



# *CITY COUNCIL*

---

## *Public Safety Committee*

**Monday, May 2, 2011**  
**Council Office**  
**5 p.m.**

**Committee Members Attending:** M. Goodman-Hinnershitz, J. Waltman

**Others Attending:** V. Spencer, L. Kelleher, W. Heim, C. Younger, T. McMahon, D. Kersley, K. Kulp, C. Geffken, R. Natale

Ms. Goodman-Hinnershitz called the Committee meeting to order and announced that Mr. Sterner had a conflicting appointment.

### **Police Implementation Action Team**

Chief Heim stated that this action team, composed of representatives from the Police Department, the DA's office, PFM, and Councilor Sterner explored various personnel issues and the transfer of some Police units to the County. He stated that the group did an in depth exploration of court over-time and the regionalization of some Police units. He stated that he was very pleased with the outcome.

Chief Heim stated that while discussing Police over-time for court-related issues the group suggested eliminating the need for all involved Police Officers to attend preliminary hearings. He stated that currently all Officers involved in an incident must attend the preliminary hearing. He stated that the group suggests that only the lead Officer attend the preliminary hearing which will greatly reduce the City's exposure to Police overtime. He stated that court over-time costs are one of the largest overtime expense areas in the Department.

### **Review Housing Strategy**

Councilor Waltman stated that after reviewing the second draft of the Housing Strategy, he is left with the belief that the new inspection cycle will assist; however the City's larger battle will be with consistent enforcement.

Mr. Kersley expressed the belief that the strategy touches critical housing issues in an achievable method. He noted that most initiatives in the strategy are currently under way.

Mr. Waltman inquired if the initiatives in the strategy are measurable. Mr. Kersley expressed the belief that the goals found in the strategy are measurable. He stated that the strategy seeks compliance with Codes and land use. He also expressed the belief that metrics can also be built out after various initiatives are in progress.

Ms. Goodman-Hinnershitz noted the need for accountability as public funds will be used to implement the Housing Strategy. She suggested a quarterly report on the progress made by the Administration on implementing the strategy. She explained that programs funded by grants require quarterly reports so the grantor can see the impact the grant dollars are achieving. She again suggested releasing a quarterly report on implementation on the Housing Strategy to Council and the public.

Mr. Natale noted Codes ability to generate reports on various Code related areas.

### **Services Center Implementation Report**

Mr. Geffken stated that Ms. Weidel is not present due to a conflicting appointment.

Mr. Geffken stated that the bid to reconfigure the current tax office to combine all areas of the Citizen Service Center is nearly complete. He stated that the Department Directors have been instructed to have their employees update the SR's. He stated that an S.O.P. has been prepared for training purposes.

Mr. Geffken stated that at last week's Quality of Life ticketing meeting Ms. Kelleher expressed concern that currently SRs are closed out before the issue is totally resolved. He stated that that issue is being corrected.

Ms. Goodman-Hinnershitz inquired about the list of follow-up complaint items generated by the Deputy City Clerk monthly. Mr. Geffken stated that the Deputy City Clerk will have the ability to generate a report showing the status of all complaints issued by the Council office. Ms. Kelleher noted that before the report can be generated; all complaints issued by the Council office must have SR numbers. Currently a great percentage of the complaints do not have assigned SR numbers.

Mr. Waltman noted the need to have the SR information analyzed regularly so larger issues can be identified. Mr. Kersley agreed.

### **Quality of Life Ticketing Report**

Mr. Kersley distributed a report showing the year-to-date tickets totaling 2525 and April totals coming in at 1,066. He stated that the Property Maintenance Aides started combining enforcement with education.

Mr. Natale stated that the Codes Office is developing a door hanger as an additional education

tool.

Ms. Goodman-Hinnershitz agreed with the educational approach and also noted the misconception some have that a quota on the number of tickets issued exists.

Mr. Spencer explained that at the start of the program the Administration told Council that Property Maintenance Aides would need to issue a certain number of tickets to cover the cost of the program. He also noted the need for the City to consider the condition of City-owned properties, as many City-owned properties are in violation of the City regulations.

Ms. Goodman-Hinnershitz agreed, noting that the City does violate their own Snow Removal and High Grass/Weeds ordinances. She noted the need for the City to rectify their maintenance practices.

Mr. Kersley described the Administration's worked with the Buttonwood Street Gateway area with a Codes sweep April 28<sup>th</sup> in conjunction with education and the Great American Clean-up that occurred on April 30<sup>th</sup>.

#### **Updated: CD Deputy Director**

Mr. Geffken stated that the resumes obtained through Nehr HR Consultant were more planning-based. He stated that the City is seeking a CD Deputy Director who has Housing experience. He also stated that the salaries of those who apply are higher than the City can handle. He stressed the need for the CD Deputy Director to have complete focus on Housing and Codes.

#### **Housing & Zoning**

Mr. Kersley stated that he is currently working with Ms. Kelleher to finalize the draft Housing Permit ordinance. He stated that he is waiting for Ms. Mayfield's input. He stated that Ms. Kelleher and he are currently developing a process map to make sure the City can implement the ordinance properly.

Ms. Kelleher reminded Mr. Younger to ask Ms. Mayfield to provide her comments on the Housing Permit ordinance and the Certificate of Transfer prior to the end of this week.

#### **Transiency**

Ms. Kelleher reminded the Committee that this topic was a budget follow-up item. She stated that the issue was referred to the Public Safety Committee. She reminded the group that Mr. Geffken was to contact the Reading School District regarding information sharing.

Mr. Geffken reported that the Reading School District is unable to take on Per Capita tax billing at this time. However, information sharing was discussed, which will increase the City's capacity to bill.

### **Update: Redraft of Property Maintenance Code**

Mr. Natale stated that he and Ms. Mayfield are currently wrapping up the new Property Maintenance Code. He stated that training for various employees will occur on June 2<sup>nd</sup> and June 9<sup>th</sup>.

### **Public Safety at City School**

Chief Heim reported that the two (2) issues under consideration are school corridors and traffic issues. The Reading School District was unable to fund additional surveillance cameras and no additional meetings have occurred.

Ms. Kelleher reminded Mr. Geffken about Mr. Spencer's memo regarding the surveillance monies available in the Reading Beautification account. Mr. Geffken reported that those monies were transferred over to the Police Department and used for the surveillance program. Chief Heim explained that this account was created so people and organization could make donations through a non-profit organization.

### **Other Matters**

Mr. Geffken stated that the City has identified approximately city-owned 75 vehicles that are slated to go for public sale through Muncibid.

The Public Safety Committee adjourned at approximately 6:30 pm.

*Respectfully submitted by Linda A. Kelleher CMC, City Clerk*