



CITY COUNCIL

Meeting Agenda

REGULAR MEETING
COUNCIL CHAMBERS

MONDAY, APRIL 25, 2016
7:00 P.M.

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: Pastor Junior Oriol, Freedom Gate

C. PLEDGE OF ALLEGIANCE

D. ROLL CALL

The purpose of the Executive Session on Monday, April 25 was related to _____.

2. PROCLAMATIONS AND PRESENTATIONS

- Council commendation celebrating the 50th anniversary of the Fightin Phils affiliation with the Philadelphia Phillies
- Council commendation recognizing Fair Housing Month

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

A. MINUTES: Regular Meeting of April 11 2016

B. AGENDA: Regular Meeting of April 28, 2016

5. Consent Agenda Legislation

A. Resolution No. 34-2016 – authorizing the execution of an agreement with the Community First Fund to create a loan program for Reading businesses, replacing the Microloan Program

B. Resolution No. -2016 – authorizing the Public Works Director to execute and submit a traffic signal application at North 4th and Washington St. to PennDOT

C. Resolution No. -2016 – authorizing the Public Works Director to execute and submit a traffic signal application for intersections along the 5th Street Corridor to PennDOT

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

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

9. ORDINANCES FOR FINAL PASSAGE

None

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance – authorizing Berks EIT, as the City’s tax collector, to engage one or more third-party collection agencies to pursue and collect delinquent Tax and apply a fee for the use of a third-party collection agency provided that the fee does not exceed twenty-five percent (25%) of the amount of Tax collected from any such Taxpayer.

11. RESOLUTIONS

A. Resolution – appointing Lucy Cortez to the Main Street Board

B. Resolution – reappointing Sean Moretti to the Main Street Board

C. Resolution –

12. PUBLIC COMMENT – GENERAL MATTERS

Please see public speaking rules on second page

13. COUNCIL BUSINESS / COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, April 25

Committee of the Whole – Penn Room – 5 pm

Regular Meeting – Council Chambers – 7 pm

Monday, May 2

Nominations & Appointments Committee – Council Office – 4 pm

Strategic Planning Committee – Council Office – 5 pm

Monday, May 9

Committee of the Whole – Penn Room – 5 pm

Regular Meeting – Council Chambers – 7 pm

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

Monday, April 25

DID Authority – 645 Penn St 5th floor – noon

District 7 Crime Watch – Holy Spirit Church – 7 pm

Tuesday, April 26

Environmental Advisory Council – Public Works Building – noon

Housing Authority Workshop – WC Building – 4 pm

Housing Authority – WC Building – 5 pm

Planning Commission – Penn Room – 7 pm

Penn's Commons Neighborhood Group – Penn's Commons Meeting Room – 7 pm

Wednesday, April 27

Main Street Board – Chamber Office – 3:30 pm

Parking Authority – Parking Authority Office – 5:30 pm

Thursday, April 28

Water Authority – Water Authority Office – 4:30 pm

Monday, May 2

Shade Tree Commission – Public Works Building – 6 pm

Tuesday, May 3

Charter Board – Penn Room – 7 pm

Wednesday, May 4

Reading Elderly Crime Watch – Front & Washington St – 2:30 pm

District 2 Crime Watch – St Paul's Lutheran Church – 6:30 pm

Thursday, May 5

Police Civil Service Board – Penn Room – noon

Sunday, May 8

College Heights Community Council – Nativity Lutheran Church – 7 pm

City of Reading City Council
Regular Meeting
April 11, 2016

Council President Waltman called the meeting to order.

The invocation was given by Rev. Henry Pruski, All Souls Church.

All present pledged to the flag.

The Committee of the Whole meeting included an executive session on matters pertaining to litigation.

ATTENDANCE

Council President Waltman
Councilor Daubert, District 1
Councilor Goodman-Hinnershitz, District 2
Councilor Twyman, District 3
Councilor Marmarou, District 4
Councilor Reed, District 5
Councilor Slifko, District 6
City Auditor D. Cituk
Acting City Solicitor T. Coleman
City Clerk L. Kelleher
Acting Managing Director C. Younger
Mayor W. Scott

PROCLAMATIONS AND PRESENTATIONS

- Council commendation recognizing the RHS Boys Basketball team
- Council commendation recognizing the RHS Cheerleaders
- Council commendation recognizing the Berks Catholic Girls Basketball team
- Council commendation recognizing the Berks Catholic Cheerleaders

PUBLIC COMMENT

Council President Waltman stated that there is one (1) citizen registered to address Council on non-agenda matters. He inquired if any Councilor objected to suspending the rule requiring non-agenda comment at the end of the meeting. As no one objected the rule was suspended.

Councilor Daubert read the public speaking rules that were adopted by Council.

Ed Terrell, of Franklin St., thanked the mayor for naming an acting managing director and he expressed hope that the position will become permanently filled. He expressed the belief that

Council members should be fulltime officials so they can increase their work to get the City out of Act 47. He noted the importance of HUD CDBG funding and how it stabilizes the City's budget. He stated that this administration is the administration of the people as 6,000 people voted to elect the mayor. He stressed the need for Council to respect this administration.

Tim Evans, of Douglassville, was not present.

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 March 28th Regular Meeting of Council.

Councilor Marmarou moved, seconded by Councilor Daubert, to approve the minutes from the March 28th Regular Meeting of Council and the agenda, including the legislation listed under the Consent Agenda heading. The motion was approved unanimously.

Consent Agenda

A. Resolution No. 31-2016 – Appointing Don Pottiger as a voting primary delegate and Maria Kantner as alternate delegate for the City of Reading on the Berks County Tax Collection Committee, as required by PA Act 32-2008 to oversee county wide collection of earned income tax and possibly other taxes for school districts and municipalities

ADMINISTRATIVE REPORT

The mayor did not provide a written report to Council. He stated that he is working on many issues and he promised to update Council.

AUDITOR'S REPORT

City Auditor Cituk read the report distributed to Council at the meeting, in summary:

- Submission of the DCED Financial Report that provides an unaudited look at 2015 year end
- Update on the 2015 external audit

Council President Waltman thanked the Auditor for his report.

Councilor Goodman-Hinnershitz noted the importance of the Audit Committee. The Auditor agreed and noted that the Committee is an initiative of Act 47. He stated that the Committee meeting schedule will be defined in the upcoming weeks.

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

None.

ORDINANCES FOR FINAL PASSAGE

A. Bill No. 16-2016 – providing for the addition of street parking restrictions along North 5th Street, near the intersections with Woodward, Douglass and Oley streets, in accordance with applicable PennDOT regulations *Introduced at the March 14 regular meeting*

Councilor Slifko moved, seconded by Councilor Reed, to enact Bill No. 16-2016.

Councilor Slifko explained that these parking restrictions follow the 5th Street Corridor project that PennDOT will conduct this summer. He stated that overall 17 parking spaces along the corridor will be eliminated to improve line of sight. He stressed the need for traffic signals at 5th and Oley and 5th and Douglas noting the number of accidents that occur due to the lack of any traffic controls at these intersections. He added that if traffic signals are permitted by PennDOT at these intersections the parking spaces can remain in place.

Bill No. 16-2016 was enacted by the following vote:

Yeas: Daubert, Goodman-Hinnershitz, Marmarou, Reed, Slifko, Twyman, Waltman
President - 7
Nays: None - 0

INTRODUCTION OF NEW ORDINANCES

No ordinances were introduced at this meeting.

RESOLUTIONS

A. Resolution 32-2016– appointing Michel Micozzi to the Library Board

B. Resolution 33-2016 – appointing Wesley Zimmerman to the Audit Committee

Councilor Marmarou moved, seconded by Councilor Goodman-Hinnershitz, to adopt Resolution Nos. 32-33-2016.

Councilor Marmarou stated that the Library Board members asked Mr. Micozzi to come onto the Library Board due to his experience with facility maintenance. He stated that this addition will be very beneficial to the Board.

Councilor Goodman-Hinnershitz stated that Mr. Zimmerman’s extensive financial background will make him a perfect addition to the Audit Committee.

Resolution No. 32-33-2016 were adopted by the following vote:

Yeas: Daubert, Goodman-Hinnershitz, Marmarou, Reed, Slifko, Twyman, Waltman
President - 7

Nays: None - 0

COUNCIL COMMENT

Councilor Marmarou expressed the belief that the trash haulers cannot be blamed for the litter lining Reading's streets as the majority of that litter does not fall from trash trucks, it is tossed aside by others.

Councilor Daubert stated that the Great American Cleanup is scheduled for Saturday, April 23rd from 8 am to noon, followed by the Earth Day celebration.

Councilor Twyman stated that he welcomes the new conversation on trash as the City needs new innovative initiatives to address the cleanliness of the streets and neighborhoods.

Councilor Goodman-Hinnershitz described the successful neighborhood meeting she held in the eastern portion the Cotton Street area. She described the participants and partners that made this meeting successful. She expressed the belief that this area has become reenergized. She also announced the upcoming event sponsored by the Council on Chemical Abuse on addiction.

Councilor Slifko suggested the use of a task force to delve into the cleanliness of the City in a comprehensive manner. He suggested that the task force be composed of some members of Council, some members of the administration, representatives from the haulers and the public.

Councilor Marmarou announced that the College Heights Community Council will be performing a curb painting project for the Great American Cleanup. He invited District 4 residents to report curbs that require painting.

The Auditor announced the start of the Royals post season games and the start of the Fightin Phils baseball season.

Council President Waltman noted that the preliminary unaudited figures show that the City may have a \$30M surplus due to the years of tough budgetary decisions. He noted the importance of staying on que with the Act 47 plan.

Council President Waltman reviewed the upcoming Council schedule.

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

Respectfully submitted by Linda A. Kelleher CMC, City Clerk



AGENDA MEMO

COMMUNITY DEVELOPMENT DEPARTMENT

TO: CITY COUNCIL
FROM: ALEX PALACIOS, ACTING
COMMUNITY DEVELOPMENT DEPARTMENT DIRECTOR
MEETING DATE: APRIL 25, 2016
AGENDA MEMO DATE: MARCH 23, 2016
REQUESTED ACTION: TO APPROVE AWARDING THE CITY'S MICRO-LOAN PROGRAM TO THE
COMMUNITY FIRST FUND

BACKGROUND:

In the past the City of Reading received Commonwealth of Pennsylvania funds to create an Enterprise Zone Loan Program formerly known as EZFRED. On October 2010 the City used the revolving loan repayment funds and created a Micro-Loan Program which was administered by a consultant with an initial funding of \$550,000. During the life of the Microloan program, from 10/4/ 2010 to 12/31/2015, twenty-one loans were issued totaling \$723,632.76 and as of today the outstanding loans balances is \$374,694.37 and available to lend cash balance of \$195,988.18. The consultant no longer has a contract with the City.

The Community First Fund has submitted a concept paper indicating that they can use the Micro-Loan Program portfolio and funds to create a loan program for Reading businesses. The administration is amenable to the concept paper and would like Council's approval to award the Micro-Loan Program to Community First Fund.

The legal agreement that will be created by the City's Law Department will include conditions such as:

- The Community First Fund will diligently promote the loan program in downtown Reading and in neighborhood commercial areas.
- The Community First Fund will pay for all necessary administration costs from program funds as permitted by the Commonwealth of Pennsylvania regulations.
- The Community First Fund will service the existing Micro-Loans that were previously serviced by a consultant.
- The Community First Fund will contact the Commonwealth of Pennsylvania Department of Community and Economic Development to make certain that they fully understand and abide by all of the Commonwealth of Pennsylvania regulations.
- The Community First Fund will provide the Mayor and Council with an annual report.
- The Community First Fund will audit the program annually.

BUDGETARY IMPACT: None.

PREVIOUS ACTION: None.

SUBSEQUENT ACTION: None.

RECOMMENDED BY: The Acting Community Development Department Director and Mayor.

RECOMMENDED MOTION: To approve/deny a Council Resolution authorizing the Mayor to execute an agreement to transfer the City's former Micro-Loan Program to the Community First Fund.

Attachment

Cc: Mayor Scott
Charles Younger
Thomas Coleman

Drafted by	CD Department
Sponsored by/Referred by	CD Department
Introduced on	N/A
Advertised on	N/A

RESOLUTION NO. _____2016

RESOLUTION OF THE COUNCIL OF THE CITY OF READING AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT TO TRANSFER THE CITY'S MICRO-LOAN PROGRAM TO THE COMMUNITY FIRST FUND

WHEREAS, in the past the City of Reading received Commonwealth of Pennsylvania funding and created an Enterprise Zone Revolving Loan Program known as EZFRED;

WHEREAS, the City of Reading used the loan repayment funds and created a Micro-Loan Program which was previously administered by a consultant that is no longer under contract with the City of Reading;

WHEREAS, the Community First Fund is a Community Development Financial Institution (CDFI), an SBA guaranteed lender, and has received a high rating for impact and financial management from Aeris, the independent CDFI Assessment Rating System

WHEREAS, the Community First Fund has offered to utilize the Micro-Loan Program to create a loan program for Reading businesses;

WHEREAS, the Community First Fund agrees to create and administer the loan program according to the requirements of the Commonwealth of Pennsylvania Department of Community and Economic Development;

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF READING THAT:

The Mayor, on behalf of the City of Reading, is authorized and directed to execute an agreement with the Community First Fund to create a loan program for Reading businesses.

ADOPTED BY COUNCIL _____, 2016

PRESIDENT OF COUNCIL

ATTEST:

CITY CLERK

Drafted by
Sponsored by/Referred by
Introduced on
Advertised on

City Clerk
Public Works Director
April 25, 2016
N/A

RESOLUTION NO. _____-2016

BE IT RESOLVED by the City of Reading City Council, Berks County, and it is hereby resolved by the authority of the same, that Public Works Director Ralph Johnson, of the City of Reading is authorized and directed to submit the attached Application for Traffic Signal Approval for the *SR 2010 and SR 2003 Traffic Signal Improvement Project*, for the traffic signal improvements proposed at:

1. North 4th Street and Washington Street

to the Pennsylvania Department of Transportation, and to sign the application on behalf of the City of Reading.

Adopted by Council _____, 2016

Jeffrey Waltman, President of Council

Attest:

Linda Kelleher ,City Clerk

Drafted by
Sponsored by/Referred by
Introduced on
Advertised on

City Clerk
Public Works Director
April 25, 2016
N/A

RESOLUTION NO. _____-2016

BE IT RESOLVED by the City of Reading City Council, Berks County, and it is hereby resolved by the authority of the same, that Public Works Director, Ralph Johnson, of the City of Reading is authorized and directed to submit the attached series of Applications for Traffic Signal Approval for the *SR 2005-05S Safety Corridor Improvements Project*, for the traffic signal improvements proposed at:

1. South 5th Street and Laurel Street,
2. South 5th Street and Spruce Street,
3. South 5th Street and Chestnut Street,
4. South 5th Street and Franklin Street,
5. South 5th Street and Cherry Street,
6. North 5th Street and Court Street,
7. North 5th Street and Washington Street,
8. North 5th Street and Walnut Street,
9. North 5th Street and Elm Street,
10. North 5th Street and Buttonwood Street,
11. North 5th Street and Greenwich Street,
12. North 5th Street and Windsor Street,
13. North 5th Street and Spring Street and
14. North 5th Street and Robeson Street

to the Pennsylvania Department of Transportation, and to sign these applications on behalf of the City of Reading.

Adopted by Council _____, 2016

Jeffrey Waltman, President of Council

Attest:

Linda Kelleher, City Clerk

Drafted by City Clerk/TCC
Sponsored by/Referred by Council
Introduced on April 11, 2016
Advertised on April 18, 2016

BILL NO. _____ 2016

AN ORDINANCE AUTHORIZING COLLECTION AGENCY FEES

The City of Reading City Council hereby ordains under authority of the Local Tax Enabling Act, the Municipal Claims and Tax Lien Act, and other applicable law, as follows:

Section 1. Definitions. The following terms shall have the meanings set forth herein:

- a. Collector. The Berks County Earned Income Tax Collection Bureau.
- b. Enactment. This of this Ordinance.
- c. Governing Body. The City of Reading City Council.
- d. Tax. All local earned income taxes, other taxes, penalties, interest, and costs that the Collector collects on behalf of the Taxing Authority under the Local Tax Enabling Act, 53 P.S. § 6924.101, *et seq.*, or other statutory law.
- e. Taxpayer. An employer or taxpayer that is liable for Tax.
- f. Taxing Authority. City of Reading.

Section 2. Authorization. The Taxing Authority acknowledges the Collector may engage one or more third-party collection agencies to pursue and collect delinquent Tax in situations where the amount of delinquent Tax owed is relatively small and it is therefore cost-prohibitive for the Collector to dedicate the upfront resources necessary to pursue such delinquent Tax. The Taxing Authority hereby approves of the imposition on and collection of a fee from any delinquent Taxpayer by any third-party collection agency engaged by the Collector, provided such fee does not exceed twenty-five percent (25%) of the amount of Tax collected from any such Taxpayer.

Section 3. Notice. Promptly after adoption of this Enactment, the Taxing Authority will provide a copy of the Enactment to the Collector. If the Taxing Authority later rescinds, limits, or changes the scope of, the authorization set forth in this Enactment, then the Taxing Authority will immediately notify the Collector.

Section 4. Severability. The provisions of this Enactment are severable and if any of its provisions are ruled invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect or impair any of the remaining provisions of this Enactment. It is declared to be the intention of the Governing Body that this Enactment would have been adopted if such invalid or unconstitutional provision had not been included.

Section 5. Enactment. This Enactment is adopted and enacted _____, 2016.

ATTEST: City of Reading City Council

City Clerk

By: _____
President of Council

Submitted to Mayor: _____

Date: _____

Received by the Mayor's Office: _____

Date: _____

Approved by Mayor: _____

Date: _____

Vetoed by Mayor: _____

Date: _____

Drafted by Deputy City Clerk
Sponsored by/Referred by Council Nominations and Appointments Committee
Introduced on N/A
Advertised on N/A

RESOLUTION NO. _____

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

That Lucy Cortez is appointed to the Main Street Board with a term ending December 31, 2016.

Adopted by Council _____, 2016

President of Council

Attest:

Linda A. Kelleher
City Clerk

Drafted by Deputy City Clerk
Sponsored by/Referred by Council Nominations and Appointments Committee
Introduced on N/A
Advertised on N/A

RESOLUTION NO. _____

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

That Sean Moretti is reappointed to the Main Street Board with a term ending December 31, 2018.

Adopted by Council _____, 2016

President of Council

Attest:

Linda A. Kelleher
City Clerk