

CITY COUNCIL

Nominations and Appointments

Committee

Monday, April 1, 2013
4:00 pm
City Council Office

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

Committee Members: Stratton Marmarou (Chair), Donna Reed (Vice-Chair) and Randy Corcoran

Although Council committee meetings are open to the public, public comment is not permitted at Council Committee 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 Committee Chair.

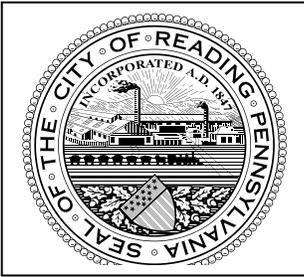
All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012

I. Interviews

- 4:00 - **Dan Luckey** - reappointment - Redevelopment Authority
- 4:10 - **Jim Snyder** - reappointment - Downtown Improvement District
- 4:20 - **Eddie Moran** - reappointment - Recreation Commission
- 4:30 - **William Thompson II** - appointment - NAACP Rep to Diversity Board
- 4:40 - **Jean Howe** - appointment - Diversity Board OR Human Relations Commission
- 4:50 - **Ann Sheehan** - reappointment - Citizens Advisory Board

II. Appointment Recommendations

III. Review Pending Applications Memo/BAC Openings/Board, Authority, Commission membership



CITY COUNCIL

Nominations & Appointments Committee

Monday, March 4, 2013
Meeting Report

Attendance: S. Marmarou, R. Corcoran

Others Attending: S. Katzenmoyer

The meeting was called to order at 4:01 pm by Mr. Marmarou.

I. Interviews

Mike Zielinski (reappointment – Downtown Improvement District Authority)

Mr. Marmarou stated that the DID Authority has much work before it. He noted the need to keep current members involved. He questioned why Mr. Zielinski was interested in serving. Mr. Zielinski stated that he would love to remain a member. He stated that he likes the direction the downtown is moving. He stated that the current membership is very involved in the downtown and that there is a good dynamic.

Mr. Zielinski stated that DID plays a large role in clean and safe and that the Main Street initiative is crucial to economic development of the downtown area. He stated that he is currently serving as vice chair and is excited for the future of the downtown.

Mr. Marmarou questioned the expansion of the DID area. Mr. Zielinski stated that the Main Street area is actually smaller than DID. He noted that 5th St and 9th St are also essential to the downtown and noted his hope that with increased funding these areas could also be included.

Mr. Zielinski noted the asset DID has in Mr. Broad. He stated that Mr. Broad knows the City and knows the workings of City Hall. He stated that he is a great communicator.

Mr. Zielinski stated that the Reading Eagle is happy to have a representative on the DID Authority as they are a large stakeholder in the downtown. He stated that DID has become a more central force in the last several years.

Mr. Corcoran thanked Mr. Zielinski for his work and his willingness to remain. He stated that he is looking forward to beginning the Main Street program.

The Nominations and Appointments Committee recommends the reappointment of Mike Zielinski to the Downtown Improvement District Authority.

JoAnna Seidel and Kathy Schorn (appointment – Board of Health)

Mr. Marmarou questioned why Ms. Seidel and Ms. Schorn were interested in serving the City. Ms. Seidel stated that she would bring a good non-medical opinion to the Board. She stated that she loves the City and wants to give back. Ms. Schorn stated that she has a background in nursing and that the Board has a position available for an individual with a nursing background. She stated that this Board is very important.

Mr. Marmarou stated that the City is currently working to replace its Health Officer. He stated that a current candidate was born and raised in Reading and wants to give back to the community. Ms. Katzenmoyer explained that the Health Officer is a paid position with the City, not the physician members of the Board of Health.

Ms. Schorn questioned if the work of the Board is meaningful. Ms. Katzenmoyer stated that it is and used the tattoo regulations that the Board is working on as an example. Ms. Schorn noted her surprise by the dedication of the tattoo artists who appeared before the Board at their last meeting. She noted the need not to judge people based on appearance.

Ms. Schorn noted that she is glad that recommendations of the Board are taken seriously by the City. She noted her willingness to learn.

Mr. Corcoran noted the openings available on this Board. Ms. Katzenmoyer explained that Ms. Schorn will be appointed to the Board in the nursing position and that Ms. Seidel will be appointed as the alternate citizen-at-large position.

The Nominations and Appointments Committee recommends the appointment of JoAnna Seidel and Kathy Schorn to the Board of Health.

Dennis Baver (reappointment – Building and Fire Code Board of Appeals)

Mr. Marmarou questioned how long Mr. Baver was a part of this Board. Mr. Baver stated that he has served for five years.

Mr. Marmarou questioned why Mr. Baver was interested in continuing to serve. Mr. Baver stated that the work is worthwhile and he wishes to give back to the community.

Mr. Marmarou questioned the work of this Board. Mr. Baver explained that the Board is an appeals board for residents who wish to appeal an order from the City's trades professionals. He stated that the Board then makes rulings. He stated that all appeals he's ruled on favored the City's position except one. He stated that this one dealt with heating regulations and the Board had a different interpretation of the Codes.

Mr. Marmarou questioned if the Board is functioning well. Mr. Baver stated that it is doing very well.

The Nominations and Appointments Committee recommends the reappointment of Dennis Baver to the Building and Fire Code Board of Appeals.

II. Charter Review Commission

Mr. Corcoran stated that John Slifko is interested in serving. Mr. Marmarou stated that Tom Anewalt is interested in serving.

Ms. Katzenmoyer explained that the office did not receive Sam Ruclewicz's application. She stated that she has been in contact with him and asked him to complete another form and email it to her directly.

III. Blighted Property Review Committee

Ms. Katzenmoyer stated that the applicant is not a City resident and does not own City properties. She stated that the Mayor does not support his appointment and that she will send the "Thank you for Applying" letter to Mr. Ribeiro.

The Nominations and Appointments Committee adjourned at 4:36 pm.

Respectfully Submitted by,
Shelly Katzenmoyer,
Deputy City Clerk



CITY COUNCIL

Nominations & Appointments Committee

**Monday, March 18, 2013
Meeting Report**

Attendance: S. Marmarou, D. Reed

Others Attending: S. Katzenmoyer, C. Geffken, J. Slifko, F. Denbowski, R. Corcoran, M. Goodman-Hinnershitz

The meeting was called to order at 4:17 pm by Mr. Marmarou.

I. Interviews Charter Review Commission

Ms. Goodman-Hinnershitz noted the need for candidates to be well-versed on the Charter so that work can begin without too much education.

Ms. Katzenmoyer explained that the Mayoral candidates are not present as it was determined that an interview was not needed.

Mr. Marmarou questioned why the candidates were interested in serving.

Mr. Denbowski stated that he was approached by Mr. Waltman to serve in this capacity. He stated that he has been a City employee for 15 years. He stated that he is open-minded and has a working knowledge of the Charter.

Mr. Slifko stated that he has been involved with the Charter process since 1992 when the movement to change the form of government began. He stated that he has a legal

background and that it is very important to make meaningful changes as the Charter is the City's constitution. He stated that the Charter is not perfect and that changes are needed.

Ms. Goodman-Hinnershitz stated that she applied to be a member of the first Charter Review Commission and was not initially chosen. She stated that she was named after a member resigned. She stated that a former mentor taught her a lot and that imperfections of the Charter need to be clarified. She stated that she has a keen sight on what needs to be addressed and is excited to be a part of this project.

Mr. Geffken stated that he has worked in positions defined by the Charter. He stated that he has seen conflicts first-hand and noted his desire to clarify ambiguities. He stated that he has spoken with the writers of the Charter and knows their intentions of how it should be applied. He noted the need for these items to be clarified.

Mr. Corcoran stated that he hopes to clarify many issues and that he hopes to bring fresh eyes and fresh ideas to the table.

Mr. Marmarou questioned if anyone would remove anything from the Charter.

Mr. Slifko stated that the greatest problems seem to be the conflict between the executive branch of government and a professional managing director. He stated that their roles need to be better clarified and that there needs to be discussion about whether these roles are the best system for the City's day-to-day operations.

Ms. Goodman-Hinnershitz agreed with Mr. Slifko. She stated that she would not remove anything from the Charter but would make improvements. She also noted the conflicting role of one City Solicitor.

Mr. Geffken stated that there is a lack of clarity. He noted the need for clarity on the interaction between Council and the Administration. He stated that Section 103 Exercise of Power needs to be refined. He stated that he understands the need but that more clarity is needed.

Mr. Denbowski noted his experience in the Mayor's office. He noted the need to clarify the roles of Council and the Mayor. He agreed with the conflict created by having one City Solicitor report to both parties. He stated that conflicts slow down the governmental process.

Mr. Marmarou expressed his belief that the Charter calls for one City Solicitor to help control legal costs. Mr. Geffken agreed but stated that legal representation is still outsourced.

Mr. Marmarou spoke about a pension issue which occurred in the past.

Mr. Marmarou questioned if each Council district was represented. Ms. Katzenmoyer explained that each Councilor made a recommendation on an appointment.

Mr. Marmarou questioned if Ms. Goodman-Hinnershitz and Mr. Corcoran would continue in their role on the Charter Review Commission if they are not re-elected. Ms. Goodman-Hinnershitz stated that in the past, these decisions were made by Council.

Ms. Reed stated that the majority of the work on this Commission should be complete before the end of 2013. Mr. Slifko agreed and stated that the Commission has six months to bring their recommendations to Council. *Note: Ms. Goodman-Hinnershitz's term does not expire until 2016.*

Ms. Reed questioned if candidates were comfortable with the timeframe.

Ms. Goodman-Hinnershitz noted the need for a realistic review and to prioritize amendments. She noted the need not to create a false timeline and stated that the Mayor wants amendments on the November ballot.

Mr. Slifko stated that six months would be September. He noted the need to bring the recommendations to Council for their vote to place items on the ballot. Ms. Katzenmoyer expressed the belief that ballot questions must be submitted to the County Elections office 60 days prior to the election which would be early September.

Mr. Geffken noted the need to not rush the process.

There was discussion of the ballot deadline and the resulting timeline.

Mr. Geffken placed a call to the Elections office. The May 2014 election does qualify as a municipal election. Ballot questions are due to the Elections office 60 days prior to the General Election.

Ms. Goodman-Hinnershitz stated that this would mean that the ballot questions must be introduced and passed by Council in August and that the Commission recommendations would need to be presented in July.

Mr. Slifko explained that the first Review Commission took several months to build consensus before progress was made.

Ms. Goodman-Hinnershitz agreed and stated that there were several brainstorming sessions.

Mr. Marmarou stated that he is very comfortable with all these candidates and recommended moving them forward for Council action.

Ms. Goodman-Hinnershitz suggested that a representative from the Solicitor's office attend all meetings in addition to a staff liaison.

Mr. Geffken suggested that a member of Council staff act as liaison.

Ms. Reed thanked all for attending and noted her recommendation that the candidates move forward for Council action.

Ms. Katzenmoyer stated that one candidate was not in attendance. She questioned whether to move his name forward. Mr. Corcoran stated that he sees a conflict with this candidate as the company in which he is a partner is currently involved in a Charter suit. Ms. Katzenmoyer was asked to get an opinion about this from the Solicitor.

Ms. Katzenmoyer was requested to also check with the Solicitor about the timing of actions needed to be taken, whether the Mayor can serve on the Commission and sign the legislation, who would act as staff liaison, and if legal representation can be present at all meetings. Ms. Katzenmoyer stated that she will email the list of questions to the Committee before sending them to Mr. Younger to ensure all questions will be answered.

Mr. Corcoran stated that he does not support the appointment of this candidate. He stated that there are too many conflicts and that this would appear to be a political appointment.

Mr. Marmarou stated that he does not know the candidate well.

The Nominations and Appointments Committee adjourned at 4:45 pm.

Respectfully Submitted by,
Shelly Katzenmoyer,
Deputy City Clerk



Mayor Vaughn D. Spencer

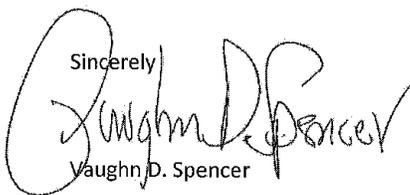
Memo

To: Francis G. Acosta, Council President

From: Mayor Vaughn D. Spencer

Date: January 7, 2013

It is with great pleasure that I endorse Mr. Dan Luckey to be reappointed to the Redevelopment Authority Board.

Sincerely

Vaughn D. Spencer

Rec'd by: *mak*

Date: 1-7-13



CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: December 26, 2012
SUBJECT: Appointment Application

The Council office has received the following application from Dan Luckey. Mr. Luckey is reapplying for membership to the Redevelopment Authority Board.

Please let the Council office know if you will endorse the appointment of this applicant.





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

Article X of the City of Reading Home Rule Charter encourages the participation of citizens in their government through the establishment of Boards, Authorities and Commissions to carry out City business. Broad citizen participation is encouraged in the recruitment of appointees and in making appointments.

No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: Daniel F. Luckey
Address: 2106 Kingsway
Years living at this address: 11
Date of Birth: 3/22/52
Occupation: Director
Place of Employment & Address: 400 Homcocks Blvd
Reading Pa 19601
Telephone: Day 610-775-4814 Evening 610-736-3035
E-mail: dluckey@readingba.org

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?
Reading Redevelopment Authority - Have been on the
Board for 5 years and feel we are finally moving
towards what a Redevelopment Authority should do

2. In your opinion, what is the primary purpose of this board?

Do and encourage redevelopment in the
City

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

I have been involved in various projects within the
City

4. Have you had any previous experience with this particular board? If yes, please describe.

Been on the Board for 5 years

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

Our City Reading Board, Oldest Boys and Girl Club Building
Committee, Workforce Investment Board, P.A. Community Development
And Finance Corporation,

6. Have you ever been employed by the City of Reading? If so, please list.

No

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

No

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

No

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

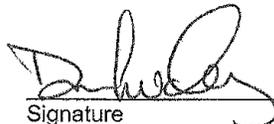
2106 Kingsway
2102 Kingsway
1605 N. 11th St

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

Daniel F. Watson
Printed Name


Signature

12/1/2012
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**



CITY OF READING, PENNSYLVANIA

MEMORANDUM

A handwritten signature in dark ink, appearing to be "SK", is written over the word "FROM" in the header section.

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: January 22, 2013
SUBJECT: Appointment Application

The Council office has received the following application from James Snyder. Mr. Snyder is reapplying for membership to the Downtown Improvement District.

Please let the Council office know if you will endorse the reappointment of this applicant.

mak
1-25-13





CITY OF READING, PENNSYLVANIA

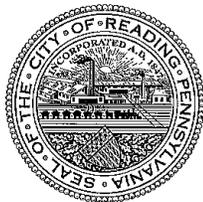
MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: January 22, 2013
SUBJECT: Appointment Application

The Council office has received the following application from James Snyder. Mr. Snyder is reapplying for membership to the Downtown Improvement District.

Please let the Council office know if you will endorse the reappointment of this applicant.





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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Name: JAMES M. SNYDER
Address: 26 HARRY AVE
Years living at this address: 7

Date of Birth: 9/30/1948

Occupation: ATTORNEY

Place of Employment & Address: STEVENS + LEE
BOX 679, 111 N. 6th ST.
READING, PA 19603

Telephone: Day 610-478-2211 Evening 610-777-6488
E-mail: JMS@stevenslee.com

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

Reading Downtown Improvement District
Have been a board member since its inception. Also
currently serving on Train Street task force.

2. In your opinion, what is the primary purpose of this board?

Keeping the downtown clean and safe for the general public and serving the members of the district.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

Have been on this board since its inception. Have experience in serving on other non profit boards. Also my legal background.

4. Have you had any previous experience with this particular board? If yes, please describe.

Yes, have been a member since its inception.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

*Richard Cron Foundation Board & Director (25+ years)
Berkshires One Association and Foundation Board (10+ years)
Little League baseball coach*

6. Have you ever been employed by the City of Reading? If so, please list.

No

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

Yes, our firm on occasion has supplied legal services to the City.

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

No

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

No

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

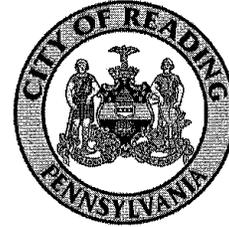
JAMES M. SNYDER
Printed Name


Signature

12/19/12
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**



Mayor Vaughn D. Spencer

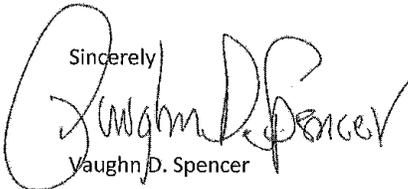
Memo

To: Francis G. Acosta, Council President

From: Mayor Vaughn D. Spencer

Date: January 29, 2013

It is with great pleasure that I endorse Mr. Eddie Moran to be reappointed to the Recreation Commission.

Sincerely

Vaughn D. Spencer

Rec'd by: *mak*

Date: *1-29-13*



CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: January 28, 2013
SUBJECT: Appointment Application

The Council office has received the following application from Eddie Moran. Mr. Moran is reapplying for membership to the Recreation Commission.

Please let the Council office know if you will endorse the reappointment of this applicant.





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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Name: Eddie Moran
Address: 1855 Berks St.
Years living at this address: 5 years

Date of Birth: 10/27/66
Occupation: Marketing Representative

Place of Employment & Address: Gateway Health Plan
Pittsburgh PA

Telephone: Day 610-742-3984 Evening same
E-mail: emoran@GatewayHealthPlan.com

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?
Reading Recreation Commission

2. In your opinion, what is the primary purpose of this board?

create opportunities for our youth and a safe place, + obtain and maintain a balance budget.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

marketing exp., youth baseball coach, people person

4. Have you had any previous experience with this particular board? If yes, please describe.

Have serve as vice-chair for the past year.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

baseball coach, Compadres or Greater Reading (men's Group).

6. Have you ever been employed by the City of Reading? If so, please list.

No.

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

No.

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

Reading Recreation Commission

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

Personal Home.

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

no

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Eddie Morone
Printed Name


Signature

12/26/12
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**



CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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Name: William L. Thompson II
 Address: 209 Michael Dr. Sinking Spring, PA 19608
 Years living at this address: 9
 Date of Birth: 6/9/65
 Occupation: Marketing + Promotions / NAACP President
 Place of Employment & Address:

| | |
|--------------------|---------------------|
| <u>345 Penn St</u> | <u>529 Court St</u> |
| <u>Rdg, PA</u> | <u>Rdg, PA</u> |
| <u>19601</u> | <u>19601</u> |

 Suite 207
 Telephone: Day 484-336-7246 Evening SAME
 E-mail: thompsonw209@yahoo.com

If you need more space for any of the questions below, please use the back of this form. If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?
Diversity Board

2. In your opinion, what is the primary purpose of this board?

Establish cooperative / harmonious working relationships
between the numerous ethnic groups that reside in Berks Co. "
In doing so creating equitable opportunities and improving quality of life

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose for all.

Have extensive experience as a member of the NAACP executive board
United Way Volunteer and fund raiser. I am a trained facilitator and
have been certified as a nonviolent crisis intervention instructor.

4. Have you had any previous experience with this particular board? If yes, please describe.

No.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

See response to question #3. I have also served on many
committees while an employee of the Reading Hospital.
I currently chair the Volunteerism Committee at the
Reading Eagle Company

6. Have you ever been employed by the City of Reading? If so, please list.

No.

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

No.

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

No

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

No

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

William L. Thompson II
Printed Name

William L. Thompson II
Signature

2/21/13
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**

As a citizen of Reading, I believe many social issues can be solved by looking into the eyes of those among us who need to feel valued. Assisting to bridge gaps in our relationships will build community. Through community, we will no longer need to hurt one another in violence. When we see each other, truly see, we are free to act in humane ways. Therefore, I wish to serve on any board or commission which leverages my passion for people + their desire to achieve the best world in which to live!

2. In your opinion, what is the primary purpose of this board?

Provide access and inclusion to all.
Bridge gaps in understanding.
Provide a place of equal opportunity. Hearing the need = taking action.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

My strengths include: organizational skills,
event management, education/instruction,
human resources, medical, social work,
recruiting, retention of employees, written,
verbal + public Relations

4. Have you had any previous experience with this particular board? If yes, please describe.

No

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

I am a member of a local church
community. I volunteered to
work on an Angel Tree Party for children
of Prisoners. I currently am working on
Inclusion of People w/disabilities.

6. Have you ever been employed by the City of Reading? If so, please list.

No

7. In a business relationship, have you ever provided goods or services for the City?
If so, please describe?

No

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

No

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

611 Kathryn St. (Buying)

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

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Jean Lee Howe
Printed Name

Jean Lee Howe
Signature

2/13/13
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**

Jean L. Howe

Solutions for Success
611 Kathryn St.
Reading, PA 19601
Cell: 484-332-3662 Email: jhoweida1@aol.com

Objective

Function in a fast-paced team environment that utilizes my proven ability to provide leadership, multi-task, organize and meet internal and external customer expectations while creating dynamic solutions and processes which attain results in a goal-based, accountability-driven role as an instructional design and training development/delivery professional.

Summary of Qualifications

Creative, intelligent, high-energy communicator with experience in a variety of fields including human resources, marketing, instructional design/delivery, medicine, social work, aviation, business management, sales, and the fine arts. Strengths include leadership skills, excellent written and verbal communication skills, solution development, procedure and process improvement, design and implementation, organizational skills, recruitment/coordination and training, project/event management, public relations, and a dedication to quality relationship building for success. Possess a strong work ethic with a positive attitude and a global vision for solution development resulting in success for all stakeholders. Computer competencies include: Microsoft Word, PowerPoint, Excel, Outlook, BART Aviation Software, SharePoint, Photo Shop, Internet Explorer, Social Media, Web Sourcing Tools, AS400 Accounting, ADP payroll, Taleo, and proprietary LMS and Business Management Systems.

Professional Accomplishments

- Created and implemented written policies and procedures for recruiting, hiring, retaining, remediation, counseling and training of employee, student and volunteer workforces
- Created documentation tools to assure compliance with federal, state and insurance regulations in multiple environments—aviation, education, hospice, homecare
- Created, organized and presented speeches, training, publicity events and seminars
- Leadership for new program development and management
- Managed, directed, and facilitated teams for successful completion of projects in a variety of environments
- Increased sales and sales relationships by 50%
- Monitored safety and regulatory guidelines for FAA, JCAH, Education, PA Home Care State Licensure criteria and "At-Risk" environments
- Created, designed and monitored budgets for program efficiency

Work History

Recruiter
Accenture Federal Services

2013-Present

| | |
|--|-----------|
| Technical Recruiter-Sourcing Expert Accenture (Contractor-MMC Group) | 2011-2013 |
| General Manager and HR Coordinator Home Instead Senior Care | 2010-2011 |
| CAREGiver Recruitment and Retention Coordinator/HR Home Instead Senior Care | 2007-2010 |
| Charter Sales Manager Millennium Aviation | 2005-2007 |
| Instructional Design Analyst Accenture Learning | 2005-2005 |
| Instructor--Language Arts/Performing Arts Webster High School | 2003-2005 |
| Evening Administrator Reading Area Community College | 2002-2003 |
| Instructor-Language Arts/Performing Arts Webster High School | 1996-2002 |
| Instructor-Level E Juvenile Offenders Therapeutic Interpretations, Inc. | 1995 |
| Instructor-Level E Juvenile Offenders Sand Springs Public Schools | 1994-1995 |

Additional Experience:

Youth Ministry, Hospice Unit Manager, Social Worker I- Adult Protective Services

Education

Bachelor's of Arts in Education with major in Speech/Drama and Minor in Psychology from Northeastern State University in Oklahoma. (3.75 GPA)
 Graduate Coursework in Divinity--Phillips Seminary, Tulsa University Campus.
 Special Education Continuing/Graduate Education--Seriously Emotionally Disturbed , Northeastern State University, Oklahoma.
 Medical Assistant, Bryan Institute
 Real Estate Sales Agent Course, Berks Real Estate Institute
 Member: Society of Human Resource Management
 Aviation-Private Pilot Certificate

Professional References
For
JEAN LEE HOWE

611 Kathryn St.
Reading, PA 19601
484-332-3662
jhoweida1@aol.com

Cathy Ramer
Client Care Coordinator, Home Instead Senior Care
203 B Philadelphia Ave.
Shillington, PA 19607
Cell Phone: 484-336-8966

Tammy Thomas- Instructor, Sublette Schools
PO Box 179
Sublette, KS 67877
Home: 620-675-8292

Patti Luton-Instructor, Sand Springs Schools-Retired
10107 E. 26th Pl
Tulsa, OK 74129
Home: 918-622-3095

Jeanette Magerman
Administrative Assistant, Home Instead Senior Care
Home: 610-368-8677
Cell: 610-6705146

Ruby Morain
Therapist, Tulsa Counseling
132 N. Sandusky Ave.
Tulsa, OK 74115
918-850-2861

JoAnn Speicher, Owner
Home Instead Senior Care
2213 Quarry Drive
West Lawn, PA 19612
610-372-2500



CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: January 22, 2013
SUBJECT: Appointment Application

The Council office has received the following application from Ann Sheehan. Ms. Sheehan is reapplying for membership to the Citizens Advisory Board.

Ms. Sheehan was a Mayoral appointment under the former Administration.

Please let the Council office know if you will endorse the reappointment of this applicant.

*need 3-15-13
mark*





CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: January 22, 2013
SUBJECT: Appointment Application

The Council office has received the following application from Ann Sheehan. Ms. Sheehan is reapplying for membership to the Citizens Advisory Board.

Ms. Sheehan was a Mayoral appointment under the former Administration.

Please let the Council office know if you will endorse the reappointment of this applicant.





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

Article X of the City of Reading Home Rule Charter encourages the participation of citizens in their government through the establishment of Boards, Authorities and Commissions to carry out City business. Broad citizen participation is encouraged in the recruitment of appointees and in making appointments.

No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: Ann Sheehan
Address: 1515 North 15 St. Reading PA 19604
Years living at this address: 20+
Date of Birth: 11/21/1944
Occupation: Executive Director
Place of Employment & Address: Berks Community Television
645 Penn St
Reading, PA 19601
Telephone: Day 610-374-3065 (o) Evening 610-374-5329(h) 610-207-3523(c)
E-mail: sheehana@comcast.net

If you need more space for any of the questions below, please use the back of this form.
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

Act 47 Citizens Advisory Board - because
communication between government & citizens is critical
to the success of Act 47 in Reading - both need to hear from the other.

2. In your opinion, what is the primary purpose of this board?

to improve communication between city & citizens

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

creative, know how to get information out to the community

4. Have you had any previous experience with this particular board? If yes, please describe.

yes - this would be a re-assignment to this committee.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

yes - I was one of the original organizers of College Heights Community Council, have been involved in helping other neighborhood groups, former member of the League of Women Voters

6. Have you ever been employed by the City of Reading? If so, please list.

no

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

In my role as executive director of BCCV I've been involved in contract negotiations between the city & BCCV

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

no

9. Are you currently a registered voter? Yes No

10. Have you ever been convicted of a felony? Yes No

11. Do you own any properties or businesses in the City? If so, please list?

nothing besides my residence

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

no

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

Ann Sheehan
Printed Name

Ann Sheehan
Signature

12/27/12
Date

Please return the completed form to the

**City Clerk's Office
Office 2-24
815 Washington Street
Reading, PA 19601**

ANN SHEEHAN
1515 North 15th Street • Reading, PA 19604
Phone 610-374-5329 (h) 610-207-3523 cell •
E-mail asheehan@bctv.org/sheehana@comcast.net

SUMMARY OF QUALIFICATIONS

- Special project development and coordination
- Budget development, administration and fundraising
- Multi-organizational coordination
- Staff leadership and management
- Writing and public presentation

PROFESSIONAL EXPERIENCE

1989 – Present: Berks Community Television Reading, PA
Executive Director

- Work with a 24-member volunteer board of directors to implement policy.
- Responsible for the daily operations of a non-profit community-based organization and management of an eight-person staff.
- Serve as liaison with city and county officials, both elected and appointed, and with local cable companies.
- Oversee programming services for two channels and develop new projects.
- Prepare grant proposals and develop funding configurations and long-range plans for the organization.

Specific accomplishments include:

- coordination of BCTV's successful first capital campaign
- securing funds to implement a televised homework help program as well as a project designed to teach teenagers about technology, teamwork and diversity
- production of three oral history videos & BCTV's 30th anniversary documentary
- a collaborative project with the Office of Aging to bring technology to senior centers
- managing an experiment in creating a web-based local news site, securing matching funds and incorporating it into BCTV's structure

Before becoming executive director I served in several other positions at Berks Community Television, including deputy director for four years and program director for six years. As deputy director I was responsible for initiating, planning and carrying out special projects in the areas of community involvement, programming, public relations and fundraising. I served as liaison between BCTV and several community organizations including the Office of Aging, the city of Reading and Reading Eagle Company. I wrote and supervised the layout and production of printed public relations materials, and promoted and produced an annual fund-raising event.

As program director I was responsible for all phases of coordination and scheduling of 30 hours of live television programming every week. Working with agencies, local government and community volunteers, the number of live programming hours per week doubled in response to growing community needs and interests.

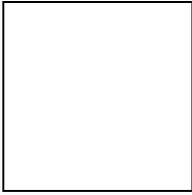
EDUCATION & OTHER EXPERIENCES

Girl Scouts of Eastern PA "Take the Lead" Honoree, 2001

Videographer and producer, "Faces of Africa" video about the Trickle Up Program in three West African countries

Peace Corps Volunteer: TEFL program, Togo, West Africa

Fordham University, New York, NY: BS, History



MEMORANDUM

TO: Nominations and Appointments Committee
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: April 1, 2013
SUBJECT: Pending Applications

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

Planning Commission - 1 opening

- **Charles Broad** - appointment - awaiting Mayoral approval

Redevelopment Authority - 1 opening

- **Daniel Luckey** - reappointment - has Mayoral approval

Water Authority - 1 opening

- **Carl McLaughlin** - reappointment

DID Authority - 2 openings

- **James Snyder** - reappointment - has Mayoral approval

Citizens Advisory Board - 9 openings

- **Ann Sheehan** - reappointment - has Mayoral approval

Recreation Commission - 1 opening

- **Eddie Moran** - reappointment - has Mayoral approval

Shade Tree Commission - 2 openings

- Katie Schneider - appointment - needs Mayoral approval

Legislative Aide Committee - 5 openings

- Katie Schneider - appointment

Housing Authority - 2 openings

- Odelia White - appointment - has Mayoral approval

Diversity Board - 1 citizen opening

- Jean Howe - appointment
- William Thompson - appointment - NAACP representative
- Yolanda Reyes - appointment

Human Relations Commission - 4 openings

- Jean Howe - appointment - needs Mayoral approval
- Yolanda Reyes - appointment - needs Mayoral approval

Board of Health - 1 opening

- Yolanda Reyes - appointment

Charter Board - 2 openings

- Thomas Anewalt - appointment - needs Mayoral approval

Stadium Commission - 1 opening

- Rick Mountz - appointment - needs Mayoral approval

BOARDS, AUTHORITIES & COMMISSIONS

OPEN SEATS

APRIL 1, 2013

| Board, Authority & Commission | Mayor appointment w/ Council approval | Mayor appointment | Council appointment |
|---|--|------------------------------|------------------------------|
| BOARDS | | | |
| Electrician's Examining Board | | | |
| | | | Board Full |
| | | | |
| Plumbing Board of Examiners | 1 opening | | |
| | | | |
| | | | |
| Reading HVAC Board | | | 3 openings |
| | | | |
| | | | |
| Zoning Hearing Board | | | Board Full |
| | | | |
| | | | |
| Police Civil Service Board | | | 1 opening |
| | | | |
| | | | |
| Fire Civil Service Board | | | Board Full |
| | | | |
| | | | |
| Board of Historical Architectural Review | | | 2 openings |
| | | | 1 trades/building opening |
| | | | |

| | | | |
|---|-----------------------|---------------------|------------------------|
| Board of Trustees of the Reading Public Library | | | 1 City opening |
| | | | |
| | | | 2 County openings |
| Board of Health | | | 1 opening |
| | | | 1 alternate opening |
| | | | 1 application pending |
| Board of Ethics | | | |
| | 1 opening | | |
| | | | |
| Building/Fire Code Board of Appeals | | | |
| | 1 opening | | |
| | 1 alternate opening | | |
| Animal Control Board | | | |
| | 3 openings | | |
| | | | |
| Charter Board | | | |
| | 2 openings | | |
| | 1 application pending | | |
| Housing Board Of Appeals | | | |
| | 1 opening | | |
| | 3 alternate openings | | |
| Property Maintenance Appeals | | | 6 openings |
| | | | Bldg/Trades Experience |
| | | | Required |
| Minority Bus. Board | | | |
| | 7 openings | | |
| | | | |
| Police Diversity Board | | | |
| | | | |
| | | 1 alternate opening | |

| | | | |
|---------------------------------------|-----------------------|--|------------------------|
| City-wide Diversity Board | | | 1 citizen opening |
| | | | 2 applications pending |
| | | | |
| Solid Waste & Recycling Appeals Board | | | 3 citizen openings |
| | | | |
| | | | |
| Citizens Advisory Board | 9 citizen openings | | |
| | 1 application pending | | |
| | | | |
| Main St Board | 5 openings | | |
| | | | |
| | | | |
| Business License Appeals Board | 3 citizen openings | | |
| | | | |
| | | | |

AUTHORITIES

| | | | |
|---------------------------------|-----------------------|-----------|-----------------------|
| Reading Area Water Authority | | | 1 opening |
| | | | 1 application pending |
| | | | |
| Reading Redevelopment Authority | 1 opening | | |
| | 1 application pending | | |
| | | | |
| Reading Housing Authority | | | 2 openings |
| | | | 1 application pending |
| | | | |
| Reading Parking Authority | | 1 opening | |
| | | | |
| | | | |
| Convention Center Authority | | | City positions filled |
| | | | 3 County openings |
| | | | |
| Downtown Improvement | | | |

| | | | |
|------------------------------------|-----------------------|------------|-----------------------|
| District Authority | 2 openings | | |
| | 1 application pending | | |
| | | | |
| COMMISSIONS | | | |
| Planning Commission | | | |
| | 1 opening | | |
| | 1 application pending | | |
| Reading Shade Tree Commission | | | |
| | 2 openings | | |
| | 1 application pending | | |
| Stadium Commission | | | |
| | 1 opening | | |
| | | | |
| Reading Human Relations Commission | 4 openings | | |
| | 1 application pending | | |
| | | | |
| Legislative Aide Committee | | | 5 City openings |
| | | | 2 County openings |
| | | | 1 application pending |
| Public Safety Advisory Committee | | Board full | |
| | | | |
| | | | |
| Blighted Property Review Committee | 1 opening | | |
| | 1 application pending | | |
| | | | |
| Environmental Advisory Council | | | 3 openings |
| | | | |
| | | | |
| Recreation Commission | | | |
| | 1 City opening | | |
| | 1 application pending | | |
| Audit Committee | | | Board Full |
| | | | |
| | | | |

