



CITY COUNCIL

Public Works Committee

Monday, October 19, 2009

Agenda

5:00 p.m.

Committee Members: M. Goodman-Hinnershitz Chair, D. Sterner, S. Fuhs

I. Park Maintenance **5:00 pm**

- a. Update – discussions w/ County & Conservancy re outsourcing parks on periphery of City (R. Hottenstein)
- b. Impact of budget cuts on parks and recreation

II. Installation of Stop Sign at N 4th and Oley Streets **5:15 pm**
(Currently a two-way stop, seeking a 4 way stop – results of traffic study)

III. PARC **5:30 pm**

- a. Improve participation
- b. Charette to develop SWOT along w/ objectives and goals

BUDGET DISCUSSION **6 p.m.**

Follow-up Issues:

- Dec 2009 Installation of Street Lights – N 13th St – Rockland to city line (resolution approved May 2009)
- Dec 2009 Traffic study – installation of traffic signals at 5th and Oley or 5th and Douglass
- January 2010 - Review Audits of Capital Projects

➤ Public Works Committee
FY 2009
GOALS AND OBJECTIVES

GOAL 1: REVIEW AND RECOMMEND FOR ADOPTION A STORMWATER MANAGEMENT ORDINANCE TO COMPLY WITH PA DEP REGULATIONS.

GOAL 2: EVALUATE CONTRACTS FOR LINE PAINTING AND TRAFFIC SIGNAL AND STREETLIGHT MAINTENANCE.

- Ensure the Public Works Department prepares specifications and awards contracts to the lowest responsible bidders, for the maintenance of essential operations.
- Develop areas, based on concerns related to individual Council Districts, requiring streetlight maintenance.

GOAL 3: REPAVE/RECONSTRUCT CITY STREETS/MAINTAIN CURBING AND SIDEWALKS

- Determine the most effective method of developing and implementing a citywide street reconstruction and repaving program.
- Develop priorities for street repaving and reconstruction.
- Identify, based on Council Districts, in need of infrastructure improvements.

GOAL 4: COMPLETE ENGINEERING PLAN REVIEWS FOR PROPOSED DEVELOPMENT SITES.

- Ensure the Public Works Committee receives regular updates regarding development projects.

GOAL 5: ADDRESS THE CLEANLINESS OF CITY STREETS

- Evaluate current sweeping program procedures in an attempt to improve operations.

GOAL 6: BEAUTIFICATION/MAINTENANCE/EXPANSION OF THE PARKS SYSTEM

- Identify necessary, amongst the existing park system, necessary aesthetic improvements and prioritize improvements.
- Receive regular updates on the implementation of the City Park Master Plan and improvements to the Pagoda.

GOAL 7: RENOVATIONS TO CITY FACILITIES.

- Ensure improvements to City facilities are completed in a timely manner.

GOAL 8: ENSURE TIMELY IMPLEMENTATION OF CAPITAL IMPROVEMENTS PLAN PROJECTS

- Monitor CIP projects and receive regular status report from Public Works Director and Managing Director.

GOAL 9: STRENGTHEN RECREATION ACTIVITIES AND PROGRAMS AS A WHOLE.

- Improve, through amendment, the existing Park and Recreation Advisory Council ordinance.
- Discuss opportunities of expanding recreation opportunities through partnering with other organizations and the community.
- Work with other external recreation providers to coordinate programs and activities
- Identify more effective methods of providing recreation opportunities to a larger segment of the community.
- Consider expanding the Park Security Program.

GOAL 10: RECEIVE REGULAR UPDATES ON COMPLIANCE WITH ALL WASTE WATER PERMIT REQUIREMENTS (NPDES AND Air Quality) AND WASTE WATER TREATMENT PLANT OPERATIONS.

GOAL 11: REVIEW CONSENT ORDER AND OPERATION AND MAINTENANCE PLAN SCHEDULE

- Begin and continue reviewing the implementation of the wastewater treatment plant design and schedule including periodic updating of financial estimates.
- Approve Consent Decree timeline.
- Receive regular and complete financial updates

GOAL 12: CREATE STORMWATER UTILITY

- Review financial impact analysis.
- Develop legislation for review and adoption by City Council.

GOAL 13: MONITOR SOLID WASTE AND RECYCLING OPERATIONS

- Determine if improvements to the existing ordinance are necessary.

- Assist with the development of an education and enforcement campaign for all city residents on proper set out requirements for all municipal solid waste and recyclables.



CITY COUNCIL

Public Works Committee

Monday, September 21, 2009
Meeting Report

Committee Members Attending: M. Goodman-Hinnershitz, chair, S. Fuhs, D. Sterner

Others Attending: V. Spencer, C. Jones, C. Younger, L. Kelleher, C. Geffken, D. Cituk, D. Hoag, and members of Hill International

Ms. Goodman-Hinnershitz called the meeting to order at approximately 5:05 p.m.

Park Maintenance

Ms. Goodman-Hinnershitz noted the need to create a template that can be used as a model to draft specialized arrangements with individual groups wanting to assist with public/private partnerships. She also noted the need to develop a mechanism to market the program.

Ms. Goodman-Hinnershitz also suggested open discussions with County regarding their interest in parks on the periphery of the City or parks located in non-City locations. There was next a discussion about various the city parks and their maintenance requirements.

Mr. Spencer noted the County has been transferring various County owned parks over to their home municipality.

Mr. Jones noted that the reduction in personnel will negatively affect the ability of Public Works to maintain its parks and playgrounds.

Mr. Sterner suggested beginning an Adopt-a-Park program or a program that would encourage donations and endowments to the City's parks and playgrounds. He noted the outpour of contributions and donations to the Goggleworks.

Mr. Spencer suggested speaking with the Reading School District regarding their willingness to maintain parks and playgrounds used for School District sporting activities.

There was next a discussion on the Adopt-a-Park program suggestion and seeking donations or manpower from neighboring business.

There was next a discussion on PARC organization and the PARC direction.

Ms. Kelleher observed that the new PARC that combines citizens and social service organizations, along with the school district got off to a good start; however, as the meetings progressed parties lost interest as it seemed there was little opportunity for discussion on improvements and changes to City's various recreation programs.

Mr. Spencer suggested a renewed attempt to reinvigorate the PARC organization. Ms. Goodman-Hinnershitz suggested using a charette to develop a SWOT to identify goals.

Audits of Capital Projects

Mr. Cituk stated he reviewed a list containing forty (40) projects that fall between \$70K and \$1.2M. He suggested that Council review the list to select projects for audit.

Councilor Fuhs suggested that Mr. Cituk employ a surprise approach and independently select a variety of small and large scale projects.

Mr. Cituk stated that as he constantly reviews invoices as payments for projects are made, audits may be unnecessary.

Ms. Goodman-Hinnershitz and Mr. Fuhs noted the need to audit projects to provide tax payers assurance that their tax dollars were wisely, economically, effectively spent. Ms. Goodman-Hinnershitz also noted the need for these audits to be posted on the website, so they are accessible to the public.

The members of the Administrative Oversight Committee arrived at this time.

Mr. Waltman expressed the belief that the Auditor should not use an audit template, but use a different approach with each audit. He explained that the use of a template can be used incorrectly by those undertaking capital projects.

Mr. Cituk promised to begin providing audit reports in October. He asked City Council to refer projects to his attention.

East Ends Contract

Mr. Younger reported that the executed lease agreement was submitted to his office today.

Stop Sign at North 4th and Oley Streets

Mr. Waltman described the confusion motorists have at this two-way stop sign. Mr. Jones stated that he would supply a report at the next Public Safety Committee meeting.

Mr. Waltman also stressed the need for traffic signals at either 5th and Oley or 5th and Douglas Streets. He noted the near fatal accidents that have occurred at these intersections. He noted that Penn DOT warrants don't always tell the correct story.

COMMITTEE OF THE WHOLE

Traffic Signal Maintenance Contract

Mr. Jones stated that initially the Public Works Department recommended Telco who was the low bidder. He stated that this three (3) year contract would provide inspection and cleaning of the traffic signals, along with the replacement of burnt out bulbs. Wiring issues would be billed separately. He stated that the Telco price costs approximately \$250 per intersection. He stated that he was asked to consider an alternative provider; however, that provider was priced at \$500 per intersection. He stated that an Award of Contract to Telco will appear on the City Council Consent Agenda for the next Regular Meeting.

RATS (Reading Area Transportation Study)

Mr. Waltman described the approximate 15%-20% decrease in funding for various transportation projects. He stated that this decrease will force focus into maintenance mode rather than

replacement or new projects.

6th & Canal Conveyance and Design Contract

D. Hoag, S. Hydro, T. Vosay, K. Mooney, and B. Rienne arrived at this time.

Mr. Hydro stated that the tunnel will eliminate the need to replace the 6th & Canal pumping station. He stated that Black & Veatch is ready to begin the design phase.

Mr. Hydro stated that the group has been involved in project review meetings so the tunnel component can catch up to the Waste Water Treatment Plant design. He stated other activities include: survey & wetlands, investigating endangered species, and conceptual work to review the Hazel Street Sewer data.

Mr. Fuhs inquired what risks factors are present. Mr. Hydro responded that one major concern lies with the fault line where two (2) different types of rock meet near Brentwood.

Mr. Rienne explained that tunnel component will catch up with the plant construction and will be completed within the required deadline.

In response to a question from Mr. Spencer, Mr. Mooney replied that the rough costs are figured in. He stated that when the project goes online and the pumping station comes off, the overall cost of the project will be reduced. Mr. Vosay stated that some other costs caused by some temporary issues are yet unknown.

Mr. Mooney noted the groups hope that these temporary issues can be covered by unused contingency costs that have been factored in. He also noted the belief that these contingency costs should cover the cost of the tunnel. There is need for a change order to add the tunnel to the Black & Veatch scope of work in their contract.

Mr. Vosay noted that the lag time between the design of the tunnel and the design of the plant, due to the five (5) month lag in approval of the tunnel project. Ms. Hoag noted that the tunnel will be fast tracked to catch up with the rest of the project. She noted that the old sewer line will remain to provide a redundant system. The sewer line will remain but the majority of the pumping station will be eliminated. She stated that pumps will be rented every five (5) to ten (10) years to allow the tunnel to go offline for maintenance.

GPS Contract Award

Ms. Hoag explained that the City received seven (7) responses to the RFP ranged in price. The GPS data collection will verify various features in the collection system along with storm and water lines. She noted that the lack of “as built” has caused a problem with the City’s ability to gain a full understanding of the collection system. She stated that the GPS will join old and new information.

Mr. Spencer noted that the contract is not being awarded to the low bidder. Mr. Jones stated that when awarding a Professional Services Contract the low bidder is not guaranteed the job.

Mr. Spencer inquired if the project manager will review and make a recommendation. Mr. Jones stated that the project manager will not review and provide a recommendation as the collection system is not a part of the plant project.

Mr. Spencer inquired about the collection part of the project. Ms. Hoag stated that that’s dependent on the priority issues and plan. Mr. Jones added that the data the GPS will assist in the definition of the plan. Ms. Hoag noted that the rehabilitation of the collection system is a part of the Consent Decree with a due date of 2012.

Follow Up

Mr. Fuhs noted that the former Sovereign building on Lancaster Avenue is being marketed by Triad; however Triad has closed off the sidewalk with fencing which forces pedestrians into the street. He stressed the need for the sidewalks to be reopened to pedestrian traffic.

The Public Works Committee adjourned at approximately 6:30 p.m.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk