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: Zac Bugay, Reading-Berks Conference of Churches
C. PLEDGE TO THE FLAG
D. ROLL CALL
E. PURPOSE OF EXECUTIVE SESSION DURING THE COMMITTEE OF THE WHOLE MEETING

2. PROCLAMATIONS AND PRESENTATIONS

- Recognizing the achievements of Henesis Conception
- Recognizing the achievements of Michael McDowell
- Recognizing the achievements of Meralis Castillo-Benitez
- Recognizing the achievements of Shae Himmelberger
- Recognizing Berks Best Academic nominees and finalists

3. PUBLIC COMMENT – AGENDA MATTERS:
Citizens have the opportunity to address the Council, by registering with the City Clerk by 5 pm on the day of the scheduled Council meeting or by legibly printing their name, address and the subject matter to be discussed on a sign-up sheet found on the podium in Council Chambers between 5 pm and 7 pm on the day of the scheduled meeting. All remarks must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Any person making personally offensive or impertinent remarks or any person becoming unruly while addressing Council may be called to order by the Presiding Officer and may be barred from speaking before Council, unless permission to continue speaking is granted by the majority vote of Council.

All comments by the public shall be made from the speaker’s podium. Citizens attending the meeting may not cross into the area beyond the podium. Any materials to be distributed to Council must be given to the City Clerk before the meeting is called to order.

Those commenting on agenda business shall speak at the beginning of the meeting and shall limit their remarks to 5 minutes. Those commenting on general matters shall speak after the legislative business is concluded and shall limit their remarks to 3 minutes. No comments shall be made from any other location except the podium, and anyone making “out of order” comments may be subject to removal. There will be no demonstration, including applause or cheering, at the conclusion of anyone’s remarks. Citizens may not ask questions of Council members or other elected or public officials in attendance.

4. APPROVAL OF AGENDA & MINUTES
A. AGENDA: Meeting of July 9, 2018
B. MINUTES: June 25, 2018 Regular Meeting

5. Consent Agenda Legislation

A. Resolution – amending Resolution 48-2018 authorizing the City’s Bank Accounts by creating a new account for the 2018 Calendar Year to be named as Cash – Retail Sewer Fund – Santander Bank. This account will replace the Cash - Retail Sewer Fund – PSDLAF account previously authorized.

B. Resolution – authorizing the hiring of the following individuals as officers for the Reading Police Officers for the RPD:

1. Sean Primer
2. Drew Zebertavage
6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

8. REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS
None

9. ORDINANCES FOR FINAL PASSAGE

<table>
<thead>
<tr>
<th>Pending Legislation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution 47-2018 – authorizing payment to Urban Design Ventures up to the maximum amount of $23,300 for underwriting services for the City’s Microloan Program and up to the maximum amount of $33,100 for underwriting services for the City’s Section 108 Loan Program (See Ordinance above) Tabled at the March 12 regular meeting; Tabled at the April 23 regular meeting</td>
</tr>
</tbody>
</table>

| Ordinance 30 - 2018 – amending the City’s Zoning Ordinance by making churches a by right use in all zoning districts Introduced at the June 11 regular meeting; City & County Planning Commission review and advertisement required |

A. Bill 19-2018 – amending the City Code Chapter 212 Fee Schedule by increasing the Daily Parking Permit Fees as follows: $4/day non-metered, $6/day metered, $2/day Funeral, $1/day church, $1 sign lamination – optional cost per sign Introduced at the May 29 regular meeting; Tabled at the June 25 regular meeting

B. Bill 23-2018 – amending the City Code Chapter 212 Fee Schedule by reducing various zoning appeal fees Introduced at the June 11 regular meeting; Tabled at the June 25 regular meeting

C. Bill 31-2018 - authorizing the removal of the existing traffic signal and to replace traffic control with all-way stop signs for the 6th and Laurel Street Intersection Project, under the City’s grant award with PennDOT’s Green Light GO program Introduced at the June 25 regular meeting
D. Bill 32-2018 – authorizing a budget amendment for the River Road Extension Project, adding funds to the revenue and expense accounts for this project Introduced at the June 25 regular meeting

E. Bill 33-2018 - River Road Extension Project, to provide the Mayor with blanket authority to sign right of way documents for purchase of property and construction easements Introduced at the June 25 regular meeting

F. Bill 34-2018 - Amend the City Code, Chapter 180 Property Maintenance Code 180, Section 107.3 Method of Service #2 allowing service by certified or first class mail Introduced at the June 25 regular meeting

G. Bill 35-2018 – Authorizing a Capital Project Budget amendment by transferring $11,000 from Public Works Building Improvements to Police Command Vehicles Introduced at the June 25 regular meeting

H. Bill 36-2018 – authorizing a Capital Project Budget amendment by reallocating $23,000 of specific Public Works project budgeted funds to construct a new pole barn at the public works facility to house equipment, at the cost of $250,000 Introduced at the June 25 regular meeting

I. Bill 37-2018 – amending the Position Ordinance by changing the position of Arborist to Arborist/Foreman in Public Works Introduced at the June 25 regular meeting

J. Bill 38-2018 – increasing the salary of the Arborist/Foreman by $6,223, funded by the Shade Tree Fund Carryover from the prior budget line item Introduced at the June 25 regular meeting

K. Bill 39-2018 – authorizing the sale of the property located at 46 North 3rd Street to the Berks County Community Foundation for the total price of $3,100.00 Introduced at the June 25 regular meeting

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance – Amending the Position Ordinance by creating the position of Community Response Coordinator in the Police Department Special Services Division and allowing this position to be filled by either a Sergeant or Lieutenant from the active police roster

B. Ordinance – Amending the Position Ordinance Police Department, Administration Division by changing the civilian part-time Administrative Assistant to the Police Chief to a full-time position that can be either a civilian or a Sergeant from the active personnel roster

C. Ordinance – amending the City Code Chapter 23, Part 12 by eliminating the Main Street Board, effective August 31, 2018
D. Ordinance – amending the City Code Chapter 23 Part 12 by creating the Downtown Revitalization Public Private Partnership to provide direction and oversight for downtown revitalization efforts under the management of the Greater Reading Chamber Alliance.

E. Ordinance – amending Bill 48-2015 by eliminating language pertaining to the management of the Main Street Program by the Downtown Improvement Authority

F. Ordinance – amending the 2018 budget by creating the City Housing Improvements Fund, a designated City Residential Housing Improvements Grant and Loan Fund 38, capturing allocated funds from the City’s General Fund surpluses and provide designated funding for specific structural improvement projects to city residences.

G. Ordinance – amending the 2018 budget by reflecting the transfer of cash reserves from the 2017 budget designated for city residents housing improvements to the newly established City Residential Housing Improvements Grants and Loans Fund to provide funds restricted for assisting residents in funding improvement projects to city residences.

11. RESOLUTIONS

A. Resolution – appointing Shane McFarlane to the Charter Board

12. PUBLIC COMMENT – GENERAL MATTERS
*Please see public speaking rules on second page*

13. COUNCIL BUSINESS/COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, July 9
*Committee of the Whole – Penn Room – 5 pm*
*Regular Meeting – Council Chambers – 7 pm*

Monday, July 16
*Nominations & Appointments Committee – Council Office – 4 pm*
*Committee of the Whole – Penn Room – 5 pm*

Monday, July 23
*Committee of the Whole – Penn Room – 5 pm*
*Regular Meeting – Council Chambers – 7 pm*
Monday, July 30
Strategic Planning re Housing Strategy – Penn Room – 5 pm

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

Wednesday, July 11
Zoning Hearing Board – Council Chambers – 5:30 pm
Human Relations Commission – HRC office – 6 pm
Center City Community Organization – Holy Cross Church – 6 pm

Thursday, July 12
Police Pension Board – 3rd floor conference room – 9:30 am
Outlet Area Neighborhood Assn – St Mark’s Lutheran Church – 6:30 pm

Monday, July 16
Library Board – 113 S 4th St – 4:30 pm

Tuesday, July 17
Fire Civil Service Board – Fire Training Center – 3 pm
RAWA – 1801 Kutztown Rd – 4 pm
HARB – Penn Room – 6:30 pm
Charter Board – Council Chambers – 7 pm

Wednesday, July 18
O & E Pension Board – Penn Room – 1:30 pm
Redevelopment Authority – Redevelopment Authority office – 3 pm
Stadium Commission – Stadium RBI room – 7 pm

Thursday, July 19
Blighted Property Review Committee – Council office – 6 pm
Shade Tree Commission – Public Works – 6 pm

Friday, July 20
Fire Pension Board – Penn Room – 10 am

Monday, July 23
DID Authority – 645 Penn St 1st floor - noon

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

The invocation was given by Zac Bugay, Reading Berks Conference of Churches.

All present pledged to the flag.

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

ATTENDANCE
Council President Waltman
Councilor Sihelnik, District 1
Councilor Twyman, District 3
Councilor Marmarou, District 4
Councilor Reed, District 5
Councilor Slifko, District 6
City Auditor D. Cituk
City Solicitor J. Krafczek
City Clerk L. Kelleher
Mayor W. Scott
Managing Director G. Steckman

PROCLAMATIONS AND PRESENTATIONS
• Council Commendation – welcoming Julio Cepeda, visiting artist at the Goggleworks Center for the Arts
• Certificates recognizing Reading Music Foundation Scholarship winners

PUBLIC COMMENT
Council President Waltman stated that there are four (4) citizens registered to address Council; one (1) on agenda matters and three (3) on non-agenda matters. He inquired if any Councilor objected to suspending the rule requiring non-agenda comment at the end of the meeting. No one objected. Councilor Reed read the public speaking rules that were adopted by Council.
James Emery, of North 4th St., stated that he has lived in the Centre Park area for 18 years and he noted his appreciation of the beautiful architecture in Reading. He stated that in his neighborhood there are three (3) churches, one (1) funeral home and 37 residential properties. He stated that there are at least seven (7) worship services along with other events through the week at the churches. He expressed concern with the proposed variance in the daily parking permit fees that would be charged to residents, churches and funeral homes. He questioned why a resident should pay three (3) times that charged to a church. He noted that he spends approximately $20 to purchase daily parking permits a few times a year when he cleans the curbs of litter, necessary as this area is not covered by the City’s Street Sweeping program. He described the amount of trash removed and that he finds drug paraphernalia at the Madison Street intersection, showing that people are regularly using and or selling drugs in this neighborhood. He asked Council to consider a daily parking permit fee schedule and procedure that is fair to all – residents, churches and funeral homes. He questioned how the City checks for compliance with the daily parking permit program, as he often sees expired permits being reused improperly.

Brian Mintzer, of Hampden Blvd., stated that he resides at the Hampden and Robeson intersection and he has witnessed many severe car accidents at this intersection, most caused by cars speeding on Hampden hitting vehicles traveling east on Robeson and turning onto Hampden. He suggested curing the line of sight problems by changing this block of Robeson to one-way west only. He noted that this is not his first time bringing this issue to Council’s attention. He also stated that despite the fact that the City prohibits parking in alleys less than 18 feet wide, cars continually park in his alley, blocking him from exiting his garage. He noted that speaking with the vehicle owners about this issue is fruitless.

Carol Riley, of South 4th St., described the handout she distributed about epilepsy. She stated that between November 2018 and March 26, 2019 she will focus on educating people about this disease and bullying.

George Davies, of North 13th St., noted the growing problems with the invasive Lanternfly and its ability to quickly multiply and cause infestations. He stated that there are infested trees in the vicinity of Turkey Hill, on North 13th Street and expressed the belief that the insect population continues to build rapidly as the insects are relocated here through high volume traffic areas such as the Norfolk Southern rail lines.

Councilor Slifko suggested that Mr. Mintzer speak with the managing director, as addressing traffic issues on state highways such as Hampden Blvd. is difficult.

APPROVAL OF THE AGENDA & MINUTES
Council President Waltman called Council's attention to the agenda for this meeting, including the legislation listed under the Consent Agenda heading and the minutes from the June 11th Regular Meeting of Council. He noted that the Award of Contract listed on the Consent Agenda will be addressed separately under the Resolution section and Resolution 78 on the Consent Agenda is withdrawn.

Councilor Marmarou moved, seconded by Councilor Twyman, to approve the minutes from the June 11th Regular Meeting of Council and the agenda, as amended. The motion was approved unanimously.

Consent Agenda
A. Resolution 77-2018 – authorizing the Mayor to execute the Schuylkill River Trail Project Reimbursement Agreement R18050013 with PennDOT

Moved to Resolution section

B. Award of Contract – for a Pole Barn Project for the Public Works Dept to Dutchman Contracting LLC, Reinholds, PA for a total price of $263,299.00

Withdrawn
C. Resolution 78-2018 – authorizing the Mayor to execute and submit documents to seek reimbursement for the PennDOT-Federal-Aid Transportation Alternative Program grant for the “Schuylkill River Trail North Gap Improvement Project

Administrative Report
The mayor addressed those from the ministries present in the audience. He explained that while Council introduced the zoning amendment in regard to churches, Council will not be enacting the legislation as he expected. He promised to notify the ministries when the amendment moves forward. He expressed the belief that the zoning ordinance is too restrictive on churches and other types of businesses like barbershops and bodegas, especially the parking requirements. He expressed the belief that the zoning fees to become a church are too high and he questioned why a church derived by God should be exposed to those high fees.

The mayor stated that another church came in seeking permission to open a new church, which happens about three-four times a month. He questioned the parking regulations as there is parking stress everywhere. He noted the need to ease those restrictions as they discourage development in Reading. He expressed the belief that the majority of patrons to neighborhood businesses and churches walk and do not drive.
The mayor noted that he regularly sees the Zoning Hearing Board work with applicants for churches, bodegas and barbershops to try to grant a permit while working within the requirements of the zoning ordinance; however, the parking restrictions make their job difficult. He expressed the belief that the Zoning Board is a good board. He noted that he has not yet seen the Zoning Hearing deny a church zoning permit. He stated that there is plenty of room for new businesses and other uses as there are many vacant properties. He stated that people are seeking help and he is attempting to provide a solution.

The mayor took issue with the $1,000 special exception application fee for the little people who want to open churches or other new businesses. He stated that Council is also considering a reduction in zoning fees. He noted that everyone is working together to help the ministries. He thanked the ministries for attending tonight.

Council President Waltman stated that the church zoning amendment was placed in the Pending Box, as it has not gone through the State required process for zoning amendments. He stated that Council is still reviewing and considering the proposed amendment. He added that Council is also considering the reduction is zoning fees. He agreed with the need to continually explore balanced zoning regulations and fees.

The mayor also agreed with the parking problems expressed by Mr. Emery due to the churches and funeral home in the block.

Councilor Twyman noted that parking problems are a city-wide issue. He encouraged the use of a parking task force to address the city-wide parking problems. He suggested that the task force could provide assistance to the Parking Authority.

The managing director apologized for forgetting to address this issue at the Committee of the Whole meeting. He stated that the administration is not prepared to address the Strategic Planning topics at the July 2nd meeting. He stated that City staff will be skeletal due to the Fourth of July holiday and he suggested moving the meeting to the 5th Monday in July – July 30th.

Council President Waltman reported that the managing director made the request to him after the Committee of the Whole meeting. He stated that an email will go out to Council in the morning to see if Council agrees with the change in meeting dates.

AUDITOR’S REPORT
City Auditor Cituk highlighted the report distributed to Council at the meeting as follows:
- Admissions Fee Collection 2014-18
• Real Estate Transfer Tax Collection 2014-18
• Submission of the 2017 Appropriations Transfer Report

REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS
None.

ORDINANCES FOR FINAL PASSAGE

<table>
<thead>
<tr>
<th>Pending Legislation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Resolution 47-2018</strong> – authorizing payment to Urban Design Ventures up to the maximum amount of $23,300 for underwriting services for the City’s Microloan Program and up to the maximum amount of $33,100 for underwriting services for the City’s Section 108 Loan Program <em>(See Ordinance above)</em> Tabled at the March 12 regular meeting; Tabled at the April 23 regular meeting</td>
</tr>
<tr>
<td><strong>Bill 29-2018</strong> – amending the City’s Zoning Ordinance by making churches a by right use in all zoning districts <em>Introduced at the June 11 regular meeting; City &amp; County Planning Commission review and advertisement required</em></td>
</tr>
</tbody>
</table>

A. **Bill 17-2018** – amending the City Code Chapter 212 Fee Schedule by reducing the municipal trash collection fee as follows:

- Combined billing rate for municipal trash and recycling service: $289.43
- Billing rate for trash service only: $219.96

*Introduced at the May 29 regular meeting*

Councilor Marmarou moved, seconded by Councilor Reed, to enact Bill No. 17-2018.

The managing director explained that the reduction is due to the 95% collection rate on municipal trash collection and 700+ new customers that have come onto the program, creating an improved economy of scale.

Councilor Slifko noted that the trash collection system is growing and creating a competitive price.

**Bill No. 17-2018 was enacted by the following vote:**

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

B. Bill 18-2018 – authorizing a $50,000 budget transfer from the Sewer Fund Minor Capital budget line item to the Laboratory Supplies budget line item to support additional cost of Local Limits testing *Introduced at the May 29 regular meeting*

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

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

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

C. Bill 19-2018 – amending the City Code Chapter 212 Fee Schedule by increasing the Daily Parking Permit Fees as follows: $4/day non-metered, $6/day metered, $2/day Funeral, $1/day church, $1 sign lamination – optional cost per sign *Introduced at the May 29 regular meeting*

Councilor Reed moved, seconded by Councilor Slifko, to table Bill No. 19-2018.

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

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

D. Bill 20-2018 – amending the budget for IT improvements for Reading Rec locations *Introduced at the May 29 regular meeting*

Councilor Marmarou moved, seconded by Councilor Sihelnik, to enact Bill No. 20-2018.

The managing director explained that this amendment will allow the City to assist the Rec Commission make IT improvements to the former Conservancy building located at North 11th and Court Street and replace their aging phone system.

Bill No. 20-2018 was enacted by the following vote:

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

E. Bill 21-2018 – amending the MP3 Articles of Agreement by providing clarity to the Government Member representation and the responsibility for capital contributions *Introduced at the May 29 regular meeting*
Councilor Slifko moved, seconded by Councilor Reed, to enact Bill No. 21-2018.

Councilor Reed explained that this amendment makes minor modifications to the language in the Articles of Agreement, as requested by the Borough of Mt. Penn.

Councilor Slifko agreed, noting that the other four (4) member municipalities have already adopted the amendment.

Bill No. 21-2018 was enacted by the following vote:

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

F. Bill 22-2018 – amending the Position Ordinance by adding a Planning Manager in the Zoning Division Introduced at the June 11 regular meeting

Councilor Sihelnik moved, seconded by Councilor Twyman, to enact Bill No. 22-2018.

Councilor Sihelnik stressed the need for the City to have planning staff in place to help build momentum that will improve economic development within Reading.

Councilor Slifko agreed, noting that this is the first step towards improving the City’s planning abilities.

Bill No. 22-2018 was enacted by the following vote:

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

G. Bill 23-2018 – amending the City Code Chapter 212 Fee Schedule by reducing various zoning appeal fees Introduced at the June 11 regular meeting

Councilor Sihelnik moved, seconded by Councilor Slifko, to table Bill No. 23-2018.

Bill No. 23-2018 was tabled by the following vote:

Yeas: Marmarou, Reed, Sihelnik, Slifko, Twyman, Waltman, President - 6
Nays: None – 0
H. Bill 24-2018 – amending the 2018 General Fund budget in the amount of $50,000.00 to reflect the proceeds of a contribution from Berks Alliance and the purchase of 2 fully equipped motorcycles for the police department be completed before year end and therefore needs to be re-budgeted Introduced at the June 11 regular meeting

Councilor Marmarou moved, seconded by Councilor Sihelnik, to enact Bill No. 24-2018.

The managing director explained that this amendment will reflect the Berks Alliance contribution for the motorcycles for the Police Department that will be used to expand patrol abilities.

Councilor Slifko thanked Berks Alliance for this contribution and for all the other things they are doing to benefit the City and its revitalization.

Bill No. 24-2018 was enacted by the following vote:

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

I. Bill 25-2018 – amending the 2018 Capital Project Ordinance is hereby amended by changing the ordinance to reflect the cost of the purchase of a new fire alarm & smoke detector system and a security camera system for $295,000 to be installed at City Hall Introduced at the June 11 regular meeting

Councilor Sihelnik moved, seconded by Councilor Slifko, to enact Bill No. 25-2018.

Bill No. 25-2018 was enacted by the following vote:

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

J. Bill 26-2018 - authorizing the execution of the cooperative purchasing agreement with the Reading Housing Authority Introduced at the June 11 regular meeting

Councilor Reed moved, seconded by Councilor Slifko, to enact Bill No. 26-2018.

The managing director explained that this agreement will allow the Public Works Department to expand its ability to complete various projects more quickly through access to trades contractors that perform work for the Housing Authority.

Bill No. 26-2018 was enacted by the following vote:
Yeas: Marmarou, Reed, Sihelnik, Slifko, Twyman, Waltman, President - 6
Nays: None – 0

K. Bill 27-2018 - amending the 2018 budget by creating the Street Paving Fund 36 to capture allocated funds from the City’s General Fund surpluses and provide designated funding for street paving projects *Introduced at the June 11 regular meeting*

Councilor Sihelnik moved, seconded by Councilor Reed, to enact Bill No. 27-2018.

The managing director explained that the creation of this fund will permit the City to dedicate a portion of the annual surplus to paving projects apart from that performed through the State Liquid Fuels Funding.

Bill No. 27-2018 was enacted by the following vote:

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

L. Bill 28-2018 - authorizing the transfer of cash reserves from the 2017 General Fund budget surplus to the newly established City Street Paving Fund to provide funds restricted for additional street paving projects in the city *Introduced at the June 11 regular meeting*

Councilor Slifko moved, seconded by Councilor Reed, to enact Bill No. 28-2018.

Bill No. 28-2018 was enacted by the following vote:

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

M. Bill 30-2018 – amending the 2018 Budget by funding the Planning Manager in the Zoning Division for 6 months at $37,500.00 *Introduced at the June 11 regular meeting*

Councilor Marmarou moved, seconded by Councilor Sihelnik, to enact Bill No. 30-2018.

Bill No. 30-2018 was enacted by the following vote:

Yeas: Marmarou, Reed, Sihelnik, Slifko, Twyman, Waltman, President - 6
Nays: None – 0
INTRODUCTION OF NEW ORDINANCES
Councilor Sihelnik read the following ordinances into the record:

A. Ordinance - authorizing the removal of the existing traffic signal and to replace traffic control with all-way stop signs for the 6th and Laurel Street Intersection Project, under the City’s grant award with PennDOT’s Green Light GO program.

B. Ordinance – authorizing a budget amendment for the River Road Extension Project, adding funds to the revenue and expense accounts for this project

C. Ordinance - River Road Extension Project, to provide the Mayor with blanket authority to sign right of way documents for purchase of property and construction easements. To be distributed Monday

D. Ordinance - Amend the City Code, Chapter 180 Property Maintenance Code 180, Section 107.3 Method of Service #2 allowing service by certified or first class mail

E. Ordinance – authorizing a Capital Project Budget amendment by transferring $11,000 from Public Works Building Improvements to the Police Command Vehicle

F. Ordinance – authorizing a Capital Project Budget amendment by reallocating $23,000 of specific Public Works project budgeted funds to construct a new pole barn at the public works facility to house equipment, at the cost of $250,000

G. Ordinance – amending the Position Ordinance by changing the position of Arborist to Arborist/Foreman in Public Works.

H. Ordinance – increasing the salary of the Arborist/Foreman by $6,223, funded by the Shade Tree Fund Carryover from the prior budget line item.

I. Ordinance – authorizing the sale of the property located at 46 North 3rd Street to the Berks County Community Foundation for the total price of $3,100.00

RESOLUTIONS

A. Resolution 79-2018 – reappointing Wayne Bealer to the Planning Commission

Resolutions 70-2018 was adopted by the following vote:

B. Resolution 80-2018 – reappointing Jeff George to the HVAC Board
Councilor Marmarou moved, seconded by Councilor Twyman, to adopt Resolutions 79-80-2018.

Councilors Marmarou and Slifko spoke about the skills and abilities of those being reappointed tonight. They also noted their dedicated volunteerism.

Resolution No. 79-80-2018 were adopted by the following vote:

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

C. Resolution 81-2018 – ratifying the FOP Collective Bargaining Agreement, effective Jan 2017-Dec 2019

Councilor Marmarou moved, seconded by Councilor Reed, to adopt Resolution 81-2018.

The managing director stated that this FOP Collective Bargaining Agreement has a three (3) year term, 2017-2019 and it is retroactive back to 2017. He explained the contract terms address healthcare coverage for active and retired officers, require retired police who are employed by the County to take the County’s healthcare package, as it is similar to that offered by the City, and the terms of the contract follow the Act 47 requirements. He noted that while the arbitration took an extended period of time, the process is fair to both parties.

Councilor Marmarou thanked the managing director for remembering to have this contract address the healthcare exposure for retired officers who are now employed by the County.

Resolution No. 81-2018 was adopted by the following vote:

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

Moved from the Consent Agenda
B. Award of Contract – for a Pole Barn Project for the Public Works Dept to Dutchman Contracting LLC, Reinholds, PA for a total price of $263,299.00

Councilor Marmarou moved, seconded by Councilor Twyman, to award the contract for a pole barn to Dutchman Contracting for $256,299.
The managing director stated that the pole barn will be used to provide covered storage for City equipment and vehicles that are currently exposed to the weather during non-use periods.

The award of contract for the pole barn was approved by the following vote:

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

COUNCIL COMMENT
Councilor Sihelnik thanked Mr. Davies for addressing the Lanternfly issue and she noted the importance of getting educated on the issue.

Councilor Reed described the Centre Park Garden tour which occurred over the past weekend. She noted that the tour includes the gardens of various property types and styles.

Councilor Twyman commended Mr. Emery for his work to clean up his neighborhood and he agreed with the speeding issues raised by Mr. Mintzer. He also agreed with the problems caused by Lanternflies.

Councilor Slifko described all the activities scheduled for the downtown over the summer months. He noted the great energy that these events bring to the downtown.

Councilor Sihelnik acknowledged the work of the South of Penn Community Group to organize the cleanup project in the 6th and Bingaman area over the past weekend. The event was well attended by neighbors and volunteer organizations. She noted the benefits of programs to join forces to make things like this happen.

The managing director stated that the City and Parking Authority are joining to do an RFP for parking study. In response to a question from Councilor Slifko, the managing director clarified that the study will look at city-wide parking issues. The City will be assisting the Parking Authority with the cost of the study, using funding in the Contingency Fund.

The City Auditor sent best wishes to RHS grad Lonnie Walker, starting his NBA career with the San Antonio Spurs.

Councilor Twyman thanked the Fightin Phils for hosting the watch party for Lonnie Walker’s draft.
Council President Waltman stated that Council had a positive and productive discussion with Parking Authority representatives last week leaving everyone comfortable that the Parking Authority is moving in the right direction.

Council President Waltman reviewed the upcoming meeting schedule.

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

Respectfully submitted by Linda A. Kelleher CMC, City Clerk
RESOLUTION NO.________-2018

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

Amending Resolution 48-2018 Authorizing the City’s Bank Accounts by creating a new account for the 2018 Calendar Year to be named as Cash – Retail Sewer Fund – Santander Bank. This account will replace the Cash - Retail Sewer Fund – PSDLAF account previously authorized.

Adopted by Council____________________ 2018

___________________________________
President of Council

Attest:

___________________________________
City Clerk
TO: City Council
FROM: Chief Andres Dominguez, Jr.
PREPARED BY: Chief Andres Dominguez, Jr.
MEETING DATE: June 3, 2018
AGENDA MEMO DATE: June 9, 2018
REQUESTED ACTION: Authorize the hiring of eight new Reading Police Officers (RPD).

RECOMMENDATION
The Managing Director and Police Chief recommend the hiring of the following individuals as officers for the Reading Police Officers for the RPD:

9. Sean Primer, DOB: 01/22/1990
10. Drew Zebertavage, DOB: 08/14/1992
11. Kyle Kann, DOB: 12/03/1992
15. Brian Waraska, DOB: 08/16/1988

BACKGROUND
The 2018 budget authorizes a total of 168 police officers to staff the RPD. Currently, we have 159 active police officers. In order to maintain an effective RPD, these new hires are necessary. The eight individuals have passed all civil service and hiring requirements. There are still additional vacancies that will be filled in the future.

BUDGETARY IMPACT
None. These funded positions have current vacancies as of the appointment date.

PREVIOUS ACTIONS
None
**SUBSEQUENT ACTION**

Council to take action to approve a resolution to authorize the hiring of Mr. Sean Primer, Mr. Drew Zebertavage, Mr. Kyle Kann, Ms. Elizabeth Fisher, Mr. Gage Evans, Mr. Brian Waraska, Mr. Kevin Labe, Jr., as probationary officers for the RPD.

**RECOMMENDED BY**
The Managing Director and Police Chief recommend approval.

**RECOMMENDED MOTION**

Approve/deny the resolution authorizing the hiring of Mr. Sean Primer, Mr. Drew Zebertavage, Mr. Kyle Kann, Ms. Elizabeth Fisher, Mr. Gage Evans, Mr. Brian Waraska, Mr. Kevin Labe, Jr., and their promotion as officers for the RPD effective June 9, 2018.

---

**RESOLUTION NO._____ 2018**

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

Authorizing the hiring of the following as probationary patrol officers effective July 9, 2018:

1. Sean Primer
2. Drew Zebertavage
3. Kyle Kann, DOB
4. Elizabeth Fisher
5. Gage Evans
6. Samuel Sutliff
7. Brian Waraska
8. Kevin Labe Jr.

Adopted by Council on__________________2018
President of Council

Attest:

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

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

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

PREVIOUS ACTION: None.

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

RECOMMENDED MOTION: Approve/deny the Council resolution approving the Urban Design Ventures payment for the amount of $56,400. Attach.
City of Reading
Resolution No. 2018

WHEREAS THE CITY OF READING will be administering the City’s Microloan and Section 108 Loan Programs, and

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

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

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

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

Adopted on___________2018

_______________________
President of Council

Attest

______________________
City Clerk
AMENDING THE CITY OF READING CITY CODE  CHAPTER 600, THE ZONING ORDINANCE, 
BY ADDING - “PLACES OF WORSHIP” - AS A USE, PERMITTED BY RIGHT, IN EVERY BASE 
ZONING DISTRICT, SECTIONS 801 THROUGH 813 INCLUSIVE, AND ELIMINATING IT AS A 
SPECIAL EXCEPTION USE IN SECTIONS 803, 804, 806, 807, 808, AND 810; TO REPEAL 
PROVISIONS FOR SPECIAL EXCEPTIONS: SECTION 1202(N) INCLUDING ITS SUBSECTIONS 
(1) THROUGH (4) INCLUSIVE, AND REINSTATING PROVISIONS (1) THROUGH (4) 
VERBATIM INTO PART 11, K/A ADDITIONAL REQUIREMENTS FOR SPECIFIC USES, 
THEREBY CREATING A NEW PROVISION, SECTION 1108: PLACES OF WORSHIP.

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 finds that additional properties being more readily capable to become used 
as Places of Worship will precipitate meeting spiritual and charitable needs of its citizens and 
visitors, and that such is a general welfare benefit to the community;

Whereas, 

the city desires to more readily provide for allowed locations for Place of Worship 
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 Chapter 600-800(B)(1) as follows, via subjugation numbering as 
required in order to add “Places of Worship” as an allowed use permitted by right in all base 
zoning districts, namely:

801(B)(1)(d) Places of Worship 808(B)(1)(x) Places of Worship
802(B)(1)(d) Places of Worship 809(B)(1)(y) Places of Worship
803(B)(1)(f) Places of Worship 810(B)(1) Places of Worship*
804(B)(1)(h) Places of Worship 811(B)(1) Places of Worship*
SECTION 2: Amending Chapter §600-800(B), repealing and eliminating the following named subsections, thereby striking “Places of Worship” from being listed as a Special Exception Use in the Ordinance; as follows:

803(B)(3)(j)  804(B)(4)(l)  806(B)(3)(c)  807(B)(4)(c)  808(B)(4)(g)  810(B)(4)(g)

SECTION 3: Amending Chapter §600-1202(N) {under Part 12, Provisions for Special Exceptions} and creating de novo §600-1108: Places of Worship (under Part 11, Additional Requirements for Specific Uses); via repealing §1202(N) and its subsections (1) through (4) and relocating them verbatim into a newly created portion of Part 11 Additional Requirements for Specific Uses, to be known as §1108: Places of Worship; as follows:

Repealing §1202(N)

“N. Places of worship. The proposed use shall be a bona fide nonprofit religious use. Places of Worship shall be allowed as provided in the zoning district regulations provided that where special exception approval is required, the following additional standards shall be met:

(1) A new place of worship shall not be allowed in the R-1, R-2 or R-3 Districts in building space that is attached to a principal dwelling on another lot, unless such adjacent lots are in common ownership.

(2) The intended use in the proposed location will not adversely affect the comfortable enjoyment of property rights and otherwise adversely affect the value of adjacent properties; that the design of any structure to be erected in connection with such use is in keeping with the general character of the area; and that sufficient landscaping, including trees, shrubs and lawn are provided to appropriately buffer these from adjoining properties and to insure an attractive appearance for the use.

(3) No new place of worship with a seating capacity of 300 persons or more shall front on a minor street as defined in Part 2 of Chapter 515, Subdivision and Land Development.

(4) If a place of worship is on a lot of greater than 10,000 square feet, then a child day-care center shall be a permitted by right accessory use. If a place of worship
worship is on a smaller lot, then all of the requirements for a day-care center shall be met.”

Creating §600-1108 and incorporating (1) to (4):

1108: Places of Worship. The proposed use shall be a bona fide nonprofit religious use. Places of Worship shall be allowed as provided in the zoning district regulations, provided that the following additional standards shall be met:

(1) A new place of worship shall not be allowed in the R-1, R-2 or R-3 Districts in building space that is attached to a principal dwelling on another lot, unless such adjacent lots are in common ownership.

(2) The intended use in the proposed location will not adversely affect the comfortable enjoyment of property rights and otherwise adversely affect the value of adjacent properties; that the design of any structure to be erected in connection with such use is in keeping with the general character of the area; and that sufficient landscaping, including trees, shrubs and lawn are provided to appropriately buffer these from adjoining properties and to insure an attractive appearance for the use.

(3) No new place of worship with a seating capacity of 300 persons or more shall front on a minor street as defined in Part 2 of Chapter 515, Subdivision and Land Development.

(4) If a place of worship is on a lot of greater than 10,000 square feet, then a child day-care center shall be a permitted by right accessory use. If a place of worship is on a smaller lot, then all of the requirements for a day-care center shall be met.

SECTION 4: All relevant ordinances, regulations and policies of the City of Reading not amended per the attached shall remain in full force and effect.

SECTION 5: 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 6: 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 _________ 2018

ATTEST:

____________________________    ________________________
City Clerk      Council President
AN ORDINANCE AMENDING CODE OF THE CITY OF READING CHAPTER 212 FEES, SECTION 212-144 TO SET THE FEES FOR DAILY PARKING PERMITS.

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

SECTION 1. Amending the Code of the City of Reading Chapter 212 FEES, Section 212-144 as follows:

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>FEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAILY PARKING PERMIT</td>
<td>$4/DAY NON-METERED</td>
</tr>
<tr>
<td></td>
<td>$6/DAY METERED</td>
</tr>
<tr>
<td></td>
<td>$1/DAY FUNERAL</td>
</tr>
<tr>
<td></td>
<td>$1/DAY CHURCH</td>
</tr>
<tr>
<td></td>
<td>$1/SIGN LAMINATION (OPTIONAL ADDED COST PER SIGN)</td>
</tr>
</tbody>
</table>

SECTION 2. **FUNERAL HOMES AND CHURCHES SHALL BE PROVIDED WITH THE ABILITY TO NEGOTIATE AN ANNUAL FEE FOR THE USE OF DAILY PARKING PERMITS THAT CAN BE USED MULTIPLE TIMES DURING THE COURSE OF THE CALENDAR YEAR FOR SERVICES OR EVENTS, PROVIDED THAT THEY PROVIDE 24 HOURS NOTICE TO THE PARKING AUTHORITY AND TO THE READING POLICE DESK SERGEANT.**

SECTION 3. ALL OTHER PARTS OF SECTION 212-144 SHALL REMAIN IN EFFECT.

SECTION 4. This Ordinance shall become effective within ten (10) days of the date of passage and approval by the Mayor or override of the Mayor’s veto.

Enacted________________________

____________________________________
President of Council

Attest:

______________________________
City Clerk

Sent to Mayor ______
Date: ___________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
TO: City Council
FROM: Glenn Steckman, Managing Director
Community Development, Zoning Division
PREPARED BY: Maritza Loaiza, MD’s Office
MEETING DATE: June 11, 2018
AGENDA MEMO DATE: May 31, 2018
RECOMMENDED ACTION: Council approval of an amendment to the Fee Schedule (Chapter 212-147) to lower various zoning appeals fees (see Exhibit A, attached).

RECOMMENDATION:
The Administration recommends Council approval of an amendment the current Fee Schedule (Chapter 212-147) to lower various zoning appeals fees to reduce the cost for appeals of zoning regulations by residents and businesses within the City.

BACKGROUND:
The Administration has observed the hardship placed on City residents and businesses by the current zoning appeals fees. The Administration is recommending lowering the current zoning appeals fee listed in the current Fee Schedule (Chapter 212-147).

BUDGETARY IMPACT:
None.

PREVIOUS ACTION:
None.
SUBSEQUENT ACTION:
The amendment to the current Fee Schedule (Chapter 212-147) be approved by Council.

RECOMMENDED BY:
The Managing Director recommends approval.

RECOMMENDED MOTION:
Approve/Deny the amendment to the Fee Schedule (Chapter 212-147) to lower various zoning appeals fees, allowing City residents and businesses a fair opportunity to file an appeal.
BIL NO. _____-2018
AN ORDINANCE
AMENDING THE CODE OF ORDINANCES OF THE CITY OF READING, BERKS COUNTY, PENNSYLVANIA, FEE SCHEDULE, ADMINISTRATIVE FEES, COMMUNITY DEVELOPMENT DEPARTMENT, DIVISION OF ZONING.

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

Section One: The Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Fee Schedule, Administrative Fees, Community Development Department, Division of Zoning Fees shall be and is hereby amended and shall hereafter be set forth as shown in Exhibit A (attached) hereto and made a part here.

Section Two: All other items, parts, sections, etc. of the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, which are contrary to the amended chart attached (Exhibit A) are hereby repealed; otherwise all other parts, sections, etc. of said Code and Chapter shall remain in effect unchanged and likewise are ratified.

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 _________________________, 2018

_____________________________________
President of Council

Attest:

______________________________________
City Clerk

Sent to Mayor ______
Date: ___________
Signed by Mayor ______
Date: ___________
Vetoed by Mayor: ______
Date: ___________
Over-ridden by Council:
Date: ___________
§ 212-147. Zoning.

<table>
<thead>
<tr>
<th>Description</th>
<th>Fee</th>
<th>Ordinance No.</th>
<th>Code Citation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit processing fees:</td>
<td></td>
<td>75-2009</td>
<td>§ 600-202</td>
</tr>
<tr>
<td>Transfer existing business</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Change type of business</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>New business — existing building</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>New business — site plan review</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>New construction — site plan review</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Commercial accessory</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Fence — residential</td>
<td>$25</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Yard sale</td>
<td>$25</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Residential accessory use deck, patio, parking pad, shed, garage, gazebo, pool, wall</td>
<td>$50</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Signs</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Rentals</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>ZHB or Council application</td>
<td>$100</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Appeals to Zoning Board</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential dimensional variance</td>
<td>$1,000</td>
<td>75-2009</td>
<td>Amend to $250</td>
</tr>
</tbody>
</table>

Exhibit A.
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Fee</th>
<th>Effective Date</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial dimensional variance</td>
<td>$1,000</td>
<td>75-2009</td>
<td>Amend to $500</td>
</tr>
<tr>
<td>Special exception review</td>
<td>$1,000</td>
<td>75-2009</td>
<td>Amend to: In Residential District: $250 In Commercial District: $500</td>
</tr>
<tr>
<td>Use variance</td>
<td>$1,000</td>
<td>75-2009</td>
<td></td>
</tr>
<tr>
<td>Interpretation of Zoning Ordinance or Map</td>
<td>$800</td>
<td></td>
<td>Amend to include: Fee refunded if staff interpretation found in error</td>
</tr>
<tr>
<td>Requests for variance extensions</td>
<td>$50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conditional use permit</td>
<td>$1,000</td>
<td>75-2009</td>
<td>Amend to: Residential District $500 (Commercial and Manufacturing Districts remain at $1000)</td>
</tr>
<tr>
<td>Site plan review fees</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Residential</td>
<td>$50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Commercial</td>
<td>$100</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telecommunications tower</td>
<td>$300</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Orthography and contour data</td>
<td></td>
<td>12-11-2006</td>
<td></td>
</tr>
<tr>
<td>Black-and-white electronic format CD</td>
<td>$100 per tile</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Contour data electronic format CD</td>
<td>$100 per tile</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Printed format, black and white</td>
<td>$25 per tile</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wireless communication facilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non-tower based WCF application permit fee</td>
<td>$250 per WCF</td>
<td>116-2017</td>
<td>§ 600-800</td>
</tr>
<tr>
<td>Non-tower based WCF (that substantially changed the support structure) inspections</td>
<td>$200 per WCF</td>
<td>116-2017</td>
<td>§ 600-800</td>
</tr>
<tr>
<td>Service Description</td>
<td>Fee</td>
<td>Date</td>
<td>Code</td>
</tr>
<tr>
<td>---------------------------------------------------------</td>
<td>----------------------------</td>
<td>------------</td>
<td>---------------</td>
</tr>
<tr>
<td>WCF right-of-way annual compensation</td>
<td>$300 per WCF</td>
<td>116-2017</td>
<td>§ 600-800</td>
</tr>
<tr>
<td>SCF located on City owned property</td>
<td>$350 per month</td>
<td>116-2017</td>
<td>§ 600-800</td>
</tr>
</tbody>
</table>

Applicants shall be responsible to reimburse the municipality for all administrative, legal and engineering review fees for WCF application permits expended by the municipality in excess for the application permit fees listed above.

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Fee</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Failure to appear or gain access</td>
<td>$150</td>
<td>78-2013</td>
</tr>
<tr>
<td>Zoning Map amendment</td>
<td>$1,000</td>
<td>78-2013</td>
</tr>
<tr>
<td>Zoning curative amendment</td>
<td>$1,000</td>
<td>78-2013</td>
</tr>
</tbody>
</table>
AN ORDINANCE

PROVIDING FOR THE REMOVAL OF THE TRAFFIC SIGNAL AND INSTALLATION OF ALL-WAY STOP SIGNS AT THE SOUTH 6TH AND LAUREL STREET INTERSECTION, IN THE CITY OF READING

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The City of Reading agrees to make improvements at the South 6th and Laurel Street Intersection which includes the removal of the existing traffic signal and the installation of all-way stop signs together with new street lighting and ADA curb ramps and crosswalks, as provided for under the City’s grant award with PennDOT’s Green Light GO program.

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__________________, 2018

________________________________
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: __________
ORDINANCE NO. _____-2018
AN ORDINANCE AUTHORIZING THE ACQUISITION OF PROPERTY USING FOR THE RIVER ROAD EXTENSION PROJECT

Whereas, the City of Reading and the Commonwealth of Pennsylvania Department of Transportation (PennDOT) have coordinated through appropriate officials a project for the River Road Extension (the “Project”) in the City of Reading; and

Whereas, Reimbursement Agreement No. 057342A for the Project was executed by both parties and became fully effective on March 14, 2018; and

Whereas, right-of-way drawings depicting certain properties for acquisition and for temporary construction easements for the Project were approved by PennDOT, and authorized by the City of Reading in accordance with Ordinance 16-2018 on March 18, 2018; and

Whereas, the City will need to execute separate agreements to acquire the property and certain property rights outlined in the right-of-way drawings which would require dozens of separate ordinances;

Whereas, all of the costs of the acquisitions will be covered by state and federal grant money;

Whereas, the City desires to streamline this process into a single ordinance.

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

Section One: the Mayor is authorized to acquire the right-of-way necessary for the River Road Project as described in Agreement No. 057342A and in accordance with the right-of-way drawings prepared by PennDOT for the Project and attached to Ordinance 16-2018.

Section Two: This authorization shall continue until all Project terms and conditions of the Agreement shall be fully satisfied or, at the election of the parties as set forth herein, the same shall be otherwise terminated.

Section Three: One hundred percent of the right-of-way costs along with other costs under Agreement No. 057342A is being funded with state and federal funding. Any non-reimbursed expenditure of City funds to make these acquisitions shall require a separate ordinance authorizing same.

Section Four: The Mayor shall execute all acquisition activities, in coordination with PennDOT, including negotiations, offers and correspondences as needed to acquire property, temporary construction easements and other necessary rights-of-way actions pursuant to the applicable policies and procedures for the
Project as authorized by Section 2003(e) of the Administrative Code, 71 P.S. Sect. 513(e), for all transportation purposes which shall include, and not be limited to, acquisitions for local roads and streets.

**Section five:** The proper officers and other assigned personnel of the City are authorized and empowered to all such further action, including any necessary transfer of funds (subject to the limitation on the expenditure of City funds discussed Section three above), and to execute additional documents as they may deem appropriate to carry out the purpose of this Ordinance.

**Section Six:** Any Ordinance or part of any Ordinance conflicting with the provisions of this Ordinance is hereby repealed insofar as the same affects this Ordinance.

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

Enacted _________________________, 2018

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ______
Date: __________
Over-ridden by Council: 
Date: __________
AN ORDINANCE AMENDING THE CITY CODE, CHAPTER PROPERTY MAINTENANCE CODE 180, PROPERTY MAINTENANCE CODE, PART 1 SCOPE AND ADMINISTRATION, SECTION 107.3 METHOD OF SERVICE #2 ALLOWING SERVICE BY CERTIFIED OR FIRST CLASS MAIL

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

SECTION 1. Amend the City Code, Chapter Property Maintenance Code 180, Property Maintenance Code, Part 1 Scope and Administration, Section 107.3 Method of Service #2 as follows:

[A] 107.3 Method of service.
Such notice shall be deemed to be properly served if a copy thereof is:
1. Delivered personally;
2. Sent by certified or first-class mail or email addressed to the last known address; or
3. If the notice is returned showing that the letter was not delivered, a copy thereof shall be posted in a conspicuous place in or about the structure affected by such notice.
4. Service upon any executive officer of a corporation shall be a sufficient, but not the exclusive method of service upon the corporation. Service upon any partner of a partnership shall be a sufficient but not the exclusive method of service upon the partnership.

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

Enacted__________________, 2018

_________________________________
Council President

Attest:

_________________________________
City Clerk

Submitted to Mayor: ____________
BILL NO. _____-2018
AN ORDINANCE

AMENDING THE 2018 CAPITAL PROJECT ORDINANCE -
TO REFLECT THE ADDITIONAL FUNDS NEEDED TO PURCHASE AND EQUIP THE
NEW POLICE COMMAND VEHICLE.

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

Section One: The 2018 Capital Project Ordinance is hereby amended by changing the ordinance to reflect the additional funds needed to purchase and equip the new police command vehicle which has been previously budgeted in the 2018 Capital Projects Fund budget.

Section Two: The purchase will be paid from the Capital Projects Fund – Police - Vehicles budget line item (34-08-30-4803) in the amount of $11,000.00, and the line item will be funded by an increase in the Capital Projects Fund – Public Works – Building & Improvements budget line item (34-07-74-4801) in the amount of $11,000.00.

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 _________________________, 2018

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
TO: City Council  
FROM: Glenn Steckman, Managing Director  
       Ralph Johnson, Public Works Director  
       Ramsey Reiner, Public Property Manager  
       Don Pottiger, Controller  
PREPARED BY: Don Pottiger, Controller  
MEETING DATE: June 25, 2018  
AGENDA MEMO DATE: June 20, 2018  
REQUESTED ACTION: Amend the Capital Projects Fund 2018 budget to reflect the construction of a new pole barn to be used by the Public Works department to house public works equipment.

RECOMMENDATION
The Managing Director recommends the above changes in the Capital Projects Fund budget, reflecting the construction of a pole barn at the Public Works facility.

BACKGROUND
The administration had discussed the need to secure and safeguard public works equipment from damage from exposure. This pole barn was approved in the 2017 Capital Projects Fund budget but bidding and construction was not completed by the end of 2017 and needs to be re-budgeted. In addition, additional funds will need to be allocated due to additional costs as a result of the bids received.

BUDGETARY IMPACT
The authorization of the purchase of the systems will not impact the budget, since funds were budgeted but not expended in 2017 for the original budget, and the additional funds will be provided by re-allocating budgets for specific projects.

PREVIOUS ACTIONS
None

SUBSEQUENT ACTION
Council to take action to approve an ordinance for the authorization to construct a pole barn to be used to house and safeguard public work equipment.
RECOMMENDED BY
The Managing Director recommends approval.

RECOMMENDED MOTION
Approve/deny the ordinance authorizing Council to take action to approve the construction of a pole barn which was previously approved in the 2017 Capital Project Fund budget.
BILL NO. _____-2018
AN ORDINANCE
AMENDING THE 2018 CAPITAL PROJECT ORDINANCE -
TO REFLECT THE ADDITIONAL FUNDS NEEDED TO CONSTRUCT A POLE BARN
FOR USE BY PUBLIC WORKS TO WAREHOUSE CITY EQUIPMENT.

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

Section One: The 2018 Capital Project Ordinance is hereby amended by changing the
ordinance to provide the funds needed to construct a new pole barn at the
public works facility to house equipment, of which $250,000 had been
previously budgeted in the 2018 Capital Projects Fund budget. A $250,000
appropriations transfer was approved in 2017, but the transaction could not
be completed before year end and therefore needs to be re-budgeted. The
additional costs of $23,000 will be paid by a reallocation of specific Public
Works project budgeted funds.

Section Two: The purchase will be paid from the Capital Projects Fund – Public Works –
Building & Improvements budget line item (34-08-30-4803) in the amount of
$273,000.00 attached as Exhibit A.

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 _________________________, 2018

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk

Sent to Mayor _____
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
TO: City Council
FROM: Glenn Steckman, Managing Director
       Ralph Johnson, Public Works Department Director
       Danny Gilmore, Human Relations Manager
PREPARED BY: Don Pottiger, Controller
MEETING DATE: June 25, 2018
AGENDA MEMO DATE: June 20, 2018
REQUESTED ACTION: Authorize the change in the position in the Shade Tree Fund from Arborist to Arborist - Foreman.

RECOMMENDATION
The Managing Director and Public Works Director recommend the change in title and pay for the position in the Shade Tree Fund.

BACKGROUND
Currently, the Arborist position is fulfilling the responsibilities and is required to meet the qualification and requirements of both an Arborist and a Foreman’s position. This requires a change to the position ordinance to reflect this amended position.

BUDGETARY IMPACT
The authorization of a full-time position will not impact the budget.

PREVIOUS ACTIONS
None

SUBSEQUENT ACTION
Council to take action to approve a resolution for the authorization of the change in the Shade Tree Fund position from Arborist to Arborist - Foreman.

RECOMMENDED BY
The Managing Director recommends approval.
RECOMMENDED MOTION
Approve/deny the resolution authorizing Council to take action to approve a resolution for the authorization of the change in the Shade Tree Fund position from Arborist to Arborist - Foreman.

Drafted by: Controller
Sponsored/Referred by: PW Dir/Man Dir
Introduced on: June 25, 2018
Advertised on: N/A

BILL NO. _____-2018
AN ORDINANCE
AMENDING THE 2018 POSITION ORDINANCE -
TO RECLASSIFY THE POSITION OF ARBORIST INTO THE POSITION OF ARBORIST
/ FOREMAN IN THE SHADE TREE FUND.

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

Section One: The 2018 Position Ordinance is hereby amended by amending the position of Arborist in the Shade Tree Fund into the position of Arborist / Foreman.

Section Two: The increased salary will be paid from the Shade Tree Fund Salaries budget line item (20-07-02-4000), and will be funded by the increase in the Shade Tree Fund Carryover from Prior Year budget line item (20-00-00-3990). There is no expected budget impact.

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 ______________________, 2018

____________________________________
President of Council

Attest:

____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: ____________
Over-ridden by Council:
Date: ____________
REQUESTED ACTION: Amend the 2018 Shade Tree Fund budget to reflect the budget transfer associated with the change to the position ordinance impacting the position in the Shade Tree Fund.

RECOMMENDATION
The Managing Director and Public Works Director recommend the above changes in the Shade Tree Fund 2018 budget.

BACKGROUND
Currently, the Arborist position is fulfilling the responsibilities and is required to meet the qualification and requirements of both an Arborist and a Foreman’s position. This requires a change to the position ordinance to reflect this amended position.

BUDGETARY IMPACT
The authorization of this amended position will not impact the budget. The increase in the Salary budget line item of $6,223 will be funded by an increase in the Carryover from Prior Year budget line item of $6,223. The current semimonthly salary of $1,929.04 ($22.25 per hour based on a 40 hour work week) will be increased to $2,188.33 ($25.25 per hour based on a 40 hour work week).

PREVIOUS ACTIONS
None

SUBSEQUENT ACTION
Council to take action to approve a resolution for the authorization of an amendment to the 2018 Shade Tree Fund budget impacting the position in the Shade Tree Fund effective January 1, 2018.
RECOMMENDED BY
The Managing Director and Public Works Director recommend approval.

RECOMMENDED MOTION
Approve/deny the resolution authorizing the amendment to the 2018 Shade Tree Fund budget impacting the position in the Shade Tree Fund effective January 1, 2018

Drafted by: Controller
Sponsored/Referred by: PW Dir/Man Dir
Introduced on: June 25, 2018
Advertised on: N/A

BILL NO. _____-2018
AN ORDINANCE
AMENDING THE 2018 SHADE TREE FUND BUDGET - TO REFLECT THE FUNDING OF THE ARBORIST/FOREMAN SHADE TREE FUND POSITION PER THE REVISED 2018 POSITION ORDINANCE.

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

Section One: The 2018 Shade Tree Fund Budget is hereby amended by changing the Shade Tree Fund to reflect the funding of the amended position ordinance.

Section Two: The $6,223 increase in the salary will be paid from the Shade Tree Fund Salaries budget line item (20-07-02-4000), and will be funded from the Shade Tree Fund Carryover from Prior Year budget line item (20-00-00-3990).

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 _________________________, 2018

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk

Sent to Mayor ______
Date: ___________
BILL NO. ____ 2018
AN ORDINANCE

AUTHORIZING THE ADMINISTRATION TO SELL A CITY OWNED PROPERTY AT 46 NORTH 3rd STREET TO THE BERKS COUNTY COMMUNITY FOUNDATION.

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

Section One: The Council of the City of Reading has authorized the Purchasing Coordinator for the City to sell the property located at 46 North 3rd Street in Reading, PA, PIN 06-5307-82-60-6762, to the Berks County Community Foundation for the total price of $3,100.00.

Section Two: This Ordinance shall become effective ten (10) days after its adoption in accordance with 219 and 221 of the Home Rule Charter of the City of Reading.

ENACTED ______________, 2018

________________________________
President of Council

ATTEST:

________________________________
City Clerk
TO: City Council
FROM: Andres Dominguez, Jr. Police Chief
PREPARED BY: Police Chief
MEETING DATE: June 25, 2018
AGENDA MEMO DATE: June 22, 2018
RECOMMENDED ACTION: Addition of (1) Community Response Coordinator

BACKGROUND:
The Program Coordinator is responsible for recruitment and a wide variety of administrative and program management tasks to support the Reading Police Department (RPD) under the direction of the Captain, Special Services Division. This Community Response Coordinator will:

- Develop and maintain contact with various community groups and organizations to foster positive police/community relations.
- Conveys information and suggestions transmitted from community groups to the command staff.
- Improves Department practices relating to police/community relations.
- Makes presentations upon request to a wide variety of community organizations to foster an understanding of police operations and programs.
- Delivers presentations on a variety of safety issues to youths at all levels of public and private schools and to adults in local and civic organization and companies; determines topics, researches content, creates formats, objectives and plans presentations to fit audience level from elementary school children to adults.
- Plans, organizes and conducts community policing activities such as deployment of community based officers in neighborhoods, neighborhood meetings and volunteer efforts.
- Maintains the RPD social media platforms.
- Serves as the Department Public Information Officer (PIO) as required under G.O. 1304 (Public Information/Press Releases).
- Conducts and coordinates recruitment activities.
- Maintains records and prepares and submits reports as required.
BUDGETARY IMPACT:

No additional funding will be required. This position will be a Sergeant/Lieutenant from the active RPD police employee roster.

PREVIOUS ACTION:
None

RECOMMENDED BY:
Police Chief

Drafted by: City Clerk
Sponsored/Referred by: Police Chief
Introduced on: July 9, 2018
Advertised on: N/A

BILL NO. _____-2018
AN ORDINANCE

AMENDING THE 2018 POSITION ORDINANCE BY CREATING THE POSITION OF COMMUNITY RESPONSE COORDINATOR IN THE POLICE DEPARTMENT SPECIAL SERVICES DIVISION AND ALLOWING THIS POSITION TO BE FILLED BY EITHER A SERGEANT OR LIEUTENANT FROM THE ACTIVE POLICE ROSTER

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

Section One: Amending the 2018 Position Ordinance by creating the position of Community Response Coordinator in the Police Department Special Services Division and allowing this position to be filled by either a Sergeant or Lieutenant from the active police roster

Section Two: This amendment has no impact on the 2018 Police Budget.

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.
JOB SPECIFICS

Title: LT/SGT – Community Response Coordinator  
Department: Police
Classification: Full Time  
Division: Special Services Division
Reports To: Capt. Special Services Division  
FLSA Classification: non-exempt
Schedule: 40 hrs/week  
Revision Date: 7/25/2018

POSITION BACKGROUND

JOB SUMMARY

COMMUNITY RESPONSE COORDINATOR

Position Title: SGT/LT – Community Response Coordinator
Reports Directly To: Captain, Special Services Division
Directly Supervises: Personnel assigned to community policing operations.
Working Relationships: 
Patrol Supervisors
Neighborhood Police Officers/School Resource Officers
Pennsylvania State Police, Troop L, Community Service Officer
School District Officials
Neighborhood and Youth Organizations
Media Personnel

Recommended Experience and Qualifications

- Administrative Experience
- Supervisory Experience
- Public Speaking Proficiency
- Extensive Knowledge of Police Department Operations
- Ability to work with various community groups, city businesses and government agencies

Description of Duties

- Develops and maintains contact with various community groups and organizations to foster positive police/community relations.
- Conveys information and suggestions transmitted from community groups to the command staff.
- Improves Department practices relating to police/community relations.
- Makes presentations upon request to a wide variety of community organizations to foster an understanding of police operations and programs.
- Delivers presentations on a variety of safety issues to youths at all levels of public and private schools and to adults in local and civic organization and companies; determines topics, researches content, creates formats, objectives and plans presentations to fit audience level from elementary school children to adults.
- Plans, organizes and conducts community policing activities such as deployment of community based officers in neighborhoods, neighborhood meetings and volunteer efforts.
- Maintains the Reading Police Department social media platforms.
- Conducts and coordinates recruitment activities.
- Maintains records and prepares and submits reports as required.

MINIMUM QUALIFICATIONS

- Administrative Experience
- Supervisory Experience
- Public Speaking Proficiency
- Extensive Knowledge of Police Department Operations
- Ability to work with various community groups, city businesses and government agencies

KNOWLEDGE, SKILLS & ABILITIES

- Excellent verbal and written communication skills.
- Ability to function professionally at all times.
- Thorough knowledge of the City preferred.
- Ability to make decisions.
- Confidentiality mandatory.
WORKING CONDITIONS

Frequent sitting, talking, hearing, speaking and mental concentration necessary; use of hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms; specific vision requirements include close vision, color vision and the ability to adjust focus. Must be able to communicate and be understood clearly. May be required to lift or move files, books or supplies of up to 15 pounds. (This job description does not constitute an employment agreement between the employer and employee. It is used as a guide for personnel actions and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Disclaimer

Management reserves the right to add, modify, change or rescind work assignments as needed. The essential functions or duties listed above are intended only as illustration of the various types of work that may be performed and are representative of those that must be met by an employee to successfully perform the essential functions of the job. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

____________________________________
Department Head/Division Manager/Supervisor
Date: ________________________

____________________________________
HR Manager
Date: ________________________
TO: 
City Council

FROM: 
Andrés Dominguez, Jr., Police Chief

PREPARED BY: 
Police Chief

MEETING DATE: 
June 25, 2018

AGENDA MEMO DATE: 
June 22, 2018

RECOMMENDED ACTION: 
Addition of (1) Administrative Assistant to the Chief of Police

BACKGROUND:

Administrative Assistant to the Chief of Police will:

- Respond to requests directed to the Chief’s Office for information, special service, meetings, and citizen or agency problems and complaints, in addition to other general duties and responsibilities as defined in other Department Directives, City Ordinances, State and Federal laws, or as directed orally by the Chief of Police.
- Is the central repository for all reports, requests, repository of disciplinary actions/Grievances:
  - Police Vehicle Accidents and Lost/Damaged Equipment
  - Departmental Recognition,
  - Use of Non-Deadly Force,
  - Firearms/Use of Deadly Force
  - Disciplinary Process
  - Grievances
  - Unfair Labor Practices
  - Legal
  - Driver’s license reports
  - Employee Information
  - Bomb Squad/Canine Unit Hold Harmless Agreement
  - And other Miscellaneous Responsibilities
BUDGETARY IMPACT:
This position will be changed from a part time to a full time civilian or police officer position. Sergeant Sgt. Nathan Matz, from the active RPD personnel roster, has replaced the previous part time civilian. The difference of $6,557 for the promotion of an additional Sgt. (to replace Sgt. Nathan Matz) will be covered by the administrative cost of the previous part time civilian that will not be replaced at this time.

PREVIOUS ACTION:
None

RECOMMENDED BY:
Police Chief

Drafted by: City Clerk
Sponsored/Referred by: Police Chief
Introduced on: July 9, 2018
Advertised on: N/A

BILL NO. _____-2018
AN ORDINANCE

AMENDING THE 2018 POSITION ORDINANCE IN THE POLICE DEPARTMENT ADMINISTRATION DIVISION BY CHANGING THE CIVILIAN PART-TIME ADMINISTRATIVE ASSISTANT TO THE POLICE CHIEF TO A FULL-TIME POSITION THAT CAN BE EITHER A CIVILIAN OR A SERGEANT FROM THE ACTIVE PERSONNEL ROSTER

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

Section One: Amending the 2018 Position Ordinance Police Department, Administration Division by changing the civilian part-time Administrative Assistant to the Police Chief to a full-time position that can be either a civilian or a Sergeant from the active personnel roster

Section Two: The budgetary shortfall of $6,557 will be covered by the administrative cost of the previous part time civilian that will not be replaced at this time.

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 _________________________, 2018
Attest:

President of Council

City Clerk

Sent to Mayor ______
Date: ________
Signed by Mayor ______
Date: ________
Vetoed by Mayor: ______
Date: ________
Over-ridden by Council:
Date: ________
AN ORDINANCE REPEALING CITY CODE CHAPTER 23, SECTION 12 MAIN STREET BOARD AND RESERVING THIS SECTION FOR FUTURE USE

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

SECTION 1. Repealing City Code Chapter 23, Section 12 Main Street Board and reserving this Section for future use.

SECTION 2. This Ordinance shall become effective on August 31, 2018, after receiving the approval of the Mayor or override of the Mayor’s veto.

Adopted_______________, 2018

_________________________________
Council President

Attest:

_________________________________
City Clerk

Submitted to Mayor: ____________
Date: ____________
Received by the Mayor’s Office: ____________
Date: ____________
Approved by Mayor: ____________
Date: ____________
Vetoed by Mayor: ____________
Date: ____________

NOW THEREFORE BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF READING, AS FOLLOWS:

SECTION 1. Re-Establishment of the Reading Downtown Improvement District Authority. The Reading Downtown Improvement District Authority (“Authority”), originally established by Ordinance No. 41-2005, titled “An Ordinance Authorizing the City of Reading to Organize an Authority to be Known as the “Reading Downtown Improvement District Authority,” and as amended (which amendments are incorporated by reference) is hereby re-established pursuant to the Municipality Authorities Act and the Neighborhood Improvement District Act, pursuant to the terms set forth herein.

SECTION 2. Re-Establishment of Neighborhood Improvement District. As authorized by Act 2000-130, 73 P.S. § 831 et seq. known as the Neighborhood Improvement District Act of 2000 (hereinafter the “Act”), Authority, as re-established, shall be organized and exist for the purposes of providing cleaning, maintenance, and security, as well as other services as authorized, in the area described hereinbelow, which shall be known as the “Reading Downtown Improvement District” (“District”):

BEGINNING at the intersection of Washington Street and North Second Street; along North Second Street to Walnut Street to North Third Street to Washington Street...
to Madison Avenue; to Elm Street excluding 430, 432 and 438 Elm Street; along Elm Street to Church Street to Walnut Street to Poplar Street to Washington Street to Moss Street to Court Street, excluding 906, 908, 910, 912, 914, 916, 918 and 920 Washington Street and 40 Moss Street; along Court Street to North Eleventh Street, excluding 11, 15, 17, 19, 21 and 23 North Tenth Street and 24, 22, 20, 18, 16, 14, 12, 10 and 6 North Eleventh Street; along North Eleventh Street crossing Penn Street to South Eleventh Street; along South Eleventh Street to Cherry Street to South Ninth Street, excluding 1013 Cherry Street, 25, 23, 21, 19, 17, 15, 13, 11 and 9 South Tenth Street, 915, 913, 911, 909, 907 Cherry Street, 914 rear Penn Street, and 25, 23, 21, 19, 17 and 13 South Ninth Street; along South Ninth Street to Franklin Street to South Seventh Street to Chestnut Street to Plum Street to Franklin Street, including 112 and 108 Plum and 614, 618 and 622 Franklin Street; along Franklin Street to Pearl Street excluding 514, 516, 518, 520, and 522 Franklin Street; along Pearl Street to Chestnut Street to Wood Street, excluding 521, 519, 517, 433, 431, 429, 427, 425 and 421 Chestnut Street; along Wood Street to Franklin Street to South Fourth Street to Cherry Street to Carpenter Street to South Third Street, excluding 341, 339, 337, 335, 333, 331, 329 and 327 Franklin Street and including 30 South Fourth Street; continuing along Cherry Street to South Second Street to Franklin Street, excluding 27, 25, 23, 21, 19, 17, 15, 13 and 11 South Second Street; along Franklin Street to South Front Street to North Front Street to Washington Street to North Second Street, place of BEGINNING.

A map showing the general boundaries, site, and situation of the proposed District is attached hereto, incorporated herein, and marked as Exhibit “A”.

The Authority may recommend to City Council more specific boundaries of the designated District. The Authority shall have the authority to develop and make business improvements and provide administrative services, including additional security, cleaning and maintenance, marketing, and other management services. The Authority shall have the authority to impose an assessment on each benefited property in the designated district described in this Section.

SECTION 3. Responsibilities of the Reading Downtown Improvement District Authority. The responsibilities of the Reading Downtown Improvement District Authority shall be to facilitate a “Clean and Safe” Downtown, as set forth in the Final Plan for the Downtown Improvement District, which will be attached hereto, incorporated herein, and marked as Exhibit “B” and the Municipal Services Agreement between the City and the Reading Downtown Improvement District Authority, which will be attached hereto, incorporated herein, and marked as Exhibit “C.” The Board of Directors of the Reading Downtown Improvement District Authority shall continue to provide fiduciary and administrative oversight to the Reading Main Street Program, and the Executive Director of the Reading Downtown Improvement District shall
continue to serve as Program Manager for the Reading Main Street Program, all for compensation as set forth in the attached Municipal Services Agreement, and any amendments thereto.

SECTION 4. Authorization of City Solicitor. The City Solicitor is authorized and directed to cause notice of this Ordinance to be published to the extent required by and in accordance with the Neighborhood Improvement District Act and the Municipality Authorities Act. The Authority and its Solicitor are further authorized and directed to take all steps necessary for the filing, in accordance with the Neighborhood Improvement District Act and the Municipality Authorities Act, of amendments to the Articles of Incorporation of the Authority and By-Laws of the Authority as required by the Neighborhood Improvement District Act, the Municipality Authorities Act, or other applicable law.

SECTION 5. Management. The Authority, an existing municipal authority established pursuant to the Act of May 2, 1945 (P.L. 382, No. 164, known as the Municipality Authorities Act of 1945), shall be re-authorized, and shall be appointed as Neighborhood Improvement District Management Association of the City of Reading Downtown Improvement District and authorized to exercise all powers provided for in Section 7 of the Act, 73 P.S. § 837, provided that the Final Plan for the District is approved by City Council after notice to the public and public hearings.

SECTION 6. Levy of Special Assessment. In accordance with the provisions of Sections (4) (5) and (10) of the Act, 73 P.S. § 834 (5) and (10), an assessment fee shall be imposed on all non-excluded properties located within the boundaries of the District provided that the Final Plan for the District is approved by City Council after notice to the public and public hearings.

(a) Amount and Method of Assessment. The assessment shall be made as of January 1, 2016, and is based on the cost estimates provided in the Final Plan of the Reading Downtown Improvement District and shall be as follows:

(1) Commercial properties, industrial properties, and commercial apartment buildings within the District shall be assessed at the rate of four and seven hundred fifty four one
thousandth (4.754) mills for each one thousand dollars of assessed value as set by the Berks County Assessment Office.

(2) Owner-occupied residential properties shall be excluded from the payment of the special property assessment provided such properties are carried as “Residential” in the assessment records for the County of Berks, Commonwealth of Pennsylvania.

(3) Tax-exempt property owners within the District shall be allowed and encouraged to provide in-kind services or a financial contribution to the Authority in lieu of assessment.

(b) Payment of Assessment. Payment of the entirety of the assessment, beginning with sums due on January 1, 2016 and each January 1 of each year thereafter, shall be due no later than sixty (60) days following the date of mailing of the notice of assessment.

(c) Liens. Assessments shall constitute liens and encumbrances upon the assessed property and shall be collectable in accordance with the provisions of Section 7(d) of the Act, 73 P.S. § 837(d) and in general may be collected in the same manner as municipal tax claims notwithstanding the provision of this section as to installment payments.

(d) Delinquent Payment of Assessments. In the event of delinquency or failure to remit assessments, the property shall be subject to lien and the property owner shall be additionally assessed for costs of collection, interest at a rate of ten percent (10%) per annum, as authorized by the Municipal Claims and Tax Liens Law, and counsel fees.

SECTION 7. Collection of Assessments. The Authority is designated as the collector for assessments provided for herein.

SECTION 8. Sunset Provision.

(a) The Authority shall automatically terminate on December 31, 2020, unless continued or extended by subsequent action of the City
Council of the City of Reading in accordance with the provisions of the Act, 73 P.S. § 830, et seq.

(b) In the event of termination, all property of the Authority shall pass to the City of Reading and the District shall cease to exist.

SECTION 9. Municipal Services Agreement. An agreement shall be prepared and approved by between the City Council of the City of Reading and the Board of the Authority which will govern respective specific powers, duties and responsibilities of the City of Reading and the Authority. This Services Agreement shall be attached to this Ordinance as Exhibit “C” and shall be hereby incorporated by reference as though the same were set forth herein at length.

SECTION 10. No Reduction in Services. The City of Reading shall in no way reduce or suspend the current level of services currently being provided to the geographic area of the District as a result of the re-establishment of the Authority. Services provided by the Authority shall be in addition to services provided by the City of Reading. The Authority shall periodically monitor the quantity and quality of City services outlined in the agreement.

SECTION 11. Severability. If any sentence, clause, section or part of this Part is for any reason found to be illegal, invalid or unconstitutional, such illegality, invalidity or unconstitutionality shall not affect or impair any of the remaining provisions, sentences, clauses, sections of this Part. It is hereby declared to be the intent of the City Council of the City of Reading that this Part would have been adopted had such illegal, invalid or unconstitutional sentence, clause, section or part thereof not been included therein.

SECTION 12. Contingency of Final Plan Approval. This Ordinance shall take effect immediately in accordance with Section 14 below, however, the existence of the Authority shall cease in the event the plan for the District, as put forth by the Authority is not approved after public review, as required by the Act. This Ordinance shall be null and void, and of no legal force or effect unless the Final Plan for the District is approved by the City Council and property owners within the above-described area encompassing the District, in accordance with applicable law, including but not limited to the Neighborhood Improvement District Act.

SECTION 13. Repealer. All ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as they are inconsistent with this Ordinance.
SECTION 14. Effective Date. This Ordinance shall become effective on August 31, 2018, after receiving the approval of the Mayor or override of the Mayor’s veto.

DULY ENACTED AND ORDAINED by the City Council of the City of Reading, Berks County, Pennsylvania, in lawful session duly assembled, this _____ day of ______________, 2018.

CITY OF READING, BERKS COUNTY, PA

______________________________
Jeffrey S. Waltman, Sr., Council President

Attest:

______________________________(SEAL)
Linda A. Kelleher, City Clerk

Submitted to Mayor: ______________
Date: ______________
Received by the Mayor’s Office: ______________
Date: ______________
Approved by Mayor: ______________
Date: ______________
Vetoed by Mayor: ______________
Date: ______________

AGREEMENT BY AND BETWEEN
THE CITY OF READING AND
THE READING DOWNTOWN IMPROVEMENT DISTRICT AUTHORITY

THIS AGREEMENT, entered into this ____ day of ______________, 2018, by and between THE CITY OF READING, a Pennsylvania Municipal Corporation, organized as a City of the Third Class pursuant to the Pennsylvania Third Class City Code, having its principal offices located at 815 Washington Street, Reading, Berks County, Pennsylvania (hereinafter referred to as the “City”);

AND

THE READING DOWNTOWN IMPROVEMENT DISTRICT AUTHORITY, a Pennsylvania Municipal Authority, organized pursuant to the Pennsylvania Municipality Authorities Act and the Pennsylvania Neighborhood Improvement District Act, having its principal offices located at 645 Penn Street, Fifth Floor, Reading, Berks County, Pennsylvania (hereinafter referred to as the “DID Authority” or the “DID”).
BACKGROUND

WHEREAS, the DID Authority was organized by the City pursuant to Bill No. 134-94, adopted on January 11, 1995 which authorized the City to organize an Authority for the purpose of making business improvements and providing administrative services to the central business district of the City, to be known as the "Reading Downtown Improvement District" (hereinafter referred to as the "DID"), as authorized by the Business Improvement District Act ("BID Act") then in effect;

WHEREAS, the DID Authority was renewed and reauthorized in 2000 under the BID Act, and renewed and reauthorized again in 2005, under the Neighborhood Improvement District Act ("NID Act"), which superseded the BID Act, and now has a sunset date of December 31, 2015;

WHEREAS, pursuant to the NID Act and the terms of its 2005 renewal, the DID Authority was authorized to act at the Neighborhood Improvement District Management Association ("NIDMA") for the DID;

WHEREAS, the City, by the adoption of Ordinance No. 95-2010 on November 22, 2010, established the “Reading Main Street Program” with support from the Commonwealth of Pennsylvania, Department of Community and Economic Development and the Pennsylvania Downtown Center, for purposes of elimination of blight, and economic revitalization in the Downtown area of the City;

WHEREAS, in 2013, by Ordinance No. 5-2013, City Council authorized the Board of Directors of the DID Authority to exercise fiduciary and administrative oversight over the Reading Main Street Program, and authorized the Executive Director of the DID to serve as the Program Manager for the Reading Main Street Program;

WHEREAS, the DID Authority now requests a) the re-establishment and re-authorization of the DID Authority for another five (5) year period, until December 31, 2020; b) the authorization of the DID Authority to continue to act as the NIDMA for the DID and c) the authorization of the DID Authority to continue to exercise fiduciary and administrative oversight of the Reading Main Street Program, and for the DID Executive Director to continue to serve as Program Manager for the Reading Main Street Program;

WHEREAS, the City and the DID Authority are taking the steps required by the Municipality Authorities Act and the NID Act to re-establish the DID Authority; expand the DID, and authorize the DID Authority to act as the NIDMA and continue to exercise fiduciary, administrative oversight, and program management, for the Reading Main Street Program; and,

WHEREAS, the NID Act requires that an agreement be entered into between the governing body and the NIDMA setting forth the respective duties and responsibilities of the respective parties.
NOW THEREFORE, in consideration of the mutual promises contained herein, and intending to be legally bound hereby, the parties mutually agree as follows:

I. CITY RESPONSIBILITIES

1. **Maintenance of Base Level of Services.** The City shall maintain the present base level of services within the DID boundary area. The City will not reduce the base level of services contained in this Agreement from its current level of services.

2. **Billing and Collection Services.**
   a) While the DID Authority has its own billing and collection program for the billing and collection of property owner assessments, the Administrative Services Department will assist the DID Authority with all matters relating to property ownership and tax information regarding properties within the DID Authority boundary area.
   b) In the event that it is requested in writing by the DID Authority, the City shall be responsible for the collection of all property assessment fees levied upon property owners in the DID. In the absence of such a request, the DID Authority shall be responsible for billing and collection of property owner assessments.

3. **Police Services**
   a) The Police Department will cooperate and work with the DID Authority in coordinating, implementing, and monitoring the DID Security Program, to efficiently utilize and maximize the resources of both the Police and the DID Authority. This shall include, but not be limited to:
      i. identification and utilization of supervisory personnel in the Police Department to serve as liaison(s) with and communicate with DID supervisors and safety personnel;
      ii. meeting with DID supervisors and safety personnel periodically and as needed to share information regarding crime reports and to suggest deployment strategies; and,
      iii. allowing talk-group(s) on the existing City radio system to be used for DID Authority personnel.

4. **Other Services.** The following are additional services or activities carried out by one or more departments of the City of Reading that will be continued:
   a) **Traffic Control** – The City will provide traffic control services (e.g., police, barricades, etc.) at the request of the DID Authority, and as deemed necessary by the Police.
b) **Hanging of Banners** – The DID Authority may purchase street banners to fit the existing hardware installed by the City throughout the DID boundary area. The City will hang and remove banners within the boundaries at no cost to the DID Authority.

c) **Holiday Tree** – The City currently purchases, installs, and decorates a tree for the holidays at the corner of Fifth and Penn Streets.

d) **Holiday Lights** – The City currently installs, but does not purchase, white holiday lighting in the 100 block of North Fifth Street and in the 00 and 100 blocks of North Ninth Street.

II. **DID AUTHORITY RESPONSIBILITIES**

1. **Replacement of Services Previously Provided by the City.** The DID Authority will, as set forth in the Agreement of August 30, 1995, provide the following cleaning services in replacement of services previously provided by the City in the area known as “Penn Square” (Penn Street between Fourth and Sixth Streets), the area known as “Courtyard One” (located between 601 and 645 Penn Street), the area known as “Courtyard Two” (located between the Wachovia Building at Sixth and Penn Streets and the State Office Building located at Sixth and Cherry Streets) and the area known as “Market Square Plaza” (located at 824 to 840 Penn Street). All of these areas shall be referred to collectively as the (“Project Area”):

2) **Manual Sweeping/Vacuuming, and Maintenance** - Trained daytime employees, wearing uniforms, name tags, radios, and carrying information packets shall walk through the Project Area and, on a daily basis:

   i) broom clean and vacuum with hand operated vacuum equipment sidewalks and gutter areas;

   ii) remove litter from planters, tree pits, and building stairwells;

   iii) clean up in and around bus shelters; and,

   iv) empty trash receptacles two to three times per day, or as needed.

b) **Snow and Ice Removal** - After periods of snowfall, DID personnel shall apply an anti-skid or ice melter (to be supplied by the City) as set forth in Section 2(b)(viii) of this Agreement.

2. **DID Services Over and Above City Services.** The DID Authority will, as set forth in the Agreement of August 30, 1995, provide the following services over and above City services in the DID Area and in the Project Area:

   a) **Ambassador Services** - Personnel wearing uniforms, name tags, radios, and carrying information packets shall circulate on foot and on bicycles through the DID
area from 7:00 a.m. to 10:30 p.m. weekdays, 8:30 a.m. to 5:00 p.m. on Saturday, on special occasions as directed by the DID Authority, and, on a daily basis:

i) serve as additional visible security enhancements and as “eyes and ears” for the Police, including foot, bicycle, and Segway™ patrols of streets and parking facilities in the DID area;

ii) serve as goodwill representatives of Downtown Reading, politely and courteously meeting and greeting visitors and supplying information and directions; and,

iii) conducting business security checks;

iv) providing security for special events;

v) crime prevention education;

vi) respond to requests for assistance by property and business owners, residents, visitors, the Reading Police, and other City Departments, including encouraging loiterers to move on to another location, and referrals to police and social service agencies as needed.

b) Cleaning and Maintenance – Personnel wearing uniforms, name tags, radios, and carrying information packets shall:

i) broom clean and vacuum with hand operated and mechanized vacuum equipment sidewalks and gutter areas;

ii) remove litter from planters, tree pits, and building stairwells;

iii) clean up in and around bus shelters;

iv) empty trash receptacles two to three times per day, or as needed;

v) perform mechanized sweeping and vacuuming throughout the DID area at a minimum three days per week (weather permitting);

vi) steam clean/pressure wash the area between Fifth and Sixth Streets along Penn Street a minimum of two times per year;

vii) remove graffiti and handbills from public and private properties within the DID, as needed;

viii) after periods of snowfall, shovel sidewalks at intersections, handicap ramps, and at pedestrian crosswalk areas, and apply an anti-skid agent or rock salt (to be supplied by the City); and,
c) **Marketing and Promotional Services** – Personnel shall provide marketing and promotional services to property owners, merchants, employees and visitors in the downtown, including but not limited to:

   i) presenting Mid-Day Café events annually each summer, and other seasonal special events as may be determined appropriate; and

   ii) sponsoring and organizing the annual Holiday Parade and Tree Lighting ceremony.

d) **Event Coordination.** The City, the DID Executive Director, and the organizer of any public event in the DID Area shall hold a coordination meeting to avoid conflicts in scheduling and resource utilization prior to the issuance of permits for such event(s) by the City.

e) **Self-Service Vending Boxes.** The DID shall regulate the location and condition of all self-service vending boxes for newspapers, circulars, and pamphlets located in the DID Area, with regulations to be adopted by the DID by resolution. The City shall assist as needed with enforcement and the initiation of or cooperation in prosecution with respect to such boxes in the DID Area.

3. **Scope of Work by DID**

   a) **Refuse Disposal** – Refuse generated by cleaning services of DID personnel, including refuse from trash receptacles, refuse materials collected by manual sweeping vacuuming, and refuse from mechanical sweeping/vacuuming will be accepted by the City for disposal through the Department of Public Works. The City of Reading shall collect refuse from one designated collection location in the following manner:

   i) **Litter can bag liners** – The DID will discard in containers located at Thirteenth and Walnut Streets. The City shall empty this container Mondays, Wednesdays and Fridays. No refuse shall remain on the street or sidewalk in the DID once it has been removed. The City shall empty these containers Mondays, Wednesdays and Fridays.

   ii. **Mechanical sweeping refuse** – DID will discard in containers located at Thirteenth and Walnut Streets. The City shall empty these containers Mondays, Wednesdays and Fridays.

   b) **Application of Herbicide**

   i) DID shall be responsible to keep cracks weed free at all times in the area between the curb line and the building line or
between the curb line and the inside edge of the sidewalk, including tree pits. All cracks within this area shall be weed free.

ii) DID shall remove, either mechanically or by hand, all existing weeds from within the above-designated areas. DID shall bag and dispose of all weeds and debris.

iii) After removal of weeds, DID shall treat designated areas with weed killer as necessary. DID is responsible for the control of weeds on a regular basis throughout the year. Frequency of treatment shall be determined by DID as needed to control the growth and appearance of new weeds. Regular maintenance shall be performed to deter the growth of new weeds and treat or remove any new weeds as they appear. DID shall maintain area in weed-free condition at all times.

iv) Application of all weed killers shall be made by the State Certified Applicator. Applications shall be made in accordance with manufacturers’ recommended rates and conditions.

v) DID shall take necessary precautions not to damage any plants, trees, or planter areas. Treated areas shall be limited to weeds growing in cracks only.

vi) DID shall make chemical/herbicide applications at a time to prevent exposure of pedestrians to products used in the treatment of weeds.

c) Escort Service - DID Authority Ambassadors shall provide escort service to and from area parking garages from 7:00 a.m. to 10:30 p.m. weekdays, 8:30 a.m. to 5:00 p.m. on Saturday, and by special arrangement. Ambassadors make daily checks to businesses in the DID area.

d) Marketing Service - DID will maintain an inventory of businesses and available real estate within the downtown area. No less than four newsletters will be published annually promoting downtown shops, restaurants and events. The Downtown Reading website will be kept updated as necessary.

e) Management and Administration of the Reading Main Street Program - The City has received a Keystone Communities/Main Street designation from the Commonwealth of Pennsylvania, Department of Community and Economic Development, geared towards the revitalization of Downtown Reading. The vision of the Reading Main Street Program is to be achieved through the cooperative efforts of City government, non-profit organizations, businesses, private developers, and volunteers to implement design; promotion; economic restructuring; and safe, clean and green initiatives. These efforts will be led by the Reading Main Street program as administered by the DID Authority. The DID Authority Board, as described in Ordinance No. 5-2013,
shall provide fiduciary and administrative oversight of the Reading Main Street Program. The DID Executive Director shall manage and administer the Main Street Program, including attendance at Main Street Board meetings, preparation of reports, budgeting, and approval of program expenditures and other tasks as shall be determined by the DID Authority and Main Street Boards. The DID Authority shall be compensated by the City for these services to the Reading Main Street Program as set forth in Paragraph 4(b) of this Section II.

4. Payment to DID Authority:

   a) **Replacement Services/Services Over and Above City Services.** The City agrees to pay the DID Authority the following sums of Eighty Eight Thousand Dollars and 00/100 ($88,000.00) per year for "Replacement Services" and "Services Over and Above City Services." Disbursement of these funds will be one time per month, of one twelfth (1/12) of the total amount, which is Seven Thousand Three Hundred Thirty Three Dollars and Thirty Three Cents ($7,333.33) per month.

   b) **Reading Main Street Program.** The payment described in Paragraph 4(a) of this Section II, above, shall be independent of payment for services rendered by the DID Authority in its capacity as providing fiduciary and administrative oversight and Program Management Services for the Reading Main Street Program. For the services to the Reading Main Street Program, the DID Authority shall receive the sum of Twelve Thousand Dollars and 00/100 ($12,000.00) per year, with disbursement of these funds one time per month of one twelfth (1/12) of the total amount, which is One Thousand Dollars and 00/100 ($1,000.00) per month.

III. CONTRACT TIME FRAME

The contract between the City and the DID Authority will commence January 1, 2016 and terminate December 31, 2020. The contract shall remain in force for the full term of the Reading DID Authority unless either party serves sixty (60) days' notice of termination.

IV. INDEMNIFICATION

The DID will hold the City harmless and indemnify against all claims and losses directly related to the performance of the DID of duties under this Agreement, except matters involving negligent or intentional acts and/or omissions by the City, its officials, agents, contractors, and employees.

The City will hold the DID harmless and indemnify against all claims and losses directly related to the performance of the City of duties under this Agreement, except matters involving negligent or intentional acts and/or omissions by the DID, its officials, agents, contractors, and employees.

V. CITY LIASION
The DID Authority will communicate with and update the Chief of Police, the Director of Public Works, The Executive Director of the Recreation Commission, or such other person as the City shall designate in writing of issues of safety and cleaning as appropriate.

VI. FAILURE TO PERFORM REQUIRED SERVICES

In the event that either party fails to perform the services contained in this Agreement, either party may terminate this agreement upon ten (10) days prior written notice.

VII. CONSTRUCTION

This Agreement shall be construed and interpreted under the laws of the Commonwealth of Pennsylvania.

VIII. JURISDICTION AND VENUE

Any action brought arising from disputes over this agreement shall be brought in the Court of Common Pleas of Berks County, Pennsylvania.

IX. NO ORAL MODIFICATIONS PERMITTED

It is understood that this Agreement contains the entire Services Agreement of the parties and that no modification shall be valid unless in writing and signed by both of the parties to this Agreement.

X. SUCCESSORS AND ASSIGNS

It is understood that this Agreement is a contract for personal services and neither party may assign the rights and obligations under this Agreement without the prior written consent of the other party. This Agreement shall be binding upon the successors and assigns of the parties hereto.

XI. CONTINGENCY UPON APPROVAL OF DID PROPERTY OWNERS AND CITY COUNCIL OF FINAL DID PLAN AND RE-ESTABLISHMENT OF THE DID AUTHORITY

This Agreement shall not go into effect unless the Final Plan for the DID is approved by the City Council and DID property owners, in accordance with the NID Act, and unless the DID Authority is re-established by City Council.

IN WITNESS WHEREOF, the parties hereto have set their hands and respective seals the date and year first above written.

READING DOWNTOWN IMPROVEMENT DISTRICT AUTHORITY

By: ____________________________
Daniel Laws, Chairman
Attest: _________________________________(SEAL)  
, Secretary

CITY OF READING

By: _______________________________________
Wally Scott, Mayor

Attest: _________________________________(SEAL)  
Linda A. Kelleher, City Clerk
AN ORDINANCE AMENDING THE CITY CODE CHAPTER 23 PART 12 BY CREATING THE DOWNTOWN REVITALIZATION PUBLIC PRIVATE PARTNERSHIP TO PROVIDE DIRECTION AND OVERSIGHT FOR DOWNTOWN REVITALIZATION EFFORTS THE DCED MAIN STREET PROGRAM, UNDER THE MANAGEMENT OF THE GREATER READING CHAMBER ALLIANCE.

WHEREAS, The City of Reading (City) and the Greater Reading Chamber Alliance (GRCA) have agreed to partner in desirous of administering the Downtown Reading revitalization efforts Main Street Program with support from the Department of Community and Economic Development of the Commonwealth of Pennsylvania (DCED) and the Pennsylvania Downtown Center (PDC) in accordance with the PA New Communities Program for prevention and elimination of blight under Section 4(C) of the Housing and Redevelopment Assistance Law as amended; and

WHEREAS, The City of Reading has recognized the The GRCA has the framework, resources and personnel required to successfully operate and administer economic development initiatives and the Main Street Program; and

WHEREAS, The Downtown Revitalization Public Private Partnership shall be composed of government officials, business leaders and organizations that have the vision to reshape the downtown into a vibrant destination for area residents and visitors.

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

Section 1: Authorization. The City Council of Reading recognizes the need to increase economic momentum decay and continued divestment in the Central Business District of the City of Reading, Berks County, Pennsylvania (the “City”) in and around Penn Street from Front Street to 11th Street and from Franklin Street to Walnut Street within the City.

The City Readings desires to partner with The Greater Reading Chamber Alliance (GRCA) and use the has the resources and ability of the GRCA to administer an economic development strategy and initiatives including but not limited to the Main Street Program that will 1) promote a sense
of community and unified purpose, 2) assure the historic continuity of the City’s architectural heritage, 3) improve the image and perception of the City to residents and visitors and 4) strengthen economic rejuvenation of property and commerce for the benefit of all.

The Downtown Revitalization Public Private Partnership is hereby authorized and shall consist of nine (9) voting members, serving voluntarily, to serve four (4) year staggered terms, as follows:

- A member of City Council, initially serving a two (2) year term, selected and appointed by City Council
- A representative of the Mayor’s administration, initially serving a two (2) year term, selected and appointed by the Mayor
- A representative of a large business, initially serving a four (4) year term, selected and appointed by City Council
- A representative of a small business, initially serving a four (4) year term, selected and appointed by the Mayor
- Two (2) representatives from private entities, initially serving three (3) and four (4) year terms respectively, selected and appointed by the GRCA
- One (1) citizen, who must be a City resident, initially serving a three (3) year term, selected and appointed by the Mayor
- The Chairman of the Downtown Improvement District Board of Directors
- The Executive Director of Downtown Revitalization, who shall be employed by the GRCA

Each appointing entity shall have the ability to select and appoint an alternate member who shall have the same term as the full member to attend meetings and participate in the member’s absence.

Section 2: Officers. The membership shall elect the positions of Chair, Vice-Chair and Secretary annually at their January meeting.

Chair. The Chair shall preside at all meetings and shall have the duties and powers normally vested in the Office of Chair. He/she shall enforce the bylaws and regulations of and be the official spokesperson of the public-private partnership, along with the Executive Director.

Vice Chair. The Vice Chair shall carry out the Chair’s duties in case of absence, incapacity, or resignation.

Secretary. The Secretary will be responsible for keeping the official minutes of the public-private partnership. The monthly minutes, agenda and reports shall be provided to the City
Program Manager. The Executive Director of Downtown Revitalization, will be employed by the GRCA and subject to the approval of the Board, shall be the Program Manager, responsible to the Public Private Partnership for carrying out its Revitalization Program.

Section 3: Quorum. Five (5) members plus an officer shall constitute a quorum for the transaction of business.

Section 4: Purpose. A comprehensive holistic approach to downtown revitalization involves aesthetics, business creation, business retention, and housing possibilities - all creating a healthy and economically vibrant downtown. The public private partnership shall focus on building a stronger downtown community through a 5-year strategic plan including the Main Street program’s four point approach of Organization, Promotion, Design and Economic Restructuring.

The Downtown Revitalization Public Private Partnership shall involve government officials, business organizations, and property owners to:

- Implement an effective business strategy to recruit appropriate small and large businesses;
- Encourage the development of new housing in the upper levels of commercial properties to strengthen the social and economic vitality of the downtown;
- Undertake community renewal programs at the local level;
- Facilitate an effective planning process that ensures that capital investments of public funds will enhance the aesthetics and economics of the commercial district through appropriate design that respects the historic architecture of the target area;
- Develop strategies that will facilitate investment and development of downtown properties;
- Address issues of code enforcement, energy efficiency, Americans with Disabilities Act (ADA) compliance, and fair housing to bring vacant commercial space into code compliance, so that it can be fully utilized;
- Promote economic activity through a coordinated outreach and communication strategy to publicize activities;
- Market the downtown to prospective businesses and residents;
- Measure and evaluate progress in meeting established goals.
- Preserve significant or historic buildings and provide an environment that attracts new investment to enable the adaptive reuse of these buildings for new Main Street enterprises;
• Develop effective communication with existing downtown merchants and residents:
• Develop a coordinated marketing effort to attract investments.

Section 5: Duties.
A. Exercise administrative and general fiduciary review of the State Main Street program and the operations and programs of the Downtown Revitalization Public Partnership Program, including but not limited to preparation of a budget, management of expenditures, operation of programs, and activities.
B. Authorize the Executive Director of Downtown Revitalization, employed by the GRCA, as the Downtown Revitalization Public Private Partnership Program Manager.
C. The Public Private Partnership shall use a committee structure to implement its programs. The structure shall be composed of additional volunteers, including such groups presently operating as the Main Street Work Group, the Design Committee, the Clean, Safe & Green Committee, the Business Development Committee and the Promotions Committee.
D. Apply for grants and other funding to successfully implement the Program.

Section 6: Conflict with other laws. Should any provisions set forth in this Part be found to conflict with any law of the United States or the Commonwealth of Pennsylvania, such federal and/or state laws shall govern and this Part shall be construed accordingly. Such a conflict shall not affect the validity of this Part.

Section 7: Effective Date. This Ordinance shall be effective September 1, 2018, pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

DULY ENACTED this ___ day of ________________, 2018.

By: ________________________________
Jeffrey S. Waltman, Council President

Attest: ________________________________
Linda Kelleher, City Clerk

Submitted to Mayor: _____________
Date: ____________
RECOMMENDED ACTION: Council approval of payment for the transfer of cash reserves in the General Fund to the City Residential Housing Improvements Grants and Loans Fund to allocate funds restricted for assisting residents in funding improvement projects to city residences.

BACKGROUND: In the approved 2017 General Fund budget, a budget line item in the amount of $1,000,000 was approved pending certain conditions to provide funding for city residents needing financial assistance with specific home improvement projects to their residences. The funds have not yet been released for use, so the administration is asking the council to transfer these funds into a new bank account and a new fund to preserve the designated purpose established in the 2017 budget by approving this transfer.

BUDGETARY IMPACT:

These amendments would not impact the 2018 General Fund budget, since this is an allocation of fund balance from an approved budget line item. The net effect would be to reduce the beginning 2018 General Fund’s fund balance by $1,000,000.

PREVIOUS ACTION:
None.

SUBSEQUENT ACTION:
The budget amendment must be approved by Council.
RECOMMENDED BY:
The Managing Director.

RECOMMENDED MOTION:
Approve/deny the ordinance amending the 2018 General Fund budget to approve the transfer of cash reserves in the General Fund to the City Residential Housing Improvements Grants and Loans Fund to allocate funds restricted for assisting residents in funding specific improvement projects to city residences.

BILL NO. _____-2018
AN ORDINANCE
AMENDING THE 2018 BUDGET ORDINANCE -
AUTHORIZING THE CREATION OF THE CITY RESIDENTIAL HOUSING IMPROVEMENTS GRANTS AND LOANS FUND.

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

Section One: Council hereby authorizes amending the 2018 budget by creating the City Housing Improvements Fund. The fund, designated City Residential Housing Improvements Grant and Loan Fund 38, will capture allocated funds from the City’s General Fund surpluses and provide designated funding for specific structural improvement projects to city residences.

Section Two: The budgeted funds will be provided by a transfer from the City’s General Fund using monies previously approved in the 2017 budget.

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 _________________________, 2018

_____________________________________
President of Council

Attest:
_____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
BILL NO. _____-2018
AN ORDINANCE
AMENDING THE 2018 BUDGET ORDINANCE -
TO AUTHORIZE THE TRANSFER OF FUNDS FORM THE GENERAL FUND’S CASH
ACCOUNT TO FUND THE BUDGET FOR THE NEWLY ESTABLISHED CITY
RESIDENTIAL HOUSING IMPROVEMENT GRANTS AND LOANS FUND IN THE
AMOUNT OF $1,000,000.

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

Section One: The 2018 Budget Ordinance is hereby amended by changing the ordinance to reflect the transfer of cash reserves from the 2017 budget designated for city residents housing improvements to the newly established City Residential Housing Improvements Grants and Loans Fund to provide funds restricted for assisting residents in funding improvement projects to city residences.

Section Two: The funds will be provided from changes in both the General fund and City Residential Housing Improvements Grants and Loans Fund budgeted line items attached as Exhibit A.

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 _________________________, 2018

President of Council

Attest:

______________________________
City Clerk

Sent to Mayor ______
Date: ___________
RESOLUTION NO.______2018

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

That Shane McFarlane is appointed to the Charter Board with a term ending April 26, 2023.

Adopted by Council ______________________, 2018

______________________________
President of Council

Attest:

______________________________
Linda A. Kelleher
City Clerk