

CITY COUNCIL

Nominations and Appointments

Committee

Monday, May 2, 2016
4:00 pm
City Council Office

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

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

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

I. Interviews

4:00 - Valerie Phelps-Robinson - reappointment - Human Relations Commission

4:15 - Lee Olsen - reappointment - Blighted Property Review Committee

II. Appointment Recommendations

III. Review Pending Applications Memo & BAC Openings



CITY COUNCIL

Nominations & Appointments Committee

Monday, April 18, 2016

Meeting Report

Attendance: S. Marmarou, J. Slifko

Others Attending: S. Katzenmoyer

The meeting was called to order at 4:07 pm by Mr. Marmarou.

I. Interviews

Lucy Cortez (appointment – Main Street Board)

Mr. Marmarou questioned why Ms. Cortez is interested in serving on this Board. Ms. Cortez noted her desire to improve the downtown area and to attract more people downtown.

Mr. Slifko questioned how the Main Street Board differed from the Downtown Improvement District. Ms. Katzenmoyer explained that the Main Street Board follows the PA DCED process and receives State funding. She stated that the Main Street Board and DID work well together as Mr. Broad oversees both agencies. Ms. Cortez stated that she also serves as a member of one of DID's committees. She noted her hope to bring some of her ideas to fruition.

Mr. Slifko questioned if Ms. Cortez was familiar with Mr. Poole. Ms. Cortez stated that she is and that they worked together on projects in the past. She expressed the belief that he is a great person.

Mr. Marmarou stated that Ms. Cortez's financial background will be helpful in her service on Main Street. Ms. Cortez stated that she also has experience with State banking regulations.

Mr. Slifko questioned Ms. Cortez's specific vision for downtown. Ms. Cortez expressed the belief that the upper floors of the businesses on Penn St must be occupied. She noted her hope to attract college students and young professionals downtown. She also noted the need for additional retail clothing stores.

Mr. Slifko agreed with these items and noted that they will stabilize the downtown and extend its hours. Ms. Cortez also suggested expanding the Main Street area and increasing funding.

Mr. Marmarou stated that occupation of the upper floors of the businesses has always been problematic. He described the 23 Greek-owned businesses on Penn St in the past. He stated that there were very diverse shops.

Ms. Cortez stated that there are 300-400 downtown workers looking for activities during their lunch break. She suggested opening an ice cream shop and a dress store. She stated that she owned a consignment shop in the past.

Mr. Slifko noted the vibrancy of Jim Thorpe. He said Jim Thorpe is very livable so this can be done.

Mr. Marmarou noted Ms. Cortez's excellent background. Mr. Slifko thanked Ms. Cortez for volunteering to serve. Ms. Cortez stated thanked the Committee for the opportunity to serve the City.

The Nominations and Appointments Committee recommends the appointment of Lucy Cortez to the Main Street Board.

Sean Moretti (reappointment – Main Street Board)

Mr. Marmarou questioned why Mr. Moretti wished to remain on the Board. Mr. Moretti stated that he has lived in the Reading area since the 1980's. He stated that his real estate business is located downtown and that he also manages 65 rental units in the City. He expressed the belief that the downtown is not served fully. He stated that has served on this Board since its inception and that he served on a DID Committee prior to that. He noted the need to improve the downtown.

Mr. Marmarou questioned if Mr. Moretti is able to attend the Board meetings. Mr. Moretti stated that he has missed only two meetings during this term.

Mr. Slifko stated that Mr. Moretti is also a part of the group working on the UGI issue.

Mr. Marmarou questioned if Mr. Moretti had any suggestions for Council. Mr. Moretti noted his agreement with a Trash Task Force. He stated that the current City service caps the number of bags which are picked up each week. He stated that private haulers take whatever is placed outside, including large items. He suggested that the City provide the same type of service.

Mr. Moretti also suggested that the Parking Enforcement Officer that accompanies the street sweeper should be walking on the sidewalk with a leaf blower instead of riding in the truck. He stated that this would clear the sidewalks at the same time the streets are swept. Mr. Marmarou explained that trash and litter will clog the street sweepers. He suggested that the sidewalk debris be bagged. He also noted the need to keep the catch basins clean.

Mr. Moretti stated that the City has great opportunity. He expressed the belief that he can bridge relationships between the Mayor and the Board. He stated that Leadership Berks is currently interviewing downtown businesses to see how DID can serve them better. He stated that he has involved Dr. Peppen's group to work together with DID.

Mr. Slifko questioned if Mr. Moretti had specific projects or goals in mind. Mr. Moretti noted the need to better promote the area and its events into other neighborhoods. He noted the need for the businesses to be vibrant and suggested that chalk art be done on the sidewalks. He encouraged the safe redevelopment of the upper floors through flexible codes. He suggested that in addition to façade improvement funds, that there be funding available to rehabilitate the upper floors for use.

Mr. Slifko suggested that perhaps in addition to the HARB façade program, that a separate funding program be considered for rehabilitation of buildings.

The Nominations and Appointments Committee recommends the reappointment of Sean Moretti to the Main Street Board.

II. Review of Additional Council Liaisons

Ms. Katzenmoyer reviewed the list of boards, authorities and commissions which will allow ex-officio members. She expressed the belief that Council is involved in most of these BAC's already. Mr. Marmarou agreed and noted the need not to increase the burdens placed on Council members. Mr. Slifko suggested that not all BAC's need Council representation.

BAC's which would allow ex-officio membership where there isn't a Councilor serving:

- Animal Control Board – The Committee did not feel a liaison was necessary for this Board.
- Pagoda Foundation – The Committee did not feel this was necessary at this time as Ms. Reed and Ms. Goodman-Hinnershitz are very involved with the Foundation.
- Shade Tree Commission – This Commission meets on Monday and there is a time conflict.
- Human Relations Commission – The Committee feels there should be a liaison.
- Planning Commission – The Committee feels there should be a liaison.

Ms. Katzenmoyer stated that this will be added to an upcoming Committee of the Whole agenda.

The Nominations and Appointments Committee adjourned at 4:53 pm.

Respectfully Submitted by,
Shelly Katzenmoyer, CMC
Deputy City Clerk



CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: February 25, 2016
SUBJECT: Appointment Application

The Council office has received the attached BAC application from Valerie Phelps-Robinson. Ms. Phelps-Robinson is reapplying for membership to the Human Relations Commission.

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

OK

RECEIVED
3-25-16





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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

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

Name: Valerie Phelps-Robinson
Address: 500 Walnut St. Apt 24 Reading, Pa. 19601
Years living at this address: 6
Date of Birth: 5/10/62
Occupation: Home maker
Place of Employment & Address: _____

Telephone: Day 610-374-2327 Evening 610-374-2327
E-mail: v.phelps@ymail.com

contact via email only

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

1. What Board, Authority or Commission are you interested in serving on? Why?
Reading Human Relations Commission. (I am
still committed to the Human Relations Board.

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

I feel the primary purpose of this board is to help & inform all residents of the City of their rights to fair housing, employment.

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

I believe my 19 years of working in housing for those with disabilities, & services has given me the opportunity to learn first hand the needs and ability to help those in need of compassion who may experience problems in housing/employment.

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

Yes I have served on the Human Relations Commission Jan of April 9, 2012.

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

I serve as Clerk of Elections for ^{4 Ward} 9-2nd Precinct City Hall since 2010.

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

Yes in the 90's as telecomm-ethics.

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

No

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

No

9. Are you currently a registered voter? Yes No

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

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

No

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

No

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment records. Convictions or tax delinquencies 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.

I hereby irrevocably release and discharge each agency to which this form is presented and such agency's representatives and agents from any and all liability of any nature whatsoever in any way arising from or relating to disclosure of information of any nature about me and I further agree to indemnify and hold harmless each such agency from any and all loss, cost, damage, expense, or liability of any nature (including, but not limited to, attorney fees and criminal penalties) incurred by such agency or its representatives and agents in association with, or as a result of disclosure of information about, me. I further agree each agency to which this form is presented and such agency's representatives and agents are third-party beneficiaries with direct standing to enforce the release and indemnification provisions set forth herein.

Valerie Phelps Robinson
Printed Name


Signature

1/13/16
Date

Please return the completed form to the

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



CITY OF READING, PENNSYLVANIA

MEMORANDUM

TO: Mayor
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: April 4, 2016
SUBJECT: Appointment Application

The Council office has received the attached BAC application from Lee Olsen. Mr. Olsen is reapplying for membership to the Blighted Property Review Committee.

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

OK

RECEIVED
4-11-16





CITY OF READING
BOARDS AUTHORITIES & COMMISSIONS
APPLICATION FORM

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Name: LEE C. OLSEN AIA NCARB
Address: 320 MOUNTAIN VIEW ROAD, READING, PA. 19607
Years living at this address: 9

Date of Birth: JUNE 22, 1943

Occupation: ARCHITECT

Place of Employment & Address: OLSEN DESIGN GROUP ARCHITECTS, INC.
2345 BERNVILLE ROAD
READING, PA. 19605

Telephone: Day 610.371.9606 x216 Evening 610.451.5800
E-mail: lolsen@odgarchitects.com

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



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

Reading Blighted Property Review Committee. Having been the chair since this committee was created, I would like to continue on assisting the CoR in improving the housing stock in the city.

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

Identify & process blighted properties so they may again become tax generating homes that provide quality housing improving our neighborhoods and

and creating home ownership & pride in
achieving a better quality of life for our residents.

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

I am an architect and neighborhood planner. I have helped shape the process this committee now uses and can see how we can continue to improve the process.

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

I have been a member since it was created and became its chair after 1 year.

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

Main Street Design Committee, Pasqua Foundation, Parks Arts Council, County Planning Commission, County Blighted Property Review Committee, Englewood, Sunnyside Foundation, Carol Foundation, Treatment and Planned Giving Committees, Parks Conservancy Dev. Committee, Downtown 2020 master plan.

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

Only as an architectural consultant via competitive bid process via RFP

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

Yes. Currently under contract for the ADA transition plans. Did provide services for the Schlegel Ave renovations + the 17th & Pike Loc. Ctr. renovations

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.

Currently chair the Main Street Design Committee since 2013

9. Are you currently a registered voter? Yes No

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

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

NO

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

NO

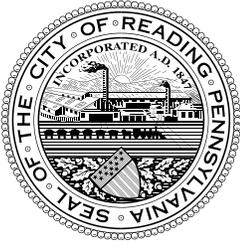
I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment records. Convictions or tax delinquencies 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.

I hereby irrevocably release and discharge each agency to which this form is presented and such agency's representatives and agents from any and all liability of any nature whatsoever in any way arising from or relating to disclosure of information of any nature about me and I further agree to indemnify and hold harmless each such agency from any and all loss, cost, damage, expense, or liability of any nature (including, but not limited to, attorney fees and criminal penalties) incurred by such agency or its representatives and agents in association with, or as a result of disclosure of information about, me. I further agree each agency to which this form is presented and such agency's representatives and agents are third-party beneficiaries with direct standing to enforce the release and indemnification provisions set forth herein.

LEE C. OLSEN
Printed Name


Signature

2.20.16
Date



MEMORANDUM

TO: Nominations and Appointments Committee
FROM: Shelly Katzenmoyer, Deputy City Clerk
DATE: May 2, 2016
SUBJECT: Pending Applications

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

Redevelopment Authority – *2 openings*

- **Roberto Campitelli** – appointment – sent to Mayor February 2016
- **Mary Ann Ciarlone** – appointment – will need Mayoral approval

Planning Commission – *4 openings*

- **Melvyn Jacobson** – appointment – has Mayoral approval
- **William Cinfici** – reappointment – will need Mayoral approval

Human Relations Commission – *3 openings*

- **Valerie Phelps-Robinson** – reappointment – has Mayoral approval

Blighted Property Review Committee – *1 opening*

- **Lee Olsen** – reappointment – has Mayoral approval

Environmental Advisory Council – *2 openings*

- **Chris Kern** – appointment

Fire Civil Service Board – *2 openings*

- **Michael Leifer** – reappointment

BOARDS, AUTHORITIES & COMMISSIONS
OPEN SEATS

MAY 2, 2016

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

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		
Charter Board			
	2 openings		
Code & License Appeals Board			
	3 alternate openings		
Minority Business Board			
	7 openings		
City-wide Diversity Board			
			Board full
Main St Board			
	Board full		
Pagoda Foundation		2 openings	2 openings

AUTHORITIES

Reading Area Water Authority			
			Board full
Reading Redevelopment Authority			
	2 openings		
	2 applications pending		
Reading Housing Authority			
	Board full		
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			
	4 openings		
	2 applications pending		
Reading Shade Tree Commission			
	2 openings		
Stadium Commission			
	Board Full		
Reading Human	2 openings		

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