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 “Live and Archived Meeting Videos”. 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.

RULES FOR PUBLIC PARTICIPATION AT COUNCIL MEETINGS
The Administrative Code, Section § 5-209 defines public participation at Council meetings.
1. Citizens attending Council meetings are expected to conduct themselves in a responsible and respectful manner that does not disrupt the meeting.
2. Those wishing to have conversations should do so in the hall outside Council Chambers in a low speaking voice.
3. Public comment will occur only during the Public Comment period listed on the agenda at the podium and must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Clapping, calling out, and/or cheering when a speaker finishes his comments is not permitted.
4. Citizens may not approach the Council tables at any time during the meeting.
5. Any person making threats of any type, 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, removed from Council Chambers and/or cited.
6. Failure to abide by these regulations could result in your removal from Council Chambers and/or a citation. These regulations are meant to avoid disruptions at the meeting and they are not meant to interfere with public participation.
1. OPENING MATTERS
A. CALL TO ORDER
B. INVOCATION: Pastor William Griffis, Community Evangelical Church
C. PLEDGE TO THE FLAG
D. ROLL CALL

2. PROCLAMATIONS AND PRESENTATIONS
Commendation – celebrating the annual Jazz Fest

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 or by legibly printing their name, address and the subject matter to be discussed on a sign-up sheet found on the podium in Council Chambers between 5 pm and 7 pm on the day of the scheduled 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, including applause or cheering, 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 & MINUTES
A. AGENDA: Meeting of April 23, 2018
B. MINUTES: April 9, 2018 Regular Meeting

5. Consent Agenda Legislation

A. Award of Contract – to develop a new Defined Contribution plan for future non–uniformed employees to Conrad Siegel, P.O. Box 5900 Harrisburg, PA 17110, in the amount of $.44, 000.00.

B. Resolution – authorizing the promotion of Paramedic/Firefighter Christopher Bixler to Lieutenant-Fire Prevention Officer

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

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

Pagoda Foundation

9. ORDINANCES FOR FINAL PASSAGE

<table>
<thead>
<tr>
<th>Pending Legislation</th>
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<tbody>
<tr>
<td><strong>Bill No. 15-2018</strong> – authorizing the CD Department to administer the Microloan Program to provide low interest loans to businesses in the City of Reading for the purpose of fixed asset financing including land, building, renovations, working capital, machinery, and equipment <em>(see Resolution below)</em> <strong>Introduced at the March 12 regular meeting</strong></td>
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| Resolution – authorizing payment to Urban Design Ventures up to the maximum amount of $23,300 for underwriting services for the City’s Microloan Program and up to the maximum amount of $33,100 for underwriting services for the City’s Section 108 Loan Program *(See Ordinance above)* **Tabled at the March 12 regular meeting** |

None

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance – amending City Code Chapter 508, Part 1 Special Assessments by granting the Public Works Director the discretion to determine the need to levy a special assessment for an alley improvement project

11. RESOLUTIONS

A. Resolution – removing Troy Stricker from the First Energy Stadium Commission as per City Code Chapter 23, Part 4 First Energy Stadium Commission, Section 403 Removal of Members lack of attendance at more than 50% of the 2017 First Energy Stadium Commission meetings

B. Resolution -

12. PUBLIC COMMENT – GENERAL MATTERS

*Please see public speaking rules on second page*

13. COUNCIL BUSINESS/COMMENTS
14. COUNCIL MEETING SCHEDULE

**Monday, April 23**
Committee of the Whole – Penn Room – 5 pm  
Regular Meeting – Council Chambers – 7 pm

**Monday, April 30**
RSD Work Group – Penn Room – 3 pm

**Monday, May 7**
Nominations & Appointments Committee – Council Office – 4 pm  
Strategic Planning Committee – Penn Room – 5 pm

**Monday, May 14**
Committee of the Whole – Penn Room – 5 pm  
Regular Meeting – Council Chambers – 7 pm

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

**Monday, April 23**
DID Authority – 645 Penn St 1st floor – noon

**Tuesday, April 24**
Environmental Advisory Council – Public Works – noon  
Housing Authority Workshop – WC Building – 4 pm  
Housing Authority – WC Building – 5 pm  
Planning Commission – Penn Room – 6 pm  
Penn’s Commons Neighborhood Group – Penn’s Commons meeting room – 7 pm

**Wednesday, April 25**
Main Street Board – DID office – 645 Penn St – 3:30 pm  
Parking Authority – Penn Room – 5:30 pm

**Monday, April 30**
RSD Work Group – Penn Room – 3 pm  
District 7 Crime Watch – Holy Spirit Church – 7 pm

**Tuesday, May 1**
Charter Board – Penn Room – 7 pm

**Wednesday, May 2**
Reading Elderly Housing Crime Watch – Front & Washington Sts – 2:30 pm  
District 2 Crime Watch – St Paul’s Lutheran Church – 6:30 pm
Thursday, May 3
Police Civil Service Board – Penn Room – noon

Wednesday, May 9
Zoning Hearing Board – Council Chambers – 5:30 pm
Human Relations Commission – HRC Office – 6 pm
Center City Community Organization – Holy Cross Church – 6 pm

Thursday, May 10
Police Pension Board – 3rd floor conference room – 9:30 am
Outlet Area Neighborhood Group – St. Mark’s Lutheran Church – 6:30 pm

Sunday, May 13
College Heights Community Council – Nativity Lutheran Church – 7 pm

16. ADJOURN
Council President Waltman called the meeting to order.

The invocation was given by Pastor Randall Grossman, Grace Bible Fellowship.

All present pledged to the flag.

An executive session was held during the Committee of the Whole meeting regarding litigation.

ATTENDANCE
Council President Waltman
Councilor Sihelnik, District 1 - excused on FMLA Leave
Councilor Goodman-Hinnershitz, District 2
Councilor Twyman, District 3
Councilor Marmarou, District 4
Councilor Reed, District 5
Councilor Slifko, District 6
City Auditor D. Cituk
City Solicitor J. Krafczek
City Clerk L. Kelleher
Mayor W. Scott

PROCLAMATIONS AND PRESENTATIONS
There were no proclamations or commendations issued at this meeting.

PUBLIC COMMENT
Council President Waltman stated that there are a total of five (5) citizens registered to address Council; one (1) on agenda matters and four (4) on non-agenda matters. He inquired if any Councilor objected to suspending the rule requiring non-agenda comment at the end of the meeting. No one objected. Councilor Reed read the public speaking rules that were adopted by Council.

Nate Rivera, of North 6th Street, stated that although his personal opinions differ at times from those of the City’s elected officials, he wants the City to succeed. He expressed concern with the mayor’s recent appointments to the Reading
Redevelopment Authority (RRA), especially the appointment of the managing director, Glenn Steckman. He noted the time constraints Mr. Steckman will have due to his other duties and he expressed the belief that there are qualified citizens ready to volunteer for the RRA positions. He noted that he is not questioning Mr. Steckman’s capability, but only his time constraints. He also expressed the same concerns with the appointment of the RAWA Executive Director to the Parking Authority board.

Ann Marie (last name illegible), of (address illegible), questioned the available recreation programs for youth with physical challenges. She noted the importance of programs for all youth.

Troy Turner, of Gordon Street, urged Council to adopt the resolution which would support a permanent ban on fracking in the Delaware River Basin and protect this valuable water source.

Shelia Perez, of Weiser Street, asked Council and the mayor to move the Council meeting broadcasts back to the MAC Channel from Channel 99, as this channel is not available to all households. She alleged that two (2) of the three (3) bids submitted to the RRA for the purchase of the Bookbindery had a value in excess of $1M; however, the RRA sold the property to the bidder submitted a bid of approximately $300K. She noted that a few Councilors filed complaints about the seizure of City owned RRA records, reported in the Reading Eagle as “File-gate”. She expressed the belief that the RRA is planning to relocate their offices outside Reading, which will include the relocation of City owned records along with office furniture and equipment purchased with taxpayer dollars. She also questioned the disappearance of Redesign Reading and the disappearance of their records.

Janice Burns, no address provided, noted the number of lives lost, especially in schools, due to gunfire over the past years. She noted the need for improved gun controls. She asked Council to consider enacting local regulations.

Councilor Goodman-Hinnershitz stated that the Reading Rec Commission is responsible for the creation of recreation programs for all individuals. She agreed with Mr. Rivera’s concerns about the recent appointments to the RRA and the need for those appointed to meet the letter of the law without apparent conflicts. She noted that municipalities are prohibited from enacting their own gun regulations and she suggested that Ms. Burns continue her work on the issue.

Councilor Slifko encouraged Ms. Burns to continue her work to improve gun regulations. He stated that Ms. Perez continues to use this public forum to present
distorted facts without disclosing all the supporting information, which is harmful. He stated that the prices associated with the sale of the Bookbindery property expressed by Ms. Perez were incorrect and he reported the prices in information he received from the RRA. He also noted that the documents seized by the administration during “File-gate” are not City-owned records but records that belong to the RRA, an authority created under a federal statute. He noted that providing distorted facts in this forum is not helpful to the public.

Councilor Twyman agreed that appointments to all City boards should proceed through the same appointment process. He applauded Mr. Turner for moving the fracking ban resolution forward.

Councilor Reed thanked Ms. Burns for her comments about the need for improved gun control. Although gun regulations cannot be enacted on a local level, she offered to guide her to state and federal officials.

Council President Waltman asked Ms. Burns to also consider the other societal issues around the gun possession issue as removing guns will not resolve the problems associated with violence.

APPROVAL OF THE AGENDA & MINUTES
Council President Waltman called Council’s attention to the agenda for this meeting, including the legislation listed under the Consent Agenda heading and the minutes from the March 26th Regular Meeting of Council.

Councilor Marmarou moved, seconded by Councilor Twyman, to approve the minutes from the March 26th Regular Meeting of Council and the agenda, including the legislation listed on the Consent Agenda. The motion was approved unanimously.

Consent Agenda

A. Award of Contract – for furnishing Bituminous Materials and Asphalt Cements for pick-up to South Reading Blacktop, Division of Reading Materials, Birdboro, PA who is the low bidder at the unit prices submitted for an estimated total bid price of $15,000.00. The total is based upon estimated usage

B. Award of Contract – for Furnishing Bituminous Materials and Asphalt Cements for pick-up to EJB Paving & Materials Co., 1119 Snyder Road, West Lawn, PA 19609 who is the
low bidder at the unit prices submitted for an estimated total bid price of $10,000.00. The total is based upon estimated usage.

**ADMINISTRATIVE REPORT**
The mayor distributed photos to Council showing the correction of the illegal truck parking issue at the lot in the 1700 block of North 10th Street. He reported on the preparation of the parks and playgrounds for the upcoming warm weather seasons. He noted the ongoing problem with ATV, etc. tires ripping up grassy areas within the parks. He stated that homeowners do not have the resources to repair alleyways that are used by emergency vehicles. He stated that while staff works to cleanup alleyways, they are also repairing potholes in the alley pavement when they are found.

The mayor stated that he has never verbally attacked anyone in the audience. He questioned where Councilor Slifko got his facts and he expressed belief in the bid prices for the Bookbindery as stated by Ms. Perez during the Public Comment period. He stated that he also covers the Bookbindery issue in a recent taping on his Facebook page. He questioned the facts considered by the RRA board when they voted on the sale of the Bookbindery building. He expressed the belief that some appointed to authority boards have become monsters. He stated that those appointed to authority boards do not have power, they are there to serve. He stated that those who have done something wrong should admit the mistake and resign. He stated that he recently recommended appointing Pam Shupp and Glenn Steckman to the RRA board due to the skills and trust they will bring to this board. However, when he was told that Council may object to their appointment, he decided to explore the law to find an alternate appointment route. He added that he also appointed Mr. Jacobsen and Mr. Zabala.

The mayor expressed the belief that his administration does the right things, not political things. He stated that while he does not mind working with Council, he does mind Council’s interference. He took issue with the remarks made by the former RRA Executive Director in the Reading Eagle article about the Bookbindery and in the article about his pending resignation. He asked Council to let him and his administration do their jobs and he asked for trust. He expressed the belief that he does not make political decisions and take political actions. He again asked for people, including Council, to trust him.

The mayor asked Council to consider repealing the ordinance requiring property owners to maintain alleyways. He also asked Council to reduce the zoning related fees.
Council President Waltman stated that we will not resolve the Bookbindery issue tonight and that the facts will ultimately be brought to the forefront. He suggested avoiding finger pointing.

Councilor Slifko expressed his belief in the information he obtained about the Bookbindery. He suggested that the Reading Eagle explore this issue and report on it neutrally.

Councilor Goodman-Hinnershitz expressed the belief that it may not be feasible for the City to take on the responsibility for alley maintenance, as the City has many other capital issues to attend to such as the paving of streets and maintenance of public buildings. She stated that due to parking stress people have started parking in alleyways, which at some locations is illegal and creates access problems for emergency vehicles. She suggested that the administration crack down on the illegal use of ATVs, etc. as they are damaging public property in parks and creating safety issues for vehicular and pedestrian traffic. She noted that in general there has been an increase in the number of people who chose to act irresponsibly and break the law.

Councilor Goodman-Hinnershitz asked the mayor to provide an update on the City’s purchase of the East Reading Pool from the Repository Sale list.

The mayor stated that the Mt. Penn Borough Council has voted against joining the Mt. Penn Preserve COG. Ms. Goodman-Hinnershitz replied that Mt. Penn has not yet voted on the ordinance.

The mayor inquired who citizens should report complaints to at the Mt. Penn Preserve. He stated that the partying problems at the Pagoda have started again and the Mt. Penn Preserve does not have a phone number. Ms. Goodman-Hinnershitz replied that the Mt. Penn Preserve COG has no enforcement authority and that complaints are to be reported to the police.

AUDITOR’S REPORT
City Auditor Cituk highlighted the report distributed to Council at the meeting, in summary:

- Start of the 2017 external audit by Herbein & Co.

REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS None.
ORDINANCES FOR FINAL PASSAGE

Pending Legislation

Bill No. 15-2018 – authorizing the CD Department to administer the Microloan Program to provide low interest loans to businesses in the City of Reading for the purpose of fixed asset financing including land, building, renovations, working capital, machinery, and equipment ([see Resolution below]) Introduced at the March 12 regular meeting

Resolution – authorizing payment to Urban Design Ventures up to the maximum amount of $23,300 for underwriting services for the City’s Microloan Program and up to the maximum amount of $33,100 for underwriting services for the City’s Section 108 Loan Program ([See Ordinance above]) Tabled at the March 12 regular meeting

A. Bill No. 18-2018 – establishing a No-Parking zone on the east side of Gregg Ave. adjacent to the existing driveways at 606 and 618 Gregg Ave., for a distance of approximately 130 feet to improve the safety and access conditions at the two existing driveways for delivery trucks entering and leaving and to help ensure that cars do not obstruct the driveway entrances ([Introduced at the March 26 regular meeting])

Councilor Reed moved, seconded by Councilor Slifko, to enact Bill No. 18-2018.

Bill No. 18-2018 was enacted by the following vote:

Yeas: Goodman-Hinnershitz, Marmarou, Reed, Slifko, Twyman, Waltman, President - 6
Nays: None – 0

B. Bill No. 19-2018 – amending Personnel Code 701.H.5 by increasing the high end range for the salary of the Administrative Services Director to $110,000 from $100,000 ([Introduced at the March 26 regular meeting])

Councilor Slifko moved, seconded by Councilor Marmarou, to enact Bill No. 19-2018.

Bill No. 19-2018 was enacted by the following vote:

Yeas: Goodman-Hinnershitz, Marmarou, Slifko, Twyman, Waltman, President - 5
Nays: Reed – 1

INTRODUCTION OF NEW ORDINANCES

No ordinances were introduced at this meeting.
RESOLUTIONS

A. Resolution 57-2018 – appointing Phillip Dougherty to the Reading Area Water Authority

Councilor Marmarou moved, seconded by Councilor Goodman-Hinnershitz, to adopt Resolution No. 57-2018.

Councilors Marmarou and Slifko spoke about Dr. Dougherty’s expertise with water issues and the skills he will bring to RAWA.

Councilor Goodman-Hinnershitz stated that this appointment is a fine example of identifying a qualified citizen to appoint to a board, rather than a municipal official.

The mayor pointed to the appointment process that is followed when Council needs to confirm or make board appointments.

Resolution No. 57-2018 was adopted by the following vote:

   Yeas: Goodman-Hinnershitz, Marmarou, Reed, Slifko, Twyman, Waltman, President - 6
   Nays: None – 0

B. Resolution 58-2018– calling upon the Delaware River Basin Commission to enact a complete and permanent ban on natural gas development and hydraulic fracturing and all related activities (including drilling, fracking, wastewater processing and discharges from and water withdrawals for drilling and fracking operations) throughout the Basin

Councilor Slifko moved, seconded by Councilor Twyman, to adopt Resolution No. 58-2018.

Councilor Slifko spoke about the path this resolution to protect water sources took before it was placed on tonight’s agenda. He stated that New York and Maryland already prohibit fracking. He asked Council to support this resolution.

Councilor Twyman voiced his support for this effort to protect our valuable water sources.

Councilor Goodman-Hinnershitz applauded the review process this issue went through which untimely will preserve our water sources.
Council President Waltman moved to table Resolution 58-2018. The motion to table died due to the lack of a second motion.

Council President Waltman expressed the belief that this issue needs further consideration and review. He expressed the belief that some of the language in the Resolution is too far-reaching, although he agreed with the thrust of the issue.

Resolution No. 58-2018 was adopted by the following vote:

Yeas: Goodman-Hinnershitz, Marmarou, Reed, Slifko, Twyman - 5  
Nays: Waltman, President – 1

COUNCIL COMMENT
Councilor Marmarou noted the need for improved background checks for those who wish to purchase a firearm. He also noted the need for responsible gun ownership.

Councilor Reed spoke about the 2018 Blue Ribbon campaign to honor our first responders. She stated that Blue Ribbons can be obtained at the Council office. She highlighted the 28th annual Jazz Fest that is going on right now in multiple Reading venues. She spoke about the economic boom this creates for various businesses.

Councilor Reed wished the Fightin Phils good luck for their 2018 season. She also spoke about the renovated Fire Museum at South 5th and Laurel Streets.

Councilor Slifko explained the removal and replacement of trees affected by the Emerald Ash Borer by the Shade Tree Commission at various City locations. He stated that 100 ash trees will be removed and 44 ash trees will be replaced. The remaining ash trees will be treated. He reminded everyone about the Great American Cleanup slated for Saturday, April 21st.

Councilor Goodman-Hinnershitz noted that there were audio problems with tonight’s broadcast of the Council meeting on MAC Channel 99. She noted the availability of the streamed video located on the City’s website. She also spoke about the planning meeting for the East Reading Reunion. The next meeting is scheduled for May 5th.

Council President Waltman reviewed the upcoming Council meeting schedule.

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

Respectfully submitted by Linda A. Kelleher CMC, City Clerk
TO: City Council
FROM: Fire Chief William Stoudt, Jr.
PREPARED BY: Fire Chief William Stoudt, Jr.
MEETING DATE: April 23, 2018
AGENDA MEMO DATE: April 17, 2018
REQUESTED ACTION: Authorize promotion

RECOMMENDATION
The Mayor and the Fire Chief request the following promotion be approved within the Fire Prevention Division of the Department of Fire and Rescue Services:

BACKGROUND
There is a need to promote to the position of Lieutenant-Fire Prevention Officer due to a vacancy in the Office of the Fire Marshal created by a resignation.

Paramedic/Firefighter Christopher Bixler to Lieutenant-Fire Prevention Officer to become effective May 1st, 2018.

BUDGETARY IMPACT
This funded position has been vacant due to a resignation. There is no budgetary impact.

PREVIOUS ACTIONS
None

SUBSEQUENT ACTION
Council to take action to approve this promotion within The Department of Fire and Rescue Services

RECOMMENDED BY
The Fire Chief recommends approval.
RESOLUTION NO.______2018

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

Authorizing the following promotion within the Department of Fire and Rescue Services, effective May 1st, 2018:

Paramedic/Firefighter Christopher Bixler to Lieutenant-Fire Prevention Officer.

Adopted by Council__________________________, 2018

___________________________________
Jeffrey S. Waltman, Sr.
President of Council

Attest:

_______________________
Linda A. Kelleher
City Clerk
RECOMMENDATION
The recommendation is to award the contract to develop a Defined Contribution plan for future non-uniformed employees to Conrad Siegel, P.O. Box 5900 Harrisburg, PA 17110, in the amount of $44,000.00.

BACKGROUND
The City Administration is seeking to develop a new defined contribution plan for new employees and to make the O&E plan a legacy plan.

BUDGETARY IMPACT
The Department of Human Resource has confirmed there are sufficient funds to cover the project. The total amount is $44,000.00.

PREVIOUS ACTION
None

SUBSEQUENT ACTION
Formal action by Council is required to award the contract at the April 9, 2018 meeting.

RECOMMENDED BY
Mayor, Managing Director, Acting Director of Administrative Services, Controller and Purchasing Coordinator.

RECOMMENDED MOTION
Approve/Deny the recommendation to Conrad Siegel to develop a Defined Contribution plan for future non-uniformed employees. cc: File
AN ORDINANCE
AUTHORIZING THE CITY OF READING COMMUNITY DEVELOPMENT
DEPARTMENT TO ADMINISTER THE MICROLOAN PROGRAM

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

SECTION 1. The Community Development Department of the City of Reading is authorized to administer the Microloan Program.

SECTION 2. The Microloan Program shall provide low interest loans to businesses in the City of Reading for the purpose of fixed asset financing including land, building, renovations, working capital, machinery, and equipment.

SECTION 3. Applications that meet all of the funding criteria shall be recommended by a third-party Consultant to the Mayor and City Council for consideration. Funding shall be awarded only upon approval of the Mayor and City Council.

SECTION 4. The operation and administration of this program shall comply with all applicable local, state and federal requirements regarding conflict of interest. No person who is an employee, agent, consultant, officer, or elected or appointed official of the City may obtain a financial interest from the activity, or have an interest in any contract, subcontract or agreement which respect to activities receiving Microloan funding.

SECTION 5. This Ordinance shall be effective ten (10) days after adoption pursuant to City of Reading Home Rule Charter Article II Section 219.

Adopted by Council _____________________________, 2018

__________________________________
President of Council

Attest:

______________________________
Linda A. Kelleher
City Clerk
Submitted to Mayor: ____________
Date: ________________
Received by the Mayor’s Office: ____________
Date: ________________
Approved by Mayor: ____________
Date: ________________
Vetoed by Mayor: ____________
Date: ________________
TO: City Council
FROM: Alejandro Palacios, CD Director
DATE: March 5, 2018
SUBJECT: 2018 Loan Underwriter Consultant Contract Approval

TO: CITY COUNCIL
PREPARED BY: ALEJANDRO PALACIOS
COMMUNITY DEVELOPMENT DIRECTOR
MEETING DATE: MARCH 12, 2018
AGENDA MEMO DATE: MARCH 12, 2018
REQUESTED ACTION: APPROVAL OF CONTRACT WITH URBAN DESIGN VENTURES FOR LOAN UNDERWRITING SERVICES

RECOMMENDATION: It is recommended that City Council pass the attached resolution authorizing the payment up to the maximum amount of $23,300 for underwriting services for the City’s Microloan Program and up to the maximum amount of $33,100 for underwriting services for the City’s Section 108 Loan Program.

BACKGROUND:
The City of Reading’s Community Development Department would be administering the Microloan and Section 108 Loan Programs. The intended purpose of this payment is to contract with a consulting firm that offers assistance in reviewing Microloan applications and preparing a written approval or denial letter with a justification for that decision. In addition, the consulting firm would offer assistance in the preparation of Section 108 Loan applications that meet Federal guidelines of eligibility, fundability, and economic feasibility.

BUDGETARY IMPACT: The total contract cost is estimated at $23,300 for the Microloan Program underwriting services and $33,100 for the Section 108 Program underwriting services. The City is requesting the use of State Microloan Program funds and CDBG Administrative funds respectively.

PREVIOUS ACTION: None.

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

RECOMMENDED MOTION: Approve/deny the Council resolution approving the Urban Design Ventures payment for the amount of $56,400. Attach.
AN ORDINANCE AMENDING CHAPTER 508, PART 1, OF THE CODIFIED ORDINANCES TO CLARIFY THE LEVYING OF SPECIAL ASSESSMENTS FOR PUBLIC WORKS PROJECTS INVOLVING PRIVATE ALLEYS AND THE PUBLIC WORKS THAT MAY BE PERFORMED

WHEREAS, under the current ordinance, the City has the discretion to make improvements and repairs to private alleys and levy special assessments to defray the costs of the improvements;

WHEREAS, improvements and repairs to private alleys have a broader benefit to the community as a whole rather than only benefiting the adjacent property owners;

WHEREAS, the City’s ordinance already provides the City with discretion on whether or not the City will levy a special assessment for any public improvement;

WHEREAS, the City desires to clarify the process for deciding whether to proceed with the process for levying a special assessment when public improvements involve private alleys;

WHEREAS, the City’s ordinance allows the City to remove and replace the roadway surface and to remove trees and brush, but does not explicitly allow the City to remove other debris and obstructions that inhibit the ingress and egress of emergency vehicles into private alleys;

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

SECTION 1. Section 508, Part 1, is hereby amended to add:

§508-102. Levy of assessments.

A. The cost of installing or constructing any public work or improvement by the City may be charged under this section in whole or in part to the property benefitted by such work or improvement and the Council may make an assessment against such benefited property in the manner provided herein.

B. The discretion granted in section (A) of this section shall be in the purview of the Public Works Director. If in the discretion of the Public Works Director the public interest in making the improvements under Section 508-112 justifies the expenditure of public funds, the City shall not levy a special assessment.
§508-112. Private Alleys.

A. Alley improvements may involve the removal and replacement of the roadway surface, improvement of drainage facilities and storm sewer, and the removal of trees, and brush, waste, refuse, or any other obstruction that negatively impacts the health, safety and welfare of the community.

B. After the improvement is completed and the assessment is levied, adjacent homeowners shall continue to be responsible for care and maintenance of the improvement.

SECTION 2. This Ordinance shall become effective within ten (10) days of the date of passage and approval by the Mayor or override of the Mayor’s veto.

Enacted__________________, 2018

____________________________________
Council President

Attest:

____________________________________
City Clerk

Submitted to Mayor: _____________
Date: ______________

Received by the Mayor’s Office: ___________
Date: ______________

Approved by Mayor: _____________
Date: ______________

Vetoed by Mayor: _____________
Date: ______________
WHEREAS THE CITY OF READING will be administering the City’s Microloan and Section 108 Loan Programs, and

WHEREAS THE CITY OF READING wishes to contract with an loan underwriter Consultant, and

WHEREAS THE STATE MICROLOAN Program and CDBG Administrative funds allow for payment of these services,

NOW THEREFORE, BE IT RESOLVED that the CITY COUNCIL of the CITY OF READING hereby authorizes the CITY OF READING to make payment for such a contract on our behalf.

AND BE IT FURTHER RESOLVED that the CITY COUNCIL of the CITY OF READING hereby allocates State Microloan Program and CDBG Administrative resources in the amount of $56,400 to said project.

Adopted on___________2018

_______________________
President of Council

Attest

______________________
City Clerk
RESOLUTION NO.______________

Whereas, The First Energy Stadium Commission Ordinance City Code Chapter 23 Boards, Commissions, Committees, Part 4 First Energy Stadium Commission § 23-403 Removal of Members sets out the attendance requirements for Commission members: Removal of members. Any member may be removed for misconduct or neglect of duty or for other just cause by a majority vote of Council taken after the member has received 15 days’ advance notice of the intent to take such vote. Failure of a member to attend three consecutive regular meetings of the Board will constitute grounds for immediate removal from the Commission by City Council. Failure of a member to attend at least 50% of the regular meetings of the Board in a calendar year will constitute grounds for immediate removal from the Commission by City Council. The Chairperson of the Board shall inform the City Clerk in writing when a member has failed to comply with this attendance policy. Following such notification, City Council may vote to remove the member and seek applicants to fill the vacant position; and

Whereas, Troy Stricker was reappointed as a member of the First Energy Stadium Commission through the required appointment process on October 13, 2014; and

Whereas, in July 2017 the First Energy Stadium Commission learned that Mr. Stricker had moved outside the City of Reading and that he would be submitting his letter of resignation; and

Whereas, Mr. Stricker did not submit the letter of resignation, did not update his personal contact information, and discontinued attending meetings, failing to attend more than 50% of the meetings held in 2017; and

Whereas, the First Energy Stadium Commission has requested the removal of Mr. Stricker from membership.

NOW THEREFORE BE IT HEREBY RESOLVED AS FOLLOWS:

That Troy Stricker is removed from the First Energy Stadium Commission board, as per City Code Chapter 23 Boards, Commissions, Committees, Part 4 First Energy Stadium Commission § 230-403 Removal of Members for his lack of attendance at more than 50% of the 2017 First Energy Stadium Commission meetings and for no other reason.

Adopted by Council ______________________, 2018
Attest:

________________________________________
Linda A. Kelleher CMC City Clerk

President of Council