

CITY COUNCIL

Meeting Agenda

REGULAR MEETING
2013
COUNCIL CHAMBERS

TUESDAY, NOV, 12,
7:00 P.M.

The Regular Meetings of City Council are filmed and can be viewed LIVE while the meeting is taking place or at your convenience at any time after the meeting on the City's website at www.ReadingPa.gov, under Info and Downloads/Meetings and Agenda. 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.

1. OPENING MATTERS

A. CALL TO ORDER

B. INVOCATION: Pastor Bruce Osterhout, Christ Lutheran Church

C. PLEDGE OF ALLEGIANCE

D. ROLL CALL

2. PROCLAMATIONS AND PRESENTATIONS

Mayoral Proclamation to the IBEW

3. PUBLIC COMMENT – AGENDA MATTERS:

Citizens have the opportunity to address the Council, by registering with the City Clerk by 5 pm on the day of the scheduled Council meeting. All remarks must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Any person making personally offensive or impertinent remarks or any person becoming unruly while addressing Council may be called to order by the Presiding Officer and may be barred from speaking before Council, unless permission to continue speaking is granted by the majority vote of Council.

All comments by the public shall be made from the speaker's podium. Citizens attending the meeting may not cross into the area beyond the podium. Any materials to be distributed to Council must be given to the City Clerk before the meeting is called to order.

*Those commenting on agenda business shall speak at the beginning of the meeting and shall limit their remarks to **5 minutes**. Those commenting on general matters shall speak after the legislative business is concluded and shall limit their remarks to **3 minutes**. No comments shall be made from any other location except the podium, and anyone making "out of order" comments may be subject to removal. There will be no demonstration at the conclusion of anyone's remarks. Citizens may not ask questions of Council members or other*

elected or public officials in attendance.

4. APPROVAL OF AGENDA

A. MINUTES: Regular Meeting of October 28, 2013 and Special Meeting of November 4, 2013

B. AGENDA: Regular Meeting of November 12, 2013

5. Consent Agenda Legislation

A. Resolution 92-2013 – ratifying the IAFF contract (**Managing Director**) *TO BE DISTRIBUTED ON MONDAY*

B. Resolution - escrow bank account to deposit recycle fees collected through certification process. (**Adm Services**)

C. Resolution - CD Department to administer a contract with Community Initiatives Development Corporation (CIDC) for our Micro Enterprise Loan Program. (**CD**)

D. Resolution - promoting Lt Madison Winchester to the rank of Captain (**Police**)

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

8. REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS

None

9. ORDINANCES FOR FINAL PASSAGE

A. Bill No. 55- 2013 – creating a process to handle requests for memorials on public property and creating a moratorium on the addition of new memorials on public property (**Business Analyst Work Group**) *Introduced at the Oct 28 regular meeting; Advertised on Nov 4th;*

B. Bill No. 56- 2013 – authorized to execute an Easement Agreement (attached as Exhibit “A”) to convey unto the Muhlenberg Township Authority a non-exclusive, perpetual easement in gross and temporary sanitary sewer construction easement upon that portion of premises known and designated as Tax Parcel # 66531810461680, generally located to the northeast of Spring Valley Road, Muhlenberg Township (**Law/Public Works**) *Introduced at the Oct 28 regular meeting;*

C. Bill No. 57- 2013 – amending the Department of Fire & Rescue Services Budget by authorizing the transfer of a total of \$10,450.00 in the {EXPLORER POST \$1200.00 and MACHINERY & EQUIPMENT \$9250.00} line item #01-09-33-4728 & #01-09-33-4802 to the {GENERAL PLANT SUPPLIES} line item #01-09-33-4510. (**Bus. Analyst**) *Introduced at the Oct 28 regular meeting;*

D. Bill No. 58- 2013 – amending the Rain Barrel Ordinance to make the regulations for the overflow consistent with pre-manufactured rain barrels, reducing the size of the overflow to 1”. (EAC) **Introduced at the Oct 28 regular meeting; Advertised on Nov 4th;**

E. Bill No. 59- 2013 – creating the City of Reading Revitalization and Improvement Zone Authority (CRIZ), as per the Municipalities Authorities Act and House Bill 465-2013 (Man Dir) **Public Hearing advertised 10-4; Public Hearing Date 11-7 at 5 pm Council Chambers, Ordinance advertised 10-14 and 11-4; Eligible for enactment 11-12-13**

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance – amending the Administrative Code, Exhibit A Purchasing Policies And Procedures, Section 11 Bid Evaluation, Parts 11.4.5 And 11.4.6, by reducing the amount required for contract approvals to \$10,000 which will bring the section into compliance with the expenditure reduction approved in Bill No. 14-2012 (**Council Staff**)

B. Ordinance – amending the Administrative Code, Section 5-806 Fiscal Provisions by Reducing the amount of expenditures and allocations requiring Council’s approval from \$25,000 to \$10,000. (**Council Staff**)

C. Ordinance – amending the City Code Chapter 212 Fee Schedule by making additions and corrections (**Council Staff/Business Analyst**) **Advertised on Nov 25th**

D. Ordinance – authorizing the transfer of \$250,000.00 from Contingency to Charter Board for legal fees (**Adm Services**)

E. Ordinance - authorizing the transfer of \$215,000.00 from Contingency 01-14-91-4739 to Public Works 01-07-14-4501 \$175,000, fuel and 01-07-74-4216 \$40,000 dam assessment reviews. (**Adm Services**)

F. Ordinance - amending the City Code, Chapter 467 Sewers And Sewage Disposal, Part 3 Sewer Service Rental, Sections 467-103 And 467-104 to establish sewer service rentals, and such sewer service rental shall be effective until amended (**Pub Works**) **Advertised Nov 25th**

G. Ordinance - authorizing the transfer of \$21,000.00 from Building and Trades Salaries 01-10-38-4000 to Building and Trades Contracted Services; and \$29,170.00 from Zoning Contracted Services to Building and Trades Contracted Services (**Bus Analyst**)

PENDING

Ordinance – Amending the City of Reading Zoning Ordinance by making corrections and clarifications throughout (**Council Staff/Bus Analyst**) **Introduced at the Oct 14**

*regular meeting ; Advertised Oct 21st and 28th, Public Hearing Nov 7th at 5:30 pm;
Eligible for enactment 11-12-13*

BUDGET ORDINANCES – Eligible for enactment 11-12-13

Ordinance – 2014 Property Tax at fifteen and six hundred eighty-nine thousandths mills (.015689) on the dollar **(Council President) Introduced at the Sept 23 Reg Mtg**

Ordinance – 2014 Land Value Property Tax) at twenty-two and nine hundred ninety-five thousandths mills (0.022995) on the dollar, or twenty dollars and ninety-nine point five cents (\$22.995) on each one thousand dollars is hereby levied and assessed on land, and a tax of twelve and five hundred fifty-nine thousandths mills (0.012559) on the dollar, or twelve dollars and fifty-five point nine cents (\$12.559) on each one thousand dollars is hereby levied and assessed on improvements to land **(Mayor) Introduced at the Sept 23 Reg Mtg; Advertised Oct 23; Public Hearing Nov 4th at 5 pm**

Ordinance – 2014 General Fund Budget; **Introduced at the Sept 16th Special Mg Advertised Sept 20th; Public Hearing Held October 8th**

Ordinance – 2014 Capital Improvement Program Budget **Introduced at the Sept 16th Special Mg Advertised Sept 20th; Public Hearing Held October 7th**

Ordinance – 2014 Position Ordinance **Introduced at the Sept 16th Special Mtg**

Ordinance – Resident Home Rule EIT; a tax of one and five tenths percent (1.5%) (Reduction of 0.1%) **Introduced at the Sept 16th Special Mtg; Advertised Sept 30th, Oct 7th and Oct 14th**

Ordinance – Commuter EIT; a tax of up to a maximum of one and two tenths percent (1.2%) (Reduction of 0.1%) **Introduced at the Sept 16th Special Mtg; Advertised Sept 30th, Oct 7th and Oct 14th**

G. Ordinance – increasing the Home Rule Per Capita Tax to \$20 **(Law) Public Hearing Nov 4th at 5 pm; Advertised Oct 16th, 23rd (Pub Hearing), 28st, Nov 4th; Introduced at the Oct 14 regular meeting**

11. RESOLUTIONS

A. Resolution – reappointing Anthony Waldman to the Electrical Examining Board (Council Staff)

B. Resolution –appointing Chris Heinly to the Redevelopment Authority **(Council Staff)**

C. Resolution –denying the appeal for the installation of windows that do not meet the Secretary of the Interior’s Standards for 332 N 5th Street and remanding the issue to HARB. **(Council Staff)**

D. Resolution –authorizing the submission of the 2014 CDBG Action Plan **(CD)**

E. Resolution – authorizing a Section 108 Application in the amount of \$750,000 with the U.S. Department of Housing and Urban Development (HUD) for Our City Reading and directing the CD Director to make a direct loan of \$150,000 to Our City Reading from the Family Business Loan Program for the development of the hotel in accordance with the terms and conditions of the program **(CD)**.

12. PUBLIC COMMENT – GENERAL MATTERS

Please see public speaking rules on first page

13. COUNCIL BUSINESS / COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, November 11

CITY HALL CLOSED FOR VETERANS DAY

** Tuesday, November 12**

Committee of the Whole – Council Office – 5 pm

Regular Meeting – Council Chambers – 7 pm

Monday, November 18

Finance Committee – Council Office – 5 pm

Strategic Planning Committee – Council Office – immediately following

Monday, November 25

Committee of the Whole – Council Office – 5 pm

Regular Meeting – Council Chambers – 7 pm

Thursday, November 28

CITY HALL CLOSED FOR THANKSGIVING DAY

Friday, November 29

CITY HALL CLOSED FOR THANKSGIVING DAY

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

Tuesday, November 12

Water Authority Workshop – Water Authority office – 4 pm

District 11 Crime Watch – Orthodox Presbyterian Church – 7 pm

Wednesday, November 13

Zoning Hearing Board – Council Chambers – 5:30 pm

Center City Community Organization – Holy Cross Church – 6 pm

Thursday, November 14

Police Pension Board – Penn Room – 10 am

Outlet Area Neighborhood – St Mark’s Lutheran Church – 6:30 pm

Monday, November 18

Library Board – 113 S 4th St – 4 pm

Tuesday, November 19

HARB – Planning Conference Room – 7 pm

Charter Board – Penn Room – 8 pm

Wednesday, November 20

Redevelopment Authority – Redevelopment Authority Office – 6:30 pm

Thursday, November 21

Blighted Property Review Committee – Council Chambers – 6 pm

Monday, November 25

DID Authority – 645 Penn St 5th floor – noon

District 7 Crime Watch – Holy Spirit Church – 7 pm

City of Reading City Council
Regular Business Meeting
Monday, October 28, 2013

Council President Francis Acosta called the meeting to order.

The invocation was given by Pastor Eileen LeVan, of Nativity Lutheran Church.

All present pledged to the flag.

ATTENDANCE

Council President Acosta
Councilor Corcoran, District 1
Councilor Goodman-Hinnershitz, District 2
Councilor Sterner, District 3
Councilor Marmarou, District 4
Councilor Reed, District 5
Councilor Waltman, District 6
City Auditor D. Cituk
City Solicitor C. Younger
City Clerk L. Kelleher
Managing Director C. Snyder
Mayor V. Spencer

PROCLAMATIONS AND PRESENTATIONS

None.

PUBLIC COMMENT

Council President Acosta reviewed the public speaking regulations and stated that three (3) individuals are registered to address Council this evening on non agenda matters. He inquired if anyone objected to suspending the rule requiring non agenda comment at the end of the meeting. As no one objected, the rule was suspended. He reviewed the remaining public speaking rules.

Patrick Miley, of Union Street, was not present.

Roberto Vasquez, of Gregg Avenue, stated that he received two (2) parking tickets and when he reviewed them he found errors on the tickets and began the appeal process. He noted that the delays with the appeal process and the questionable dispute process apply questionable due process issues. He stated that a Parking Authority and Magisterial District Judge employee told him that the appeal process is created by Council. He asked Council to consider amending the process.

Lynn Christy, of Penn Street, stated that he owns four (4) properties in the 1000 block of Penn Street; three (3) commercial properties and one (1) residential property. He stated that all properties would receive large tax increases under the Land Value Tax application. He expressed the belief that the data being applied is over two (2) years old.

APPROVAL OF THE AGENDA & MINUTES

Council President Acosta called Council's attention to the agenda for this meeting, including the legislation listed under the Consent Agenda heading, and the minutes for the October 14th Regular Meeting of Council.

Councilor Sterner moved, seconded by Councilor Marmarou, to approve the minutes from the October 14th Regular Meeting of Council, the agenda for this meeting, including the legislation under the Consent Agenda heading. The motion was approved unanimously.

Consent Agenda

A. Resolution 84-2013 – denying the 2011 tax exoneration request from Journey Fellowship for 600 Alton Ave **(Council Staff)**

B. Resolution -2013 – Deny the request for a small stone marker commemorating the Civil War field hospital that was located near the present day comfort station in City Park and approving a historical marker, similar to those installed by the Pennsylvania Historical and Museum Commission on or around the comfort station as approved by the Public Works Operations Division Manager. **(Council Staff)**

C. Award of Contract - for the LED Light Project to Telco, Inc., Reading, with total bid price of \$60,770.70 **(Purchasing)**

D. Award of Contract - for the Uniform bid to Aramark Uniform Services, 424 Reading, who is the low bidder with total bid price of \$49,344.36 for uniforms, \$1,123.20 for towels and \$8,604.96 for mats for a three year contract. **(Purchasing)**

E. Award of Contract – for the Fire/Building/Trades Software Project to Trade Master/Mobile Eyes, Troy, MI with total price of \$72,962.00. **(Purchasing)**

ADMINISTRATIVE REPORT

Mayor Spencer called Council's attention to the report distributed at the meeting, noting that the report will now contain updates from various offices and departments. He stated that this report provides an update from Public Works, IT and Police.

Councilor Marmarou stated that he is pleased to see that repairs will occur at the 9th and Marion firehouse and the EMS station, as they have been in a state of disrepair for some time.

Councilor Goodman-Hinnershitz described the problems with the retaining wall at the Pagoda and the need to move forward with the MOU between the City and the Pagoda Foundation.

AUDITOR'S REPORT

City Auditor Cituk read the report distributed to Council at the meeting. In summary:

- Report on the escalation of the MMO payment - \$1.8M in 2003 and \$11.1M in 2013
- Report on the City's required contribution to the pension funds after receipt of state aid between 2003 and 2013
- Report on the Public Utility Tax 1997-2013
- Budget comments on the 2014 Revenue projections

REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS

None.

ORDINANCES FOR FINAL PASSAGE

A. Bill No. 44-2013 - Authorizing the transfer of \$56,363 from the General Fund account code (01-07-74-4101) Light and Power to account code (01-07-74-4216) Contracted Services for the purpose of payment to Susquehanna Municipal Finance for the Honeywell contract. ***(Pub Works) Introduced at the Sept 23 regular meeting; Tabled at the Oct 14 regular meeting Tabled at the Oct 14th regular meeting***

Councilor Marmarou moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 44-2013.

Ms. Snyder stated that this payment is for the financing of the project, not a payment to Honeywell. She stated that she will have a response to Councilor Sterner's request within two (2) weeks.

Bill No. 44-2013 was enacted by the following vote:

Yeas: Corcoran, Goodman-Hinnershitz, Marmarou, Reed, Sterner, Waltman, Acosta, President - 7

Nays: None - 0

B. Bill No. 49-2013 – amending Chapter 576 – Vehicles and Traffic, Part 12 Parades, Special Events, and Public Gatherings by making clarifications to the terms of the

ordinance **(Bus Analyst) Introduced at the Sept 23 regular meeting; Advertised Oct 7th; Tabled at the Oct 14th regular meeting**

Councilor Corcoran moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 49-2013.

Councilor Goodman-Hinnershitz thanked Council Staff for their work to clarify this process.

Bill No. 49-2013 was enacted by the following vote:

**Yeas: Corcoran, Goodman-Hinnershitz, Marmarou, Reed, Sterner,
Waltman, Acosta, President - 7
Nays: None - 0**

C. Bill No. 50-2013 – Authorizing the transfer of \$ Transfer of \$300,000 from the 2013 General Fund Account 01-14-91-4739, Contingency, to 01-12-25-4216 Special Counsel - Contracted Services **(Bus Analyst) Introduced at the Oct 14 regular meeting**

Councilor Sterner moved, seconded by Councilor Waltman, to enact Bill No. 50-2013.

Councilor Sterner expressed the belief that these issues could have been settled through a mediation process, rather than through the court system. He stated that Council has no choice but to approve the payment of these bills.

Councilor Goodman-Hinnershitz stated that she will not support this expense as it could have been avoided. She expressed concern for the misuse of public funds.

Councilor Waltman agreed that a mediation process could have avoided these legal bills.

Council President Acosta noted that this transfer will handle the legal fees for the Charter Board and the Mayor's legal team.

Bill No. 50-2013 was enacted by the following vote:

**Yeas: Marmarou, Sterner, Waltman, Acosta, President - 4
Nays: Corcoran, Goodman-Hinnershitz, Reed - 3**

D. Bill No. 51-2013 – Amending the Administrative Code, Chapter 5, Section 208 Rules of Procedure, by correcting the conflict regarding the submission of legislation and matters for inclusion on an agenda **(Council Staff) Introduced at the Oct 14 regular meeting**

Councilor Corcoran moved, seconded by Councilor Reed, to enact Bill No. 51-2013.

Council President Acosta stated that this ordinance and the following ordinance clear up some conflicts in the Administrative Code.

Bill No. 51-2013 was enacted by the following vote:

**Yeas: Corcoran, Goodman-Hinnershitz, Marmarou, Reed, Sterner,
Waltman, Acosta, President - 7**
Nays: None - 0

E. Bill No. 52-2013 – Amend the Administrative Code, Chapter 5, Section 203 Organization Meeting by eliminating the need to hold an organizational meeting during the first meeting of each year **(Council Staff) *Introduced at the Oct 14 regular meeting***

Councilor Marmarou moved, seconded by Councilor Corcoran, to enact Bill No. 52-2013.

Bill No. 52-2013 was enacted by the following vote:

**Yeas: Corcoran, Goodman-Hinnershitz, Marmarou, Reed, Sterner,
Waltman, Acosta, President - 7**
Nays: None - 0

F. Bill No. 53-2013 – Amending Chapter 508, Section 700 of the City Code Book relating to street cuts making clarifications and changing the fee schedule for street cuts on streets that have been repaved **(Business Analyst) *Advertised on October 21st, Introduced at the Oct 14 regular meeting***

Councilor Reed moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 53-2013.

Managing Director Snyder stated that this is the first round of repairs to the Street Cut ordinance. She stated that this first correction strengthens the language around the repair of streets paved within 1-10 years. She stated that one additional adjustment will occur before the end of 2013.

Bill No. 53-2013 was enacted by the following vote:

**Yeas: Corcoran, Goodman-Hinnershitz, Marmarou, Reed, Sterner,
Waltman, Acosta, President - 7**
Nays: None - 0

G. Bill No. 54-2013 – Amending the Act 47 Recovery Plan by reducing the Commuter and Home Rule Resident EIT by 0.1%. **(PFM/Council Staff/Law) *Introduced at the Oct 14 regular meeting***

Councilor Corcoran moved, seconded by Councilor Goodman-Hinnershitz, to table Bill No. 54-2013.

Bill No. 54-2013 was tabled by the following vote:

Yeas: Goodman-Hinnershitz, Marmarou, Reed, Sterner, Waltman - 5

Nays: Corcoran, Acosta, President - 2

INTRODUCTION OF NEW ORDINANCES

Council President Acosta read the following ordinances into the record:

A. Ordinance - creating a process to handle requests for memorials on public property and creating a moratorium on the addition of new memorials on public property **(Business Analyst Work Group) Advertised on Nov 4th**;

B. Ordinance - amending the Administrative Code, Exhibit A Purchasing Policies And Procedures, Section 11 Bid Evaluation, Parts 11.4.5 And 11.4.6, by reducing the amount required for contract approvals to \$25,000 which will bring the section into compliance with the expenditure reduction approved in Bill No. 14-2012 **(Council Staff)**

C. Ordinance - authorized to execute an Easement Agreement (attached as Exhibit "A") to convey unto the Muhlenberg Township Authority a non-exclusive, perpetual easement in gross and temporary sanitary sewer construction easement upon that portion of premises known and designated as Tax Parcel # 66531810461680, generally located to the northeast of Spring Valley Road, Muhlenberg Township **(Law/Public Works)**

D. Ordinance - Amending the Department of Fire & Rescue Services Budget by authorizing the transfer of a total of \$10,450.00 in the {EXPLORER POST \$1200.00 and MACHINERY & EQUIPMENT \$9250.00} line item #01-09-33-4728 & #01-09-33-4802 to the {GENERAL PLANT SUPPLIES} line item #01-09-33-4510. **(Bus. Analyst)**

E. Ordinance - Amending the Rain Barrel Ordinance to make the regulations the overflow consistent with pre-manufactured rain barrels, reducing the size of the overflow to 1". **(EAC) Advertised on Nov 4th**

PENDING

Ordinance - 2014 General Fund Budget Advertised Sept 20th

Ordinance - 2014 Capital Improvement Program Budget Advertised Sept 20th

Ordinance - 2014 Position Ordinance

Ordinance - Resident Home Rule EIT; a tax of one and five tenths percent (1.5%) (Reduction of 0.1%) Advertised Sept 30th, Oct 7th and Oct 14th

Ordinance – Commuter EIT; a tax of up to a maximum of one and two tenths percent (1.2%) (Reduction of 0.1%) Advertised Sept 30th, Oct 7th and Oct 14th

RESOLUTIONS

A. Resolution 86-2013 – authorizing the Solicitor to petition the Court of Common Pleas to seeking a Non-resident EIT rate of 1.2% (**Law**)

Councilor Reed moved, seconded by Councilor Goodman-Hinnershitz, to table Resolution No. 86-2013.

Resolution No. 86-2013 was tabled by the following vote:

Yeas: Corcoran, Goodman-Hinnershitz, Reed, Waltman - 4

Nays: Marmarou, Sterner, Acosta, President - 3

B. Resolution – authorizing the Solicitor to petition the Court of Common Pleas to seeking a Non-resident EIT rate of 1.3% (**Law**)

Councilor Goodman-Hinnershitz moved, seconded by Councilor Reed, to table Resolution No. 87-2013.

Resolution No. 87-2013 was NOT tabled by the following vote:

Yeas: Goodman-Hinnershitz, Reed, Sterner - 3

Nays: Corcoran, Marmarou, Waltman, Acosta, President - 4

Council President Acosta stated that the motion to table failed, leaving the resolution on the table.

Councilor Corcoran moved, seconded by Councilor Reed, to adopt Resolution 87-2013.

Councilor Waltman stated that the City should retain the current rate as it does not make sense to make a reduction knowing the challenges that will be faced in 2015-16.

Councilor Sterner expressed the belief that we have not done enough to curb expenses. He stated that he will not support retaining the current rate. He stated that if he saw a larger budget deficit he could support retaining the current rate.

Councilor Goodman-Hinnershitz expressed the belief that it does not make sense to reduce the EIT now when we may need to increase it for the 2015 budget.

Councilor Corcoran stated that he will not vote to support retaining the current rate as he believes expenses can be trimmed further.

Resolution No. 87-2013 was adopted by the following vote:

Yeas: Goodman-Hinnershitz, Sterner, Waltman Acosta - 4

Nays: Corcoran, Reed, Acosta, President - 3

COUNCIL BUSINESS / COMMENTS

Councilor Marmarou announced the Charter Review Commission meeting at Nativity Lutheran Church on Wednesday, October 30th at 6 pm. He encouraged District 4 residents to attend.

Councilor Corcoran stated that the Commission is trying to encourage public input at these meetings and hopes that meetings within the Council Districts will increase participation.

Councilor Reed thanked those who contributed to the K9 fundraiser over the past weekend. She stated that the funds will be used to acquire another dog.

Councilor Corcoran recalled this time last year when we were bracing for Hurricane Sandy.

Councilor Goodman-Hinnershitz described the play "Ruins" production at the Miller Theater this coming weekend.

Mayor Spencer questioned why two (2) Councilors who were involved in the Charter complaints voted against paying the resulting legal bills. He asked the Solicitor if voting on paying the legal bills after filing a complaint was a conflict.

Mayor Spencer went on to say that not supporting the payment of legal bills after filing complaints is hypocritical and expressed the opinion that those who filed a complaint should not vote on the payment of legal bills.

The Solicitor stated that he will consider the issue and provide his opinion.

Mayor Spencer also took issue with Council's statements regarding the need for the administration to continue reducing expenses. While he agreed that the new positions would cost about \$500K, he noted that this is a small expense when considering the budget as a whole.

Mayor Spencer also suggested that Council speak with Legal Specialist Lachat to learn why the legal bills have not been released to the public. He suggested that people expect responsibility for their actions.

Council President Acosta stated that his questions related to the Charter Board's legal expenses and the City as a whole.

Councilor Waltman agreed that there will always be issues between the two branches of government but a better way to deal with them, outside of the legal system, is required.

Councilor Goodman-Hinnershitz expressed the belief that use of public funds should be disclosed to the public. She noted the need for the City to live within its means, just as Reading's residents do.

Councilor Corcoran, in response to the Mayor's statements about the Charter complaints and the resulting legal bills, noted that if the Mayor had followed the proper process there would be no need for Charter complaints. He also noted that the Mayor violated the Charter when he made statements about the Charter complaints during this comment period. He suggested that the Mayor be more careful when deciding what to speak about.

Mayor Spencer stated that he did not disclose names, although the Reading Eagle has.

Councilor Sterner thanked the Mayor for assisting the Hillside Playground Association with correcting some issues with the Holiday Light Display. He also again noted that 10 years ago the annual budget was \$42M and it has now grown to \$82M.

Council President Acosta thanked Dr. Christy for commenting on the Land Value Tax. He also told Mr. Vasquez that the City will explore the issue with the parking ticket appeal process.

Councilor Goodman-Hinnershitz noted the upcoming Jewish Food Festival.

Councilor Marmarou moved, seconded by Councilor Sterner, to adjourn the regular meeting of Council.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

**City of Reading City Council
Special Meeting
Monday, November 4, 2013**

Council President Francis G. Acosta called the Special Meeting to order at approximately 5:10 pm.

ATTENDANCE

Council President Acosta
Councilor Goodman-Hinnershitz, District 2
Councilor Sterner, District 3
Councilor Marmarou, District 4
Councilor Reed, District 5
Councilor Waltman, District 6
City Solicitor C. Younger
City Clerk L. Kelleher
Managing Director C. Snyder
City Auditor D. Cituk
Mayor V. Spencer

Council President Acosta stated that Councilor Corcoran has been excused as he was called to work.

PUBLIC COMMENT

Council President Acosta reviewed the public speaking regulations and stated that one (1) individual is registered to address Council this evening on agenda matters.

Ernie Schlegel, of Pear Street, expressed concern over the apparent political wrangling with Charter amendment recommendations. He read Charter Section 1203 aloud. He expressed the belief that it is not the intent of those who drafted the Charter to have elected officials serve on the Charter Review Commission and that members of the City's Boards, Authorities and Commissions would be better suited to serve. He stated that elected officials could serve as non-voting liaisons to the Charter Review Commission and he suggested that the elected officials currently appointed step down. He also noted the potential conflict with elected officials serving on the Charter Review Commission when they have filed Charter complaints. He again suggested that the elected officials appointed step down.

Council President Acosta announced that Council would be going into executive session to discuss litigation and the purchase or real estate and he announced the officials that need to attend the executive session. The executive session was convened at approximately 5:14 pm.

The executive session ended at 6:28 and the Special Meeting was recessed. The Special Meeting reconvened at 6:36 pm.

APPROVAL OF THE AGENDA

- **Agenda for the November 4th Special Meeting**

Council President Acosta stated that the administration has requested two additions to the agenda as follows:

1. Resolution authorizing the Water Authority to purchase Dana South
2. Introduction of an ordinance to increase the commuter and resident Home Rule EIT.

The members of Council agreed to add the ordinance for introduction but disagreed with placing the resolution regarding the Dana South property on the agenda.

Councilor Marmarou moved, seconded by Councilor Reed, to adopt the agenda as amended including the legislation under the Consent Agenda heading. The motion was approved unanimously.

CONSENT AGENDA LEGISLATION

A. Resolution 88-2013 – appointing Donna Reed to the Blighted Property Review Committee **(Council Staff)**

B. Resolution 89-2013 – appointing Donna Reed to the Charter Review Commission **(Council Staff)**

C. Resolution 90-2013 – appointing Marcia Goodman-Hinnershitz to the Nominations and Appointments Committee **(Council Staff)**

D. Resolution 91-2013 – authorizing the Solicitor to petition the Court of Common Pleas seeking a Non-resident EIT rate of 1.2% **(Law) Tabled at the 10-28 Regular Meeting**

ORDINANCES FOR FINAL PASSAGE

Bill No. 54-2013 – Amending the Act 47 Recovery Plan by reducing the Commuter and Home Rule Resident EIT by 0.1%. **(PFM/Council Staff/Law) Introduced at the Oct 14 regular meeting; Tabled at the 10-28 Regular Meeting**

Councilor Goodman-Hinnershitz moved, seconded by Councilor Marmarou, to enact Bill No. 54-2013.

Councilor Waltman moved, to amend Bill No. 54-2013 to replace the percentage listed in the ordinance with the phrase “as attached in Exhibit A”.

Councilor Waltman explained that his proposed amendment would allow Council to determine the amount of the resident and commuter EIT after the administration determines the amount required to balance the 2014 budget due to the potential loss of the recycling fees.

The Solicitor and City Clerk stated that PFM would prefer if Council enacted both ordinances.

Councilor Waltman withdrew his amendment.

Councilor Waltman moved to table Bill No. 54- 2013. The motion to table Bill No. 54-2013 failed for a lack of a second.

Bill No. 54-2013 was enacted by the following vote:

**Yeas: Goodman-Hinnershitz, Marmarou, Reed, Sterner, Acosta, President –
5**

Nays: Waltman - 1

INTRODUCTION OF NEW ORDINANCES

A. Ordinance – amending the Act 47 Recovery Plan as attached in Exhibit A.
(PFM/Council Staff)

Councilor Marmarou moved, seconded by Councilor Sterner, to adjourn the meeting.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk

RESOLUTION NO. 2013

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

Ratifying the Collective Bargaining Agreement between the City of Reading and the International Association of Fire Fighters (IAFF) effective January 1, 2011 and expiring December 31, 2015.

Adopted by Council _____, 2013

Francis G. Acosta
President of Council

Attest:

Linda A. Kelleher CMC
City Clerk

(Man Dir)

ESTABLISH BANK ACCOUNT

TO: Members of City Council
FROM: Christian F. Zale, City Controller
PREPARED BY: Christian F. Zale, City Controller
MEETING DATE: November 12, 2013
AGENDA MEMO DATE: November 6, 2013
RECOMMENDED ACTION: Bank Escrow Account – Delinquent Recycle Fees

BACKGROUND:
Require escrow bank account to deposit recycle fees collected through certification process.

BUDGETARY IMPACT:
None

PREVIOUS ACTION:
None

RECOMMENDED BY:
City Controller

RECOMMENDED MOTION:
Approve the request.

RESOLUTION NO. _____ - 2013

A RESOLUTION

**AUTHORIZATING THE OPENING OF A BANK ESCROW ACCOUNT
TO COLLECT RECYCLING FEES THROUGH THE CERTIFICATION
PROCESS.**

Adopted _____, 2013

President of Council

Attest:

City Clerk



AGENDA MEMO

COMMUNITY DEVELOPMENT

TO: City Council
FROM: Lenin Agudo, Community Development Director
MEETING DATE: November 12, 2013
REQUESTED ACTION: To enact a resolution permitting the City of Reading Community Development Department to administer a contract with Community Initiatives Development Corporation (CIDC) for our Micro-Enterprise Loan Program.

BACKGROUND:

The City of Reading's Micro-Loan Program began on January 1st 2011 after Brian Jeremiah, who at the time was with the Community and Economic Development Office at Pennsylvania Department of Economic Development reminded the city that it had \$550,000.00 in EZ-Fred funds available for use.

With the help of the City's accounting department, the C.D. Department transferred \$550,000 to the Community Initiatives Development Corporation (CIDC). The CIDC now does the management and underwriting for the City's micro-loan program. Under the CIDC's and C.D. Department's management, the program has had much success.

The program has received over 300 inquiries since its inception. Of those inquiries, Forty two (60) have completed applications and thirteen (19) businesses have been approved and funded. The City has assisted thirteen local residents to significantly improve the viability of their businesses via funding and by expanding our partnerships with small business-serving entities to provide technical assistance.

To date the program has lent \$653,547.52 of which \$140,481.61 has been repaid. All loans except for two are current and paid through June.

Given the program's success under CD and CIDC management, I am asking council to approve a contract in the amount of \$60,000 for services beginning July 1, 2013 through June 30, 2014 so that CIDC can continue to serve as a partner in this initiative and add to the program's success over the next year.

BUDGETARY IMPACT: None.

PREVIOUS ACTION: None.

SUBSEQUENT ACTION: None.

RECOMMENDED BY: Community Development Department Director Lenin Agudo, and Mayor Vaughn D. Spencer.

RECOMMENDED MOTION: To approve/deny a Council Resolution authorizing the amendment.

RESOLUTION NO. _____

RESOLUTION OF THE COUNCIL OF THE CITY OF READING

WHEREAS, there were available EZ Fred funds originally approved as a loan Program and such funds were programmed for a Micro-Loan Program to assist small businesses in distressed areas and minority owned firms in the City, and

WHEREAS, such a program has been designed in accordance with standards of the U.S. Small Business Administration and the U.S. Department of Housing and Urban Development, and

WHEREAS, Community Initiatives Development Corporation (CIDC) has an existing Contract that will permit it to jointly administer the program and further has applied for an additional 1.5 million dollars from the U.S. Small Business Administration for the Program, and

WHEREAS, the City Counsel is desirous of assisting credit worthy businesses in the City of Reading to access such funds and to encourage the growth of minority businesses and assist other businesses in distressed areas in the City of Reading,

NOW THEREFORE BE IT RESOLVED, that the Mayor, be and hereby is, authorized to take the necessary steps for the continuation and administration of the Micro-Loan Program.

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

ADOPTED COUNCIL _____, 2013

PRESIDENT OF COUNCIL

ATTEST:

CITY CLERK



AGENDA MEMO

POLICE DEPARTMENT

TO: City Council
FROM: Chief William M. Heim
PREPARED BY: Chief William M. Heim
MEETING DATE: November 11, 2013
AGENDA MEMO DATE: November 6, 2013
REQUESTED ACTION: Promotion to Captain

RECOMMENDATION

The Mayor and Police Chief recommend the promotion of Lieutenant Madison L. Winchester to the rank of Captain.

BACKGROUND

There is a vacancy in the position of Captain due to a retirement. Lt. Winchester is currently eligible for promotion, having taken and passed the civil service examination for the position, achieving the highest score among the applicants. He has been an acting Captain for a year while the testing process was conducted. The Mayor and Police Chief recommend Lieutenant Winchester for promotion.

BUDGETARY IMPACT

This position is funded in the 2013 budget.

PREVIOUS ACTIONS

None

SUBSEQUENT ACTION

Council to take action to approve/deny a resolution to promote Madison L. Winchester to the rank of Captain.

RECOMMENDED BY

The Mayor and Police Chief recommend approval.

RECOMMENDED MOTION

Approve/deny the resolution promoting Madison L. Winchester to the rank of Captain with the Reading Police Department to be effective

November 11, 2013.

R E S O L U T I O N N O. _____ 2013

**THE COUNCIL OF THE CITY OF READING HEREBY RESOLVES
AS FOLLOWS:**

**Promoting Lieutenant Madison Winchester to the rank of Captain is in
the Reading Police Department, effective November 12, 2013.**

Adopted by Council _____, 2013

**Francis G. Acosta
President of Council**

Attest:

**Linda A. Kelleher
City Clerk**

BILL NO. _____-2013

A N O R D I N A N C E

**AN ORDINANCE AMENDING THE CITY CODE BOOK, CHAPTER 396,
CREATING A NEW PART 500 MEMORIAL STRUCTURES ON PUBLIC
PROPERTY**

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

SECTION 1. Amending the City Code Book, Chapter 396, by creating a new Part 500 to address the placement and maintenance of memorial structures on public property, as attached in Exhibit A.

SECTION 2. This ordinance shall become effective ten (10) days after its adoption in accordance with Sections 219 and 221 of the City of Reading Home Rule Charter.

Enacted _____, 2013

President of Council

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

EXHIBIT A

PART 5

MEMORIAL STRUCTURES ON PUBLIC PROPERTY

§ 396-501. Evaluation of Proposed Monuments, Statuary, Markers and Plaques.

- (a) Any organization or entity wishing to place upon public property an inanimate monument, statue, marker or plaque (the memorial structure) for the purpose of memorializing an individual, group, or event, shall submit such proposal to the Director of Public Works.
- (b) A Memorial Review Committee (the MRC) shall have the responsibility of reviewing each such proposal. The Committee shall be composed of the Historic Preservation Specialist, a City Planner, the Public Works Operations Division Manager, the City Clerk; and the Director of the Berks County Office of Veterans Affairs. The Director of Public Works shall appoint a MRC chairperson from the membership.
- (c) The MRC shall provide a written evaluation of each proposal based on the following factors: the suitability of the proposed location of the memorial structure; the appropriateness of the design thereof; the appropriateness and anticipated longevity of the proposed material comprising the memorial; the proposers' plan and ability for long-term maintenance and upkeep of the memorial; and provisions for insuring the memorial against damage, vandalism and disrepair. In addition, if the proposed location of a memorial structure has been subject to a master- or comprehensive-planning initiative, the proposed memorial should be in comport with any such valid plan. The MRC shall provide this written evaluation to City Council with a recommendation.
- (d) At its discretion, the MRC may request the approval for or advice of a proposed memorial structure from the Planning Commission.
- (e) Any proposed memorial structure located within or immediately adjacent to a designated historic or conservation district shall be subject to the advance approval of the Historic Architectural Review Board.
- (f) Approval of the placement or relocation of any memorial structure shall require the approval of City Council.

§ 396-502. Maintenance of Existing Memorial Structures.

- (a) It shall be the policy of the City of Reading that the maintenance and upkeep of any memorial structure shall be the responsibility of the entity placing such approved structure on public property. A plan for the perpetual care thereof shall be specified in a memorandum of understanding to which the Director of Public Works shall be a party.
- (b) In the event a memorial structure falls into disrepair and is not promptly repaired, at the sole discretion of the Director of Public Works, the city may remove such structure and dispose of it.
- (c) The MRC shall have purview over existing memorial structures and may promulgate policies and programs that encourage their perpetual care, upkeep and repair with little or no public expense.

§ 396-503. A Moratorium

The Council of the City of Reading places a moratorium on the placement of any additional memorial structure on public lands. The moratorium shall commence on December 1, 2013 and shall continue until such date when the Council may chose to rescind this section.

BILL NO. _____-2013

A N O R D I N A N C E

AUTHORIZING THE MAYOR TO EXECUTE AN EASEMENT AGREEMENT BETWEEN THE CITY OF READING AND THE MUHLENBERG TOWNSHIP AUTHORITY THEREBY CONVEYING UNTO THE MUHLEN-BERG TOWNSHIP AUTHORITY A NON-EXCLUSIVE, PERPETUAL EASEMENT IN GROSS UPON THAT PORTION OF PREMISES KNOWN AS TAX PARCEL # 66531810461680, AND GENERALLY LOCATED TO THE NORTHEAST OF SPRING VALLEY ROAD, MUHLENBERG TOWNSHIP, BERKS COUNTY, PENNSYLVANIA.

WHEREAS, the City of Reading is the legal owner of certain real property situate northeast of Spring Valley Road, Muhlenberg Township, Berks County, Pennsylvania, with tax parcel # 66531810461680, and more particularly described in a certain deed appearing in the Office of the Recorder of Deeds in and for Berks County, Pennsylvania, in Record Book Vol. , at Page ; and

WHEREAS, pursuant to a Municipal Improvements Agreement dated April 11, 2013 and an Addendum thereto by and between the Muhlenberg Township Authority and Montgomery Acquisition Co., LLC, certain sewer system improvements will be installed on certain premises a portion thereof which is real property of the City of Reading described above and said sewer system improvements will be dedicated to the Muhlenberg Township Authority; and

WHEREAS, the City of Reading is willing to grant to the Muhlenberg Township Authority a perpetual easement and temporary sanitary sewer construction easement in connection with said parcel for such purpose.

NOW, THEREFORE THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The Mayor is authorized to execute an Easement Agreement (attached as Exhibit "A") to convey unto the Muhlenberg Township Authority a non-exclusive, perpetual easement in gross and temporary sanitary sewer construction easement upon that portion of premises known and designated as Tax Parcel # 66531810461680, generally located to the northeast of Spring Valley Road, Muhlenberg Township, Berks County, Pennsylvania, as shown on Plan of McCarthy Engineering Associates, Inc., dated April 30, 2013 and/or October 1, 2013 (see attached Exhibit "A").

SECTION 2. This Ordinance shall be effective ten (10) days after passage.

Enacted _____, 2013

President of Council

Attest:

City Clerk

(LAW DEPT.)

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

BILL No. _____ - 2013

AN ORDINANCE

AN ORDINANCE AMENDING THE 2013 CITY OF READING GENERAL FUND BUDGET BY AUTHORIZING THE TRANSFER OF FUNDS FROM {Department of Fire & Rescue Services and [01-09-33-4728 Explorer Post \$1200.00] & [01-09-33-4802 Machinery & Equipment \$9250.00]} LINE ITEM TO {Department of Fire & Rescue Services and [01-09-33-4510 General Plant Supplies \$10,450.00]} LINE ITEM {Fire Code Inspection Software}

Section 1. Amending the City of Reading 2013 {DEPARTMENT OF FIRE & RESCUE SERVICES} Budget by authorizing the transfer of a total of \$10,450.00 in the {EXPLORER POST \$1200.00 and MACHINERY & EQUIPMENT \$9250.00} line item #01-09-33-4728 & #01-09-33-4802 to the {GENERAL PLANT SUPPLIES} line item #01-09-33-4510.

Section 2. This Ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted:

_____, 2013

President of

Council
Attest:

City Clerk

Submitted to Mayor: _____

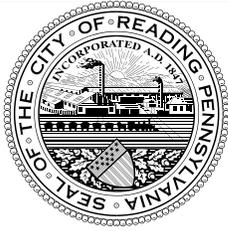
Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____



AGENDA MEMO CITY COUNCIL OFFICE

TO: City Council
FROM: Shelly Katzenmoyer, Deputy City Clerk
MEETING DATE: October 28, 2013
AGENDA MEMO DATE: October 23, 2013
RECOMMENDED ACTION: Amend the rain barrel regulations to make the overflow consistent with pre-manufactured rain barrels

RECOMMENDATION: Correct the conflict in the rain barrel regulations to make the regulations consistent with pre-manufactured rain barrels

BACKGROUND: The Environmental Advisory Council prepared the rain barrel regulations which were passed by Council in 2012. At that time, the EAC followed the recommendations of City staff in establishing a 2" overflow. However, in practicality all pre-manufactured rain barrels are standardized to a 1" overflow which connects to a garden hose.

BUDGETARY IMPACT: None

PREVIOUS ACTION: None

SUBSEQUENT ACTION: None

RECOMMENDED MOTION: Amend the rain barrel regulations to make them consistent with pre-manufactured rain barrels

ORDINANCE NO. _____-2013

**AN ORDINANCE AMENDING THE CITY OF READING CODE OF ORDINANCES,
CHAPTER 438 RAIN BARRELS SECTION 438-8 SPECIFICATION BY CHANGING
THE SIZE OF THE OVERFLOW**

SECTION 1: Amending the City of Reading Code of Ordinances Chapter 438 Rain Barrels Section 438-8 Specifications Letter F by changing the size of the overflow to 1”:

§ 438-8. Specifications.

- A. Rain Barrels may be ready-made or self-fabricated of durable fiberglass, polypropylene, resin, recycled steel or wood.
- B. Wooden Rain Barrels must be lined.
- C. Recycled Rain Barrels may not have been previously used as containment vessels for substances regulated by the Toxic Substances Control Act, 15 U.S.C. §2601 *et seq.*
- D. All interior surfaces of a recycled Rain Barrel must be washed clean with soap and water before the Rain Barrel is put into service.
- E. Every Rain Barrel must be equipped with an automatic storm water diverter or automatic overflow system so that when the Rain Barrel is full, rainwater is either diverted back into the Collecting Structure’s downspout system, or away from the foundation of the Collecting Structure by way of an overflow hose and into a drainage swale. No drainage from an overflow hose shall discharge upon any neighboring property.
- F. Overflow piping must be at least 2” in diameter.
- G. Rain Barrels must be equipped with a mosquito-proof screen on the lid and over the flow hole, constructed of corrosion resistant wire or other approved mesh.
- H. Lids on Rain Barrels must be securely fastened to prevent access by small children and animals.
- I. Rain Barrels fabricated from fiberglass, polypropylene and resin must be opaque in color to inhibit algae growth.
- J. The exterior of a Rain Barrel shall not be painted or decorated in such a manner that is inconsistent with the surrounding area or offensive to the general senses of neighboring properties and neighboring property owners.
- K. Where not inconsistent with the standards set forth herein, Rain Barrels shall otherwise conform to the standards for Rain Barrel design, construction and operation set forth in the guidance document *Rainwater Catchment Design and Installation Standards*, published on January the 20th, of 2009 by the American Rainwater Catchment Systems Association and the American Society of Plumbing Engineers.

SECTION 2: All relevant ordinances, policies and regulations of the City of Reading not amended shall remain in full force and effect.

SECTION 3: If any section, subsection, sentence or clause of this Ordinance is held for any reason to be invalid such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 4: This ordinance shall become effective within ten (10) days in accordance with Charter Section 219.

Enacted _____, 2013

Council President

Attest:

City Clerk

Submitted to Mayor: _____
Date: _____

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

Approved by Mayor: _____
Date: _____

Vetoed by Mayor: _____
Date: _____

CITY OF READING
BERKS COUNTY, PENNSYLVANIA

ORDINANCE NO. _____
(Duly Enacted November 12, 2013)

AN ORDINANCE OF THE CITY OF READING, BERKS COUNTY, PENNSYLVANIA, SIGNIFYING THE INTENTION OF CITY COUNCIL TO ORGANIZE A MUNICIPAL AUTHORITY UNDER THE PROVISIONS OF THE PENNSYLVANIA MUNICIPALITY AUTHORITIES ACT, AS AMENDED AND SUPPLEMENTED, TO BE KNOWN AS THE “CITY OF READING REVITALIZATION AND IMPROVEMENT ZONE AUTHORITY”; SETTING FORTH THE FORM OF THE ARTICLES OF INCORPORATION; APPOINTING THE FIRST MEMBERS OF THE BOARD OF THE AUTHORITY AND FIXING THEIR TERM OF OFFICE; DESIGNATING THE PURPOSES FOR SAID AUTHORITY; AUTHORIZING THE EXECUTION AND FILING OF THE ARTICLES OF INCORPORATION; AUTHORIZING THE TAKING OF ALL SUCH ACTION AS MAY BE NECESSARY OR APPROPRIATE TO ORGANIZE SAID AUTHORITY, INCLUDING THE PUBLICATION OF REQUIRED PUBLIC NOTICE; AND CONTAINING CLAUSES FOR SEVERABILITY, REPEAL, AND EFFECTIVE DATE.

WHEREAS, the City of Reading, Berks County, Pennsylvania (the “City”), is empowered to establish, organize, and incorporate an authority pursuant to §5603 of the Pennsylvania Municipality Authorities Act, 53 Pa. C.S.A. § 5601 et seq., Act 22 of 2001, effective June 19, 2001, which codifies and amends the Municipality Authorities Act of 1945, as amended and supplemented (the “Municipality Authorities Act”); and

WHEREAS, in preparation for the passage of this Ordinance, a public hearing was held by the City Council of the City pursuant to notice duly advertised as required by the Municipality Authorities Act.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED, by the City Council of the City and IT IS HEREBY ORDAINED AND ENACTED by the authority of the same, as follows:

INTENT. *It is the intent of the City Council of the City to organize an authority under provisions of the Municipality Authorities Act.*

NAME OF AUTHORITY. *The name of the authority shall be the “City of Reading Revitalization and Improvement Zone Authority”.*

ARTICLES OF INCORPORATION. *The proposed Articles of Incorporation of said City of Reading Revitalization and Improvement Zone Authority are as follows:*

CITY OF READING REVITALIZATION AND IMPROVEMENT ZONE
AUTHORITY

ARTICLES OF INCORPORATION

To: The Secretary of the Commonwealth of Pennsylvania.

In compliance with requirements of the Pennsylvania Municipality Authorities Act, 53 Pa. C.S.A. § 5601 et seq., Act 22 of 2001, effective June 19, 2001, which codifies

and amends the Municipality Authorities Act of 1945, as amended and supplemented (the “Municipality Authorities Act”), and pursuant to the ordinance enacted by the City Council of the City of Reading, Berks County, Pennsylvania, expressing the intention and desire of the City Council of said municipality to organize a municipality authority under said Municipality Authorities Act, the incorporating municipality does hereby certify:

The name of the Authority is “City of Reading Revitalization and Improvement Zone Authority”.

The Authority is formed under provisions of the Pennsylvania Municipality Authorities Act, 53 Pa. C.S.A. § 5601 et seq., Act 22 of 2001, effective June 19, 2001, which codifies and amends the Municipality Authorities Act of 1945, as amended and supplemented, with all powers authorized by said Municipality Authorities Act.

No other authorities have been organized under said Municipality Authorities Act, under the former Act of June 28, 1935 (P.L. 463, No. 191), or under the Act of May 2, 1945 (P.L. 382, No. 164), known as the “Municipality Authorities Act of 1945”, and is in existence in or for the incorporating municipality, except that the incorporating municipality has heretofore organized (i) the Reading Water Authority and (ii) the Reading Regional Airport Authority, as the sole incorporating municipality, and (iii) the Berks Area Reading Transportation Authority, as a joint incorporating municipality, each under the provisions of the Act of May 2, 1945 (P.L. 382, No. 164), known as the “Municipality Authorities Act of 1945”, which authorities are in existence in or for said incorporating municipality.

The name of the incorporating municipality is the City of Reading, Berks County, Pennsylvania.

The names and addresses of the members of the City Council of the City of Reading, the incorporating municipality, are as follows:

<u>OFFICE</u>	<u>NAME</u>	<u>ADDRESS</u>
President	Francis Acosta	326 St. Nicholas Street Reading, PA 19607
Vice President	Marcia Goodman- Hinnershitz	564 South 15 th Street Reading, PA 19601
Council Member	Randy Corcoran	221 Beverly Place Reading, PA 19611
Council Member	Stratton P. Marmarou	1515 Linden Street Reading, PA 19604

Council Member	Donna Reed	1525 Argonne Road Reading, PA 19601
Council Member	Dennis M. Sterner	524 North 14 th Street Reading, PA 19604
Council Member	Jeffrey S. Waltman	_____ Reading, PA 19601

The names, addresses and terms of office of the first members of the Board of the City of Reading Revitalization and Improvement Zone Authority, are as follows:

<u>NAME</u>	<u>ADDRESS</u>	<u>TERM OF OFFICE</u>
	_____ Reading, PA 19601	One Year
	_____ Reading, PA 19601	Two Years
	_____ Reading, PA 19601	Three Years
	_____ Reading, PA 19601	Four Years
	_____ Reading, PA 19601	Five Years
	_____ Reading, PA 19601	One Year
	_____ Reading, PA 19601	Two Years
	_____ Reading, PA 19601	Three Years
	_____ Reading, PA 19601	Four Years

The terms of office of the first members of the Board of said City of Reading Revitalization and Improvement Zone Authority shall commence on the date of appointment and shall be computed from the first Monday in January of 2014.

The term of existence of the City of Reading Revitalization and Improvement Zone Authority shall be for a period of fifty (50) years.

Advertisement of notice of filing these Articles of Incorporation is submitted herewith.

IN WITNESS WHEREOF, the undersigned has executed these Articles on behalf of the City of Reading, Berks County, Pennsylvania, and has caused to be affixed the seal and attested this ____ day of November, 2013.

**CITY OF READING
BERKS COUNTY, PENNSYLVANIA**

By: _____
Vaughn Spencer
Mayor

Attest:

Linda A. Kelleher CMC, City Clerk

COMMONWEALTH OF PENNSYLVANIA :
 : SS.
COUNTY OF BERKS :

On this ____ day of November, 2013, before me a Notary Public in and for said Commonwealth, personally appeared the above named Vaughan Spencer and Linda A. Kelleher, who stated that their official positions in the City of Reading are, respectively, the Mayor and City Clerk of the City of Reading, and who, in due form of law, acknowledged the foregoing Articles of Incorporation to be the act and deed of said City of Reading for the purposes therein specified.

Notary Public

NOTARIAL SEAL

My Commission Expires: _____

MEMBERS. *The first members of the Board of said City of Reading Revitalization and Improvement Zone Authority, named in the aforesaid Articles of Incorporation, are hereby specifically appointed members of said Board for the terms set after their respective names, commencing on the date of appointment and computed from the first Monday in January, 2014.*

AUTHORITY TO EFFECT THE INCORPORATION OF THE AUTHORITY. *The Mayor of the City is hereby authorized and directed to execute the Articles of Incorporation of the proposed City of Reading Revitalization and Improvement Zone Authority in substantially the form set forth in this Ordinance, and the City Clerk of the City is hereby authorized and directed to attest the same and to affix thereto the seal of the City. Such officers are authorized and directed to execute and deliver such other documents, agreements, certificates and instruments, and to do all acts necessary or appropriate to effect the incorporation of the proposed City of Reading Revitalization and Improvement Zone Authority, including, but not limited to, to cause notice of the substance of this Ordinance, including the substance of the foregoing Articles of Incorporation, and the proposed filing of such Articles of Incorporation, to be published as required by the Municipality Authorities Act.*

The Mayor of the City and the City Clerk of the City are authorized and directed to file such Articles of Incorporation and the necessary proofs of publication with the Secretary of the Commonwealth of Pennsylvania and to do all other things necessary to effect the incorporation of the City of Reading Revitalization and Improvement Zone Authority, including payment of the required filing fees.

PURPOSES AND PROJECTS AUTHORIZED. *The City of Reading Revitalization and Improvement Zone Authority shall have all the purposes, powers, and rights, as provided by Article XVIII-C of House Bill No. 465, Session of 2013, including, but not limited to the designation of revitalization and improvement zones in the City, engaging in and financing the construction, including related site preparation and infrastructure, reconstruction or renovation of facilities within such revitalization and improvement zones, for purposes of taking any and all actions and performing any and all duties authorized by a Contracting Authority as defined in and authorized by Article XVIII-C of House Bill No. 465, Session of 2013, and shall have all the purposes, powers, and rights as provided by the Municipality Authorities Act.*

SEVERABILITY. *In the event any provision, section, sentence, clause or part of this Ordinance shall be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair any remaining provision, section, sentence, clause or part of this Ordinance, it being the intent of this City that such remainder shall be and shall remain in full force and effect.*

REPEALER. *All ordinances or parts of ordinances inconsistent with this Ordinance shall be and the same expressly are repealed.*

EFFECTIVE DATE. *This Ordinance shall take effect upon its advertisement and enactment as required by law.*

**DULY ENACTED, THIS 12TH DAY OF NOVEMBER, 2013, BY THE
COUNCIL OF CITY OF READING, BERKS COUNTY, PENNSYLVANIA, IN LAWFUL
SESSION DULY ASSEMBLED.**

Attest:

CITY OF READING
Berks County, Pennsylvania

By:

Linda A. Kelleher CMC, City Clerk
Council

Francis Acosta, President of

(SEAL)

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

BILL NO. ____-2013

AN ORDINANCE AMENDING THE CITY OF READING CODE OF ORDINANCES CHAPTER 5 ADMINISTRATIVE CODE, EXHIBIT A PURCHASING POLICIES AND PROCEDURES, SECTION 11 BID EVALUATION, PART 11.4.5 AND 11.4.6, BY REDUCING THE AMOUNT REQUIRED FOR CONTRACT APPROVALS.

The Council of the City of Reading hereby ordains as follows:

Section 1. Amending the Code of Ordinances, Chapter 5 Administrative Code, Exhibit A Purchasing Policies And Procedures, Section 11 Bid Evaluation, Part 11.4.5 And 11.4.6, by reducing the amount required for contract approvals as follows:

Section 11 Bid Evaluation and Award

11.4 Bid Award.

11.4.1 It is the policy of the City to make awards to the vendor who meets the specifications for the items or services to be purchased at the lowest cost. Factors such as delivery time, quality, operating and maintenance costs, service, etc., as well as initial price, should be taken into consideration in determining the lowest cost vendor.

11.4.2 The department director shall review all bids and make a recommendation to the purchasing manager by completing the "Recommendation to Award Contract" form.

If the purchasing manager does not agree with the recommendation of the department director, the award will be referred to the purchasing committee for determination.

11.4.3 The Director of Finance shall review the recommendation to ensure an award is compatible with the budget.

11.4.4 The Managing Director shall approve all recommendations.

11.4.5 The Mayor shall have final approval of contract under ~~\$50,000~~ **\$10,000**.

11.4.6 City Council shall award or reject all contracts ~~exceeding \$50,000~~ **that are \$10,000 or more**.

11.4.7 A purchase order shall be initiated after the contract award; however, it shall not be issued until the contract documents have been finalized.

11.4.8 The successful vendor, after receiving the contract documents, has 10 working days to sign and return with the necessary bonds.

11.4.9 If the selected vendor fails to deliver a bond or items bid within the time limits specified, the purchasing manager may choose to recommend rescinding the award and readvertise for bids. In such event, the delinquent bidder shall be responsible for the costs of rebidding and the amount of any increase in the contract

price thereby resulting. The purchasing manager shall properly document the action, the reasons for the action and retain the vendor bid surety not as a penalty, but as liquidated damages for inability to comply with the contractual agreement.

Section 2. This ordinance shall become effective ten (10) days after its adoption in accordance with Sections 219 and 221 of the City of Reading Home Rule Charter.

Section 3. Any and all ordinances which are contrary to the amendment are hereby repealed.

Enacted by Council _____, 2013

President of Council

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

ORDINANCE NO. ____-2013

AN ORDINANCE AMENDING THE CITY OF READING CODE OF ORDINANCES CHAPTER 5 ADMINISTRATIVE CODE, SECTION 5-806 FISCAL PROVISIONS BY REDUCING THE AMOUNT OF EXPENDITURES AND ALLOCATIONS REQUIRING COUNCIL'S APPROVAL FROM \$25,000 TO \$10,000.

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

SECTION ONE. Amending the City of Reading Code of Ordinances Chapter 5 Administration and Government, Section 5-806 Fiscal Provisions, Part C.7 by reducing the amount of expenditures and allocations requiring council's approval from \$25,000 to \$10,000 as follows:

Fund Accounts. §5-806. Fiscal Provisions.

C. Regulations concerning appropriations and transfers.

[Amended 4-11-2011 by Ord. No. 17-2011; 2-27-2012 by Ord. No. 14-2012]

1. The authorization and expenditure of all funds and preparation of department budgets shall be in accordance with a policy adopted by the Council and a financial procedures manual to be prepared and periodically reviewed and updated by the Administrative Services Department. Expenditures shall be executed in a uniform manner for every City Department.

2. The Administrative Services Director shall prepare and submit a monthly report to the Mayor, the Managing Director, and Council. This monthly report shall include all expenditures, borrowing, or any use for each City department and each City Fund account, and status reports comparing those expenditures with the adopted budget, as well as any Department justification of transfer, borrowing, or any use of funds within departments, between departments and within or between City Funds account.

3. In order to allow flexibility in the administration of the City's business, Departments may transfer money between line items within the department. A majority of Council, in response to any monthly report, may place a limit on the amount of additional excess expenditure allowed for any program or line item. This is not intended to restrict unduly the Mayor's ability to manage and administer the budget.

4. Justification for transferring, borrowing or any use of funds between departments and/or City Fund accounts must be presented to and approved by Council. The financial procedures manual will stipulate the following:

- (a) Expenditure procedures.
- (b) Justification procedures for transferring money between line items.

(c) Justification procedures for transferring money between departments.

(d) Administration of petty cash funds.

(e) Justification procedures for transferring, borrowing, or any use of money between City Fund accounts.

5. Requiring an amendment to the City's annual Budget Ordinance authorizing the transfer, borrowing, or any use of all monies including, but not limited to, transfers, borrowing, or any use of funds between departments, and transfers, borrowing, or any use of funds in and out of any City Fund account, account or line item either attached in part or unattached to a departmental budget. The City Funds include all general, operating, capital and enterprise funds. The request for a budget amendment must be submitted to City Council with an agenda memorandum explaining the justification for transfer, borrowing, or any use of funds and the proposed use for the funds transferred at least two weeks before the transfer is required.

6. Requiring an amendment to the City's annual Budget Ordinance to authorize any cumulative modification to any departmental overall budget or line item exceeds \$10,000. The request for a budget amendment must be submitted to City Council with an agenda memorandum explaining the justification for transfer and the proposed use for the funds transferred, borrowed or used at least two weeks before the transfer is required.

7. Requiring City Council approval, via ordinance, for the following:

- a. Salary increases that were not approved in or included in the budget for the fiscal year and fall outside the labor contract for union employees.
- b. All expenditures not approved and listed in the operating or capital budgets for the fiscal year prior to those expenditures occurring.
- c. All expenditures and allocations of ~~\$25,000~~ **\$10,000** or more from and to any and all agency funds and any and all line items falling in the Departmental and Nondepartmental area of the General Fund.

SECTION TWO. All other parts of the Ordinance remain unchanged.

SECTION THREE. This ordinance shall become effective ten (10) days after its adoption in accordance with Sections 219 and 221 of the City of Reading Home Rule Charter.

Enacted by Council _____, 2013

President of Council

Attest:

City Clerk

(Council Staff)

ORDINANCE _____ - 2013

AN ORDINANCE OF THE CITY OF READING AMENDING THE CODE OF ORDINANCES CHAPTER 212 FEES AS ATTACHED

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

SECTION 1: The Code of Ordinances of the City of Reading Chapter 212 Fees is hereby amended as attached.

SECTION 2: All relevant ordinances, regulations and policies of the City of Reading, Pennsylvania not amended per the attached shall remain in full force and effect.

SECTION 3: If any section, subsection, sentence or clause of this ordinance is held for any reason to be invalid such decision shall not affect the validity of the remaining portions of the Ordinance.

SECTION 4: This Ordinance shall become effective in ten (10) days in accordance with Charter Section 219 after passage.

Enacted _____, 2013

Council President

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

§ 212-101. Alarm systems.

Description	Fee	Ordinance No.	Code Citation
Permit application fee (nonrefundable)	\$50	126-1995	§ 120-104G
Alarm business permit (annual)	\$50	126-1995	§ 120-105
Alarm user permit fee	\$25	14-2001	§ 120-113
Unnecessary/needless false burglary alarms. A service fee shall be charged for each unnecessary/needless false alarm in a calendar year, pursuant to the chart set forth below:		41-2010	§ 120-115

Alarm in Calendar Year

1	Free (no charge)
2	\$50
3	\$50
4	\$100
5	\$100
6	\$150
7	\$150
8	\$150
9	\$150
10	\$250
11	\$250
12	\$250
13	\$500

For each alarm 14 and greater (over 13) in a calendar year \$500 per alarm

~~Fire protection contractor false alarm – \$50 ————— ? ————— ?~~

212-104. Business licenses – annual license tax

Description	Fee	Ordinance	Code Citation
Solicitations (taking orders for goods)	\$80 \$30	60-1980	339-103
Pawnbroker	\$800 \$100	50-1954	339-103
Market house	\$800 \$100	50-1954	339-103
Express companies, power companies, communications	\$800 \$100	50-1954	339-103
Motor vehicles for her (per vehicle)	\$800 \$100	50-1954	339-103
Motor buses (per vehicle)	\$800 \$100	50-1954	339-103
Motor buses (per vehicle) from the City to points with a radius of 10 miles	\$400 \$50	50-1954	339-103
Taxi	\$80 each not to exceed \$800 \$10 each not to exceed \$100	50-1954	339-103
Bowling alley, pool and billiard tables, gaming tables (per alley or table)	\$50 \$20	60-1980	339-103
Theaters with live performances, circuses	\$800 \$100	50-1954	339-103
Movie theaters (no stage production)	\$800 \$100	50-1954	339-103
Amusement devices	\$100 \$40	50-1954	339-103
Shuffleboard	\$100 \$20	50-1954	339-103
Juke box	\$100 \$40	60-1980	339-103
Coin-operated riding device	\$100 \$20	4-1961	339-103
Public dump or junkyard	\$800 \$100	50-1954	339-103
Newspaper vendor at sidewalk stands	\$10	60-1980	339-104
Business license fee (annual)	\$55	36-2009	339-205

212-105. Commercial laundries.

Description	Fee	Ordinance	Code Citation
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Commercial laundry establishment permit (annual)	\$50	19-2004; 40-2012 124-2012	173-106
Each washer and/or dryer	\$10 \$5 per unit	19-2004	173-106

212-108. Existing Building Code.

Description	Fee	Ordinance	Code Citation
Permit fee: (based on labor & materials)		96-2006	180-502
\$0 to \$250	\$50		
\$250.01 to \$500	\$70		
\$500.01 to \$1,000	\$90		
Excess of the first \$1,000 for each Additional \$1,000 or part thereof	\$15		
Administrative Fee	\$4	96-2006	180-502
Consultation Fee	\$50 per hour	96-2006	180-502
Removal of Placard	\$150	42-2011	180-502
<i>Accessibility Plan Review</i>	<i>2.5%</i>	<i>43-2011</i>	<i>180-902</i>

212-116. Housing permits.

Description	Fee	Ordinance	Code Citation
Adding:			
<i>Abandoned Real Property Registration</i>	<i>\$200</i>	<i>48-2013</i>	<i>308.303</i>

212-119. Miscellaneous.

Description	Fee	Ordinance	Code Citation
City of Reading Code	\$600 \$450	31-2002	N/A
Tax, water, and sewer certifications	\$35 \$25	54-2005	N/A
Dishonored check fee	\$35 \$32	53-2002	N/A
Payment in coin <i>surcharge</i>	<i>20%</i> \$10	53-2002	N/A
Law Dept: Lien statement request received by the City's Law Dept from individuals or entities, except requests from City employees in the course of their duties	\$25	41-2009	N/A

~~Handicapped permit~~ ~~\$0~~ ~~31-2009~~ ~~N/A~~

212-120 Parks and recreation.

Description	Fee	Ordinance	Code Citation
Chairs and tables	\$1/chair \$4/table \$4/bench \$25 deposit \$20 to activate electricity	20-2008	N/A
Small stage (per day)	\$175 Resident \$200 Non-resident \$200 deposit	20-2008	N/A
Large stage (per day)	\$275 Resident \$300 Non-resident \$250 deposit	20-2008	N/A
<i>Portable stage (per day)</i>	\$100 Resident \$150 Non-resident \$200 deposit		
Showmobile rental (per day)	\$350 \$300 deposit	20-2008	N/A
Barricades (per 4)	\$2.50 Resident \$3.50 Non-resident \$10 deposit \$100	20-2008	N/A
<i>Banners on light poles</i>	\$50 each		
<i>Banners across streets</i>	\$175		
<i>City Park Portable Potties</i>	\$50 each \$100 handicapped accessible		

Bingo cage	\$10 Resident \$15 Non-resident \$25 deposit	20-2008	N/A
PA system	\$50 Resident \$55 Non-resident \$100 deposit	20-2008	N/A
Picnic kit	\$20 Resident \$25 Non-resident \$25 deposit	20-2008	N/A
Small bleachers (per day)	\$100 Resident \$150 Non-resident \$100 Deposit \$150 Non-Resident deposit	20-2008	N/A
Large bleachers (per day)	\$200 resident \$200 resident deposit \$250 non-resident \$250 non-resident deposit \$100 deposit	20-2008	N/A
Popcorn machine	\$50 resident \$55 non-resident \$25 deposit	20-2008	N/A
Schlegel pool admission fee	\$2 for age 8—16 \$5 age 17 and up <i>3 and under free with paid adult</i> <i>\$5 for age 4 and older</i>		N/A
Schlegel pool membership fee	\$15 age 8—16 \$50 age 17—64 \$20 age 65 and older \$75 single family \$90 family w 3 or fewer children \$110 family w for or more children		N/A

\$40 age 4 – 9
\$65 age 10 – 61
\$40 age 62 and older
\$150 family of 4 (max 2 people over age 18)
\$25 each additional family member

~~Pool rental~~ ~~\$40/hour + lifeguard fee~~ ~~N/A~~
~~\$30/hour Camp Lily (no lifeguards)~~

~~Lifeguard fee~~ ~~\$8/hour – 2 lifeguards~~ ~~N/A~~
~~(under 30 people)~~
~~\$8/hour – 3 lifeguards~~
~~(30 people and over)~~

Pool Pavilion rental *\$50 per day + cost of admission*
(cost of admission not included in rental fee)

212-121. Peddling and soliciting.

Description	Fee	Ordinance	Code Citation
Transient retail merchants (monthly)	\$200 \$50	46-1976	410-108

212-136. Solid Waste and Recycling.

Description	Fee	Ordinance	Code Citation
Recycling service fee (annual)	\$82.33	72-2011	496-203
Municipal waste collection and disposal service fee (annual)	\$203.65	72-2011	496-204
Administrative fee for an application for an appeal to the Solid Waste and recycling Appeals Board	\$25	43-2006	496-207
Trash/recycling certification	\$35 \$25	68-2002	N/A

212-140. Streets and sidewalks.

Description	Fee	Ordinance No.	Code Citation
Curb permit (feet)		31-2009	§ 508-301B
0 to 24	\$250		
25 to 49	\$300		
50 to 99	\$350		
100 to no limit	\$350 for every 100 feet plus		

	\$3.50 per foot for every foot over 100 feet		
Street restoration		31-2009	§ 508-302A
1 foot wide	\$35/foot		
2 feet wide	\$70/foot		
Building line survey, first side (feet)		31-2009	§ 508-304B
0 to 49	\$200		
50 to 99	\$250		
Second, third or fourth sides	Repeat rates		
Residential driveway permit fee	\$400	31-2009	§ 508-305B
Commercial driveway permit fee	\$450	31-2009	§ 508-305B
Driveways spanning property line for joint use of abutting properties	\$250 for each user		
Reconstruction of driveway	\$50	31-2009	§ 508- 305B
Sidewalk occupancy <i>cut</i> permit	\$50 <i>\$100 per cut</i>	31-2009	
Street cut permit		31-2009	
 0 to 5 square yards	\$150/sq. yard		
 Over 5 square yards, per additional square yard	\$120/sq yard		
Vault, areaway, basement stairs or structure (each)			
Sidewalk vault fee	\$80	31-2009	§ 508-306A
Sidewalk repair construction permit	\$80	31-2009	§ 508-307A
Time limit extension	\$10	35-2008	§ 508-309A
Annual license for commercial parking lot	\$5 per space with \$25 minimum	35-2008	§ 508-403
Street occupancy permit	\$10	35-2008	§ 508-702
Street restoration fee		35-2008	§ 508-702
Not to exceed five square yards	\$150/square yard		

Each additional square yard over five \$120/square yard

Street cut permit

31-2009

0 to 5 square yards

\$150/sq. yard

508-704

Over 5 square yards, per additional square yard \$120/sq. yard

For cuts on streets paved within 5 years of the application date, add 100% to the above fee.

For cuts on streets paved 6 – 10 years prior to the application date, add 80% to the above fee.

Bore hole fee

\$5 per bore hole

35-2008

§ 508-707A

Ahead of paving permit

\$10 per block and/ or street intersection

Time extension fee

\$10 per month or fraction thereof

212-146. Zoning.

Description

Fee

Ordinance

Code Citation

Adding:

Failure to Appear or Gain Access

\$150

Zoning Map Amendment

\$1000

FUND TRANSFER

TO: Members of City Council
FROM: Christian F. Zale, City Controller
PREPARED BY: Christian F. Zale, City Controller
MEETING DATE: November 12, 2013
AGENDA MEMO DATE: November 5, 2013
RECOMMENDED ACTION: Fund Transfer

BACKGROUND:
Requesting transfer of \$250,000.00 from Contingency to Charter Board for legal fees.

BUDGETARY IMPACT:
\$250,000.00 added expense

PREVIOUS ACTION:
None

RECOMMENDED BY:
City Controller

RECOMMENDED MOTION:
Approve the request.

BILL NO. _____ - 2013

AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO TRANSFER FUNDS FROM CONTINGENCY TO CHARTER BOARD WITHIN THE GENERAL FUND.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of \$250,000.00 from Contingency 01-14-91-4739 to Charter Board 01-17-91-4777.

SECTION 2. This ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted _____, 2013

President of Council

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

FUND TRANSFER

TO: Members of City Council
FROM: Christian F. Zale, City Controller
PREPARED BY: Christian F. Zale, City Controller
MEETING DATE: November 12, 2013
AGENDA MEMO DATE: November 6, 2013
RECOMMENDED ACTION: Fund Transfer

BACKGROUND:
Requesting transfer of \$215,000.00 from Contingency to Public Works for vehicle fuel, \$175,000 and dam assessment reviews, \$40,000.

BUDGETARY IMPACT:
\$215,000.00 added expense

PREVIOUS ACTION:
None

RECOMMENDED BY:
City Controller

RECOMMENDED MOTION:
Approve the request.

BILL NO. _____ - 2013

AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO TRANSFER FUNDS FROM CONTINGENCY, \$215,000 TO PUBLIC WORKS FOR VEHICLE FUEL \$175,000 AND DAM ASSESSMENT REVIEWS, \$40,000 .

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of \$215,000.00 from Contingency 01-14-91-4739 to Public Works 01-07-14-4501 \$175,000, fuel and 01-07-74-4216 \$40,000 dam assessment reviews.

SECTION 2. This ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted _____, 2013

President of Council

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

BILL NO. _____

AN ORDINANCE

AMENDING CODE OF ORDINANCES OF THE CITY OF READING, BERKS COUNTY, PENNSYLVANIA, CHAPTER 467 SEWERS AND SEWAGE DISPOSAL, PART 3 SEWER SERVICE RENTAL, SECTIONS 467-103 AND 467-104 TO ESTABLISH SEWER SERVICE RENTALS, AND SUCH SEWER SERVICE RENTAL SHALL BE EFFECTIVE UNTIL AMENDED.

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

SECTION 1. On January 1, 2014, Section 467-103 Metered Service; Due Date; Interest Penalty; Reductions and Rebates of the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Chapter 467 Sewers and Sewage Disposal, Part 1 Sewer Service Rental shall be deleted, in its entirety, and replaced with the following:

SECTION 467-103. Sewer Service Rental.

1. The sewer service rental is divided into a meter service charge and a volumetric service charge for properties with a water meters. To the extent a property does not have a water meter and is subject to a gross fixed or flat water rate, the monthly sewer service rental for such property shall equal one hundred fifty percent (150%) of the fixed or flat water rates assessed to such property by the Reading Area Water Authority or its successor.
2. Monthly Meter Service Charge. For properties with water meters, the meter service charge will be assessed as a fixed monthly charge based on the size of a property’s water meter, with a maximum monthly volumetric allowance for water consumption set by meter size, as identified in the Table 1, below:

Table 1: Monthly Meter Service Charge Schedule

Water Meter Size	Monthly Volumetric Allowance (Gallons)	2014 Monthly Meter Service Charge	2015 Monthly Meter Service Charge	Monthly Meter Service Charge After 2015
5/8-inch	2,000	\$27.82	\$28.93	4% annual increase
3/4-inch	3,000	\$37.99	\$39.51	4% annual increase
1-inch	5,000	\$56.09	\$58.33	4% annual increase
1.25-inch	6,660	\$71.11	\$73.96	4% annual increase

1.5-inch	10,000	\$101.34	\$105.39	4% annual increase
2-inch	16,000	\$155.64	\$161.86	4% annual increase
3-inch	30,000	\$282.34	\$293.63	4% annual increase
4-inch	50,000	\$463.34	\$481.87	4% annual increase
6-inch	100,000	\$915.84	\$952.47	4% annual increase
8-inch	160,000	\$1,458.84	\$1,517.19	4% annual increase
10-inch	230,000	\$2,092.34	\$2,176.03	4% annual increase

3. Monthly Volumetric Service Charge. In the event water is consumed on a property with a water meter in excess of the applicable monthly volumetric allowance, as identified in Table 1, a monthly volumetric service charge, as calculated in Table 2, shall be included in such property's sewer service rental in addition to the meter service charge. No volumetric service charge shall apply in any month that a property's water consumption does not exceed the applicable monthly volumetric allowance.
- a. For properties with a water meter equal to 5/8-inch, a uniform volumetric rate per one thousand gallons of water consumed shall be charged as the volumetric service charge.
 - b. For properties with water meter larger than 5/8-inch, a tiered rate structure per one thousand gallons of water consumed shall be charged as the volumetric service charge.

Table 2: Volumetric Service Charge Schedule

Volumetric Rates Based on Customer Meter Size	2014 Monthly Volumetric Service Charge (per 1,000 gallons)	2015 Monthly Volumetric Service Charge (per 1,000 gallons)	Monthly Volumetric Service Charge After 2015
5/8-inch Uniform Rate	\$8.49	\$8.83	4% annual increase
For Meters Larger than 5/8-inch			
First 750,000 Gallons	\$9.05	\$9.41	4% annual increase
Next 3,000,000 Gallons	\$7.24	\$7.53	4% annual increase
Over 3,750,000 Gallons	\$6.83	\$7.10	4% annual increase

4. The meter service charge and volumetric service charge shall be increased on January 1st of each calendar year in accordance with schedules set forth in Tables 1 and 2.

SECTION 2. On January 1, 2014, Section 467-104 Fixed Rate Service; Due Date and Interest Penalty of the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Chapter 467 Sewers and Sewage Disposal, Part 3 Sewer Service Rental shall be deleted, in its entirety, and replaced with the following:

Section 467-104. Sewer Service Rental Due Date and Interest Penalty.

1. Bills for sewer service rentals shall be rendered on a monthly. All sewer service rentals shall be due and payable to the City within thirty (30) days of the issuance of a bill.
2. A penalty of ten (10%) shall be added to bills not paid by the due date printed on the bills, which date shall be thirty (30) days after date of issuance of such bills.
3. Reductions or rebates may be provided to customers who do not discharge a significant portion of their metered water to the sewage system. Such adjustments shall be determined pursuant to rules and procedures adopted by resolution of Council.

SECTION 4. All remaining sections of Part 3 Sewer Service Rental shall remain in effect (Sections 467-101 through and including 467-106).

SECTION 5. Any court determination that a portion of this Ordinance is unconstitutional or invalid shall not affect the remaining portion of this Ordinance.

SECTION 6. This Ordinance shall become effective on the date of passage by City Council and approval by the Mayor, override of the Mayor's veto, or passage by City Council and the Mayor's failure to approve or veto within ten (10) days of submittal to him.

Passed Council _____, 2013

President of Council

Attest:

City Clerk

BILL NO. ____ - 2013
AN ORDINANCE

AN ORDINANCE REQUESTING AUTHORIZATION TO TRANSFER FUNDS TOTTALLING \$50,170 WITHIN THE 2013 DEPARTMENT OF COMMUNITY DEVELOPMENT BUDGET TO FUND INSPECTION SOFTWARE FOR THE BUILDING & TRADES DIVISION.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of \$21,000.00 from Building and Trades Salaries 01-10-38-4000 to Building and Trades Contracted Services 01-10-38-4216; and \$29,170.00 from Zoning Contracted Services 01-10-37-4216 to Building and Trades Contracted Services 01-10-38-4216.

SECTION 2. This ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted _____, 2013

President of Council

Attest:

City Clerk

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

R E S O L U T I O N N O. _____ 2013

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

Reappointing Anthony Waldman to the Electrician's Examining Board with a term ending October 1, 2019.

Adopted by Council _____, 2013

Francis G. Acosta
President of Council

Attest:

Linda A. Kelleher
City Clerk

RESOLUTION NO. _____ 2013

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

Appointing Chris Heinly to the Redevelopment Authority with a term ending December 31, 2018.

Adopted by Council _____, 2013

Francis G. Acosta
President of Council

Attest:

Linda A. Kelleher

City Clerk

RESOLUTION NO. ____2013

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

Denying the appeal of the Certificate of Appropriateness, as attached in the findings of fact, for the installation of vinyl replacement windows at 332 North 5th Street, Steven and Rich Gill, owner/applicant, aka S & R Property Management LLC.

Adopted by Council _____, 2013

Francis Acosta
President of Council

Attest:

Linda A. Kelleher, City Clerk

**Appeal of Historic Architectural Review Board
Certificate of Appropriateness**

IN THE MATTER OF	§	BEFORE THE
	§	
	§	CITY OF READING
	§	
RICH & STEVEN GILL	§	CITY COUNCIL
332 NORTH 5 TH STREET	§	

**FINDINGS OF FACT, CONCLUSIONS OF LAW,
ORDER, AND AGREED RESOLUTION**

On Tuesday, October 29, 2013 the City of Reading City Council (Council) met to hear testimony on the appeal of the decision made by the Historic Architectural Review Board (HARB) on the Certificate of Appropriateness (COA) for the installation of vinyl windows at 332 North 5th Street, owned by Steven and Rich Gill (Respondent) aka S & R Property Management LLC. At their July 16, 2013 meeting, HARB denied the issuance of a Certificate of Appropriateness for the installed windows based on the Secretary of the Interior’s Standards SIS 2 and SIS 9 and unanimously approved a plan to correct the windows in a way that complies with the Secretary of the Interior’s Standards. The Respondent appealed this decision to City Council.

Findings of Fact

1. The Historic Architectural Review Board (HARB) is part of the City of Reading Code of Ordinances Chapter 295 – Historical and Conservation. The HARB is a board of eleven (11) duly qualified members.
2. The Respondent purchased the property in 2011 as S & R Property Management LLC and the previous owner received a COA for the replacement of the windows in the second floor front before the new window policy went into effect in 2010.

3. The Respondent testified that there are multiple properties with replacement windows in this area and the Historic Preservation Specialist stated that the windows were either approved prior to the implementation of the new window policy or are not in compliance with the policy.
4. The Historic Preservation Specialist explained that an audit by the PA Historic Museum Commission required HARB to implement a more stringent window policy because the prior policy was too lenient and allowed a significant loss of the historic features and details of buildings.
5. The Respondent testified that he obtained two (2) quotes for wooden windows and the estimates were \$5,000 and \$9,000. He stated that the cost for these windows is exorbitant for a rental property.
6. The Respondent stated that his suggestion to disguise the vinyl should be sufficient and he noted that the window he installed was special ordered.
7. The Historic Preservation Specialist stated that the window the Respondent installed does not fit the opening from the original window and that filler material was required, which further changes the appearance of the façade of the building.
8. The Historic Preservation Specialist stated that HARB has prepared a list of contractors who will work within Reading and will do work that conforms to the Secretary of the Interior's Standards. She stated that the Respondent was provided with the names and contact information for three (3) contractors who could correct the violation successfully.
9. The Respondent stated that his haste to replace the windows was caused by fire damage at the property. He stated that prior to the replacement of the windows copper piping and wiring were removed from the building. He again noted the number of replacement windows already in the area.
10. The Historic Preservation Specialist circulated photographs of the subject property and other properties in the area that were taken in 1978 when the features of properties in historic districts were documented.
11. The Historic Preservation Specialist stated that HARB must make decisions as per the Secretary of the Interior's Standards; however, she noted that Council can make their appeal decision based on the merits of the case.

Conclusions of Law

City Council, after considering all testimony and reviewing all Exhibits, denies the appeal of the Certificate of Appropriateness (COA) and upholds the decision made by the HARB, as the Respondent failed to apply for a COA prior to the installation for the correction for the windows. Had the Respondent applied for a COA before undertaking the project, he would have been informed about the new policy which prohibits the use of vinyl windows. Furthermore, City Council remands the issue to HARB and directs the Respondent to work with the contractors the Historic

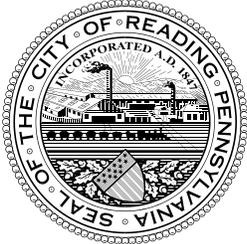
Preservation Specialist provided to develop and implement a solution that meets the Window Policy and the Secretary of the Interior's Guidelines.

Order and Agreed Resolution

The City of Reading City Council hereby denies the appeal of the COA for the use of vinyl windows at 332 North 5th Street, Steven and Rich Gill, owner/ applicant aka S & R Property Management LLC, and furthermore agrees with the HARB decision for the owners to complete the project within 180 days.

Right to Appeal

If you disagree with the decision of City Council you may file an appeal with the Court of Common Pleas of Berks County within 30 days after notice of the decision has been made. Your failure to file the appeal within such 30 days shall preclude an appeal from such decision.



AGENDA MEMO
COMMUNITY DEVELOPMENT

TO: CITY COUNCIL
FROM: LENIN AGUDO, DIRECTOR
MEETING DATES: AUGUST 19; OCTOBER 14; AND NOVEMBER 12, 2013
AGENDA MEMO DATE: OCTOBER 1, 2013
REQUESTED ACTION: TO APPROVE SUBMISSION OF THE PY2014 (40TH YEAR - JANUARY 1, 2014 TO DECEMBER 31, 2014) ACTION PLAN AND THE PY2014 TO PY2018 FIVE YEAR CONSOLIDATED PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

CD is respectfully requesting City Council to pass the resolution no later than the **November 12, 2013** City Council meeting so that it may be sent to HUD by the November 15th, 2013 deadline.

BACKGROUND: For the fiscal year beginning on January 1, 2014 and ending December 31, 2014 the City of Reading anticipates receiving approximately \$2,500,000 in CDBG funds, \$10,000 in CDBG program income, \$752,667 in HOME funds, and \$170,379 in ESG funds and making \$250,000 in Section 108 Payments. HUD requires the City to expend those funds in accordance with each program's federal regulations and City policy as detailed in both a five-year Consolidated Plan and a one-year Action Plan. The new Consolidated Plan period runs from January 1, 2014 to December 31, 2018. The Action Plan is the annual budget explaining how the administration intends to spend HUD funds and demonstrate how those expenditures conform to HUD regulations. The plan must be submitted to HUD for review and approval at least forty-five (45) days prior to the beginning of each fiscal year. CD develops the plan based upon requests from City Departments and the general public. CD reviews the requests to determine compatibility with HUD regulations, the Consolidated Plan, and City policy. The plan is advertised and made available for public review and comment for a period of thirty (30) days. CD will present the plan in a formal public hearing. Upon approval by Council, the plan will be sent to HUD for their review and approval.

BUDGETARY IMPACT: None.

PREVIOUS ACTION: None.

SUBSEQUENT ACTION: If approved by Council, the PY2014 (40th year - January 1, 2014 to December 31, 2014) one year Action Plan and the PY2014 to PY2018 five year Consolidated Plan will be submitted to HUD on November 15, 2013 for their review and approval.

RECOMMENDED BY: Community Development Director, Managing Director, and Mayor.

RECOMMENDED MOTION: To approve/deny a Council Resolution authorizing submission of the PY2014 (40th year - January 1, 2014 to December 31, 2018) one year Action Plan and the PY2014 to PY2018 five year Consolidated Plan to HUD.

Cc: Vaughn D. Spencer
Carole Snyder
David Kersley
Crystal Edwards
Neil Nemeth
Brenda Skimski

RESOLUTION NO. _____

**RESOLUTION OF THE COUNCIL OF THE CITY OF READING
AUTHORIZING SUBMISSION OF THE
PY2014 ACTION PLAN AND THE PY2014 TO PY2018 CONSOLIDATED
PLAN
TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN
DEVELOPMENT**

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 PY2014 to FFY2018 five year Consolidated Plan (40th to 44th years - January 1, 2014 to December 31, 2018) specifies activities the City will undertake to address priority needs and local objectives using formula grant funds and program income the City expects to receive during a five year period;

WHEREAS, the PY2014 (40th year January 1, 2014 to December 31, 2014) Action Plan specifies activities the City will undertake to address priority needs and local objectives using formula grant funds and program income the City expects to receive during the program year;

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

The PY2014 (40th year January 1, 2014 to December 31, 2014) Action Plan and the PY2014 to FFY2018 five year Consolidated Plan are hereby approved.

The Mayor, on behalf of the City of Reading, is authorized and directed to file the application for financial assistance to carry out the housing and community development activities outlined in the plan; and to execute the necessary certifications in connection with the plan and provide such additional information as may be required.

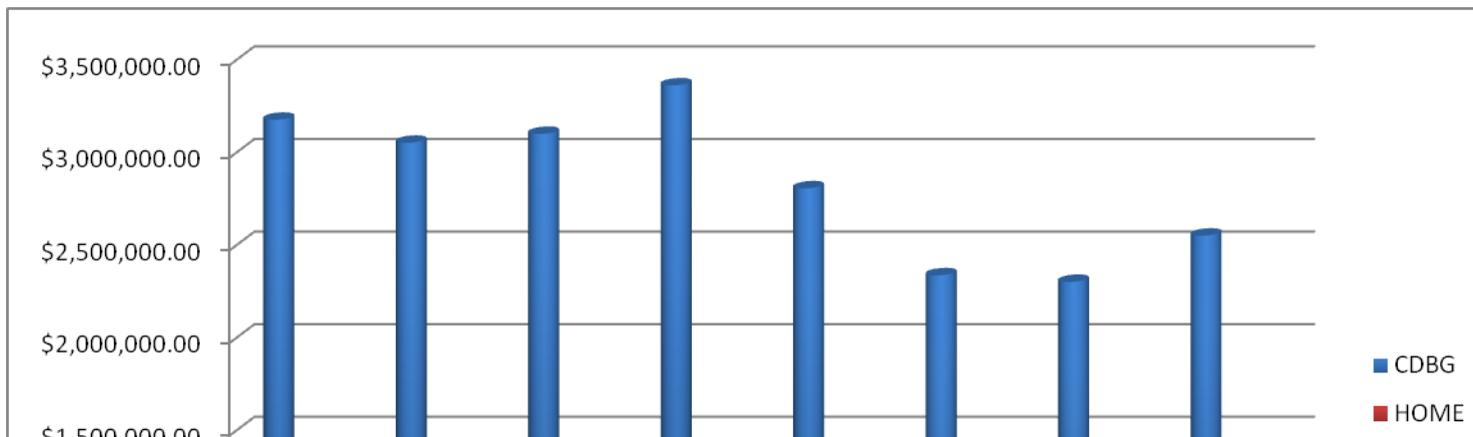
PASSED COUNCIL _____, 20_____

PRESIDENT OF COUNCIL

ATTEST:

CITY CLERK

Entitlement Funding 2007-2014				
Year	CDBG	HOME	ESG	Total
2007	\$ 3,174,833.00	\$ 992,956.00	\$ 137,325.00	\$ 4,305,114.00
2008	\$ 3,050,743.00	\$ 962,215.00	\$ 136,792.00	\$ 4,149,750.00
2009	\$ 3,098,764.00	\$ 1,071,352.00	\$ 135,829.00	\$ 4,305,945.00
2010	\$ 3,360,585.00	\$ 967,214.00	\$ 135,899.00	\$ 4,463,698.00
2011	\$ 2,804,510.00	\$ 943,508.00	\$ 212,764.00	\$ 3,960,782.00
2012	\$ 2,335,462.00	\$ 698,011.00	\$ 242,863.00	\$ 3,276,336.00
2013 (Estimate)	\$ 2,300,000.00	\$ 628,209.90	\$ 265,000.00	\$ 3,193,209.90
2013 Actual	\$ 2,549,335.00	\$ 752,667.00	\$ 170,379.00	\$ 3,472,381.00
2014 (Projected)	\$ 2,500,000.00	\$ 752,667.00	\$ 170,379.00	\$ 3,423,046.00
Changes		9.2%	7.8%	-29.8%
	\$ 213,873.00	\$ 54,656.00	\$ (72,484.00)	\$ 196,045.00
<small>2013 figures are estimates & are subject to change based on US Congressional decisions & Presidential elections results.</small>				



Community Development received a substantial boost from the ARRA and subsequent increase in entitlement funding in 2009 and 2010 - the "high-water mark" for our entitlement funds. Subsequently, with the exception of our homelessness assistance program, the City has witnessed steady decrease in both CDBG and HOME funds. Both the NSP program (housing stimulus program) CDBG-R grant (Recovery Block Grant) and HPRP (Homelessness Prevention and Rapid Re-Housing Program) are in the process of closing out

2014 HOME Program Application Summary							
Organization	Location	Project	Total Project	2012 Amount Funded	2013 Amount Funded	2014 Amount requested	2014 recom
Administrative Funds	NA	NA	NA	\$ 69,801.00	\$ 75,266.00	\$ 75,266.00	\$7
Habitat for Humanity	4th & Elm/ 6th & Bingaman	4 Homeowner rehabs	\$421,573	\$ 95,000.00	\$ 200,000.00	\$ 200,000.00	\$20
Our City Reading	City-wide Census 1-29	10 Homeowner rehabs	\$744,188	\$ 428,209.90	\$ 314,501.00	\$ 429,000.00	\$27
Neighborhood Housing Services	City-wide	Single-family Development	N/A	\$ 105,000.00	\$ 112,900.00	\$ 160,000.00	\$13

	City-wide	Home-ownership assistance (HOP)	\$550,000	\$	50,000.00	\$	200,000.00	\$5
	City-wide	CHDO Operating support	\$75,000				\$	40,000.00
	City-wide	Major System Repair Program	N/A				\$	200,000.00
		NHS Total					\$	600,000.00
	2014 Grand Total		\$	1,790,761.00	\$	698,011.00	\$	752,667.00
							\$	1,229,000.00
								\$75

HOME program reconciliation

Program Year	Current Grant Balance	Admin Balance	Committed to Activities	Unprogrammed
2008	\$ -	\$ -	\$ -	\$ -
2009	\$0.00	\$0.00	\$0.00	\$0.00
2010	\$203,687.47	\$91,022.07	\$0.00	\$112,665.40
2011	\$894,560.83	\$94,350.80	\$0.00	\$800,210.03
2012	\$698,011.00	\$69,801.10	\$0.00	\$628,209.90
2013	\$752,667.00	\$75,266.70	\$0.00	\$677,400.30
Current total	\$2,548,926.30	\$330,440.67	\$0.00	\$2,218,485.63
Program income:				
NHS CHDO Program Income (Expected 11/12)		\$5,500.00		\$49,500.00
GW Apts loan repayment (Expected 11/12)		\$55,000.00		\$495,000.00
	Total from Program Income	\$60,500.00		\$544,500.00
2013 Grant	\$752,667.00	\$75,266.70		\$677,400.30
Total 2013 funds available		\$390,940.67		\$3,440,385.93

Organization	Total Budget	Requested for 2014	2013 Funding	Coalition 2014 Recommendation	Activity Description
Admin	NA	\$ 20,000.00	\$ 12,778.00	\$ 12,778.00	To pay for CD staff salaries to administer the program.

Berks Coalition to End Homelessness	\$ 50,000.00	\$ 43,000.00	\$ 21,374.00	\$ 30,174.00	Homelessness prevention and street outreach.
Berks Community Action Program	\$ -	\$ -	\$ 5,000.00	\$ -	Homelessness prevention services.
Berks Connections/Pretrial Services	\$ 903,861.00	\$ 40,000.00	County Funding	County Funding	Homelessness prevention services.
Berks County Housing Authority	\$ 60,000.00	\$ 60,000.00	\$ -	\$ -	Homelessness prevention services.
Berks Women In Crisis	\$ 2,216,492.00	\$ 80,000.00	County Funding	County Funding	Provide emergency crisis shelter funding for individuals who are homeless due to domestic violence.
Catholic Charities	\$ 25,390.00	\$ 25,390.00	\$ -	\$ -	Homelessness prevention services.
Easy Does It, Inc.	\$ -	\$ -	\$ -	\$ -	To provide emergency shelter, drop-in center, education, life-skills and advocacy as well as referrals for homeless individuals who suffer from drug and alcohol addiction as well as mental health issues.
Family Promise of Berks	\$ 100,000.00	\$ 100,000.00	County Funding	County Funding	To provide case management and other supportive services as well as homeless prevention via rent and utility assistance.
Human Relations Commission	\$ 40,000.00	\$ 40,000.00	\$ -	\$ 15,200.00	Homelessness prevention services.
M.A.N., Inc.	\$ 265,000.00	\$ 38,072.00	\$ -	\$ -	Essential services.
Mary's Shelter	\$ 747,000.00	\$ 70,000.00	\$ 10,000.00	\$ 10,000.00	Comprehensive housing, prevention education, counseling and referral services to homeless pregnant women and their children.
MidPenn Legal Services	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00	To provide legal advice and representation to prevent homelessness.
Opportunity House	\$ 513,033.00	\$ 250,000.00	\$ 116,227.00	\$ 92,227.00	Provide emergency housing and supportive services as well as homeless prevention and rapid re-housing assistance.
Total		\$ 766,462.00	\$ 170,379.00	\$ 170,379.00	

Description of ESG CAPS	
Administration Cap: 7.50%	Payment of reasonable costs and carrying charges related to the planning and execution of community development activities assisted.
Homelessness Prevention / Rapid Rehousing Cap: 40% (Min)	Search, mediation, or outreach to property owners , Legal services, Credit repair, Security or utility deposits and utility payments, Short and medium-term rental assistance.
Shelter Services Cap:	Employee compensation , Overhead costs directly related to carrying out

60% Cap

emergency shelter operations and maintenance and essential services as well as street outreach activities.

Disclosure:

As part of the Federal HEARTH Act requirements enacted in 2012 for the Emergency Solutions Grant (ESG) Program, the City of Reading is required to consult with a Homeless Continuum of Care (CoC) organization, the Berks Coalition to End Homelessness (BCEH), to determine ESG allocations each year. This process ensures that funding allocation determinations will be made as part of a larger effort to integrate ESG-funded activities into a strategic, community-wide system for preventing and ending homelessness. This process relies on the expertise of agencies that work with homeless and near homeless individuals and families everyday, and therefore know what their needs are. TheCoC is comprised of 23 members.

Community Development HUD Funding

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The following cons

1. Prioritized Projects
2. Relief of the gener

RESOLUTION NO. _____

**RESOLUTION OF THE COUNCIL OF THE CITY OF READING
AUTHORIZING SUBMISSION OF A SECTION 108 APPLICATION FOR
THE DOUBLE TREE HOTEL
AND DIRECTING THE COMMUNITY DEVELOPMENT DEPARTMENT
TO DISBURSE A FAMILY BUSINESS LOAN TO THE DOUBLE TREE
HOTEL**

WHEREAS, the City of Reading is supportive of the development of the Double Tree Hotel on Penn Street by Our City Reading in order to provide needed jobs for low and moderate income residents of the City and to revitalize the Penn Street Corridor, and

WHEREAS, the Chairman of Our City Reading, Albert Boscov, had adequately briefed the Mayor and the City Council on the remaining financial gap for the hotel and the City is desirous of bridging the gap to make the hotel project a reality:

NOW, THEREFORE, BE IT RESOLVED:

1. The Mayor be, and hereby is authorized to file a Section 108 Application in the amount of \$750,000 with the U.S. Department of Housing and Urban Development (HUD) and to take all necessary actions as required by HUD to secure such funds.
2. The Director of Community Development be, and hereby is directed to make a direct loan of \$150,000 to Our City Reading from the Family Business Loan Program for the development of the hotel in accordance with the terms and conditions of the program.

Adopted _____, 2013

President of Council

Attest:

City Clerk