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: Kerry Kuhns, RBCC Street Ministry
C. PLEDGE TO THE FLAG
D. ROLL CALL
E. EXECUTIVE SESSIONS: Nov 18th related to litigation and personnel re PA Sunshine Act Section 708 a 3 and 4 and Nov 25th

2. PROCLAMATIONS AND PRESENTATIONS

- Recognizing Neighborhood Housing Services of Greater Berks Inc.
- Recognizing the partnership and performance of Officer Hector Santiago & K-9 Officer Hemi at the East Coast K-9 Trials

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 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 November 25, 2019
B. MINUTES: November 12, 2019 Regular Meeting, the November 14th Conditional Use Evidentiary Public Hearing and approving the summations of discussion from the November 12th COW and November 18th Budget COW

5. Consent Agenda Legislation
A. Award of Contract – for purchase of 45 MDT’s (Mobile Data Terminals) to replace the currently installed MDT’s in the Police Department’s Patrol Vehicles to BMS Data 911, Poway, CA, at the cost of 143,550

B. Resolution – authorizing the disposal of contract documents from the City Clerk’s office in accordance with the PA Record Retention Policy as specified:

<table>
<thead>
<tr>
<th>Company</th>
<th>Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fries Construction Management Inc</td>
<td>1993, 1994</td>
</tr>
<tr>
<td>Fritch Lubes Co Div of</td>
<td>1987</td>
</tr>
<tr>
<td>Fritch Fuel Co Inc</td>
<td></td>
</tr>
<tr>
<td>Fritz, William AIA</td>
<td>1990</td>
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<tr>
<td>Fultz, George</td>
<td>1982</td>
</tr>
<tr>
<td>Gabel Mechanical Inc</td>
<td>1991</td>
</tr>
<tr>
<td>Gabrielli, Fabio</td>
<td>1955</td>
</tr>
<tr>
<td>GAF Corp</td>
<td>1969</td>
</tr>
<tr>
<td>The Gamefield Concept</td>
<td>1982</td>
</tr>
<tr>
<td>Gametime Inc</td>
<td>1969</td>
</tr>
<tr>
<td>Gamon-Calmet Industries Inc</td>
<td>1969, 1972</td>
</tr>
<tr>
<td>Gamon Meter Div</td>
<td>1966</td>
</tr>
<tr>
<td>Worthington Corp</td>
<td></td>
</tr>
<tr>
<td>Garipoli, Anthony C</td>
<td>1983, 1984</td>
</tr>
<tr>
<td>Garden Enterprises Inc</td>
<td>1969</td>
</tr>
<tr>
<td>Garden Spot Electric</td>
<td>1992</td>
</tr>
<tr>
<td>Garden State Fireworks</td>
<td>1983</td>
</tr>
<tr>
<td>Garrett-Buchanan Co</td>
<td>1986</td>
</tr>
<tr>
<td>Gateway 2000 Major Accounts Inc</td>
<td>1997-1999</td>
</tr>
</tbody>
</table>

C. Resolution - authorizing the award of the Construction Contract to Empire Services, the low bidder, at $95,441.98 for the construction of the Green Light Go Project at South 6th and Laurel Streets. The Project will be funded 80% under PennDOT agreement no. 2016GLG021, the 20% balance being funded using the City’s Liquid Fuels Fund.

D. Resolution – naming Deputy Chief Walter Bauer and Lieutenant Kirk Litzenberger as the City of Reading’s Deputy Emergency Management Coordinators to assist the Emergency Management Coordinator in the oversight and implementation of the City’s Emergency Operations Plan
E. Award of Contract – upgrading the current VSU (Video Safety Unit) servers for the Police Department to LTW (Lets Think Wireless, LLC), Pine Brook, New Jersey at the cost of $42,962

F. Award of Contract – for the purchase of 2 used vehicles to replace two (2) aging vehicles in the Police Department Fleet at the cost of $48,624 to New Holland Auto Group, New Holland Pa; an authorized City of Reading Vendor and members of CoStars

G. Award of Contract – for the purchase of 2 used vehicles to replace two (2) aging vehicles in the Police Department Fleet to Savage 61, Reading Pa at the cost of $51,719.28. Savage 61 is an authorized City of Reading Vendor and a member of CoStars.

H. Resolution – for a DCED Commonwealth Financing Authority PA Small Water and Sewer Program grant for the Grit Chamber Project at the WWTP To be distributed on Monday

I. Resolution – authorizing the mayor to execute the PennDOT General Reimbursement Agreement for the engineering and utility phases of the River Road Extension Project

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

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

9. ORDINANCES FOR FINAL PASSAGE

<table>
<thead>
<tr>
<th>Pending Budget Legislation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ordinance – 2020 Real Estate Tax Rate with an increase of 1 mil Introduced at the Sept 30 special meeting</td>
</tr>
<tr>
<td>Ordinance</td>
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<td>Ordinance</td>
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<td>Ordinance</td>
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<tr>
<td>Ordinance</td>
</tr>
</tbody>
</table>

Pending required 14 day layover  
Eligible for enactment on Dec 9th

Ordinance - authorizing the transfer of $33,100.00 from PW General Fund Administration Budget (01-07-50-4216) Contracted Services to General Fund (01-07-24-4407) Maint./Repairs Property *Introduced at the November 12 regular meeting*

Ordinance - authorizing an increase in the pay rate for Police Academy Instructors from $30 an hour to $35 an hour. Last increase was approved in 2001. *Introduced at the November 12 regular meeting*

A. Bill 39-2019 – authorizing the enactment and implementation of the Housing and Blight Strategy using the funds previously allocated and appropriated for such purposes in the annual General Fund Budget and/or CDBG Action Plan in addition to state funding through the PA Department of Community and Economic Affairs *Introduced at the September 23 regular meeting; tabled at the October 14, October 28, and November 12 regular meetings*

B. Bill 50-2019 – authorizing the transfer of $45,000 from _________ to the Charter Board to cover their expenses for the remainder of 2019 *Introduced at the October 28 regular meeting; tabled at the November 12 regular meeting*

10. INTRODUCTION OF NEW ORDINANCES
A. **Ordinance** - amending the City Code Section 467-103 to freeze the annual increase in sewer rates to allow for a rate study to be completed to determine the rates necessary to pay capital improvement bonds for the wastewater plant, sanitary sewer, and MS4 projects

B. **Ordinance** - amending the City of Reading City Code Chapter 600, the Zoning Ordinance, Sections 807 CC District, 809 CN District, 1202 Special Exception, 1101 Mid-Rise Apartments and 1102 High Rise Apartments to expand opportunities for redevelopment within the City of Reading  *Public Hearing scheduled for Dec 3rd*

C. **Ordinance** - authorizing the purchase of the former Dana South Corp site for the amount up to $1,547,000

**11. RESOLUTIONS**

| Resolution 109-2019 – appointing Nigel Walker to the Historical Architectural Review Board  *Tabled at the October 28 and November 12 regular meetings* |
| Resolution 110-2019 – appointing Sandra Graffius to the Audit Committee  *Tabled at the October 28 and November 12 regular meetings* |

A. **Resolution** – approving the Conditional Use application for a group care facility at 841 N 5th St, with conditions

**12. PUBLIC COMMENT – GENERAL MATTERS**

*Please see public speaking rules on second page*

**13. COUNCIL BUSINESS/COMMENTS**

**14. COUNCIL MEETING SCHEDULE**

*Monday, November 25*

*Committee of the Whole* – Penn Room – 6 pm

*Regular Meeting* – Council Chambers – 7 pm

*Thursday, November 28*

**City Hall Closed – Happy Thanksgiving!**

*Friday, November 29*
**City Hall Closed – Thanksgiving holiday**

Monday, December 2
Strategic Planning Committee – Penn Room – 5 pm

Tuesday, December 3
2 Conditional Use Hearings and Zoning Amendment Public Hearing – Council Chambers - 5 pm

Monday, December 9
Committee of the Whole – Penn Room – 6 pm
Regular Meeting – Council Chambers – 7 pm

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

Monday, November 25
DID Authority – 645 Penn St 1st floor – noon

Tuesday, November 26
Environmental Advisory Council – Public Works – noon
Housing Authority Workshop – Willis Center – 4 pm
Housing Authority – Willis Center – 5 pm
Planning Commission – Penn Room – 6 pm

Wednesday, November 27
Parking Authority – Penn Room – 4 pm

Tuesday, December 3
Board of Health – Penn Room – 4 pm
Charter Board – Penn Room – 7 pm

Thursday, December 5
Police Civil Service Board – Penn Room – noon
Charter Review Commission – Penn Room – 6 pm

Sunday, December 8
College Heights Community Council – Roessner Hall – 7 pm
16. ADJOURN
City of Reading City Council  
Regular Meeting  
November 12, 2019

Council President Waltman called the meeting to order.

The invocation was given by Nancy Lennert, Reading Berks Conference of Churches.

All present pledged to the flag.

There were no executive sessions conducted.

ATTENDANCE
Council President Waltman  
Councilor Sihelnik, District 1  
Councilor Goodman-Hinnershitz, District 2  
Councilor Twyman, District 3  
Councilor Cepeda-Freytiz, District 6  
Interim Auditor M. Rodriguez  
Acting Solicitor F. Lachat  
City Clerk L. Kelleher  
Acting Managing Director O. Deming

Council President Waltman stated that both Councilor Reed and Marmarou are excused from the meeting.

PROCLAMATIONS AND PRESENTATIONS
None

PUBLIC COMMENT
Council President Waltman stated that one (1) citizen was registered to address Council on non-agenda matters when the meeting began. He inquired if any Council member objected to suspending the rules allowing non-agenda comment at this time. There were no objections.

Councilor Sihelnik read the public speaking rules adopted by City Council as per Administrative Code Section 5-209 which is summarized on the agenda.
Isabel Fick, of Palm St., questioned why various regulations are not being enforced in her neighborhood. She stated that there are large trailers and trucks parked regularly on City streets such as Rockland St and Hampden Blvd. There is a property owner who continues to sell cars while they are parked on the street at North 13th and Amity Sts. She also noted the inconsistencies with the enforcement of trash and recycling bin set out; some get ticketed and some do not. She also described the safety issues with UPS and other delivery trucks when they double park in the middle of the street, preventing vehicles from safely driving around them and the safety issues created when people park their vehicles at curbs painted yellow.

Councilor Goodman-Hinnershitz agreed with the safety issues noted by Ms. Fick and added that parking large trucks in neighborhoods creates additional parking stress.

Councilor Cepeda-Freytiz questioned who enforces issues with large truck parking.

The acting managing director stated that he will speak with the mayor about this issue, as he recently learned that parking large trucks on city streets is illegal.

Councilor Sihelnik stated that some of the issues raised by Ms. Fick can be addressed through the iRequest system app. She stated that the issues submitted are confidential. She suggested that citizens become acquainted with this empowering app.

APPROVAL OF THE AGENDA & MINUTES
Council President Waltman called Council’s attention to the agenda for this meeting and the minutes from the October 28, 2019 Regular Meeting of Council, the summations of discussion from the October 28th COW and the November 4th Budget COW and the Consent Agenda legislation, which he read aloud.

Councilor Twyman moved, seconded by Councilor Goodman-Hinnershitz, to approve the minutes from the October 28th Regular Meeting of Council, along with the summations of discussion as listed and the agenda, including the Consent Agenda legislation. The motion was approved unanimously.

Consent Agenda
A. Award of Contract – upgrading the current BioMetric System (fingerprint access system) to Berkshire Systems Group, Inc, Reading, PA

B. Resolution 111-2019 – authorizing the disposal of contract documents from the City Clerk’s office in accordance with the PA Record Retention Policy as specified:
EJB Paving & Materials Co 1993-1995
Electric Maintenance & Repair Co Inc 1970-1972
First United E C Church 1958
Fisher, Wilmer Inc 1962
Fix, Earl 1950
Fleetwood Kawasaki 1980
Flo-Kleen Pipe Services Inc 1990
Flow Engineering Inc 1977, 1979
Flygt Corp 1983, 1986
Focht, L H & Son Inc 1969
Foos, Courtney Coal Co Inc 1963
Fortna, H E & Brothers Inc 1975
Foxcroft Equipment & Service Co Inc 1978, 1982
Franco Construction 1960, 1965
Franco, Samuel 1978, 1979
Franks Ford Tractor Sales Co 1968, 1970
Franklin Institute 1971
Freedom Ford of Ephrata 1990
Freehafer, Sadie 1954
Freihofer Baking Co 1947
Fries Construction Management Inc 1994

C. Resolution 112-2019 - authorizing the Purchasing Coordinator for the City to scrap certain Flygt Pumps for the Wastewater Treatment Plant

D. Resolution 113-2019 – authorizing the acting solicitor to execute the repository bid for the vacant lot at 117 Moss St

E. Award of Contract – authorizing the purchase of the Materials telehandler from Foley Cat, Bensalem Pa. in the amount of $100,500 for the WWTP. The purchase is being made through the use of a cooperative purchasing program Omina Partners

ADMINISTRATIVE REPORT
The acting managing director stated that the transfer of the Dana South deed has occurred. However, he agreed with Council’s position on the need for an ordinance to be enacted to legally authorize the transaction.
Councilor Goodman-Hinnershitz thanked the acting managing director for recognizing this need, as required by the Charter.

The acting managing director stated that he will work with the acting solicitor to draft the required ordinance for Council’s next meeting.

Councilor Cepeda-Freytiz inquired about the progress with the sidewalk repair program. The acting managing director stated that he will have a rep from CD provide a report next week.

**AUDITOR’S REPORT**

Interim Auditor Rodriguez reported on the collection of the Real Estate Transfer Tax. $3.6M was collected in 2015 and $4.2M was collected as per the end of October 2019. She noted that the amount collected almost always exceeds that projected in the annual budget.

Council President Waltman noted that although this tax is frowned upon by local realtors, the increase of this tax has helped stave off other tax increases in the City. He added that municipalities that do not operate with the Home Rule form of government are unable to increase taxes such as the Real Estate Transfer and EIT taxes. He expressed the belief that the amount of Real Estate Tax generated per transaction does not significantly increase the cost of the real estate transaction.

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

Nathan Matz, Interim Executive Director of the Reading Parking Authority (RPA), stated that the RPA manages 6500 off-street parking spaces and 1100 curbside parking spaces. He stated that the RPA issued $54,000 in violations in 2018.

Mr. Matz described the past operational, financial and personnel problems mainly caused by the lack of leadership stability. He stated that the RPA recently adopted a Best Practices policy that is used by other municipal parking authorities. He explained that the RPA uses towing as a last result and instead uses methods to encourage fine payment. He noted that the RPA spends a great deal of time educating the public. He introduced the new Chief Financial Officer. He stated that the new gate system has helped the RPA track the usage at the parking garages and identify those using the garages with delinquent passes.

Councilor Cepeda-Freytiz questioned how much actual revenue was realized by the RPA on the $54,000 in fines issued. Mr. Matz stated that he does not have that figure with him but will provide it later.
Councilor Goodman-Hinnershitz thanked Mr. Matz for his report. She noted her surprise when she attended a concert at the Santander Arena to find there was a $20 charge to park in the garage. She expressed the belief that $20 is too high. Mr. Matz stated that there have been approximately 20,000 visitors who have used garage parking and he has not received any complaints about the cost.

Councilor Sihelnik thanked the RPA for their partnership with the City. She suggested looking at the parking regulations and laws and making revision recommendations if necessary. She also asked Mr. Matz to consider making recommendations to alleviate parking stress in various neighborhoods.

Councilor Cepeda-Freytiz questioned if RPA employees were held accountable if fraudulent behavior was identified.

**ORDINANCES FOR FINAL PASSAGE**

<table>
<thead>
<tr>
<th>Pending Further Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Bill No. 4-2019</strong> – amending the Ethics Code regarding attorneys retained to work with the Ethics Board</td>
</tr>
<tr>
<td><strong>Bill No. 5-2019</strong> – amending the Charter Ordinance regarding attorneys retained to work with the Charter Board</td>
</tr>
</tbody>
</table>

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</tr>
<tr>
<td><strong>Ordinance</strong> – 2020 Commuter Tax Rate</td>
</tr>
<tr>
<td><strong>Ordinance</strong> – 2020 Position Ordinance</td>
</tr>
<tr>
<td><strong>Ordinance</strong> – 2020 General Fund Budget</td>
</tr>
<tr>
<td><strong>Ordinance</strong> – 2020 Capital Budget</td>
</tr>
</tbody>
</table>
Override the Veto of Bill No. 48-2019

Bill 48-2019 – authorizing the transfer of $30,000 from Public Works to the Ethics Board to cover their costs for the remainder of 2019

Introduced at the October 14 regular meeting; Enacted October 28, Vetoed October 29

Councilor Cepeda-Freytiz moved, seconded by Councilor Goodman-Hinnershitz, to override the veto on Bill No. 48-2019.

The veto on Bill No. 48-2019 was overridden by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

A. Bill 39-2019 – authorizing the enactment and implementation of the Housing and Blight Strategy using the funds previously allocated and appropriated for such purposes in the annual General Fund Budget and/or CDBG Action Plan in addition to state funding through the PA Department of Community and Economic Affairs

Introduced at the September 23 regular meeting; tabled at the October 14 and October 28 regular meetings


Bill No. 39-2019 was tabled by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

B. Bill 49-2019 – authorizing the transfer of $31,700.00 in the Public Works Budget from General Fund Street Lighting to General Fund/Maint./Repairs Property for the costs associated to a street light pole from a MVA March 2019 at the NW corner 4th & Penn Sts

Introduced at the October 28 regular meeting

Councilor Sihlenik moved, seconded by Councilor Twyman, to enact Bill No. 49-2019.

Bill No. 49-2019 was enacted by the following vote:
Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

C. Bill 50-2019 – authorizing the transfer of $45,000 from the General Fund Contingency Fund to the Charter Board line item to cover their expenses for the remainder of 2019. Introduced at the October 28 regular meeting

Councilor Goodman-Hinnershitz moved, seconded by Councilor Sihelnik, to table Bill No. 50-2019.

Bill No. 50-2019 was tabled by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

D. Bill 51-2019 – authorizing the transfer of $22,000 from General Fund Administrative Services Accounting Division Salaries to HR Division Temporary Wages pay for costs associated with a temporary staff person in HR. Introduced at the October 28 regular meeting

Councilor Goodman-Hinnershitz moved, seconded by Councilor Twyman, to enact Bill No. 51-2019.

Bill No. 51-2019 was enacted by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

E. Bill 52-2019 – authorizing the purchase of computer equipment from the 2019 Capital Fund budget in the amount of $112,107.50 to cover the costs of desktop computer towers and monitors for City staff based on the end of their use of life. Introduced at the October 28 regular meeting

Councilor Sihelnik moved, seconded by Councilor Goodman-Hinnershitz, to enact Bill No. 52-2019.
Councilor Goodman-Hinnershitz questioned how the life span of computer equipment is determined. The acting managing director explained that the replacement of computer equipment is phased within a five (5) year life cycle.

**Bill No. 52-2019** was enacted by the following vote:

- **Yeas**: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
- **Nays**: None – 0

**F. Bill 53-2019** – establishing specific Local Limits for pollutants of concern, Maximum Allowable Industrial Loadings (MAILs) for the specified pollutants as approved by the EPA relating to discharge to the sewer system, to protect sludge quality in accordance with §467-202.C of the Sewer Code *Introduced at the October 28 regular meeting*

Councilor Twyman moved, seconded by Councilor Cepeda-Freytiz, to enact Bill No. 53-2019.

**Bill No. 53-2019** was enacted by the following vote:

- **Yeas**: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
- **Nays**: None – 0

**G. Bill 54-2019** – amending the position ordinance by replace one part-time Clerk in the Zoning Division with one full-time Secretary *Introduced at the October 28 regular meeting*

Councilor Goodman-Hinnershitz moved, seconded by Councilor Sihelnik, to enact Bill No. 54-2019.

**Bill No. 54-2019** was enacted by the following vote:

- **Yeas**: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
- **Nays**: None – 0

**H. Bill 55-2019** – amending the 2019 budget by transferring $7,100.00 from the General Fund Community Development Zoning Division Contracted Services to the General Fund Community Development Zoning Division Salaries budget line item *Introduced at the October 28 regular meeting*
Councilor Cepeda-Freytiz moved, seconded by Councilor Sihelnik, to enact Bill No. 55-2019.

Bill No. 55-2019 was enacted by the following vote:

    Yeas:  Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President
           – 5
    Nays:  None – 0

INTRODUCTION OF NEW ORDINANCES
Councilor Goodman-Hinnershitz read the following ordinances into the record:

A. Ordinance - authorizing the transfer of $33,100.00 from PW General Fund
   Administration Budget (01-07-50-4216) Contracted Services to General Fund (01-07-24-4407)
   Maint./Repairs Property

B. Ordinance - authorizing an increase in the pay rate for Police Academy Instructors from $30 an
   hour to $35 an hour. Last increase was approved in 2001.

RESOLUTIONS

A. Resolution 109-2019 – appointing Nigel Walker to the Historical Architectural Review
   Board

B. Resolution 110-2019– appointing Sandra Graffius to the Audit Committee

Councilor Goodman-Hinnershitz requested that these two (2) resolutions be tabled until all
Councilors are present.


Resolution Nos. 109 and 110-2019 were tabled by the following vote:

    Yeas:  Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman– 4
Nays: Waltman, President – 1

**C. Resolution 115-2019** - authorizing the Mayor to execute all necessary agreements between the City of Reading and the Pennsylvania State Historic Preservation (PHMC) Office that may be required for the City’s participation in the Certified Local Government (CLG) program

Councilor Cepeda-Freytiz moved, seconded by Councilor Goodman-Hinnershitz, to adopt Resolution No. 115-2019.

Councilor Sihelnik moved, seconded by Councilor Twyman, to amend Resolution No. 115-2019 by replacing the word “authorizing” with “requesting”.

The amendment to Resolution No. 115-2019 was approved by the following vote:

- Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
- Nays: None – 0

Councilor Cepeda-Freytiz explained that due to the Historic Districts within Reading, Reading is eligible for CLG funding though the PHMC. To be eligible for this funding an agreement form must executed by the mayor and submitted every spring. This year the mayor has decided not to execute this agreement which will end the City’s participation in the program in 2020. She noted that the deadline has passed and the PHMC is unwilling to extend the deadline until January. She questioned why the mayor would take this position.

Councilor Goodman-Hinnershitz expressed the belief that the City’s historic districts are important assets.

The acting managing director stated that he will make it a priority to speak with the mayor about this issue.

Resolution No. 115-2019 as amended was adopted by the following vote:

- Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
- Nays: None – 0

**D. Resolution 116-2019** – adopting the 2020 CDBG, ESG and HOME Action Plan
Councilor Sihelnik moved, seconded by Councilor Twyman, to adopt Resolution No. 116-2019.

Resolution No. 116-2019 was adopted by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Sihelnik, Twyman, Waltman, President – 5
Nays: None – 0

COUNCIL COMMENT
Councilor Sihelnik provided an update on the activities of the 18th Wonder organization. She stated that a press conference was held earlier today to announce that the Downtown Center Conference will be held at the Reading Doubletree in June 2020. She announced the tree lighting ceremony on Dec 7th at the Reading Iron Playground.

Councilor Goodman-Hinnershitz noted the upcoming sale of the MP3 COG calendar at the end of November. She stated that at $10, the calendar is a very affordable holiday gift. She noted the planned holiday events at the Pagoda, culminating with fireworks on New Year’s Eve.

Council President Waltman announced the upcoming meeting schedule.

Councilor Goodman-Hinnershitz moved, seconded by Councilor Twyman, to adjourn the regular meeting of Council.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk
TO: City Council
FROM: Andres Dominguez, Chief of Police
PREPARED BY: Cheryl Pentheny, Captain, Special Services Division
MEETING DATE: November 25, 2019
AGENDA MEMO DATE: November 15, 2019
RECOMMENDED ACTION: Awarding of contract to BMA Data 911

RECOMMENDATION
The recommendation is to award the contract for purchase of 45 MDT’s (Mobile Data Terminals) to replace the currently installed MDT’s being used in the Police Department’s Patrol Vehicles to BMS Data 911, 12305 Crosthwaite Circle, Poway, CA, 92064.

BACKGROUND
This purchase is to replace 45 MDT’s currently in use in the Police Department’s patrol vehicles. The current MDT’s are reaching their End of Life and are no longer covered under warranty. The new MDT’s will come with a warranty. The officers use the MDT’s to receive their calls for service, access nationwide databases including vehicle and driver information, missing and wanted persons, stolen property along with providing the ability to complete their police reports in their vehicles and issue traffic, non-traffic and parking citations. The MDT’s currently in use are also from BMS Data 911 so we only need to replace the CPU’s. The current monitors will still be used so we are saving funds by not having to purchase new monitors in addition to the CPU’s. BMS Data 911 is a member of CoStars.

BUDGETARY IMPACT
The Police Department has confirmed there are sufficient funds to cover the project. The total award amount is $143,550.00.

SUBSEQUENT ACTION
Formal action by Council is required to award the contract at the November 25, 2019 Council meeting.

RECOMMENDED BY
Chief of Police, Administrative Services Director.

RECOMMENDED MOTION
Approve/Deny the recommendation for the purchase/upgrade of forty-five (45) MDT’s to replace MDT’s currently in use that have reached their End of Life and are out of warranty in order for the contract to be awarded to BMS Data 911.

cc: File
RESOLUTION NO. ____________

Whereas, by virtue of Resolution 134-2009, adopted December 14, 2009, the City of Reading declared its intent to follow the procedures for the disposition of records set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued in 2009; and

Whereas, in accordance with Act 428 of 1968 (as amended) each individual act of disposition shall be approved by resolution of the governing body of the municipality:

NOW THEREFORE, The Council of the City of Reading hereby resolves as follows:

In accordance with the above cited schedule, Council hereby authorizes the disposition of the following public records:

City Clerk

Contracts

Fries Construction Management Inc 1993, 1994
Fritch Lubes Co Div of 1987
Fritch Fuel Co Inc
Fritz, William AIA 1990
Fultz, George 1982
Gabel Mechanical Inc 1991
Gabrielli, Fabio 1955
GAF Corp 1969
The Gamefield Concept 1982
Gametime Inc 1969
Gamon-Calmet Industries Inc 1969, 1972
Gamon Meter Div 1966
   Worthington Corp
Garipoli, Anthony C 1983, 1984
Garden Enterprises Inc 1969
Garden Spot Electric 1992
Garden State Fireworks 1983
Garrett-Buchanan Co 1986
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<th>Company</th>
<th>Years</th>
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<td>Gateway 2000 Major Accounts Inc</td>
<td>1997-1999</td>
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</table>

Passed Council

_____________________________

President of Council

Attest:

_____________________________

City Clerk
RESOLUTION NO. ______-2019

Whereas, the City of Reading, with financial assistance from PennDOT, intends to make improvements to the traffic control conditions at the intersection of South 6th Street and Laurel Street “The 6th and Laurel Streets Intersection Improvement Project”, and

Whereas, a 2016 PennDOT Green Light-Go reimbursement grant agreement was executed between the City of Reading and PennDOT for this project under Resolution 86-2017,

BE IT RESOLVED by the City of Reading City Council, Berks County, authorizes the award of the Construction Contract to Empire Services, the low bidder, at $ 95,441.98 for the construction of the Project. The Project will be funded 80% under PennDOT agreement no. 2016GLG021, the 20% balance being funded using the City’s Liquid Fuels Fund.

Adopted by Council___________________, 2019

_____________________________________
Jeffrey Waltman, President of Council

Attest:

____________________________________
City Clerk
RESOLUTION NO. __________ 2019

Whereas, in accordance with Title 35, each municipality must have a local emergency management coordinator and an up-to-date emergency operations plan. The coordinator shall be professionally competent and capable of exerting leadership, planning, training, and effecting coordination among operating agencies of government and controlling coordinated operations. The municipal coordinator helps the community to achieve proper levels of preparedness, response, recovery, and mitigation for various emergencies or disasters that might affect the municipality; and

Whereas, While Fire Marshal Jeremy Searfoss has been designated by the Mayor and Managing Director to act as the Emergency Management Coordinator for the City of Reading; and

Whereas, it is the intention of the City of Reading to further ensure the proper levels of preparedness, response, recovery, and mitigation in the absence of the Emergency Management Coordinator, and to provide assistance to the Emergency Management Coordinator during times of Emergencies and Disasters; and

Whereas, Deputy Chief Walter Bauer and Lieutenant Kirk Litzenberger have been and will continue to receive the training required of an Emergency Management Coordinator, The Reading City Council hereby appoints Deputy Chief Walter Bauer and Lieutenant Kirk Litzenberger to serve as Deputy Emergency Management Coordinators.

NOW THEREFORE BE IT HEREBY RESOLVED AS FOLLOWS:

Naming Deputy Chief Walter Bauer and Lieutenant Kirk Litzenberger as the City of Reading’s Deputy Emergency Management Coordinators to assist the Emergency Management Coordinator in the oversight and implementation of the City’s Emergency Operations Plan.
Adopted by Council _________________, 2019

__________________________________________
President of Council

Attest:

______________________________
Linda A. Kelleher CMC City Clerk
RECOMMENDATION
The recommendation is to award the contract for upgrading the current VSU (Video Safety Unit) servers to LTW (Lets Think Wireless, LLC), 26 Chapin Rd, Suite 1112, PO Box 628, Pine Brook, New Jersey 07058.

BACKGROUND
This project consists of upgrading the two (2) oldest current servers in the system, adding an archiving server and a Genetec directory server. LTW has the current VSU maintenance contract and is a member of CoStars. The need for this project is as follows:

- **End-of-Life**: Oldest servers (2007) are reaching end-of-life and have become a liability to our surveillance operation by hindering processing of data causing a decrease in system performance.
- **End-of-Life Microsoft Operating System**: Oldest servers are running older versions of MS OS (End-of-Life mainstream support for 2008 ceased on 01/13/15 and Microsoft will be officially ending its support for 2008 Server R2 on 01/14/20). Current servers are unable to accept new versions MS OS.
- **Genetec Version Upgrade**: RPD is running an older version of Genetec which allows the processing of data and control of the camera system. New server will upgrade to newest version of Genetec which will allow for more efficient operations and optimal performance.
- **Archiving Server**: Will allow RPD to offload and store video evidence from main Server which will allow increased efficiency and processing of data streams.

BUDGETARY IMPACT
The Police Department has confirmed there are sufficient funds to cover the project. The total award amount is $42,962.00.

**SUBSEQUENT ACTION**
Formal action by Council is required to award the contract at the November 25, 2019 Council meeting.

**RECOMMENDED BY**
Chief of Police, Administrative Services Director.

**RECOMMENDED MOTION**
Approve/Deny the recommendation for the VSU server upgrade in order that the contract may be awarded to LTW, Lets Think Wireless, LLC.

cc: File
Recommendation
The recommendation is to award the contract for purchase of two (2) used vehicles to replace two (2) aging vehicles in the Police Department Fleet to New Holland Auto Group, 508 West Main St New Holland Pa, 17557.

Background
This purchase is to replace two (2) aging unmarked vehicles in the Police Department fleet. The two (2) vehicles will replace a 2010 GMC Terrain which is costing more money to fix than the vehicle is worth and a vehicle currently assigned to the Criminal Investigations Division. These vehicles are coming with 7 year 100,000 mile warranties and will be a cost savings for the City vs purchasing new vehicles. New Holland Auto Group is an authorized City of Reading Vendor and are also members of CoStars.

Budgetary Impact
The Police Department has confirmed there are sufficient funds to cover the project. The total award amount is $48,624.00.

Subsequent Action
Formal action by Council is required to award the contract at the November 25, 2019 Council meeting.
Chief of Police, Administrative Services Director.

RECOMMENDED MOTION
Approve/Deny the recommendation for the purchase of two (2) vehicles to replace two (2) aging vehicle in the Police Department Fleet in order for the contract to be awarded to New Holland Auto Group.

cc: File
TO: City Council
FROM: Andres Dominguez, Chief of Police
PREPARED BY: Cheryl Pentheny, Captain, Special Services Division
MEETING DATE: November 25, 2019
AGENDA MEMO DATE: November 15, 2019
RECOMMENDED ACTION: Awarding of contract to Purchase Vehicles to Savage 61

RECOMMENDATION
The recommendation is to award the contract for purchase of two (2) used vehicles to replace two (2) aging vehicles in the Police Department Fleet to Savage 61, 4645 Pottsville Pike, Reading Pa, 19605.

BACKGROUND
This purchase is to replace two (2) aging unmarked vehicles in the Police Department fleet. The two (2) vehicles will replace a 2005 Chevrolet Equinox and a 2006 Chevrolet Impala currently assigned to the Special Services Division. These vehicles are coming with 7 year 100,000 mile warranties and will be a cost savings for the City vs purchasing new vehicles. Savage 61 is an authorized City of Reading Vendor and is also a member of CoStars.

BUDGETARY IMPACT
The Police Department has confirmed there are sufficient funds to cover the project. The total award amount is $51,719.28.

SUBSEQUENT ACTION
Formal action by Council is required to award the contract at the November 25, 2019 Council meeting.

RECOMMENDED BY
Chief of Police, Administrative Services Director.
RECOMMENDED MOTION
Approve/Deny the recommendation for the purchase of two (2) vehicles to replace two (2) aging vehicle in the Police Department Fleet in order for the contract to be awarded to Savage 61.

cc: File
RESOLUTION NO. ______-2019

Whereas, the City of Reading, with financial assistance from PennDOT through the Federal-Aid Highway program, is continuing its participation with “River Road Extension Project”, and

Whereas, the City’s current Federal-Aid Highway Project General Reimbursement Agreement No. 057342A with PennDOT requires an amendment to reallocate the funding amounts to certain parts of the Engineering and Utility phases of the project, and

Whereas, the reallocations of those various parts is described in the attached “Agreement Number 057342B, Letter of Amendment for State Route 183-RRE, River Road Extension Project”,

BE IT RESOLVED by the City of Reading City Council, Berks County, and by the authority of the same, that Mayor Wally Scott, of the City of Reading is authorized and directed to sign the attached General Reimbursement Agreement Amendment No. 057342B, on behalf of the City of Reading.

Adopted by Council___________________, 2019

________________________________________
Jeffrey Waltman, President of Council

Attest:

________________________________________
City Clerk
AN ORDINANCE PROVIDING FOR A TAX OF UP TO A MAXIMUM OF ONE AND THREE TENTHS PERCENT (1.3%) ON ALL EARNED INCOME AND NET PROFITS GENERATED IN THE CITY OF READING BY NON-RESIDENTS OF THE CITY OF READING FOR 2020.

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

SECTION 1. The City of Reading hereby imposes a tax of three tenths of one percent (0.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading who are subject to payment of earned income and net profits tax to the taxpayer’s resident (domicile) taxing authority in the amount of one percent (1.0%).

SECTION 2. The City of Reading hereby imposes a tax of one and three tenths percent (1.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading who are not subject to payment of earned income and profits tax to the taxpayer’s resident (domicile) taxing authority.

SECTION 3. The City of Reading hereby imposes a tax of a certain percentage which when added to the percentage imposed by the taxpayer’s resident (domicile) taxing authority equals one and three tenths percent (1.3%) on all earned income and net profits generated by non-residents of the City of Reading within the City of Reading.
SECTION 4. This tax on non-residents is hereby imposed on; (a) all salaries, wages, commissions and other compensation earned on or after January 1, 2020, during the calendar year 2020, by non-residents of the City for work done or services performed or rendered in the City of Reading; (b) the net profits earned on or after January 1, 2020, during the calendar year 2019, of businesses, professions or other activities conducted in the City of Reading by non-residents.

SECTION 5. This tax levied above shall not be shared with the School District, of Reading or otherwise, and non-residents shall continue to be given credit for the amount of earned income tax paid to their home municipal taxing authorities.

SECTION 6. The revenues resulting from the above .3% tax may be used for only capital fund purposes - .0% to general fund and .3% to the capital fund.

SECTION 7. This tax shall first be levied, collected and paid beginning on January 1, 2020, and during the calendar year of 2020 under all circumstances whether or not a fiscal year is used by the taxpayer.

SECTION 8. Should any section of this Ordinance be declared invalid for any reason, said declaration shall not have any effect on the remainder of this Ordinance.

SECTION 9. This Ordinance shall become effective January 1, 2020 and shall continue in effect until it may be repealed or modified by ordinance enacted by the City of Reading Council in accordance with the applicable Home Rule Charter provisions.

Enacted on ____________________ 2020

_______________________________________
Jeffrey S. Waltman
President of Council
BILL NO._____ -2019
AN ORDINANCE

AN ORDINANCE ESTABLISHING THE EMPLOYEE POSITIONS FOR THE CITY OF READING FOR THE FISCAL YEAR 2020.

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

SECTION 1. Positions for the City of Reading’s fiscal year beginning January 1, 2020, and ending December 31, 2020, shall be as set forth in Exhibit A attached hereto and made a part hereof.

SECTION 2. This Ordinance shall become effective January 1, 2020.

Enacted__________________, 2019

_____________________________
President of Council

Attest:

_____________________________
City Clerk
B I L L    N O._______ -2019

A N    O R D I N A N C E

AN ORDINANCE ESTABLISHING THE BUDGET FOR THE FUNDS OF THE CITY OF READING INCLUDING
REVENUES AND EXPENSES FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2020 AND ENDING

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1.   The budgeted revenues and expenses for the various funds of the City of
Reading for the fiscal year beginning January 1, 2020, and ending December 31, 2020, shall be as set
forth in Exhibit A attached hereto and made a part hereof.

SECTION 2.   This ordinance shall be effective January 1, 2020.

Enacted__________________, 2019

________________________________
President of Council

Attest:

_____________________________
City Clerk

Sent to Mayor ______
Date: __________

Signed by Mayor ______
Date: __________

Vetoed by Mayor: ________
Date: __________

Over-ridden by Council:
Date: __________
B I L L  N O._______ -2019

A N  O R D I N A N C E

AN ORDINANCE ESTABLISHING FIVE YEAR CAPITAL PLAN FOR THE CITY OF READING.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Establishing the five (5) year Capital Plan for the City of Reading as set forth in Exhibit A attached hereto and made a part hereof.

SECTION 2. This ordinance shall be effective January 1, 2020.

Enacted__________________, 2019

________________________________
President of Council

Attest:

________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: _______
Date: __________
Over-ridden by Council:
Date: __________
## CITY OF READING CAPITAL PROJECT FUND (CIP) FIVE YEAR PLAN 2020-2024

### COSTS TO BE PAID FROM CAPITAL PROJECTS FUND REVENUES PAID FROM

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<th>PROJECT REQUESTING PROJECT</th>
<th>PROJECT</th>
<th>PROJECT#</th>
<th>FUNDING CODE</th>
<th>GL Acct</th>
<th>TOTAL PROJECT COST</th>
<th>GRANT REVENUES</th>
<th>CAPITAL FUND 2020</th>
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</tbody>
</table>
### CITY OF READING CAPITAL PROJECT FUND (CIP) FIVE YEAR PLAN 2020-2024

**CITY OF READING CAPITAL PROJECT FUND (CIP) FIVE YEAR PLAN 2020-2024**

**COSTS TO BE PAID FROM CAPITAL PROJECTS FUND REVENUES**

**PAID FROM**

<table>
<thead>
<tr>
<th>FUND REQUESTING PROJECT</th>
<th>PROJECT</th>
<th>PROJECT#</th>
<th>FUNDING CODE</th>
<th>FUNDING</th>
<th>GL ACCT</th>
<th>TOTAL PROJECT COST</th>
<th>GRANT REVENUES</th>
<th>CAPITAL FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>PW - Public Property</td>
<td>Northeast Library Ceiling &amp; Lights Improvements</td>
<td>34-10-46-02</td>
<td>34-07-4-4801</td>
<td>Capital Fund</td>
<td>155,000.00</td>
<td>0.00</td>
<td>50,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>PW - Public Property</td>
<td>Northwest Library HVAC Replacement</td>
<td>34-07-4-4801</td>
<td>Capital Fund</td>
<td>155,000.00</td>
<td>0.00</td>
<td>50,000.00</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

**PAID FROM**

| PW - Public Property    | Capital Fund | 155,000.00 | 50,000.00 | 77,500.00 |

**Budget**

<table>
<thead>
<tr>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>155,000.00</td>
<td>50,000.00</td>
<td>77,500.00</td>
<td>50,000.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

**COSTS TO BE PAID FROM CIP PROJECTS FUND REVENUES**

| PW - Public Property    | Capital Fund | 155,000.00 | 50,000.00 | 77,500.00 |

**Budget**

<table>
<thead>
<tr>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>155,000.00</td>
<td>50,000.00</td>
<td>77,500.00</td>
<td>50,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>Green Light Go - Lens Covers</td>
<td>34-07-24-104</td>
<td>Capital Fund 34-07-24-4216</td>
<td>24,900.00</td>
</tr>
<tr>
<td>------------------------</td>
<td>----------------------------</td>
<td>-------------</td>
<td>-----------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>Green Light Go - 6th &amp; Laurel</td>
<td>31-07-21</td>
<td>2016GLG021 34-07-24-4216</td>
<td>187,000.00</td>
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<tr>
<td>PW - Traffic Engineering</td>
<td>Green Light Go - Front Street</td>
<td>34-07-24-103</td>
<td>GLG-2017-06301-1126 34-07-24-4216</td>
<td>1,055,800.00</td>
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<tr>
<td>PW - Traffic Engineering</td>
<td>Traffic Signals</td>
<td>34-07-24-105</td>
<td>Capital Fund 34-07-24-4216</td>
<td>900,000.00</td>
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<tr>
<td>PW - Traffic Engineering</td>
<td>Streetlights</td>
<td>34-07-24-106</td>
<td>Capital Fund 34-07-24-4216</td>
<td>50,000.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>LED Upgrade - City</td>
<td>34-07-24-107</td>
<td>Capital Fund 34-07-24-4216</td>
<td>275,000.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>LED Upgrade - Met Ed</td>
<td>34-07-24-108</td>
<td>Capital Fund 34-07-24-4216</td>
<td>715,000.00</td>
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<tr>
<td>PW - Traffic Engineering</td>
<td>18W Hancock and Est Wyomissing Islands Project</td>
<td>34-07-74-130</td>
<td>R17050007 34-07-24-4801</td>
<td>725,000.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>RHA/18W @ Two Pedestrian Crosswalks for OakbrookHousing 2nd and Washington Streets project</td>
<td>34-07-24-109</td>
<td>Capital Fund 34-07-24-4801</td>
<td>120,000.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>River Road</td>
<td>34-07-52-105</td>
<td>STATE FUNDING 34-07-24-4216</td>
<td>7,700,000.00</td>
</tr>
<tr>
<td>PW - Traffic Engineering</td>
<td>Summit Chase Lighting</td>
<td>34-07-24-111</td>
<td>Capital Fund 34-07-24-4216</td>
<td>75,000.00</td>
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<tr>
<td>PW - Traffic Engineering</td>
<td>Bridges &amp; Culverts</td>
<td>34-07-74-128</td>
<td>Capital Fund 34-07-24-4801</td>
<td>300,000.00</td>
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<td>PW - Traffic Engineering</td>
<td>Buttonwood Gateway</td>
<td>34-07-24-112</td>
<td>Capital Fund 34-07-24-4216</td>
<td>2,500,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PW - Admin</th>
<th>Project Manager</th>
<th>Capital Fund</th>
<th>674,152.68</th>
<th>0.00</th>
<th>674,152.68</th>
<th>160,124.74</th>
<th>166,626.92</th>
<th>172,988.92</th>
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</thead>
<tbody>
<tr>
<td>Summary:</td>
<td>Capital Fund</td>
<td>41,751,785.22</td>
<td>11,537,590.00</td>
<td>29,776,795.22</td>
<td>7,624,154.74</td>
<td>5,947,403.92</td>
<td>4,937,988.92</td>
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</tr>
<tr>
<td>Projects costs paid from Grant Funding</td>
<td>Total</td>
<td>$63,295,963.22</td>
<td>$13,559,008.04</td>
<td>$49,362,155.18</td>
<td>$13,421,979.74</td>
<td>$12,038,603.92</td>
<td>$8,633,963.92</td>
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</tr>
<tr>
<td>Capital Projects Fund (using commuter tax revenues as per ACT 47 guidelines)</td>
<td>13,321,979.74</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BILL NO. _____ 2019

AUTHORIZING THE BLIGHT AND HOUSING STRATEGY

WHEREAS, the City of Reading recognizes that blighted and abandoned properties undermine the fabric of communities, impose significant costs on local government, erode property values, and deter investment; and

WHEREAS, the City of Reading acknowledges that in order to address blight, more proactive code enforcement, targeted demolition, and HUD funded programming through the Community Development Block Grant (CDBG) and the HOME Investment Partnership (HOME) programs is needed; and

WHEREAS, a more strategic and comprehensive approach is needed to systematically eliminate blighted properties and transform them into community assets like new and rehabbed housing, green spaces and other uses that add value to neighborhoods; and

WHEREAS, through this Housing and Blight Strategy, the City proposes to build on existing programs by incorporating new tools and best practices to improve housing conditions, eliminate blighted properties, and spur community reinvestment.

NOW, THEREFORE, the City Council of the City of Reading hereby ordains the implementation of the Housing and Blight Strategy. The Executive Summary and the Full Report are attached.

SECTION 1. City Council hereby enacts the Housing and Blight Strategy using the funds appropriated for such purposes in the annual General Fund Budget and/or CDBG Action Plan in addition to state funding through the PA Department of Community and Economic Affairs.

SECTION 2. The City has allocated a $2.8 million investment to support blight mitigation, neighborhood revitalization and the implementation of this Strategy.

SECTION 3. The Community Development Department is authorized and directed to develop and implement the broad advertising of this strategy.

SECTION 4. In the event that any provisions, section, sentence, clause or part of this Ordinance shall be held invalid, such invalidity shall not affect or impair any remaining provision, section, sentence, clause or part of this Ordinance, and the remaining provisions shall remain in full force and effect.

SECTION 5. All Ordinances or parts of Ordinances not in accord with this ordinance are hereby repealed insofar as they conflict hereby.
SECTION 6. This ordinance shall be effective ten (10) days after its adoption and approval by the Mayor, or repassage by City Council over the Mayor’s veto, in accordance with Section 219 of the City of Reading Home Rule Charter, or as set forth in Section 221 of the City of Reading Home Rule Charter.

ENACTED into a law by Council on September ______, 2019.

_______________________________
Jeffrey Waltman, President of Council

Attest: _________________________
Linda Kelleher CMC, City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council: 
Date: __________


TO: City Council  
FROM: Shelly Smith, Deputy City Clerk  
PREPARED BY: Shelly Smith, Deputy City Clerk  
MEETING DATE: October 14, 2019  
AGENDA MEMO DATE: October 4, 2019  
REQUESTED ACTION: Authorize the Transfer of Funds

RECOMMENDATION
The Charter Board requests the following budget transfer to pay for legal services rendered to the Board and potential legal services for the remainder of the 2019 calendar year.

- Authorizing the total transfer of $45,000 from the Contingency Fund (01-14-91-4739) to the Charter Board line item (01-17-91-4777-000)
**BACKGROUND**
The Charter Board has expended their $35,000 allocation on multiple Charter complaints that were submitted or are pending through the hearing process. They have also provided several Advisory Opinions. The Board requests additional funds of $45,000 to pay for legal services rendered for existing or new Charter complaints and/or additional requests for advisory opinions.

**BUDGETARY IMPACT**
These transfers will reduce the Contingency Fund.

**PREVIOUS ACTIONS**
None

**SUBSEQUENT ACTION**
Council to take action to approve this ordinance to authorize the transfer of funds.

**RECOMMENDED BY**
Administrative Services Director, Charter Board

**RECOMMENDED MOTION**
Approve the ordinance authorizing the transfer of funds as listed.
AN ORDINANCE AUTHORIZING THE TRANSFER OF FUNDS WITHIN THE 2019 BUDGET FOR THE CHARTER BOARD

THE CITY OF READING CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the total transfer of $45,000 from the Contingency Fund (01-14-91-4739) to the Charter Board line item (01-17-91-4777-000)

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 ____________________ 2019

____________________________________
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: __________________________
TO: City Council
FROM: Ralph Johnson, P.E., Public Works Director
MEETING DATE: November 12, 2019
AGENDA MEMO DATE: 10/30/19
RECOMMENDED ACTION: Transfer of Funds

RECOMMENDATION: Transfer $33,100.00 from Contracted Services 01-07-50-4216 to 01-07-24-4407 Maint./Repairs Property

BACKGROUND: Funds are necessary to replace Mast Arm Pole on NE Corner of Kutztown Rd & Heisters / Rockland Sts. from MVA knockdown May 2019.

BUDGETARY IMPACT: Public Works General Fund, Traffic Division-Administration Budgets.

PREVIOUS ACTION: None

SUBSEQUENT ACTION: None

RECOMMENDED BY: Public Works Operations Division

RECOMMENDED MOTION: Transfer of Funds
AN ORDINANCE REQUESTING AUTHORIZATION TO AMEND THE 2019 GENERAL FUND TRAFFIC DIVISION BUDGET AND PW GENERAL FUND ADMINISTRATION BUDGET TO PAY FOR THE COSTS ASSOCIATED TO REPLACE A MAST ARM POLE ON THE NE CORNER AT KUTZTOWN RD/HEISTERS-ROCKLAND STS FROM A MVA KNOCKDOWN MAY 2019.

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the transfer of $33,100.00 from PW General Fund Administration Budget (01-07-50-4216) Contracted Services to General Fund (01-07-24-4407) Maint./Repairs Property.

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.

Adopted _______________________, 2019

____________________________________

President of Council

Attest:

____________________________________

City Clerk
RECOMMENDATION
The recommendation is to authorize the increase in compensation for instructors of the Reading Police Academy from thirty ($30) dollars per hour to thirty five ($35) dollars per hour.

BACKGROUND
The Reading Police Academy uses current and retired police officers as instructors for cadets attending the Reading Police Academy. The Reading Police Academy does not have a fulltime cadre of instructors (there is a fulltime Academy Director and a fulltime Range Master/Assistant Academy Director). The majority of instructors teach in addition to their regular assigned duties. The Reading Police Academy provides training to current Reading Police Department officers, police officer trainees for Reading Police Department, police officer trainees for other municipal police departments and mandatory update training for police officers throughout Berks County. The instructors are compensated for their time when it falls outside their normal working schedule. The current instructor rate is thirty ($30) dollars per hour. This rate has not been increased since 2001. Academies in surrounding areas compensate their instructors on average fifty ($50) dollars per hour. Municipal Police Officer Training and Education Commission (MPOETC) has increased the training hours needed for certification along with updated the training curriculum causing instructors to need to put more of their personal time into creating lesson plans and updating their course materials. We want to make sure that we are getting and maintaining the best caliber of instructor for the Reading Police Academy.

BUDGETARY IMPACT
The 2019 City of Reading Annual Operating Budget included additional funds under the Police Academy line item for the increase in instructor compensation.
PREVIOUS ACTION
None

SUBSEQUENT ACTION
Formal action by Council is required to award the contract at the November 11, 2019 Council meeting.

RECOMMENDED BY
Chief of Police, Administrative Services Director.

RECOMMENDED MOTION
Approve/Deny the recommendation for the increase in compensation for Reading Police Academy instructors to thirty five ($35) dollars per hour.

cc: File
AN ORDINANCE AUTHORIZING THE INCREASE IN THE COMPENSATION FOR POLICE ACADEMY INSTRUCTORS

THE CITY OF READING CITY COUNCIL HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Authorizing the increase in compensation got Police Academy instructors from $30 dollars per hour to $35 per hour, as per 2019 budget.

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 ____________________ 2019

____________________________________
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: ____________________________
TO: City Council
FROM: Osmer Deming, Managing Director
PREPARED BY: Ralph E. Johnson, Public Works Director
MEETING DATE: November 25, 2019
AGENDA MEMO DATE: November 13, 2019
RECOMMENDED ACTION: One year freeze of wastewater rates during wastewater fee rate study.

RECOMMENDATION:
The Administration recommends Council to amend Ordinance 467-103 and freeze the annual increase in sewer rates in order to allow for a rate study be completed to determine rates necessary to pay capital improvement bonds for the wastewater plant, sanitary sewer and MS4 projects.

BACKGROUND: The annual 4% annual increase was developed on higher estimates for borrowing funds to construct a new wastewater treatment plant and other sanitary facilities.

BUDGETARY IMPACT: None

PREVIOUS ACTION: None
SUBSEQUENT ACTION:
Ordinance to be approved by Council.

RECOMMENDED BY:
Managing Director, Administrative Director and Public Works Director

RECOMMENDED MOTION:
To approve amendment of Ordinance 467-103

Drafted by: Administrative Services Department
Sponsored/Referred by: Managing Director
Introduced on: November 25, 2019
Advertised on: N/A

BILL NO. ____-2020
AN ORDINANCE

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

Section One: Amending the City Code Section 467-103 to freeze the annual increase in sewer rates to allow for a rate study to be completed to determine the rates necessary to pay capital improvement bonds for the wastewater plant, sanitary sewer, and MS4 projects.

Section Two: The associated reduction in revenue will be reflected in the 2020 Sewer Fund budget, which is to be approved by City Council in December 2019.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted _________________,
2019
Attest:

City Clerk

Sent to Mayor: _____
Date: ______
Signed by Mayor: ______
Date: ______
Vetoed by Mayor: ______
Date: ______
Override by Council:
Date: ______
AMENDING THE CITY OF READING CITY CODE CHAPTER 600, THE
ZONING ORDINANCE, SECTIONS 807 CC DISTRICT, 809 CN DISTRICT, 1202
SPECIAL EXCEPTION, 1101 MID-RISE APARTMENTS AND 1102 HIGH RISE
APARTMENTS TO EXPAND OPPORTUNITIES FOR REDEVELOPMENT
WITHIN THE CITY OF READING

Whereas the PA Municipalities Code, Article VI, inter alia, states that zoning ordinances shall give consideration to the needs of the citizens, and promote public health, safety, and general welfare;

Whereas, the city desires to more readily provide for increased opportunities for redevelopment throughout the municipality; and

Now therefore, it is hereby ordained by the City of Reading, City Council, Berks County, Commonwealth of Pennsylvania, and it is hereby enacted by authority of same as follows:

SECTION 1. Amending the City of Reading Codified Ordinances Chapter 600, Zoning Ordinance as follows:

1. Amend the City of Reading Codified Ordinances, Chapter 600-807 entitled C-C Commercial Core District, subsection B(4) Special Exceptions to add (e) Adaptive Reuse
2. Amend the City of Reading Codified Ordinances, Chapter 600-809 entitled C-N Commercial Neighborhood District, subsection B(4) Special Exceptions to add (e) Primary and Secondary School, public and private.
3. Amend the City of Reading Codified Ordinances, Chapter 600-1202 entitled Conditions for special exception uses, subsection A. Adaptive Reuse replace ‘Existing principal commercial, institutional, industrial or manufacturing building may be converted to residential use in the C-N, R-2 and R-3 Districts or residential, commercial or office uses in the C-R, C-N and C-H Districts…’ to ‘Existing principal commercial, institutional, industrial or
manufacturing building may be converted to residential use in the C-N, R-2 and R-3 Districts or residential, commercial or office uses in the C-R, C-N, C-C and C-H Districts…’

4. Amend the City of Reading Codified Ordinances, Chapter 600-1101 entitled Mid-Rise and low-rise apartments. Subsection D. ‘Each apartment shall have separate bathroom, a separate kitchen and at least one separate bedroom’ shall be changed to ‘Each apartment shall contain a complete kitchen, toilet, bathing, and sleeping facilities.’

5. Amend the City of Reading Codified Ordinances, Chapter 600-1102 entitled High-rise apartments. To delete subsection (C) regarding additional storage space.

SECTION 2: All relevant ordinances, regulations and policies of the City of Reading 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 be effective in ten (10) days in accordance with Charter 219 and enactment by City Council.

Enacted and ordained this ___ day of __________ 2019

________________________
Council President

ATTEST: _________________________

City Clerk

Submitted to Mayor by: ________________
Date Submitted: ________________
Received in Mayor’s Office by ___________
Date Submitted: ________________
Approved by Mayor: ____________________
Date: _________________________
Vetoed by Mayor: ____________________
Date: _________________________
BILL NO. 2019
AN ORDINANCE

AUTHORIZING THE PURCHASE OF THE DANA SOUTH PROPERTY.

WHEREAS, Council has previously approved the acceptance and delivery of deed transferring ownership of the deed for the former Dana South site from the Reading Redevelopment Authority, and authorized the transfer of funds to purchase the Dana South site through ordinance; and

WHEREAS, the acting solicitor provided a legal opinion that the ordinance was sufficient to meet the requirement under the Charter section 215(j), and in an abundance of caution recommended an additional ordinance further clarifying that the Council has approved the purchase of the 50 acre Dana South site (copies of the previous ordinance and resolution are attached as Exhibit “A”); and

WHEREAS, this ordinance is now being put forward simply to prevent any future questions as to the legitimacy of the previous ordinance;

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

SECTION 1. Council hereby authorizes the purchase of the former Dana South Corp site for the amount up to $1,547,000.

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____________________, 2019

____________________________
Jeffrey Waltman, President of Council

Attest:
EXHIBIT A
Resolution No. 81-2019

RESOLUTION AUTHORIZING THE ACCEPTANCE OF DELIVERY OF DEED TRANSFERRING OWNERSHIP FOR THE 50 ACRE FORMER DANA CORP SITE FROM THE READING REDEVELOPMENT AUTHORITY TO THE CITY OF READING AND AUTHORIZING THE ADMINISTRATION OF THE CITY TO NEGOTIATE WITH THE FINANCIAL INSTITUTION WHICH HOLDS A NOTE THAT IS SECURED BY THE PROPERTY.

WHEREAS, the Reading Redevelopment Authority currently is the fee simple owner of an approximately 50 acre site, formerly the Dana Corporation site, located at West Robeson and Weiser Streets in the City of Reading, and

WHEREAS, the City of Reading in order to get legal title to said property needs authorization to accept delivery of the deed for this site from the Reading Redevelopment Authority, and

WHEREAS, the administration of the City, after the City gains title to said real property, needs to negotiate with Fulton Bank as that bank holds a note that is secured by the property and the Reading Redevelopment Authority is currently in default on this note, and

WHEREAS, the administration recognizes that City Council has the ultimate authority to approve a proposed settlement that would satisfy the obligation on said note and will not bind the City of Reading without prior approval from City Council.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF READING that the City is hereby authorized to accept delivery of deed transferring ownership for this real property from the Reading Redevelopment Authority to the City of Reading and concomitantly authorizes the administration to negotiate with Fulton Bank in an attempt to satisfy the note secured by this property with the understanding that City Council has ultimate authority to approve or reject any proposed sum.

ADOPTED COUNCIL 8/12/2019

PRESIDENT OF COUNCIL

ATTEST

CITY CLERK
AMENDING THE 2019 CAPITAL PROJECTS FUND BUDGET
AUTHORIZING AN APPROPRIATIONS TRANSFER FROM THE
CAPITAL PROJECTS FUND, PUBLIC WORKS - GARAGE, PUBLIC
WORKS - PUBLIC PROPERTY, PUBLIC WORKS - TRAFFIC
ENGINEERING AND FIRE SUPPRESSION BUDGETS TO THE
CAPITAL PROJECTS FUND, PUBLIC WORKS - PUBLIC PROPERTY
BUDGET IN THE AMOUNT OF $1,547,000 TO FUND THE PURCHASE
OF DANA SOUTH

WHEREAS, the Reading Redevelopment Authority is the fee simple owner of the
approximate 50 acre site, formerly the Dana Corporation Parish Division site, located along
the Schuylkill River in northwest Reading, bounded by the river on the northern and
western boundaries, by the Norfolk Southern railroad tracks along the southern border and
by the Buttonwood residential neighborhood along the eastern boundary; and

WHEREAS, the City of Reading City Council has previously authorized the
acceptance of the delivery of the deed for this property, which will transfer title from the
Reading Redevelopment Authority to the City of Reading; and

WHEREAS, the City of Reading has negotiated for the payoff on the outstanding
obligation note that Fulton Bank holds with the Reading Redevelopment Authority; and

WHEREAS, the City of Reading Community Development Department has
recommended that a full feasibility study be conducted for the DANA site, as it is an area that
would benefit the entire City if it were purchased and developed by a responsible third party; and

WHEREAS, the City of Reading Community Development Department has recommended
that the DANA site be designated as a State Redevelopment Area pursuant to Pennsylvania Urban
Redevelopment Law, Act of 1945, P.L. 901, No. 385; and

WHEREAS, the highest and best use for the 50 acre DANA site would be
determined after a comprehensive analysis of the land use, environmental, transportation
and economic strengths, and opportunities of this vast open space; and

WHEREAS, there are many nationally recognized development analysts, such as
the Urban Land Institute and the National Association for Industrial and Office Parks, and
the City, by way of the Community Development Department in conjunction with the
Purchasing Office, will procure such a qualified development analyst who will form a
Technical Assistance Panel (TAP) to produce a report which would be the basis for future
development of the site; and

WHEREAS, after said analysis is complete the City will put forth a Request for
Proposal to find a qualified and reputable developer who will develop said property in accordance with the comprehensive analysis;

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

SECTION 1. Council hereby authorizes the amendment of the 2019 Capital Projects Fund Budget, Public Works - Garage, Public Works - Public Property, Public Works - Traffic Engineering and Fire Suppression Budgets in the amount of $1,547,000 to fund the payment for Dana South.

SECTION 2. The transfer of funds will increase the Capital Projects Fund, 34.07-74-4801-000 budget line by the amount of $1,547,000, and will result in the decrease of line item Capital Projects Fund, 34-07-14-4803, $20,000; 34-07-74-4801, $592,000; 34-07-21-4216, $70,000 and 34-09-34-4801, $725,000 budget lines by the total amount of $1,547,000.

SECTION 3. 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 Oct 28, 2019

Jeffrey Waltman, 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:
RESOLUTION NO._______2019

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

That Nigel Walker is appointed to the Historical Architectural Review Board with a term ending October 28, 2024.

Adopted by Council ______________________, 2019

____________________________________
President of Council

Attest:

____________________________________
Linda A. Kelleher
City Clerk
RESOLUTION NO. 2019

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

That Sandra Graffius is appointed to the Audit Committee with a term ending October 28, 2022.

Adopted by Council ______________________, 2019

__________________________________
President of Council

Attest:

__________________________________
Linda A. Kelleher
City Clerk
RESOLUTION NO.________2019

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

Approving the Conditional Use application submitted by CONCERN (owner and applicant), for a group care facility not to exceed four (4) youths between the ages of 17 and 21 who meet the criteria as per the Family First Prevention Services Act adopted by the State Legislature in February, 2019 at 841 North 5th Street, Reading PA 19601, with conditions as attached.

Adopted by Council______________________________, 2019

__________________________
President of Council

Attest:

__________________________
City Clerk
IN RE: APPLICATION OF CONCERN PROFESSIONAL SERVICES FOR CHILDREN YOUTH AND THEIR FAMILIES FOR A CONDITIONAL USE PERMIT FOR A GROUP CARE FACILITY AT 841 N 5th ST WITH CONDITIONS BEFORE COUNCIL PRESIDENT JEFFREY WALTMAN, APPOINTED AS HEARING MASTER FOR THIS HEARING CITY COUNCIL

DECISION OF THE CITY OF READING

CITY COUNCIL ON A CONDITIONAL USE APPLICATION

AND NOW, this 25th day of November, 2019, after a hearing held on November 14, 2019, upon the application of CONCERN (property owner and applicant), 1 W. Main St, Fleetwood, PA 19522, for a group care facility at 841 North 5th Street., Reading PA 19601 (hereinafter Subject Property) notice of such hearing having been first sent, posted and advertised in accordance with the provisions of the Pennsylvania Municipalities Planning Code and the City of Reading Zoning Ordinance, as amended, the City of Reading City Council (hereinafter “Council”) renders the following decision:

FINDINGS OF FACT

City Council finds the following facts:

1. The applicant is CONCERN, 1 W. Main Street, Hamburg, PA 19522 (hereinafter Applicants) at the time of application and at the time of the hearing and the owner of 841 North 5th Street, Reading, PA 19601 (hereinafter Subject Property).
2. The Subject Property is located in the R3 zoning district as that term and district is defined by the City of Reading Zoning Ordinance, as amended, (hereinafter referred to as “Zoning Ordinance”).
3. The Applicant’s zoning permit application for a group-care home was denied by the Zoning Administrator in accordance with Section 600-301-B-(3) of the Zoning Ordinance, prohibiting the issuance of a zoning permit for a conditional use except upon written order of City Council after review by the Planning Commission. (See § 600-804-(B)-(3), listing a group-care home as a conditional use in the R-3 Zoning District; see also § 600-2202, defining the term “group-care facility” also known as a “group home.”)

4. The Applicant and their legal counsel attended and testified at the hearing.

5. The Applicant stated that their 501c3 is an organization that offers multi-purpose programs at 13 different sites in Pennsylvania and Maryland for 6,600 clients, a combination of children and families, focused on child welfare, juvenile justice, and behavioral health services.

6. The Applicant stated that the Subject Property was selected due to its proximity to Berks County Children Youth Services and public transportation.

7. The Hearing Master entered Exhibits 1-4:
   i. Conditional Use Application dated September 18, 2019
   ii. Zoning Staff Report dated October 31, 2019
   iii. Planning Commission recommendation dated November 8, 2019
   iv. Agenda packet

   The deed to 841 North 5th Street was entered as Exhibit 5 during the hearing; although it is included with the agenda packet.

8. The Applicant stated that CONCERN created a new program Supervised Independent Living Program (SILP) after the Pennsylvania Legislature enacted a new law, Family First Prevention Services Act, in February, 2019. The SILP program is designed to provide less restrictive placement for young adults to teach them life skills within a 12-18 month period in a service-supportive living arrangement helping them to transition into successful adulthood upon their discharge from the child welfare system. The Applicant stated that this program will not serve young adults who have a criminal history or have exhibited violent or destructive behavior, as per the Family First Prevention Services law.

9. The Applicant stated that CONCERN will place no more than four (4) youths between the ages of 17-21 at a time in the property, although the zoning ordinance allows a maximum of 10 individuals. Although there will be no live-in supervision, there will be 24 hour supervision and
security cameras at the property will monitor residents’ behavior and other issues.

10. The Applicant stated that they are aware the property is located with the Centre Park Historic District and that there are regulations concerning exterior property improvements.

11. The Applicant’s architect described the elimination of the green house and carport to provide the required off-street parking area, noting that both will be reviewed and approved by HARB and the Planning Commission.

12. The Applicant’s architect expressed the belief that there is no other group care facility within 800 feet of this property and that the Applicant is willing to meet any additional conditions applied. He stated that the proposed use will not increase traffic or congestion, will not create security or nuisance issues and will not adversely affect the neighborhood.

13. The Applicant did not object to the Zoning Administrator’s and Hearing Master’s recommendations for the Applicant to comply with the addition of conditions prior to the issuance of the zoning permit.

14. During the Public Comment period, the Executive Director of the Centre Park Historic District did not object to the issuance of the zoning permit due to the Applicant’s willingness to meet with the neighbors and reach agreement with the neighbors. Also during the Public Comment period another a neighbor questioned the existence of other group homes in the 1000 block of North 5th Street and in either the 300 or 400 block of Windsor Street.

15. The zoning administrator provided a case report, in summary:
   a. The Subject Property is situated at the southeast corner of North 5th Street and Windsor Street, and has a total lot area of 0.16 acres. The surrounding neighborhood includes a mix of commercial and residential uses including a church, convenience store and restaurant. Subject property is located in the R-3 Residential Zoning District and is part of the Centre Park Historic District.
   b. Zoning permits have been issued at the Subject Property authorizing signage for existing nonconforming professional offices in 1997 (#1997-214) and 2003 (#2003-339).
   c. On June 4, 2019, Applicant submitted a zoning permit application (#2019-289) to establish a residential care facility and to construct a parking lot at the Subject Property. This application was denied because the proposed use requires conditional use approval in the R-3 district, and a letter detailing the reasons for denial was issued to the Applicant on June 26, 2019.
   d. Applicant submitted an application for relief to the Zoning Hearing Board on September 18, 2019 (“Application”) seeking conditional use approval for a group home at the Subject Property.

16. The Zoning Administrator recommended the addition of the following conditions that must be achieved prior to the issuance of the zoning permit for the group care home:
   a. That the total number of residents be limited to four, according to the proposal;
b. That all landscaping areas be approved by the City Arborist prior to planting;
c. That the proposed parking area and driveway modification be approved prior to
construction by the Planning Commission and/or Department of Public Works;
d. That the applicant obtain a separate zoning permit for any new signage; and

e. That any exterior modifications to the property, including new signage, be
approved by the City Historic Specialist and/or Historic Architectural Review Board
as applicable, prior to any such work being performed.

17. The Applicant and his attorney did not object to the addition of any conditions on the
permit as recommended by the Zoning Administrator or any conditions applied to
protect the neighborhood.

DISCUSSION

The Applicant is seeking a Conditional Use Permit to convert 841 North 5th Street into a
group care facility to provide services to no more than four (4) youths between the ages
of 17-21 who meet the behavioral guidelines as per the Family First Prevention Services
Act and will not serve those who have a criminal history or have exhibited violent or
destructive behavior.

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. The Subject Property at 841 North 5th Street, Reading PA 19601 is located
in the R3 Zoning District.

2. Hearing was held on November 14, 2019 before a duly appointed Hearing
Master representing City Council.

3. Applicant requests a Conditional Use permit to convert this property to a
group care home that will limit the number of participants to no more
than four (4) youths between the ages of 17 and 21 years of age who meet
the behavioral guidelines as per the Family First Prevention Services law
and will not serve those who have a criminal history or have exhibited
violent or destructive behavior.

4. The burden of proof for an application for a Conditional Use is upon the
Applicant.

5. The City of Reading City Council is permitted to grant Conditional Uses,
with conditions and other relief as set forth in the Zoning Ordinance of the
City of Reading and Pennsylvania Municipalities Planning Code upon
compliance with the requirements therefore set forth in the Zoning
Ordinance.
6. The Applicant did not present testimony on the property’s compliance with building or trades permits for the conversion.

7. The Applicant did not file an application for other relief from the City of Reading Zoning Hearing Board.

8. The Applicant agreed to comply with any conditions imposed on the permit if approved.

9. The Planning Commission’s recommendation for approval of the application is attached to the agenda packet.

DECISION

After reviewing the Applicant’s request in detail, City Council enters the following decision:

1. The application of CONCERN (property owner and applicant) to convert this dwelling to a group care facility at 841 North 5th Street, Reading, is approved with the following conditions that must be met prior to the issuance of the zoning permit:

   a. The applicant shall retain licensure for a group home in good standing from the PA Department of Human Services or any successive agency and provide a copy to the Zoning Administrator;
   b. The applicant shall schedule and submit to an inspection from the Building/Trades Division and Fire Marshall and shall comply with all applicable Building, Trades and Fire Code requirements required by the City’s Building and Trades Division and the Fire Department;
   c. The property shall meet all requirements under the City’s Property Maintenance Code;
   d. The applicant shall limit the number of clients residing at the property to no more than four (4) youths between the ages of 17-21 who meet the behavioral guidelines as per the Family First Prevention Services Act and will not serve those who have a criminal history or have exhibited violent or destructive behavior;
   e. That all landscaping areas be approved by the City Arborist prior to planting;
   f. That the proposed parking area and driveway modification be approved prior to construction by the Planning Commission and/or Department of Public Works;
g. That the applicant obtain a separate zoning permit for any new signage; and
h. That any exterior modifications to the property, including new signage and the demolition of the greenhouse and carport, be approved by the City Historic Specialist and/or Historic Architectural Review Board as applicable, prior to any such work being performed.

And in addition:

i. The applicant shall instruct the supervisors to utilize the off-street parking provided at the property.
j. The applicant shall comply with all laws in the City of Reading, including the DCR Ordinance – Chapter 180 Part 12 of the City Code. If two (2) strikes are issued by the Reading Police Department within a 12 month period, the Zoning Administrator shall revoke the zoning permit for the group care facility use.
k. Any increase in the number of individuals served at, residing in, or the age of the individuals served and/or the type of service provided to the individuals shall require reevaluation by the Zoning Administrator which may include the need for additional approvals from City Council or the Zoning Hearing Board.
l. If the property is sold the zoning shall revert to a single family residential property.

This is the decision of the City of Reading City Council by a vote of ___ to ___.