



CITY COUNCIL

Committee of the Whole

Monday, October 31, 2016

5:00 pm

Agenda

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

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

I. Budget

Reply to prior meeting follow up items

Expenditure review

Fire, Law

Summarize this meeting's follow up items

II. Define Budget Review Schedule -Topics and Meeting Days

Remaining Meeting nights:

- Wednesday Nov 2nd
- Monday Nov 7th – State Rep Rozzi & PFM Budget Review
- Wednesday, Nov 9th - Final Review to allow introduction of all amendments
- Monday Nov 14th
- Wednesday Nov 16th

Remaining topics:

Police, HRC, Solid Waste/Recycling, Shade Tree, Library, Ethics/Charter Boards, Self-Insurance, BCTV, Non Departmental, Rec Commission, EAC

III. Parking Lot Review & Budget Amendments (see next 2 pages)

Budget Parking Lot

Oct 10th Meeting

- Parking Authority Contribution
- EIT Growth & EIT reserved for Capital expenses
- Revenue Collection – Per Capita, BPT and LST – *Bid award on 10-24 agenda*

Oct 12th Meeting

- Fire Tower Staircase Repair in Capital – Pagoda Skyline should explore grant opportunities
- IT Plan with implementation plan and timeline
Capital expense of \$1.7M is the repayment of the refresh short-term loan; Hansen replacement in 2017 IT Budget
- Liquid Fuel Regulations – *distributed 10-13-16; Pub Works w/ Liquid Fuels scheduled for review 10-24*
- Trash/Recycling – *Solid Waste/Recycling scheduled for review 10-31*

Oct 17th Meeting

- Fund balance assignments and/or trusts to address capital issues, liability, etc. *Dec Strategic Planning*
- Police expenses pre and post Act 47 – *Jan Strategic Planning*
- Pension Investments – actuarial estimate vs reality – *Dec Strategic Planning*
- Post-retirement Healthcare costs - *Jan Strategic Planning*

Oct 19th Meeting

- Fund balance

Oct 24th Meeting

- Strategic Plan Review – *Dec Strategic Planning Mtg*
- Economic Development Position – job description & check salary budgeted
- Filling the Planning position re 1 FT or multiple PT employees
- Breakdown of reimbursable CD salaries
- Committee and Policy re \$1M to rehab/demo blighted properties – consider placing the \$1M in contingency until the details are worked out

Oct 26th Meeting

- Liquid Fuels – Decrease amount “Vehicles” as some purchases were moved to Capital - \$150K
- Reduce Public Property Salaries – Position renamed and moved to PW Admin
- Pub Property Fringe Benefits line item 36.8% increase – check formula

→ Revisit IMAs & Budget/Fund Impact of WWTP Project, Leveling – *Jan or Feb Strategic Planning*

Budget Amendments

→ Reduce Mayor's Office Salary Line item by \$29K – PT position eliminated; Increase Contingency by \$29K

→ Check formula used to calculate Pension amounts – pension expenses is not adjusted when salaries are reduced

→ Liquid Fuels – Decrease amount “Vehicles” as some purchases were moved to Capital - \$150K

→ Reduce Public Property Salaries – Position renamed and moved to PW Admin

→ Pub Property Fringe Benefits line item 36.8% increase – check formula

III. Executive Session re litigation

IV. Other Matters



CITY OF READING,
PENNSYLVANIA

MEMORANDUM

TO: City Council/Mayor/Department Directors/Jessica Didow
FROM: Linda A. Kelleher, City Clerk
DATE: October 10, 2016
SUBJECT: 2017 Budget Development – Meeting Schedule & Agenda

All Public Hearings will be conducted in Council Chambers. All Budget Review meetings will be conducted in the Penn Room

October 31, 2016 – Monday 5:00 PM to 7:00 PM

Reply to prior meeting follow up items

Expenditure review

Fire

Summarize this meeting's follow up items

November 2, 2016 – Wednesday 5:00 PM to 7:00 PM

Reply to prior meeting follow up items

Expenditure review

OPTIONAL Police, HRC, Solid Waste/Recycling, Shade Tree, Library,

Ethics/ Charter Boards, Self Insurance, BCTV, ARL, EAC

Summarize this meeting's follow up items

November 7, 2016 – Monday 5:00 PM to 7:00 PM

State Rep Mark Rozzi

PFM Budget Review

November 9, 2016 – Monday 5:00 PM to 7:00 PM

Final Budget Review to allow introduction of all amendments

COMPLETED

October 10, 2016 – Monday 5:00 PM to 6:00 PM

Matt Connell, Esq – VA relocation

Define Budget Review Schedule

Revenue overview

Revenue detail



Summarize this meeting's follow up items

October 12, 2016 – Wednesday 5:30 PM to 7:00 PM

Albright Work Group 3:30 pm – Marmarou Kelleher

RAWA Committee 4 pm Waltman, Reed, Goodman-Hinnershitz, Steckman

Reply to prior meeting follow up items

Capital Improvement Plan

Position Listing

Expenditure Overview

List of major expenditure drivers – Pension & Healthcare

Summarize this meeting's follow up items

October 17, 2016 – Monday 5:00 PM to 6:00 PM

Reply to prior meeting follow up items

2015 External Audit Report

Water & Parking Contribution

PFM – Recovery Plan and 2017 Budget – tentative

Expenditure review

October 19, 2016 – Wednesday 5:00 PM to 7:00 PM

Public Hearing Capital Program

Reply to prior meeting follow up items

Expenditure review

Mayor, Council, Auditor, Law Budgets

Administrative Services &

Expenditure review

October 20, 2016 – Thursday 5:00 PM

General Fund Public Hearing

BPRC Certification Hearing 6 pm – Twyman, Kelleher

October 24, 2016 – Monday 5:00 PM to 6:00 PM

Reply to prior meeting follow up items

Expenditure review

Community Development (GF & CDBG)

Summarize this meeting's follow up items

October 26, 2016 – Wednesday 5:00 PM to 7:00 PM

Reply to prior meeting follow up items

Expenditure review

Public Works w/ Liquid Fuels & Sewer

Summarize this meeting's follow up items