance will be introduced at the June 24th Regular Meeting.

III. Agenda Review

Consent Agenda

A. Resolution - promoting Gail S. Knauer from the rank of Paramedic/Firefighter to Lieutenant in the Fire Department, effective immediately (Fire/ Council Staff) Page 11

Ms. Kelleher stated that this promotion is has no financial impact as the promotion will replace a retired employee.

Award of Contract - for Furnishing Bituminous Materials and Asphalt Cements for Pick-up for 2013 to South Reading Blacktop, Division of Reading Materials, 148 Angstadt Lane, Birdsboro, who is the low bidder at the unit prices submitted for an estimated total bid price of \$119,200.00 **(Purchasing) Page 12-15**

Mr. Acosta stated that this Award of Contract is for the purchase of blacktop for paving and pothole repair.

Resolutions

Resolution 38-2012 - approving the undertaking of a project by the Reading Area Water Authority (RAWA) for the operation and/or acquisition of a certain sewer collection, conveyance and pumping system serving the Berks Park 78 Owners Association in Bethel Township (RAWA) **Reviewed at 5-6 COW; Tabled at 5-28 Regular Mtg PAGE 22**

Mr. Acosta stated that a meeting was arranged with the RAWA Executive Director last week. As no one agreed to attend the meeting, the resolution will be moved forward for a vote.

Resolution – appointing Odelia White to the Housing Authority (Nom & Appts) PAGE 23

Resolution – reappointing David Beane to the Environmental Advisory Council (Nom & Appts) PAGE 24

Resolution – appointing John Kramer to the Main Street Board (Nom & Appts) PAGE 25

Mr. Acosta stated that Ms. White is currently a Housing Authority resident. He stated that he questioned the need to appoint two residents to the Housing Authority. He stated that Ms. Kelleher spoke with Mr. Luckey who explained that Ms. Mathies is

currently the resident representative however, an increase in health problems has prevented Ms. Mathies from attending meetings, which has created quorum issues. Mr. Luckey would like to appoint Ms. White now and have her replace Ms. Mathies when Ms. Mathies term expires at the end of 2013. He stated that Ms. Mathies has served on the Housing Authority for approximately 20 years.

IV. Charter Review Commission Budget

Mr. Acosta stated that he requested information from the Auditor and the Administration on Friday morning but has not received a response. A draft budget was distributed to Council requesting a budget of \$20,000 comprised of the following:

- \$2,600 – Recording Secretary (\$20 per hour for 5 hours a week)
- \$10,000 – Legal (\$200 per hour)
- Printing - \$4,000
- Consultant - \$1,000
- Operating Costs - \$1,000
- Advertising - \$1,400

Mr. Cituk explained that the last Charter Review Commission had a budget of \$15,000 but only spent \$8,800. The largest expense was \$7,000 for independent legal counsel. He stated that during this review Mr. Younger has agreed to advise the Commission; however, there are areas that the Commission will need to consult with a neutral independent attorney.

Mr. Cituk stated that the Commission did consider having one of the members serve as the Recording Secretary but decided that the person taking minutes would have a difficult time participating in the discussion.

Ms. Goodman-Hinnershitz agreed with the need to have proper minutes but suggested that a cost effective alternative be explored.

Mr. Acosta and Ms. Reed agreed with the need to find a cost effective approach to keeping meeting minutes.

In response to a question, Mr. Cituk stated that the \$20,000 would be transferred from the Contingency Fund. He assured Council that the Commission would be cost conscious and would work to save money.

There was a discussion on some of the line items and a suggestion to reduce the budget to \$15,000. Mr. Acosta suggested introducing the ordinance on June 24th and discussing the amount at that time.

Council went into executive session at 5:45 pm to discuss a real estate matter regarding cell towers on Mount Penn.

The executive session and the Committee of the Whole meeting adjourned at 6:05 pm.

*Respectfully Submitted by
Linda A. Kelleher, CMC, City Clerk*



AGENDA MEMO
COMMUNITY DEVELOPMENT

TO: CITY COUNCIL
FROM: LENIN AGUDO, COMMUNITY DEVELOPMENT
DEPARTMENT DIRECTOR
MEETING DATE: JUNE 24, 2013
AGENDA MEMO DATE: MAY 16, 2013
REQUESTED ACTION: TO APPROVE AN AMENDMENT TO THE PY2013
(39TH CD YEAR JANUARY 1, 2013 TO DECEMBER 31,
2013) CDBG ACTION PLAN

The Community Development Department is asking City Council to pass the resolution at the **June 24, 2013** City Council meeting.

BACKGROUND: The City received a FEMA Assistance to Firefighters Grant to fund the purchase 102 sets of personal protective equipment which includes coats, pants, suspenders, class 1 life safety belts, gloves, hoods, helmets, and boots. This new equipment will replace outdated or provide new equipment to firefighters as needed to safely perform their duties. The City received 80% of the project cost from the FEMA AFG. The match of 20% is needed. CDBG funds are eligible to fund fire protection equipment as fire protection equipment is considered to be an integral part of a public facility. Thus, the purchase of the protective clothing worn by the fire fighters is eligible under the CDBG category of Public Facilities and Improvements. The funding of the personal protective equipment is also identified as a Mayor's Priority as non-City funds will be leveraged through the FEMA AFG in the amount of 80% of the total project cost. The purchase of the new equipment does not conflict with the principals of the City's MVA. The FEMA AFG award period is one year.

FEMA AFG Award Amount \$219,504
CDBG Amount \$ 55,000

BUDGETARY IMPACT: None.

PREVIOUS ACTION: None.

SUBSEQUENT ACTION: None.

RECOMMENDED BY: The Fire Chief, Managing Director, and Mayor.

RECOMMENDED MOTION: To approve/deny a Council Resolution authorizing the Mayor to execute a PY2013 (39th CD year - January 1, 2013 to December 31, 2013) CDBG Action Plan Amendment to program \$55,000 in unprogrammed CDBG funds for the Fire Protection Equipment activity. The activity's eligibility / fundability is fire protection equipment 24CFR570.207 (b) (1) (ii) and public facilities and improvements 24CFR570.201(c) / low mod area 24CFR570.208 (a) (1). The activity's service area contains 68.4% low mod persons.

Attachment

Cc: Carole Snyder
David Hollinger
Crystal Edwards
Neil Nemeth
Cindy DeGroot

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF READING
AUTHORIZING THE MAYOR TO EXECUTE A
PY2013 CDBG ACTION PLAN AMENDMENT

WHEREAS, under 24 CFR Part 91, the U.S. Department of Housing and Urban Development (HUD) outlines the consolidated submissions for community planning and development programs which will serve as: (1) a planning document for the City that builds on a participatory process at the grass roots level, (2) an application for federal funds under HUD's formula grant program, (3) a strategy to be followed in carrying out HUD programs, and (4) an Action Plan that provides a basis for assessing performance;

WHEREAS, the PY2013 (39th CD year - January 1, 2013 to December 31, 2013) CDBG Action Plan has been prepared meeting HUD's requirements and providing guidance for addressing the housing and community development needs of the City;

WHEREAS, the Department of Fire and Rescue Services would like to utilize CDBG funds to purchase fire protection equipment;

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF READING THAT:

The Mayor is authorized to execute a PY2013 (39th CD year - January 1, 2013 to December 31, 2013) CDBG Action Plan Amendment. The amendment will program \$55,000 in unprogrammed CDBG funds for the Fire Protection Equipment activity. The activity's eligibility / fundability is fire protection equipment 24CFR570.207 (b) (1) (ii) and public facilities and improvements 24CFR570.201(c) / low mod area 24CFR570.208 (a) (1). The activity's service area contains 68.4% low mod persons.

The Mayor, on behalf of the City of Reading, is authorized and directed to execute the amendment to the satisfaction of HUD.

ADOPTED BY COUNCIL _____, 2013

PRESIDENT OF COUNCIL

ATTEST:

AGENDA MEMO

Managing Director

TO: City Council
FROM: Shelly Katzenmoyer, Deputy City Clerk
PREPARED BY: Shelly Katzenmoyer, Deputy City Clerk
MEETING DATE: June 24, 2013
AGENDA MEMO DATE: June 5, 2013
RECOMMENDED ACTION: Amending Park and Recreation Rental Fees

RECOMMENDATION

The Recreation Commission recommends amending the park and recreation rental fees.

BACKGROUND

The Business Analyst is currently reviewing the Special Event permit procedure. During this review it was discovered that the Recreation Commission has begun using an updated rental fee schedule. This amendment would make the City's fee schedule consistent with those fees recommended by the Recreation Commission.

The rental fees for the bandshell and pagoda are not affected by this amendment as they are not overseen by the Recreation Commission.

The Commission recommends adding fees for basketball tournaments at 3rd & Spruce and 11th & Pike. There is also a separate rental fee for the pavilion at 3rd & Spruce and fees to rent the tennis courts at Hampden Park.

You will also notice delineation in rental fees for residents, non-profits, schools, non-residents, and for-profit businesses and organizations.

BUDGETARY IMPACT

None – rental fees for these facilities are now budgeted to the Recreation Commission to further the programming offered by the Commission.

PREVIOUS ACTIONS

None

SUBSEQUENT ACTION

Formal action by Council is needed to amend the fee schedule.

RECOMMENDATION

The recommendation is that City Council approves the recommendation of the Recreation Commission regarding these fee increases.

RECOMMENDED BY

Recreation Commission

RECOMMENDED MOTION

To approve the Recreation Commission's recommendation that the fee schedule of the City of Reading be amended to reflect current fees.

BILL NO. _____
AN ORDINANCE

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF READING, BERKS COUNTY, PENNSYLVANIA, FEE SCHEDULE, ADMINISTRATIVE FEES, PUBLIC WORKS DEPARTMENT, PARKS AND RECREATION FEES. THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1: The Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Fee Schedule, Administrative Fees, Public Works Department, Parks and Recreation Fees shall be and is hereby amended and shall hereafter be set forth as attached hereto and made a part here.

SECTION 2: All other items, parts, sections, etc. of the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, which are contrary to the amended chart attached as Exhibit A are hereby repealed; otherwise all other parts, sections, etc. of said Code and Chapter shall remain in effect unchanged and likewise are ratified.

SECTION 3: This ordinance shall be effective ten (10) days after its adoption and approval by the Mayor, in accordance with Section 219 of the City of Reading Home Rule Charter.

Enacted _____, 2013

President of Council

Attest:

City Clerk

(Recreation Commission/Business Analyst)

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

Item	Old City Fee	CITY			City For-profit Non-resident	Deposit	
		RESIDENT	NON-PROFIT	SCHOOLS			
Pendora Fieldhouse (6 hours)	\$180.00	\$175.00	\$175.00	\$175.00	\$225.00	equal to rental fee	
additional hours over 6	n/a	25.00 P/H	25.00 P/H	25.00 P/H	\$25.00 per hour	equal to rental fee	
Schlegel Fieldhouse (6 hours)	\$180.00	\$125.00	\$125.00	\$125.00	\$175.00	equal to rental fee	
additional hours over 6	n/a	25.00 P/H	25.00 P/H	25.00 P/H	\$25.00 per hour	equal to rental fee	
3rd and Spruce Gym (minimum 2 hour rentals only)	200.00 (2-3 hrs)	35.00P/H	35.00P/H	20.00P/H	75.00P/H	equal to rental fee	during normal
	n/a	50.00P/H	50.00P/H	50.00P/H	90.00P/H	equal to rental fee	outside normal
Tournaments (3rd and Spruce)	n/a	50.00P/H	50.00P/H	50.00P/H	90.00P/H	equal to rental fee	
(minimum 6 hours up to 12 per day)							
11th and Pike Gym (minimum 2 hour rentals only)	150.00 (2-3 hrs)	25.00P/H	25.00P/H	15.00P/H	65.00P/H	equal to rental fee	during normal
	n/a	40.00P/H	40.00P/H	40.00P/H	80.00P/H	equal to rental fee	outside normal
Tournaments (Pike)	n/a	40.00P/H	40.00P/H	40.00P/H	80.00P/H	equal to rental	

						fee	
(minimum 6 hours up to 12 per day)							
Large Pavilions	\$100 (6 hours)	150.00*	150.00*	150.00*	200.00*	equal to rental fee	*includes \$50
Small pavilions	\$50 (6 hours)	\$50.00	\$50.00	\$50.00	\$100.00	equal to rental fee	
3rd and Spruce Pavilion	\$50.00	\$100.00	\$100.00	\$100.00	150.00*	equal to rental fee	*includes \$50
Ball field Rentals	(2) hours before 8PM \$20.00	10	10	10**	20		**Communit lieu of fees a hour or 1/2 donati Sch
(minimum 2 hours)	(2) hours after 8PM \$30.00	25*	25*	25*	35		*includes ele
Tennis Courts	n/a	5P/H	5P/H	5P/H	10P/H		
Basketball courts with lights	n/a	10.00P/H	10.00P/H	10.00P/H	20.00P/H	equal to rental fee	
		25	25	25	35.00P/H		exception Ci