

LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Ordinance passed by the Council of the City of Reading, on the 14 day of April, A. D. 2014, and seal of the said City this 17th day of April, A. D. 2014.

BILL NO. 29 2014  
AN ORDINANCE

*[Signature]*  
CITY CLERK

**AN ORDINANCE DIRECTING THE BERKS COUNTY BOARD OF ELECTIONS TO PLACE A REFERENDUM QUESTION BEFORE CITY VOTERS ON THE 2014 GENERAL BALLOT WHICH WOULD AMEND THE CITY OF READING HOME RULE CHARTER TO PROVIDE AUTHORITY TO THE MAYOR TO ISSUE ADMINISTRATIVE REGULATION AND PROCEDURE.**

WHEREAS, Sections 215, 601, 602, and 908 (c) of the City of Reading Home Rule Charter address ordinances in general, administrative code, common administrative procedures, and budget amendments after adoption (transfer of appropriations as per administrative code) respectively; and

WHEREAS, a duly appointed Charter Review Commission has recommended that said aforementioned Home Rule Charter sections be amended as set forth herein and attached in Exhibit A.

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

**SECTION 1.** Directing the Berks County Board of Elections to place the following referendum question to voters of the City of Reading on the 2014 general election ballot:

**Home Rule Charter Sections 215, 601, 602 and 908 (c) – Administrative Code, Procedures, Ordinances and [Budget] Amendment after Adoption**

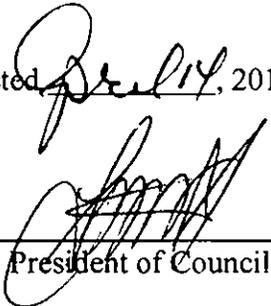
“Shall Sections 215, 601, 602, and 908 (c) of the Reading City Charter be amended to clarify the separation of powers between the Mayor and City Council by restricting legislative encroachment into executive authority through use of ordinances or resolutions, and formally defining all acts that City Council may pass by ordinance?”

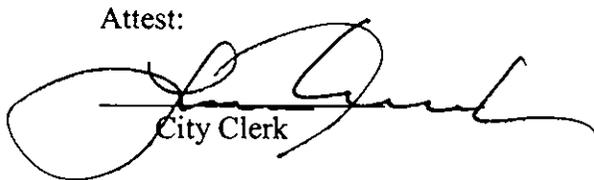
Simple Explanation

A “YES” vote means the City of Reading Home Rule Charter would re-define the powers of the Mayor and City Council by limiting City Council’s power to make legislative changes to the Administrative Code and provide the Mayor with the sole power to issue administrative regulation and procedure.

A “NO” vote means the language of the City of Reading Home Rule Charter would remain in place, allowing City Council and the Mayor to propose changes to the administrative code through the current legislative process.

**SECTION 2.** This ordinance shall become effective ten (10) days after its adoption, in accordance with Section 221 of the City of Reading Home Rule Charter.

Enacted April 14, 2014  
  
\_\_\_\_\_  
President of Council

Attest:  
  
\_\_\_\_\_  
City Clerk

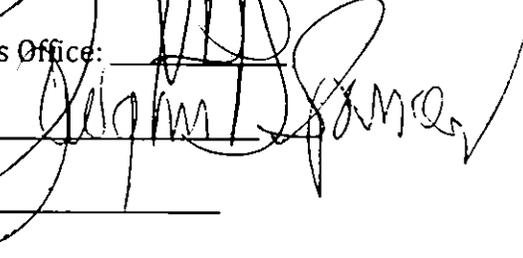
Submitted to Mayor:   
Date: 4-15-14  
Received by the Mayor's Office:  
Date: 4-15-14  
Approved by Mayor:   
Date: \_\_\_\_\_  
Vetoed by Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_

Exhibit A

**Section 215. Ordinances in General.**

Council may legislate by passage of an ordinance. All ordinances introduced shall be kept in a place accessible to the public at all reasonable times. Final action on all ordinances shall take place during public meetings. Acts of Council shall be by Ordinance which:

- (a) adopt or amend the codes or establish, alter, or abolish any unit of the City,
- (b) provide for a fine or other penalty or establish a rule or regulation for which a fine or other penalty is imposed,
- (c) levy taxes and provide for service charges, permit fees and assessments,
- (d) grant, renew or extend a franchise,
- (e) adopt or amend the annual budget and capital program budget,

- (f) repeal or amend any ordinance,
- (g) adopt procedures for purchasing of products, goods, or services, for making contracts and for the sale or lease of personal or real property of the City,
- (h) adopt other actions which are legislative in nature,
- (i) authorize the borrowing of money,
- (j) purchase, convey, or lease lands or buildings, or
- (k) adopt zoning, subdivision or other land use controls.

**Section 601. [Administrative Code.] Administrative Manual.**

[As part of the codified ordinances, City Council shall enact and from time to time may amend an Administrative Code which shall set forth in detail the organization and administrative structure and procedures of the City, including:

- (1) a specific enumeration of departments, offices, and agencies and the division of powers and responsibilities among them;
- (2) the internal procedures for the operation of the departments, offices, and agencies; and
- (3) any other rules, regulations, and procedures reasonably appropriate for efficient administration.]

Within six (6) months of the adoption of this Charter amendment, the Mayor shall establish and then, from time to time, amend an Administrative Manual which shall set forth in detail the administrative policies and procedures of the City, including:

- (a)general administrative policies, as directed by the Mayor, and implemented by the Managing Director, for the efficient and effective operation of government;
- (b) the internal procedures for the operation of the departments, offices, and agencies, as directed by the Managing Director and heads of departments; and,
- (c)any other rules, regulations, and procedures for the efficient and effective administration.

**[Section 602. Common Administrative Procedures.**

City Council shall have the power by resolution to adopt uniform administrative procedures, regulations, and forms to be followed by all elected officials, departments, offices, and agencies.]

**Section 908. Amendments After Adoption.**

- (a)Emergency appropriations may be made by the Council to meet a public emergency posing a sudden, clear and present danger to life or property. Such appropriations may be made by emergency ordinance in accordance with the provisions of Section 220 of this Charter.
- (b) Supplemental appropriations may be made by the Council by ordinance upon certification by the Mayor that there are available for appropriation revenues in excess of those estimated in the Budget.

(c) Transfer of appropriations [may] shall be made in accordance with [provision of the Administrative Code] the provisions of Section 215.