



# Allentown

435 Hamilton Street  
Allentown, Pa. 18101

## Meeting Agenda - Final

### City Council

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Wednesday, March 18, 2020

7:00 PM

Council Chambers

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#### Invocation: Council President Hendricks

#### Pledge to the Flag

#### Roll Call

#### Courtesy of the Floor

#### Courtesy and Privilege of the Floor Rules

*Please observe the Rules of Council when addressing the body. A full copy of Council Rules can be found on the city website or by email if you contact Council office.*

*There are multiple opportunities to address Council. Individuals can speak during Courtesy of the Floor (addressing items not on the agenda) and during Bills and Resolutions on Final Passage and Introduction. When given the Floor, please go to the podium and state your name and address. All remarks must be directed towards the presiding officer or council as a body; not a particular Council member or elected official, the audience or city staff. Unless otherwise determined, individuals shall have three minutes to address council and individuals representing a bona-fide group shall have five minutes. Privilege of the Floor will not be extended for personal insults or personal attacks on any individual, name calling or other behavior that is inconsistent with the purpose and intent of conducting official business. Please address council as a body. Refrain from using offensive language, cursing and making noises while other people are speaking. Act with decorum. Remove your hat and turn cell phones off.*

*(Council Speaking Rules: Members and others given the privilege of the floor will address the Presiding Officer. The Presiding Officer will extend the courtesy to the Councilperson(s) responsible for introducing legislation the opportunity to speak first. Each member will have the right to speak twice on any subject. No Member will be allowed to speak more than twice on any subject without permission of the Presiding Officer. No Member will speak more than three (3) times on the question without the unanimous consent of all the Members present.*

#### Suspension of the Rules Request

R36

Declares a Disaster Emergency

Attachments:      [R36 Emergency Declaration - COA](#)

#### Approval of Minutes:

March 4, 2020 City Council Contract Approval Meeting Minutes

Attachments:      [March 4, 2020 City Council Contract Approval Meeting Minutes](#)

#### Old Business

**Communications****Proclamation for DeMolay****REPORTS FROM COMMITTEES:**

**Public Hearing:** A Public Hearing is scheduled for Bill 20 on May 6, 2020 at 6 PM.

**Committee of the Whole:** Council will have a Committee of the Whole meeting prior to the meeting on April 1, time to be determined, to review Bill 21.

**Budget and Finance: Chair Siegel, Guridy, Mota**

The committee met this evening and considered a transfer on this evenings agenda; the next meeting will be scheduled prior to the council meeting on April 1.

**CEDC: Chair Guridy, Gerlach, Affa**

The committee met on March 11 and forwarded items on tonight's agenda; there are no future meetings scheduled at this time.

**Human Resources, Administration and Appointments: Chair Gerlach, Mota, Zucal**

The committee has not met since the last council meeting; next meeting is scheduled prior to the next council meeting to review Bill 19 being introduced this evening - time to be determined.

**Parks and Recreation: Chair Mota, Gerlach, Siegel**

The committee has not met since the last Council meeting; there are no future meetings scheduled at this time.

**Public Safety: Chair Affa, Hendricks, Zucal**

The committee has not met since the last council meeting; there are no future meetings scheduled.

**Public Works: Chair Zucal, Affa, Siegel**

The committee has not met since the last council meeting; there are no future meetings scheduled.

**Rules, Chambers, Intergovernmental Relations and Strategy: Chair Hendricks, Guridy, Gerlach**

The committee has not met since the last council meeting; we plan to meet with the school district in the future once things settle down.

**City Controller****Administration**

**APPOINTMENTS: None****ORDINANCES FOR FINAL PASSAGE (To be Voted On):**

Bill 14 CEDC, Forwarded Favorably  
Amending the 2020 General Fund Budget to provide for a supplemental appropriation of Thirty-Nine Thousand Dollars (\$39,000) as a result of a grant from the Centers for Disease Control Foundation to create and expand efforts to combat the opioid epidemic - the grant is for 6 months and will aid in the creation of an opioid death review team to collect data and target programming.

**Attachments:** [Bill 14 Opioid Awareness Grant](#)

Bill 15 CEDC, Forwarded Favorably  
Amending the 2020 Capital Fund Budget to provide for a supplemental appropriation of One Million Nine Hundred Sixty-Eight Thousand Seven Hundred Seventy-Four (\$1,968,774.00) Dollars from the Allentown Neighborhood Improvement Zone District Authority (ANIZDA) Public Improvement Fund for improvements at Center Square and on Hamilton Street between 5th Street and Church Street as well as the South side of 6th Street between Hamilton and Type Streets.

**Attachments:** [Bill 15 ANIZDA Project Funding](#)

Bill 16 CEDC, Forwarded Favorably  
Amending the 2020 General Fund Budget to provide for a supplemental appropriation of Three Hundred Forty-Seven Thousand Five Hundred (\$347,500.00) Dollars as a result of a state grant from the Pennsylvania Department of Health Lead Hazard Control Program to abate lead in residential properties and removing anticipated unused Federal funds from the 2019 Federal Lead Grant that were re-budgeted in 2020 minus some administrative costs – the Federal grant has terminated.

**Attachments:** [Bill 16 Lead Grant](#)

Bill 17 CEDC, Forwarded Favorably  
Amending the 2020 General Fund budget by reorganizing the Community Housing Development Program within the Department of Community Development to better align the positions with the State grant requirements.

**Attachments:** [Bill 17 Program Reorg](#)  
[Community Housing Manager](#)  
[Marketing Social Media Manager](#)  
[Project Manager Job Description](#)

**RESOLUTIONS FOR FINAL PASSAGE (To be Voted On):**

R30  
Transfer for Negative Balances and Debt Refinancing

\$591,631.94 in the Public Safety/Police – Negative Balance Transfer Re-allocation funds from Accounts #000-04-0802-0001-05 (Education Pay), 000-04-0802-0001-07(Extra Duty Pay), 000-04-0802-0001-08 (Longevity), 000-04-0802-0001-09 Uniform Allowance), 000-04-0802-0001-11 (Shift Differential), 000-04-0802-0001-08 (Longevity), 000-04-0802-0001-09 (Uniform Allowance), 000-04-0802-0001-26 (Printing), 000-04-0802-0001-28 (Mileage Reimbursement), 000-04-0802-0001-32 (Publications & Membership), 000-04-0802-0001-34 (Training), 000-04-0802-0001-42 (Repairs & Maintenance), 000-04-0802-0001-46 (Other Contract Services), 000-04-0802-0001-56 (Uniforms), 000-04-0802-0001-68 (Operating Materials & Supp), 000-04-0802-0001-72 (Equipment), 000-04-0802-0004-03 (Holiday Pay), 000-04-0802-0004-05 (Education Pay), 000-04-0802-0004—46 (Other Contract Services), 000-04-0802-0004-56 (Uniforms), and 000-04-0802-0004-62 (Fuels, Oils & Lubricants) to Account 000-04-0802-0001-03 (Holiday Pay), and 000-04-0802-0001-03 (Premium Pay).

\$537,586.68 in Budget and Administration – Department of Finance – Transfer is required, due to the initial transfer Ordinance #15547, June 5, 2019, stated the 2019 refinancing of debt saved the City some monies. This savings allowed the City to make the third loan payment to the Solid Waste Fund from the Interfund Transfer Account in General and Civic as was outlined in the ordinance. However, the savings was from the refinancing of the Pension Obligation Bond. This reduced our pension cost for 2019, hence the savings was in the Pension Account of ALL funds, departments and programs from Accounts #000-01-0101-0000-14, #000-01-0201-0000-14, #000-01-0301-0000-14, #000-01-0501-0000-14, #000-02-0602-0000-14, #000-02-0602-0003-14, #000-01-0602-0004-14, #000-01-0602-0005-14, #000-01-0602-0006-14, #000-01-0701-0000-14, #000-01-0701-0002-14, #000-03-0702-0000-14, #000-03-0707-0000-14, #000-03-0716-0000-14, #000-03-0807-0000-14, #000-03-0808-0002-14, #000-04-0802-0000-14, #000-04-0802-0004-14, #000-05-0605-0003-14, #000-05-0803-0002-14, #000—06-0603-0000-14, #000-07-0604-0000-14, #000-08-0709-0000-14, #000-08-0905-0002-14, #000-09-0901-0000-14, #000-09-0901-0002-14, #000-09-0901-0004-14, #000-09-0901-0004-14, #000-09-0901-0006-14, #000-09-0901-0007-14, #000-09-0902-0000-14, #000-09-0902-0003-14, #000-09-0902-0004-14, 000-09-0903-0000-14, 000-09-0903-0005-14, 000-09-0903-0006-14, 000-09-0908-0000-14, 000-09-0908-0002-14, 000-09-0908-0003-14, #000-09-0908-0004-14, 000-09-0908-0005-14, 000-09-0908-0006-14, 000-09-0908-0007-14, 000-09-0908-0008-14, 000-09-0908-0011-14, 000-09-0908-0012-14, 000-09-0908-0017-14, 000-09-0908-0018-14, 000-09-0908-0019-14 to Account #000-01-0609-0001-88 (General & Civic Interfund Transfer).

**Attachments:**

[R30 Approval of a Transfer](#)

[Due To The Initial Transfer Ordinance #15547 to Refinance Debt](#)

[Negative Balance Transfer Reallocation of Funds - Public Safety Police](#)

R35

Certificates of Appropriateness for work in the Historic Districts:  
323 N 9th St.

Attachments:      [R35 - March 2020 HARB Cases 323 N 9th Street](#)  
[323 N 9th St Final Review](#)

R37

Approval of a Transfers

Approval of Transfers: \$693,223.12 in Finance – Correct Year End Negative Balance in the Fire Department and EMS from Accounts #000-05-0803-000-42 (Repairs & Maintenance), 000-05-0803-0002-46 (Other Contract Services), 000-05-0803-0002-56 (Uniforms), 000-05-0803-0002-68 (Operating Materials & Supplies), 000-05-0605-0003-04 (Temporary Wages) 000-03-0701-0002-44 (Legal Services), 000-03-0701-0002-46 (Other Contract Services), 000-03-0702-0001-46 (Other Contract Services), 000-03-0704-0001-62 (Fuels, Oils & Lubricants), 000-03-0707-0001-42 (Repairs & Maintenance), 000-03-070-0001-62 (Fuels, Oils, & Lubricant), 000-03-0716-0001-54 (Repairs & Maintenance Supp.), 000-03-0809-0001-46 (Other Contract Services), 000-09-0901-0002-02 (Permanent Wages), to 000-05-0605-0003-02 (EMS) – Permanent Wages, 000-05-0605-0003-06 (EMS) – Premium Pay, 000-05-0605-0003-12 (EMS) – FICA, 000-05-0602-0003-90 (EMS) – Refunds, 000-05-0803-0002-06 (Fire) – Premium Pay, 000-05-0803-00002-15 (Fire) - Emp. – Health Ins. Opt Out, 000-05-0803-0002-62 (Fire) – Fuels, Oils & Lubricants. \$24,507.05 in Finance & Budget Administration - 000-09-0908-0003-24 (Postage & Shipping), 000-09-0908-0004-68 (Operating Materials & Supp), 000-09-0908-0005-68 (Operating Materials & Supp), 000-09-0908-0007-68 (Operating Materials & Supp), 000-09-0908-0008-34 (Training & Prof. Development), 000-09-0908-0008-68 (Operating Materials & Supp), 000-09-0908-0011-68 (Operating Materials & Supp), 000-09-0908-0012-68 (Operating Materials & Supp), 000-09-0908-0004-46 (Other Contract Services), to Accounts 000-09-0908-0003-02 (Permanent Wages), 000-09-0908-0003-08 (longevity), 000-09-0908-0004-02 (Permanent Wages), 000-09-0908-0004-06 (Premium Pay), 000-09-0908-0004-08 (longevity), 000-09-0908-0004-11 (Shift Differential), 000-09-0908-0004-12 (FICA), 000-09-0908-0005-06 (Premium Pay), 000-09-0908-0005-11 (Shift Differential), 000-09-0908-0005-15 (Employee Health Ins Opt Out), 000-09-0908-0007-06 (Premium Pay), 000-09-0908-0008-06 (Premium Pay), 000-09-0908-0011-08 (longevity), 000-09-0908-0012-02 (Permanent Wages, 000-09-0908-0012-08 (longevity), 000-09-0908-0012-11 (Shift Differential), 000-09-0908-0018-02 (Permanent Wages), 000-09-0908-0018-06 (Premium Pay), 000-09-0908-0018-08 (longevity), 000-09-0908-0018-11 (Shift Differential), 000-09-0908-0018-12 (FICA), 000-09-0908-0018-15 (Employee Health Ins Opt Out); \$23,663.31 in Treasury and Accounting – Legal service and interfund transfers were higher than anticipated from Account #080-02-8000-0001-82 (Interest Expense) to 080-02-8000-0001-44 (Legal Service), 080-02-8000-0001-88 (Interfund Transfers); \$18,000 in Golf Course – Account #091-08-9001-0004-72 (Equipment) to Accounts #0991-08-9001-0001-46 (Other Contract Services, and 091-08-9001-0001-54 (Repair and Maintenance); \$13,666.02 in Finance & Budget Administration – 000-02-0602-0003-26 (Mileage & Reimbursement)), 000-02-0602-0004-04 (Temporary Wages), 000-02-0602-0004-12 (FICA), 000-02-0602-0005-26 (Printing), 000-02-0602-0006-04 (Temporary Wages) to 000-02-0602-0003-08 (Longevity), 000-02-0602-0004-06 (Premium Pay),

000-02-0602-0004-46 (Other Contract Services), 000-02-0602-0005-08 (Longevity), 000-02-0602-0006-02 (Permanent Wages), 000-02-0602-0006-42 (Repairs & Maintenance).

**Attachments:**     [R37 Approval of a Transfer](#)  
                          [To Correct 2019 Negative Balances - Finance and Budget Administration](#)  
                          [Legal Services and Interfund Transfers Were Higher Than Anticipated](#)  
                          [To Correct 2019 Negative Balances - Finance and Budget Administration \\$13,6](#)  
                          [Funds Needed To Paint The Pavilion, Repair The Stonework at the Pro Shot Bu](#)

R38

Approval of Transfers: \$500,000 in Traffic Planning and Control – Need to purchase the materials for the project and need additional City’s match money for the construction from Account #001-03-2025-1810-76 (Construction Contract) and 000-03-2025-1818-46 (Contract/Service Fees) to Account #001-03-2025-1810 (Equipment) and 000-03-2025-1818-76 (Construction Contract). \$210,613.98 in Engineering from Account # 001-03-2006-1710-76 (Construction Contract) and 001-03-2006-1910-76 (Construction Contract) to Account # 001-03-2006-1710-72 (Equipment), and 001-03-2006-1910-72 (Equipment) \$50,0000 in Engineering – Contract bid exceeded allocated budget. Adding to construction budget by transferring from materials budget from Account #001-03-1748-1501-54 (Materials) to Account #001-03-1748-1501-76 (Construction).

**Attachments:**     [R38 Approval of a Transfer](#)  
                          [Need to Purchase The Materials for the Project and Additional City's Match for C](#)  
                          [Need to Purchase The Materials for the Project - Engineering](#)  
                          [Contract Bid Exceeded Allocated Budget - Engineering](#)

## **ORDINANCES FOR INTRODUCTION (To be referred to Committee with public comment prior to referral)**

Bill 18   Refer for Budget and Finance

Amending the 2020 General Fund, the 2020 Risk Fund, the 2020 Liquid Fuels Fund, the 2020 Equipment Fund, the 2020 Trexler Fund, and the 2020 Stormwater Fund by appropriating funds from the un-appropriated balances for the rollover of encumbrances for the prior year commitments.

**Attachments:**     [Bill 18 PO Rollover 2019 to 2020](#)

Bill 19   Refer to HR, Admin and Appts

Amending the 2020 General Fund budget by creating the position of Receptionist (5N) in the Human Resources Department and transferring \$27,500 from the General and Civic, Account 78 for salary for the remainder of the year.

**Attachments:**     [Receptionist](#)  
                          [Bill 19 Receptionist Position](#)

Bill 20   Refer to Lehigh Valley Planning Commission, Allentown Planning Commission and to a Public Hearing on May 6th.

AN AMENDMENT TO THE CITY OF ALLENTOWN ZONING ORDINANCE TO ALLOW THE EXISTING "POCKET NEIGHBORHOOD DEVELOPMENT" OPTION IN THE R-MP ZONING DISTRICT AND TO REVISE THE ZONING MAP TO APPLY THE R-MP DISTRICT TO LAND EAST OF S. ST. ELMO STREET AND GENERALLY SOUTH OF W. FAIRVIEW STREET.

Attachments:      [Bill 20 Elmo Rezone](#)  
                              [S. St. Elmo Street Map - Exhibit A](#)

Bill 21    Refer to Committee of the Whole

AN ORDINANCE OF COUNCIL OF THE CITY OF ALLENTOWN, LEHIGH COUNTY, PENNSYLVANIA (THE "CITY"), AUTHORIZING AND DIRECTING THE ISSUANCE OF A REVENUE NOTE, SERIES OF 2020, AS PERMITTED BY AND PURSUANT TO THE LOCAL GOVERNMENT UNIT DEBT ACT, 53 PA. C.S. § 8001 et seq., AS AMENDED AND SUPPLEMENTED, IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$7,035,000, WITH THE PROCEEDS THEREOF TO BE APPLIED FOR AND TOWARD THE FOLLOWING PROJECTS, EACH A PROJECT AS DEFINED IN THE DEBT ACT, INCLUDING, BUT NOT LIMITED TO, (I) THE CURRENT REFUNDING OF THE CITY'S OUTSTANDING SPECIAL REVENUE NOTE, SERIES OF 2016 (THE "REFUNDED NOTE" AND AS A PROJECT (THE "REFUNDING PROJECT"), (II) FINANCING THE ACQUISITION AND CONSTRUCTION OF CERTAIN IMPROVEMENTS TO THE CITY'S SEWER SYSTEM PURSUANT TO THE TERMS OF A CONCESSION LEASE AGREEMENT, DATED MAY 1, 2013, BETWEEN THE CITY AND THE LEHIGH COUNTY AUTHORITY (THE "CAPITAL PROJECT"), (III) FUNDING CAPITALIZED INTEREST ON THE CAPITAL PROJECT, (IV) FUNDING A DEBT SERVICE RESERVE FUND, AND (V) PAYING THE COSTS OF ISSUING THE NOTE;; DETERMINING THAT SUCH DEBT SHALL BE NONELECTORAL DEBT OF THE CITY; DETERMINING THAT THE NOTE SHALL BE SOLD AT NEGOTIATED SALE; ACCEPTING A PROPOSAL FOR PURCHASE OF THE NOTE, AT NEGOTIATED SALE, AND AWARDING THE NOTE AND SETTING FORTH RELATED PROVISIONS; FIXING THE SUBSTANTIAL FORM, DATE, MATURITY DATE, INTEREST RATES, INTEREST PAYMENT DATES, PLACE OF PAYMENT OF PRINCIPAL AND INTEREST AND PREPAYMENT PROVISIONS OF THE NOTE; AUTHORIZING EXECUTION AND ATTESTATION OF THE NOTE; PROVIDING THAT THE NOTE, WHEN ISSUED, SHALL BE A REVENUE NOTE OF THE CITY; PROVIDING COVENANTS RELATED TO DEBT SERVICE APPLICABLE TO THE NOTE; DESCRIBING THE PROJECTS FOR WHICH THE DEBT OF THE CITY EVIDENCED BY THE REFUNDED NOTE WERE ORIGINALLY INCURRED AND REAFFIRMING THE ESTIMATED USEFUL LIFE OF SAID PROJECT; DESCRIBING THE CAPITAL PROJECT AND SPECIFYING A REASONABLE ESTIMATE OF THE USEFUL LIFE OF THE CAPITAL PROJECT; CREATING A SINKING FUND IN CONNECTION WITH THE NOTE AS REQUIRED BY SUCH DEBT ACT; APPOINTING A PAYING AGENT, REGISTRAR AND SINKING FUND DEPOSITORY; PROVIDING A COVENANT TO INSURE PROMPT AND FULL PAYMENT OF ALL OBLIGATIONS OF THE NOTE WHEN DUE; RATIFYING PRIOR ADVERTISEMENT AND DIRECTING FURTHER ADVERTISEMENT; AUTHORIZING AND DIRECTING THE PREPARATION, EXECUTION AND FILING OF A TRANSCRIPT OF PROCEEDINGS, INCLUDING A DEBT STATEMENT, A BORROWING BASE CERTIFICATE AND EXCLUSIONARY



PROCEEDINGS, AS APPROPRIATE, WITH THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT; DECLARING THAT THE DEBT TO BE INCURRED TOGETHER WITH OTHER INDEBTEDNESS OF THE CITY, NOT TO BE IN EXCESS OF ANY LIMITATION IMPOSED BY SUCH DEBT ACT UPON THE INCURRING OF DEBT BY THE CITY; SETTING FORTH CERTAIN COVENANTS RELATING TO THE NON-ARBITRAGE STATUS OF THE NOTE; DESIGNATING THE NOTE AS A QUALIFIED TAX-EXEMPT OBLIGATION UNDER SECTION 265 (B)(3) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; CREATING A CLEARING ACCOUNT, PROJECT ACCOUNT AND CERTAIN OTHER FUNDS; SETTING FORTH CERTAIN PROVISIONS FOR THE PREPAYMENT AND RETIREMENT OF THE REFUNDED NOTE; AUTHORIZING THE PAYMENT OF EXPENSES; PROVIDING GUIDELINES FOR PERMITTED INVESTMENTS; AUTHORIZING AND DIRECTING APPROPRIATE OFFICERS OF THE CITY TO DO AND PERFORM CERTAIN SPECIFIED, REQUIRED OR APPROPRIATE ACTS AND THINGS; PROVIDING FOR SEVERABILITY OF PROVISIONS; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INsofar AS THE SAME SHALL BE INCONSISTENT HERewith; AND PROVIDING WHEN THIS ORDINANCE SHALL BECOME EFFECTIVE.

Attachments:      [Bill 21 ALLENTOWN 2020 Note Debt Issuance](#)

## **RESOLUTIONS FOR INTRODUCTION (Can be voted on or Referred to Committee):**

### **NEW BUSINESS**

### **GOOD AND WELFARE**

### **ADJOURN**

*Council meetings are held on the first and third Wednesday of each month beginning at 7:00 pm in Council Chambers. For copies of the agenda or meeting announcements, please visit our website at [www.allentownpa.gov](http://www.allentownpa.gov) or contact the Clerk at [Michael.Hanlon@allentownpa.gov](mailto:Michael.Hanlon@allentownpa.gov) to receive an email notice of the meetings.*