

# ***CITY COUNCIL***

## ***Nominations and Appointments***

### ***Committee***

**Monday, November 16, 2015**  
**4:30 pm**  
**City Council Office**

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

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

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

#### **I. Interviews**

**4:30 - Lorena Keely - appointment - Housing Authority**

#### **II. Appointment Recommendations**

#### **III. Review Pending Applications Memo & BAC Openings**



# CITY COUNCIL

## **Nominations & Appointments Committee**

**Monday, October 19, 2015**

### **Meeting Report**

**Attendance:** S. Marmarou, M. Goodman-Hinnershitz

**Others Attending:** S. Katzenmoyer

The meeting was called to order at 4:37 pm by Mr. Marmarou.

#### **I. Interview**

##### **Steven Belinski (reappointment – Housing Authority)**

Mr. Belinski stated that he has served on the Housing Authority for 27 years.

Mr. Marmarou questioned if Mr. Belinski regularly attends meetings and if a quorum is reached. Rev. Belinski stated that he attends most meetings and that a quorum is regularly attained. He stated that it is becoming a bit more difficult to reach a quorum since the passing of Mr. Giddens.

Mr. Marmarou questioned if the Housing Authority had alternate members. Rev. Belinski stated that it does not. He stated that the Housing Authority has five seats and all four remaining members are very faithful.

Mr. Marmarou questioned what the Housing Authority does. Rev. Belinski stated that it provides safe, decent, affordable housing to the City's most needy. He stated that they also manage other middle income facilities and these funds are used to subsidize

other programs. He stated that they recently purchased the former Easter Seals facility to open a medical clinic.

Ms. Goodman-Hinnershitz praised the Housing Authority for this project and stated that it should reduce the number of emergency room visits. Rev. Belinski agreed and stated that it was also difficult for Oakbrook residents to get to the downtown medical clinic as it required three different bus transfers.

Rev. Belinski stated that the Housing Authority has begun working with the IRS to verify income since rent is income based. He stated that when residents are caught misrepresenting income they move out. He stated that the Housing Authority is at 97% occupancy levels.

Ms. Goodman-Hinnershitz questioned the Housing Authority's involvement with ReDesign Reading. Rev. Belinski stated that the Executive Director attends meetings. He stated that the Housing Authority does contribute financially to ReDesign Reading.

Rev. Belinski described how safe the Housing Authority's properties are.

Ms. Goodman-Hinnershitz questioned if there were any issues that the City could assist with. Rev. Belinski praised the Police Department for their work with the Housing Authority properties. He stated that they walk and bike the areas and know the residents and that they provide monthly activity reports. He stated that their presence will often times diffuse difficult situations before they become problematic. He noted the need for more housing as they have an approximate two year waiting list.

Mr. Marmarou stated that this type of police presence used to be City-wide.

Rev. Belinski noted the need for additional board members to become trained and certified. He stated that he is currently the only certified commissioner and that this will be his last term. He stated that his goal is to have another commissioner certified before this next term ends. He recommended that Mr. Pawling pursue certification as he has been a dedicated member since joining the Authority. He stated that Mr. Pawling attends meetings and participates in events with residents.

Ms. Goodman-Hinnershitz questioned if the Authority managed any downtown properties. Rev. Belinski stated that they manage several downtown properties in partnership with Our City Reading including the Goggleworks Apartments. He stated that the Bookbindery project was not financially feasible and that they are currently talking with Berks Women in Crisis about the 3<sup>rd</sup> & Chestnut property.

Mr. Marmarou questioned how the Authority could improve its operations. Rev. Belinski noted the need for better communication between the administrative areas.

Ms. Goodman-Hinnershitz suggested that guidelines and operating procedures can assist with this issue. Rev. Belinski agreed.

Rev. Belinski stated that the Authority board will be passing a resolution at its next meeting which will require the Authority board to approve all spending over \$10,000.

Ms. Goodman-Hinnershitz questioned the function of the Community Development Corporation. Rev. Belinski stated that Mr. Luckey attends the meetings and that the Authority contributes \$20,000 annually.

**The Nominations and Appointments Committee recommends the reappointment of Steven Belinski to the Housing Authority.**

The Nominations and Appointments Committee adjourned at 4:58 pm.

Respectfully Submitted by,  
*Shelly Katzenmoyer*, CMC  
Deputy City Clerk



CITY OF READING, PENNSYLVANIA

MEMORANDUM

**TO:** Mayor  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** October 28, 2015  
**SUBJECT:** Appointment Application

The Council office has received the attached BAC application from Lorena Keely. Ms. Keely is applying for membership to the Reading Housing Authority.

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

Yes, I endorse the appointment of this applicant for membership to the Reading Housing Auth. - Bt  
Bryan D. Spencer

RECEIVED  
OCT 29 2015  
BY: *mak*





CITY OF READING  
BOARDS AUTHORITIES & COMMISSIONS  
APPLICATION FORM

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

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

Name: Lorena Patricia Keely  
Address: 211 West Douglass Street, #2L, 19601  
Years living at this address: 15

Date of Birth: 01/23/1963

Occupation: Housing Coordinator

Place of Employment & Address: Service Access & Management, Inc.  
19 North Sixth Street  
Suite 300 19601

Telephone: Day 610-223-8113 Evening 610-223-8113  
E-mail: lkeely@sam-inc.org

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

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

I am interested in serving on the Board of the Reading Housing Authority. I believe I would bring expertise and experience to the board from my position as Housing Coordinator at SAM, Inc. I am also interested in serving the board as a resident of the City of Reading.

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

I believe the primary purpose of the Board of the Reading Housing Authority is to ensure the eligible city residents of their programs are able to find and maintain safe, decent and affordable housing, while ensuring the most profecient use of federal funding.

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

I have worked at SAM, Inc. for over 28 years. I am extremely familiar with both state and federally-funded tenant-based rental assistance programs, as well as publically-funded projects. I work with a large network of social service agencies, landlords and property managers on a daily basis and must maintain and exercise a spirit of cooperation and collaboration with all entities, which I beleive I do very well.

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

I have not had any previous experience with the Board of the Reading Housing Authority. SAM, Inc. does work with the RHA to serve mutual clients on a very regular basis and the collaboration between the 2 agencies has been recognized state-wide as an excellent model of such to be recognized and duplicated.

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

I am a member of Glad Tidings Assembly of God and serve as a Deaconess on the Board of the church. I also serve in various volunteer roles at Glad Tidings - including the VBS Writing Team and the Media Team. I also serve on the Board of the Berks Coalition to End Homelessness.

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

I have never been employed by the City of Reading.

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

No

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

I have not served previously on any other City of Reading Board, Authority or Commission, or in any other advisory capacity.

9. Are you currently a registered voter? Yes xx No \_\_\_\_\_

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

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

I do not own any properties or businesses in the city.

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

No

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

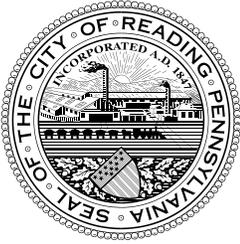
Lorena Patricia Keely  
Printed Name

*Lorena Patricia Keely*  
Signature

09/16/2015  
Date

Please return the completed form to the

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



## MEMORANDUM

**TO:** Nominations and Appointments Committee  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** November 16, 2015  
**SUBJECT:** Pending Applications

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

**Stadium Commission** - *1 opening*

- **Frank Gromis** - appointment - sent to Mayor May 2015

**Redevelopment Authority** - *2 openings*

- **Twila Fisher** - appointment - has Mayoral approval

**Water Authority** - *1 opening*

- **Ralph Johnson** - appointment - has Mayoral approval

**Animal Control Board** - *3 openings*

- **Amy Crawford** - appointment - has Mayoral approval
- **Charles Manella** - appointment (ARL rep) - will need Mayoral approval

**Housing Authority** - *1 opening*

- **Lorena Keely** - appointment - has Mayoral approval

**Human Relations Commission** - *1 opening*

- **Daniel Egusquiza** - appointment - will need Mayoral approval
- **Ernesto Lujan** - appointment - will need Mayoral approval

**Electrical Examining Board** - *2 openings*

- **Jack Ambrose** - appointment

**Planning Commission** - *2 openings*

- **Melvyn Jacobson** - appointment - will need Mayoral approval

**BOARDS, AUTHORITIES & COMMISSIONS**  
**OPEN SEATS**

NOVEMBER 16, 2015

Board, Authority & Commission	Mayor appointment w/ Council approval	Mayor appointment	Council appointment
<b>BOARDS</b>			
Electrician's Examining Board			2 openings
			1 application pending
Plumbing Board of Examiners	Board full		
Reading HVAC Board			5 openings
Zoning Hearing Board			2 alternate openings
Police Civil Service Board			Board full
Fire Civil Service Board			1 opening
Board of Historical Architectural Review			3 openings
Board of Trustees of the Reading Public Library			1 City opening

Board of Health			1 opening
			1 alternate opening
Board of Ethics			
			1 opening
Building/Fire Code Board of Appeals			
			1 opening
			2 alternate openings
Animal Control Board			
			3 openings
			2 applications pending
Charter Board			
			2 openings
Code & License Appeals Board			
			3 alternate openings
Minority Bus. Board			
			7 openings
City-wide Diversity Board			
			Board full
Main St Board			
			Board full

**AUTHORITIES**

Reading Area Water Authority			
			1 opening
			1 application pending
Reading Redevelopment Authority			
	2 openings		
	1 application pending		
Reading Housing Authority			
	1 opening		
	1 application pending		
Reading Parking Authority			
		Board full	
Convention Center Authority			
			Board full
Downtown Improvement District Authority			
	1 opening		
City Revitalization Improvement Zone Authority			
			3 openings

**COMMISSIONS**

Planning Commission			
	2 openings		
	1 application pending		
Reading Shade Tree Commission			
	2 openings		
Stadium Commission			
	1 opening		
	1 application pending		
Reading Human	2 openings		

Relations Commission	2 applications pending		
Blighted Property Review Committee	Board Full		
Environmental Advisory Council			2 openings
Recreation Commission	Board full		
Audit Committee			1 opening