

Lancaster City Council Committee Meetings, May 2, 2016, 6 p.m.

**COMMISSION ROOM, CITY HALL ANNEX
120 NORTH DUKE STREET**

CALLING ROLL OF MEMBERS

Present – Mr. Roschel, Ms. Sorace, Mr. Soto, Ms. Williams, Ms. Wilson and President Graupera – 6

Excused – Mr. Reichenbach - 1

APPROVAL OF MINUTES

Minutes of the City Council committees for April 4, 2016 and April 26, 2016 were unanimously approved by a roll-call vote.

PERSONNEL COMMITTEE

1. Darcy Pollock, nominee to the Lancaster County Convention Center Authority, was interviewed by Council members. Ms. Williams made a motion that Ms. Pollock's nomination be moved to the full Council for action at the May 10 regular meeting. President Graupera seconded the motion and it was approved by the committee.

Mayor Gray said Ms. Pollock had been recommended by Larry Hinnenkamp, whom she will be replacing on the Convention Center authority board. She brings financial acumen to the board.

Ms. Pollock said she appreciated the opportunity to serve on the board. She is a self-described numbers person, a 35-year resident of the County and an enthusiastic supporter of the City's redevelopment.

Her term on the Convention Center Authority board will begin retroactively on April 26, 2015 and continue through September 30, 2017.

COMMUNITY DEVELOPMENT & PLANNING COMMITTEE

1. Administration Bill No. 7-2016, lead hazard ordinance. Randy Patterson briefed Council on proposed major changes in the ordinance, which focus on the inclusion of home-based daycare center serving up to 12 children. New centers in homes constructed prior to 1978 will be required to do lead risk assessment testing. Existing center would also be required to test for lead if a child attending the center is found to have elevated blood levels. At the June 6 Council committee meeting, Mr. Patterson will ask that the bill be moved forward for action. No action was taken at this meeting.

Randy Patterson, City Economic Development & Neighborhood Revitalization director, told Council members that the existing ordinance focuses primarily on residential properties and owner-occupied properties. The issue of lead testing in home-based day care centers has been

discussed at meetings of the countywide lead coalition, of which the City is a member. With proposed changes in the ordinance, new day care centers must have a lead risk assessment done before receiving a certificate of occupancy or certificate of use from the City. Testing will be limited to areas where the children would be cared for. If lead is found, the area will need to be remediated. If the building is an owner-occupied property, the owner can apply for funding from the City's Lead Hazard Reduction Program to help offset the cost of remediation. Funding for that program comes from a grant which Lancaster City shares with Lawrence County, PA. Available grant funding will allow for about 25 homes to be remediated over three years.

Mr. Patterson said elevated lead levels continue to be found in children who are tested. Lead is particularly important in young children. Some 90 percent of brain development occurs before the age of 5, he said. Lead has been found to impair cognitive development in children.

The state licenses home day care centers, but issues related to lead are not addressed in state licensing.

Lead testing of children has been done under a state program administered by Pinnacle Health, but funding for that program has been eliminated. The City is now working with SouthEast Health Services and the Community Action Program of Lancaster County to develop a testing program.

The City is applying for a federal Housing and Urban Development grant which would provide additional funds for lead remediation. The City has applied twice before and been denied.

PUBLIC WORKS COMMITTEE

1. Administration Resolution No. 23-2016, annual National Public Works Week recognition. Mr. Soto made a motion that Resolution No. 23-2016 be moved to the full Council for action at the May 10 regular meeting. Ms. Sorace seconded the motion and it was approved by the committee.

Mr. Patterson said the resolution is approved annually by Council as a small measure of recognition for the unsung heroes of the Public Works department - the men and women who fix broken water mains in freezing weather, maintain our parks, fix potholes and all the other work that most people don't see.

COMMITTEE OF THE WHOLE

1. Council Resolution No. 22-2016, calling on the U.S. Senate to act to fill the vacancy on the U.S. Supreme Court. Mr. Soto made a motion to send the resolution to full Council for action at the May 10 meeting. Ms. Wilson seconded the motion and it was approved by the committee.

President Graupera said Resolution sponsor Mr. Reichenbach had made the case for the resolution when speaking during the April 26 regular Council meeting. President Graupera said the resolution calls on Senators to act to fill the Supreme Court vacancy rather than waiting until

the next president is elected. If adopted by City Council, copies of the resolution will be sent to Pennsylvania's two U.S. senators.

2. Recognition of top scholars of J.P. McCaskey High School's small learning communities. Recognition will be done at the May 10 meeting. President Graupera asked if any Council members would be willing to volunteer to present certificates of recognition. Ms. Sorace and Mr. Soto volunteered to do so.

CLERK'S REPORT

The City Clerk reported that today was the deadline for filing of annual Statements of Financial Interest. The financial disclosure forms are required under state ethics law for elected officials, directors, solicitors and City employees who do in inspections, contracts or purchasing. Most City employees and elected officials who are required to file the forms had done so. Those forms will remain in a file in the City Clerk's office, where they will be open for public inspection under the law.

He reported that he had met with City Solicitor Barry Handwerger and Administrative Services Director Patrick Hopkins to discuss the City code and contracted code providers. This is part of a process in which the City will study the services and costs of companies which provide codification services and could lead to changing providers.

He further reported that he and Mr. Hopkins are scheduled next week to discuss meeting minutes and agenda preparation software with a computer vendor. That is the beginning of a process that could lead to contracting with a vendor for software that would be used by all the City's 32 boards, commissions and authorities. Potentially, it could save staff time, and increase compliance with public information law.

He discussed the bio forms which had been distributed to Council members. The forms ask for basic information about Council members which will be displayed next to their photographs on the City webpage. He also asked Council members to submit photographs of themselves.

He also alerted Council members that he will be out of the office and on vacation from May 12-22. They should expect the agenda and meeting documents for the May 24 meeting to be distributed early, prior to his departure.

FINANCE COMMITTEE

1. Administration Resolution No. 24-2016, authorizes a project to be undertaken by the Lancaster Higher Education Authority for the benefit of Harrisburg Area Community College. Ms. Sorace made a motion to move the resolution to full Council for action at the May 10 meeting. Mr. Roschel seconded the motion and it was approved by the committee.

Dan Blakinger, solicitor of the Higher Education Authority, explained that HACC will use the funding authorized by the resolution for the partial refunding of a 2008 financing, renovations of the Cooper Student Center at the Harrisburg campus, excavating and replacing the

Harrisburg West parking lot, and making repairs to the Goodling and Leader buildings at the York campus.

The Municipalities Authorities Act requires the municipality which created the authority to approve a resolution declaring that a project to be undertaken is beneficial to the health, safety and welfare of the people in the area served by the project. While the capital improvement spending will not be done in Lancaster, it does involve a refunding which will benefit the entire HACC system, including the Lancaster campus, he said. The authority passed a resolution in support of the project at its April 21 meeting.

Responding to questions from Mayor Gray and Ms. Sorace, Mr. Blakinger explained that Lancaster City is not liable for the funding, but it simply acting as a conduit for the financing undertaken by the Higher Education Authority. That financing also does not count toward the total amount of City indebtedness.

2. Administration Bill No. 5-2016, a supplemental appropriation of the anticipated \$247,500 reimbursement from the Federal Emergency Management Agency for costs incurred by the City during the January snowstorm. That amount is being transferred to the City's General Fund.
3. Administration Bill No. 6-2015, a supplemental appropriation of \$750,000 from the General Fund reserve to the Liquid Fuels Fund for street paving in 2016. Ms. Sorace made a motion to move both bills to the full Council for a first reading at the May 10 meeting. Mr. Roschel seconded the motion and it was approved by the committee. A second reading and vote would occur at the May 24 meeting.

Patrick Hopkins, City Administrative Services director, explained the City is expected to receive a reimbursement of 75 percent of its costs related to the January snowstorm from the Federal Emergency Management Agency. The remaining 25 percent, which was to come from the Pennsylvania Emergency Management Agency, will not be forthcoming. About \$330,000 in eligible costs have been identified. The 75 percent reimbursement provides \$247,500. When received – likely in 2017 - that money will be appropriated as General Fund revenue. That money will pay back the appropriation from the General Fund to the Liquid Fuels Fund. The snowstorm costs were paid from Liquid Fuels money.

The second supplemental appropriations bill will transfer \$750,000 from the General Fund to the Liquid Fuels Fund. Those funds come from savings in the 2015 calendar year and will be used for street paving. Much of that spending will be used for the conversion of Mulberry Street from one-way to two-way traffic. Other streets will also be paved, although that list has not been finalized. The paving list will be shared by the mayor at the May 10 Council meeting in his report.

Without the appropriation, only Mulberry Street and a few streets from the 2015 paving list will be repaved. With the appropriation, streets from the 2016 list will be paved.

Ms. Wilson noted that the condition of streets is one of the most often heard concerns of City residents.

4. 2015 Unaudited Year-End Report. Informational only. No action taken.

Mr. Hopkins shared that the City had completed last year with an estimated \$318,761 in revenue above budget. That amount resulted from higher than anticipated revenue. That was combined with \$2.76 million in lower than anticipated spending, for a total of nearly \$3 million under budget.

The City had planned to use \$1.5 million from reserves to balance the budget. That amount went unspent and the City ended the year with an additional \$1.5 million. With those reserve funds unspent, the City Fund Balance reserve ended the year with an estimated \$11,460,746. Mr. Hopkins detailed cost savings across all departments.

Similarly, he detailed saving in the City's enterprise funds. The exception was in the Sewer Fund, which had a \$1.7 million deficit for the year. The budget anticipated settlement of disputed bulk sewer charges with the Lancaster Area Sewer Authority. That issue remains in litigation. The mayor expressed confidence that issue will eventually be resolved in the City's favor, but not quickly.

5. Lancaster Parking Authority enforcement of parking regulations. Informational only. No action taken. Mr. Hopkins said the solicitor is preparing an ordinance which will give the Parking Authority the authority to enforcement the parking ordinance. That draft bill may be ready for Council review at a special committee meeting on May 24, in advance of a first reading later that evening.

Mr. Hopkins presented figures showing the estimated gross revenue from parking enforcement is nearly \$2 million. The revenue model assumes that the Parking Authority's costs to do enforcement will be about \$766,442 annually. A 10 percent revenue guarantee of about \$200,000 to the Parking Authority is included in the proposed agreement. That leaves just over \$1 million in net revenue. That money would go to the City, with a \$500,000 annual guaranteed payment to the City and the payment of additional net revenue to the City. Parking revenue would have to decline by \$600,000 annually, or more than 25 percent, before amounts are unable to cover minimum payments for both the Parking Authority and City.

Mr. Hopkins said those numbers assume an increase in efficiency when the Lancaster Parking Authority takes over enforcement. It also assumes a \$5 increase in the fine amounts of the most common parking tickets. Specifically, he cited the \$15 meter violation charge. The ticket fine is essentially the same price as parking in a garage all day, so there is no incentive to pay the meter or park in the garage. The \$10 fine for parking on a street during designated street cleaning times has also not been changed for several years. He advocated for increasing both of those fines.

Under the proposed agreement, the City will lose about \$700,000 in annual revenue, but will also reduce its expenses by about \$700,000. Even with a loss in revenue, Mr. Hopkins argued the improvement in customer service from having a single entity handing parking enforcement would be worthwhile even if there was a small net loss in revenue to the City.

Ms. Sorace noted that some City residents are looking forward to the change because they believe police will be able to shift their attention to enforcing parking restrictions in permitted neighborhood districts.

The meeting was adjourned at 7:28 p.m.

John E. Graupera, President

Attest:

Bernard W. Harris Jr.
City Clerk