

Julio A. Guridy, President
Ray O'Connell, Vice President
Joseph Davis
Jeanette Eichenwald
Jeff Glazier
Cynthia Y. Mota
Peter Schweyer



Allentown City Council
435 Hamilton Street
Allentown, Pa. 18101
AllentownPa.Gov

Facebook: Allentown City Council

COUNCIL MEETING
February 6, 2013
COUNCIL CHAMBERS
435 Hamilton Street

PUBLIC SAFETY – 6:30 PM

Bill 7 FEMA Grant

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars (\$225,625) as a result of a grant from the US Department of Homeland Security (FEMA) Assistant to Firefighters Grant, to the City of Allentown Fire Department to assist with the purchase and installation of the Ply-Mo Vent System for all existing City of Allentown Fire Stations.

R5 Allentown Emergency Operation Plan

Approves the Adoption of Amendments to the Allentown Emergency Operation Plan (AEOP)

Budget and Finance 6:45

R 2 Sale Mack South Fire Training Grounds

Authorizes the Administration to Sell a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

R3 Right of First Refusal

Authorizes the Administration to Execute a Right of First Refusal Agreement for the Sale of a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

Council Meeting – 7:00 PM

1. Invocation: Joe Davis
2. Pledge to the Flag
3. Roll Call
4. Courtesy of the Floor
5. Approval of Minutes: January 16, 2013
6. Old Business
7. Communications
8. Committee Reports

Budget and Finance: Chairperson Schweyer

Public Safety: Chairperson Eichenwald

Community and Economic Development: Chairperson Davis

Parks and Recreation: Chairperson Mota

Public Works: Chairperson O'Connell

Human Resources, Administration and Appointments: Chairperson Glazier

Rules, Chambers, Intergovernmental Relations and Strategy: Chairperson Guridy

OTHER COMMITTEE REPORTS

Controller's Report

Managing Director's Report

9. APPOINTMENTS

Aggregate Pension Board Appointments: Terms to expire January 1, 2014

Sean Pressman

Jeff Glazier

Sheet Metal Technician Board Reappointment – Jeff Erb, Alternate, Term to Expire 05/06/2017

10. ORDINANCES FOR FINAL PASSAGE:

Bill 4 Street Vacation

East School Street from South Ellsworth Street to S. Filbert Street

Bill 7 FEMA Grant

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars (\$225,625) as a result of a grant from the US Department of Homeland Security (FEMA) Assistant to Firefighters Grant, to the City of Allentown Fire Department to assist with the purchase and installation of the Ply-Mo Vent System for all existing City of Allentown Fire Stations.

11. ORDINANCES FOR INTRODUCTION:

Bill 8 HUD Sustainable Regional Planning Grant

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Five Hundred Twenty-Three Thousand Seven Hundred and Fifty Dollars (\$523,750) representing the City's portion of a regional grant provided by the U.S. Department of Housing and Urban Development under its Sustainable Regional Planning Initiative, and being administered by the Lehigh Valley Economic Development Corporation. The grant funds will be used to develop a city-wide re-industrialization strategy, prepare a master plan for the Little Lehigh Industrial Corridor, and undertake additional activities as may be recommended by these studies.

Bill 9 Fearless Generator Grant

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Twenty-Five Thousand Dollars (\$25,000) as a result of a grant from the US Department of Homeland Security (PEMA) Pre-Disaster Mitigation Grant, to the City of Allentown Fire Department to assist with the purchase and installation of an emergency generator for the City of Allentown Fearless Fire Station.

Bill 10 809 Hamilton Street Funds

Amending the 2013 General Fund Budget to appropriate One Thousand Three Hundred Twenty Dollars (\$1,320) from the proceeds of the Revolving Loan Fund to an Expenditure Account to pay back the Pennsylvania Department of Community and Economic Development for unused funds plus interest.

Bill 11 East Side Fire Station Grant

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Fifteen Thousand Dollars (\$15,000) as a result of a grant from the US Department of Homeland Security (PEMA) Office of the State Fire Commissioner, to the City of Allentown Fire Department to assist with the purchase and installation of new furnishings for the City of Allentown's East Side Fire Station.

Bill 12 Old Allentown Streetscapes Phase II

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Five Hundred Thousand Dollars (\$500,000) in Redevelopment Assistance Capital Program (RACP) funding from the Commonwealth of Pennsylvania for a second phase of streetscape improvements for the Old Allentown Historic District

12. CONSENT AGENDA: None

13. RESOLUTIONS ON SECOND READING:

R 2 Sale Mack South Fire Training Grounds

Authorizes the Administration to Sell a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

R3 Right of First Refusal

Authorizes the Administration to Execute a Right of First Refusal Agreement for the Sale of a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

R5 Allentown Emergency Operation Plan

Approves the Adoption of Amendments to the Allentown Emergency Operation Plan (AEOP)

14. RESOLUTIONS ON FIRST READING:

R6 Printing Services

Authorizes the Administration to Enter Into a Five (5) Year Contract with Fraser Advanced Information Systems for Managing Printing Services

15. NEW BUSINESS

16. GOOD AND WELFARE

17. ADJOURNED



Allentown
City without limits.

Ed Pawlowski, Mayor
City of Allentown
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TO: Michael Hanlon
City Clerk

FROM: Ed Pawlowski *EP*
Mayor

DATE: January 24, 2013

SUBJECT: Authorities, Boards, Commissions Appointments

Mayor Pawlowski has approved the following reappointment for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Jeff Erb	Sheet Metal Technician Board	05/06/2017

Mr. Erb is currently serving as an alternate on this board. I am attaching his resume for your review.

EP/kal

Attachments

ORDINANCE NO.

BILL NO. 4 - 2013

January 2, 2013

AN ORDINANCE

Providing for the vacation of E. School Street from S. Ellsworth Street to S. Filbert Street in the Fourteenth Ward of the City of Allentown:

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION 1. That E. School Street, a sixteen (16') foot wide street, from the easterly right-of-way line of S. Ellsworth Street to west right-of-way line of S. Filbert Street, in the Fourteenth Ward of the City of Allentown be and the same is hereby vacated.

SECTION 2. That this ordinance shall not become effective until such time as a deed of easement for any existing utilities has been filed in the Lehigh County Office of the Recorder of Deeds which Easement shall be within the limits of the right-of-way lines of proposed vacated streets or as required by the affected utilities, if any.

SECTION 3. That if said deed of easement is not recorded within one year from the effective date of this Ordinance, then this Ordinance shall become null and void.

SECTION 4. Subject to the provisions set forth in Ordinance No. 12245, passed April 6, 1977.

SECTION 5. That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 7 - 2013

INTRODUCED BY

JANUARY 16, 2013

AN ORDINANCE

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars (\$225,625) as a result of a grant from the US Department of Homeland Security (FEMA) Assistant to Firefighters Grant, to the City of Allentown Fire Department to assist with the purchase and installation of the Ply-Mo Vent System for all existing City of Allentown Fire Stations.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the Capital Fund in the amount of Two Hundred Twenty-Five Thousand Six Hundred Twenty-Five Dollars (\$225,625) reflecting reimbursement from the FEMA Grant.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the Capital Fund in the following manner:

Fire Stations Ventilation System:

001-05-1695-1311-46	Other Contract Services	\$ 225,625
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SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Fire

- **Summary and Facts of the Bill**

The Fire Department was awarded a FEMA grant in the amount of \$225,625.00 for the purchase and installation of a Ply-Mo vent system for all existing fire stations. We are asking council to appropriate \$225,625.00 from the

Un-appropriated balance of the capital fund until payment from FEMA is received. This work must be completed by December of 2013, however it is vital that we have this system installed as soon as possible to increase the safety to our firefighters and make our Stations a healthier environment in which to work. The funds will be re-imbursed as soon as the project is approved by this Council and the funds are in place.

- **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

To provide funding for the installation of the Ply-Mo Vent System with re-imburement from FEMA

- **What are the Benefits of doing this/Down-side of doing this**

This project will fulfill our biggest need, satisfying our recent comprehensive needs analysis, as well as bring our department into compliance with NFPA 1500 section 9.1.6 relating to the exposure of firefighters to emissions.

The installed system we proposed will capture 100% of the exhaust emissions via direct connections to the vehicle exhaust pipes. A filtration system and fans will vent the emissions to the outdoors, which will meet the requirements in NFPA 1500-2007 edition, the National institute of Occupational safety and health (NIOSH), the US Department of Health (USDH, the clean air act of 1990 and the Occupational safety and Health Administration (OSHA) requirements and recommendations. We see no down side to this project.

- **How does this Bill related to the City's Vision/Mission/Priorities**

The bill will create a healthier environment in all fire stations for all fire personnel.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**

Initial \$237,000, Ongoing minor increase to electric bills.

- **Benefits (initial and ongoing)**

We currently spend more than \$2,220,984 annually for health benefits and insurance for our personnel. This number could grow higher with the potential for long term health conditions due to constant exposure to high levels of CO and cancer causing carcinogens. In order to comply with OSHA, we cannot continue to allow our personnel to be exposed to these dangerous fumes. Protecting the health of 125 firefighters for the Federal cost over a 20 year period translates to \$47 per year per firefighter – an amount which pales in comparison to the cost of long term health benefits! The protection of these personnel for such a limited investment provides a great cost/benefit ratio. The lifespan of our PPE, which currently hangs in the apparatus bays located directly adjacent to the apparatus exhaust, will be greatly extended.

Each time our vehicles are started, all of the gear is subjected to the black/blue diesel exhaust fumes and smoke. Our firefighters then don their PPE which really can't be considered personal "protective" equipment due to the PPE being coated in cancer causing carcinogens emanating from our apparatus.

After our vehicles start up, our apparatus bays must be manually ventilated by opening the doors which causes an effect on our utility bills in the winter months. Regardless of the time of year or the weather conditions, this is a completely unsafe condition that our staff should not have to be subjected to.

Additionally, we will see a financial benefit related to our building maintenance and equipment replacement. Our buildings will remain clean and soot free from harmful exhaust fumes. We will reduce our maintenance costs for heating filters, paint for our walls, and the replacement of ceiling tiles which are notorious for turning various shades of black after exposure to the diesel exhaust. Our crews who sleep inside the station will not be in danger of inhaling carbon monoxide in their sleep due to the amount of diesel emissions throughout the building.

With 118,032 citizens to protect, a project such as this at a Federal expense of only \$225,625 provides a great cost/benefit per resident. When taking into account the amount of citizens, divided by the cost of the project multiplied by an approximate 20 year equipment life expectancy, the cost per person per year equals to only \$0.08 (8 cents!) per resident throughout the span of this project! This cost analysis alone proves this project has a very favorable cost/benefit ratio.

- **Funding Sources – Please include the following in your explanation:**
 - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

Re-imbusement through FEMA \$225,625.00

- **Priority status/Deadlines, if any**

ASAP

Why should Council unanimously support this bill?

To create a healthier environment for All Fire Personnel and begin to realize the cost benefit.

- **Committee Action**
- **Public Comments**
- **Body/Text of the Bill**
- **Exhibits**
- **Vote**

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 8 - 2013

February 6, 2013

AN ORDINANCE

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Five Hundred Twenty-Three Thousand Seven Hundred and Fifty Dollars (\$523,750) representing the City's portion of a regional grant provided by the U.S. Department of Housing and Urban Development under its Sustainable Regional Planning Initiative, and being administered by the Lehigh Valley Economic Development Corporation. The grant funds will be used to develop a city-wide re-industrialization strategy, prepare a master plan for the Little Lehigh Industrial Corridor, and undertake additional activities as may be recommended by these studies.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the General Fund in the amount Five Hundred Twenty-Three Thousand Seven Hundred and Fifty Dollars (\$523,750), representing the City's portion of a regional grant provided by the U.S. Department of Housing and Urban Development under its Sustainable Regional Planning Initiative, and being administered by the Lehigh Valley Economic Development Corporation.

SECTION TWO: The grant funds will be used to develop a citywide re-industrialization strategy, prepare a master plan for the Little Lehigh Industrial Corridor, and undertake additional activities as may be recommended by these studies.

SECTION THREE: That City Council authorizes a supplemental appropriation from the unappropriated balance of the General Fund to the Community Planning Program in the Bureau of Planning and Zoning, in the following amount to the following account:

000-09-0902-0001-46	Contract/Service Fees	\$523,750
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SECTION FOUR: That this Ordinance will take effect ten (10) days after final passage.

SECTION FIVE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Planning

- **Summary and Facts of the Bill**

The bill appropriates grant funds in the amount of \$523,750 awarded the City of Allentown through the U.S. Department of Housing and Urban Development's Regional Sustainability Planning Grant initiative. The regional grant is being administered by the Lehigh Valley Economic Development Corporation of which the City is a sub-recipient.

- **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
- **What are the Benefits of doing this/Down-side of doing this**
- **How does this Bill related to the City's Vision/Mission/Priorities**

The city intends to use these funds to support a variety of activities, all of which are directed toward increasing the availability of industrial based jobs in the city. These activities include the preparation of a city-wide industrial development strategy; the development of a master plan/economic development strategy for the area known as the Little Lehigh Industrial Corridor and other activities that may be identified through the planning process and that may support the redevelopment of sites that present themselves as potential employment areas.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

The city will receive a total of \$523,750 in federal funds to support these activities, to which is must provide matching funds/in-kind services with a total value of \$148,000. This match will be supported by CDBG funds already allocated to these types of activities as well as City and AEDC staff time that will be devoted to this project.

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

Funds being provided by the U.S. Dept. of Housing and Urban Development and passed through the Lehigh Valley Economic Development Corporation.

- **Priority status/Deadlines, if any**

High. Grant agreement has been executed and an RFP for first phase of activites has been issued.

- **Why should Council unanimously support this bill?**

The appropriation will provide funds directed toward meeting one of the basic needs of city residents - the provision of better paying, industrial jobs.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 9 - 2013

INTRODUCED BY

FEBRUARY 6, 2013

AN ORDINANCE

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Twenty-Five Thousand Dollars (\$25,000) as a result of a grant from the US Department of Homeland Security (PEMA) Pre-Disaster Mitigation Grant, to the City of Allentown Fire Department to assist with the purchase and installation of an emergency generator for the City of Allentown Fearless Fire Station.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the General Fund in the amount of Twenty-Five Thousand Dollars (\$25,000) reflecting reimbursement from the PEMA Grant.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the General Fund in the following manner:

000-05-0803-0002-72	Equipment	\$25,000
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SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Fire

- **Summary and Facts of the Bill**

The Fire Department was awarded a PEMA Grant through Lehigh County in the amount of \$25,000 for the installation of an emergency generator at the fearless Fire station.

- **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

To provide funding for the installation of an emergency generator with re-imbursement through PEMA and Lehigh County.

- **What are the Benefits of doing this/Down-side of doing this**

This project will fulfill one of our biggest needs, satisfying our recent comprehensive needs analysis.

The installed generator will make every one of our fire stations self-sufficient during a power outage and allow the fire stations to be used as temporary shelters if necessary.

- **How does this Bill related to the City's Vision/Mission/Priorities**

The bill will create self-sufficient station and temporary shelters during a power outage or disaster.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**

Initial \$5,000 match

- **Benefits (initial and ongoing)**

Benefits include keeping the Fire Station operational during a disaster or power outage. Creates a temporary shelter for citizens during a power outage or disaster.

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

PEMA via Lehigh County \$20,000.00

- **Priority status/Deadlines, if any**

ASAP

Why should Council unanimously support this bill?

To create a self-sufficient Fire station and temporary shelter.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 10 – 2013

FEBRUARY 6, 2013

AN ORDINANCE

Amending the 2013 General Fund Budget to appropriate One Thousand Three Hundred Twenty Dollars (\$1,320) from the proceeds of the Revolving Loan Fund to an Expenditure Account to pay back the Pennsylvania Department of Community and Economic Development for unused funds plus interest.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes the appropriation of funds from the KNBT account used for the drawdowns by 809 Hamilton Street Investors to the revolving loan fund expenditure account in the amount of One Thousand Three Hundred Twenty Dollars (\$1,320) to reimburse the Pennsylvania Department of Community and Economic Development for the unused grant funds of \$1,150 plus interest of \$170.

SECTION TWO: That City Council authorizes an expenditure from the KNBT account to the Department of Community & Economic Development, Office of Economic Development as follows:

008-09-8918-0001-48	Grant Expenditure	\$1,320
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SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

The Department of Community and Economic Development originates this bill. It is initiated by the need to return unused Housing Redevelopment Assistance (HRA) funds in the 809 Hamilton Project back to the state.

- **Summary and Facts of the Bill**

The bill transfers the remaining balance of \$1,320 to be expensed and payment made to the state.

HRA Grant C000048918 - 809 Hamilton Street. Audit fees came in less than anticipated, (the state required a hold of \$5000) causing monies not to be utilized by the loan applicant. Audit fee was \$3850.00 leaving an unexpended amount of \$1150.00. The accumulated interest is \$170.00 creating a balance of \$1320.00 due to Pennsylvania Department of Community and Economic Development.

- **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
- **What are the Benefits of doing this/Down-side of doing this**
- **How does this Bill related to the City's Vision/Mission/Priorities**

The bill ensures the City's compliance to our contract with the state to use \$400,000 in HRA funds to create four market rate residential rental units. The contract required a reserve of \$5,000 to cover the cost on an audit. The audit expense totaled \$3,850. The remaining \$1,150 were not able to be programmed into the project.

- **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**
- **Benefits (initial and ongoing)**

There are no direct costs to the City.

There are no direct benefits to the City

- **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

The \$1,320 is a combination of \$1,150 in unused/unprogrammed funds in the project and the accrual of \$170 in interest.

- **Priority status/Deadlines, if any**

The funds must be returned from the City to the state no later than February 28, 2013.

- **Why should Council unanimously support this bill?**

Council should unanimously support this bill because it is a requirement of the contract between the City and state.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 11 - 2013

FEBRUARY 6, 2013

AN ORDINANCE

Amending the 2013 General Fund Budget to provide for a supplemental appropriation of Fifteen Thousand Dollars (\$15,000) as a result of a grant from the US Department of Homeland Security (PEMA) Office of the State Fire Commissioner, to the City of Allentown Fire Department to assist with the purchase and installation of new furnishings for the City of Allentown's East Side Fire Station.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the General Fund in the amount of Fifteen Thousand Dollars (\$15,000) reflecting reimbursement from the PEMA Grant.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the General Fund in the following manner:

000-05-0803-0002-46	Contract/Service Fees	\$5,000
000-05-0803-0002-68	Operating Materials & Supplies	5,000
000-05-0803-0002-72	Equipment	<u>5,000</u>
Total		\$15,000

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Fire

• **Summary and Facts of the Bill**

The Fire Department was awarded a PEMA Grant through the Office of the State Fire Commissioner in the amount of \$15,000 for the purchase of new furnishings and construction of the new East Side Fire Station.

• **Purpose – Please include the following in your explanation:**

- **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**

To provide funding for the purchase of new furnishings and aid in the construction of the new East Side Fire Station.

- **What are the Benefits of doing this/Down-side of doing this**

This project will fulfill one of our biggest needs, satisfying our recent comprehensive needs analysis.

New furnishings will be needed upon the completion of the New East side fire station. Living quarters furniture as well as office furniture.

- **How does this Bill related to the City's Vision/Mission/Priorities**

The bill will create an efficient and comfortable fire station for all Fire Personnel.

• **Financial Impact – Please include the following in your explanation:**

- **Cost (Initial and ongoing)**

Initial \$3,000 match

- **Benefits (initial and ongoing)**

Benefits include furnishing the Station with both living quarter and office furniture to insure the quality of life for our fire personnel.

• **Funding Sources – Please include the following in your explanation:**

- **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

Transfer \$15,000 from the un-appropriated balance of the general fund to Fire Account # 000-05-0803-0002-72 Equipment Re-imbusement through PEMA \$15,000.00

• **Priority status/Deadlines, if any**

ASAP

Why should Council unanimously support this bill?

To create an efficient and comfortable Fire station.

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 12 - 2013

FEBRUARY 6, 2013

AN ORDINANCE

Amending the 2013 Capital Fund Budget to provide for a supplemental appropriation of Five Hundred Thousand Dollars (\$500,000) in Redevelopment Assistance Capital Program (RACP) funding from the Commonwealth of Pennsylvania for a second phase of streetscape improvements for the Old Allentown Historic District

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the Capital Fund in the amount Five Hundred Thousand Dollars (\$500,000), reflecting receipt of a Redevelopment Assistance Capital Program funding from the Commonwealth of Pennsylvania for the purpose of implementing a second phase of streetscape improvements in the Old Allentown Historic District.

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the Capital Fund in the following manner:

001-09-1635-1310-76

\$500,000

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

Budget Ordinance Recognizing Redevelopment Assistance Capital Program (RACP) Funds, Old Allentown Streetscape, Second Phase.

- What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Bill Origination: Bureau of Planning and Zoning, Department of Community and Economic Development

Initiative: Old Allentown Streetscape

- Summary and Facts of the Bill:

The Ordinance recognizes Redevelopment Assistance Capital Program Funds in the amount of \$500,000 for the Old Allentown Streetscape. These funds are matched by earlier phase I improvements funds (\$444,600) originating from the Federal Highway Administration and administered by PennDot and some City capital funds (\$75,000).

- Purpose

- What does the Bill do – what are the specific goals/tasks the bill seeks to accomplish?
- What are the Benefits of doing this/Down-side of doing this.
- How does this Bill related to the City's Vision/Mission/Priorities

These funds will be used to continue the site improvement program begun with Phase I.

- Financial Impact

- Cost (Initial and ongoing):
- Benefits (initial and ongoing):

Cost: The RACP grant underwrites the project's costs.

Benefits: The project leverages both in terms of investment and aesthetics the continued improvement of the Old Allentown Historic District.

- Funding Sources

Make sure bill gives specific accounts if money is moved around:

As noted previously the Commonwealth of Pennsylvania's Redevelopment Assistance Capital Program.

- Priority status/Deadlines, if any:

High priority, since the project is in design and will be bid towards the end of the first quarter. A contract for construction supported by the grant to will be prepared for signing near term.

- Why should Council unanimously support this bill?

The funds further the City's historic preservation program, and complement the work being done in the downtown.



CITY OF ALLENTOWN

No. R-2

RESOLUTION

- 2013

Introduced by the Administration on January 2, 2013

Authorizes the Administration to Sell a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

Resolved by the Council of the City of Allentown, That

WHEREAS, the City owns the real estate with a property address of 1902 Lehigh Street, Allentown, Pennsylvania 18102, more particularly described at Lehigh County Property Identification Number (PIN) # 549680433515 1, known as the Mack Southside Fire Station, the adjacent firefighter training grounds ("the Training Grounds") and the parking lot located at the intersection of Lehigh and Vultee Streets in the City of Allentown (the "Parking Lot"); and

WHEREAS, the Training Grounds consists of approximately 2.4 acres and the Parking Lot contains approximately 14,633 square feet, as depicted in Exhibit "A" which is attached hereto and made a material part hereof; and

WHEREAS, Section 130.24 of the Administrative Code states that City owned real estate shall not be sold, conveyed or transferred without the prior authorization of City Council in the form of a Resolution adopted at a public meeting; and

WHEREAS, in consideration of the best interests of the City, City Council finds that the sale of the said property will generate revenue and reduce maintenance costs for the City; and

WHEREAS, Ordinance 14493 requires the Administration to commit ten (10%) percent of the proceeds of the sale of City owned real property toward the repayment of the Stabilization Fund Loan of 2006.

NOW, THEREFORE, BE IT RESOLVED that the Mayor is authorized to sell and convey that portion of the property located 1902 Lehigh Street, Allentown, Pennsylvania known as the Training Grounds and the Parking Lot and is further authorized to execute all documents necessary to effectuate such sale and to commit ten (10%) percent of the proceeds of such sale to the repayment of the Stabilization Fund Loan of 2006.

What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Managing Director. The initiative began with the Mayor's Office at the request of Health Network Laboratories (HNL) which is a for profit subsidiary of Lehigh Valley Hospital Network (LVHN).

- **Summary and Facts of the Bill**

Resolution authorizes the Administration to execute an Agreement of Sale with HNL for a portion of the City owned property located at 1902 Lehigh Street.

The portions of land to be sold are approximately 2.41 acres on north side of property known as the Fire Training Academy, and approximately 14,633 SF of parking lot (which is currently being leased to HNL) located on west side of property.

The purchase price is nine hundred and seventy eight thousand dollars (\$978,000).

HNL plans on utilizing the property to expand its existing adjacent facility and operations.

The Mack Fire House would continue to operate as and where is. The Fire Training Academy would need to be relocated.

- **Purpose**

The resolution allows the Administration to enter into an Agreement of Sale with HNL to sell a portion of its property known as the Fire Training Academy and parking lot adjacent to HNL's existing operations.

The chief benefit would be to allow HNL to continue to operate and expand its operation at its current location; keep the laboratory and current employees in the city; and add this property and approximately 150-200 new jobs to the tax rolls.

This move also provides to the City the opportunity and funding to upgrade and consolidate its Public Safety Training facilities at the Police Training Academy.

Selling this property to HNL is consistent with City economic development efforts to retain taxable businesses; expand the number of employees working in the City; and demonstrate that the City is a business friendly environment.

- **Financial Impact**

Cost Associated: The consolidation & upgrading of the Police Training Academy to include the Fire Training Academy would be covered by the \$978,000 proceeds of the sale of this property, and a \$295,000 Lehigh County Emergency Training Facilities Grant.

Benefits Associate: In addition to the \$978,000 purchase price, HNL will be placing this property back on the tax rolls and creating additional 150-200 jobs in the City. Both of these will yield additional annual tax revenue to the City, School District & County.

- **Funding Sources** – The consolidation & upgrading of the Police Training Academy to include the Fire Training Academy would be covered by the \$978,000 proceeds of the sale of this property, and a \$295,000 Lehigh County Emergency Training Facilities Grant.

- **Priority status/Deadlines, if any** – HNL is anxious to proceed with their expansion. Should the Agreement of Sale not be executed in a timely manner, they will be acting on other options that include relocating their entire operations outside the City.

- **Why should Council unanimously support this bill?** It provides funds and opportunity to consolidate and upgrade City Public Safety Training facilities; retain taxable businesses; potential expand the number of employees working in the City; and demonstrate that the City is a business friendly environment.



CITY OF ALLENTOWN

No. R-3

RESOLUTION

- 2013

Introduced by the Administration on , 2013

Authorizes the Administration to Execute a Right of First Refusal Agreement for the Sale of a Portion of the City-owned Real Property located at 1902 Lehigh Street, Allentown, Pennsylvania

Resolved by the Council of the City of Allentown, That

WHEREAS, the City owns the real estate with a property address of 1902 Lehigh Street, Allentown, Pennsylvania 18102, more particularly described at Lehigh County Property Identification Number (PIN) # 549680433515 1, known as the Mack Southside Fire Station (the "Fire Station"), as depicted in Exhibit "A" which is attached hereto and made a material part hereof; and

WHEREAS, Health Network Laboratories, L.P. ("HNL"), a taxable subsidiary of Lehigh Valley Health Network, conducts its business operations in facilities located adjacent to the Fire Station on Lehigh Street; and

WHEREAS, HNL may, at some future time, wish to expand its operations at this location within the City; and

WHEREAS, Section 130.24 of the Administrative Code states that City owned real estate shall not be sold, conveyed or transferred without the prior authorization of City Council in the form of a Resolution adopted at a public meeting; and

WHEREAS, City Council finds, in its judgment, that the grant of a right of first refusal to HNL to purchase the Fire Station at some future time, by written agreement, is in the best of the City; and

WHEREAS, Ordinance 14493 requires the Administration to commit ten (10%) percent of the proceeds of the sale of City owned real property toward the repayment of the Stabilization Fund Loan of 2006.

NOW, THEREFORE, BE IT RESOLVED that the Mayor is authorized to execute a written agreement granting Health Network Laboratories, L.P. a right of first refusal to purchase that portion of the property located 1902 Lehigh Street, Allentown, Pennsylvania known as the Fire Station, subject to certain terms and conditions, and is further authorized to commit ten (10%) percent of the consideration paid to the City by Health Network Laboratories, L.P. for the grant of said right of first refusal to the repayment of the Stabilization Fund Loan of 2006.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Managing Director: The initiative began with the Mayor's Office at the request of Health Network Laboratories (HNL) which is a for profit subsidiary of Lehigh Valley Hospital Network (LVHN).

- **Summary and Facts of the Bill**

Resolution authorizes the Administration to execute a **Right of First Refusal Agreement** for the potential sale of City-owned Real Property located at 1902 Lehigh Street, better known as the Mack Firehouse property, with HNL.

- **Purpose**

The resolution grants HNL the Right of First Refusal to purchase the Mack Firehouse property, in the event the City would decide within the next ten (10) years to sell and/or relocate the Mack Firehouse property adjacent to HNL.

The resolution ensures that HNL will have rights to purchase the property at a competitive price, if and when the City sells the land in question.

The resolution is only designed to provide HNL the right to purchase the parcel of land **before any other competing interest**.

For this Right of First Refusal, HNL will pay the City ten thousand dollars (\$10,000). This agreement terminates after ten (10) years.

The chief benefit would be to allow HNL to continue to operate and expand its operation at its current location; keep the laboratory and current employees in the city; and add this property and new jobs to the tax rolls.

There is no downside to this agreement as it would only be activated should the City decide to sell the property.

Providing a right of first refusal to HNL is consistent with City's economic development efforts to retain taxable businesses; expand the number of employees working in the City; and demonstrate that the City is a business friendly environment.

- **Financial Impact**

- Benefits Associated: For this Right of First Refusal HNL will pay the City ten thousand dollars (\$10,000).
- Costs Associated: There is no cost associated with this agreement

- **Funding Sources** – No funding sources are required

- **Priority status/Deadlines, if any** – This Right of First Refusal Agreement would be activated in conjunction with the City's Agreement of Sale with HNL for a portion of the land at 1902 Lehigh Street, known as the Fire Training Academy & Parking lot should HNL find it needs additional land to expand its current operations.

- **Why should Council unanimously support this bill?** Ten thousand dollars (\$10,000) with no undesired risk; retain taxable businesses; potential expand the number of employees working in the City; and demonstrate that the City is a business friendly environment.



CITY OF ALLENTOWN

No. 5

RESOLUTION

R - 2013

Introduced by the Administration on January 16, 2013

Approves the Adoption of Amendments to the Allentown Emergency Operation Plan (AEOP)

Resolved by the Council of the City of Allentown, That

WHEREAS, Section 7053 of the Pennsylvania Emergency Management Services Code, 35 Pa. C.S.A. Section 7101, et seq. mandates the City of Allentown prepare, maintain and keep an emergency operations plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within this City; and

WHEREAS, in response to the mandate stated above, the City has prepared an emergency operations plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

WHEREAS, the City of Allentown has also prepared an emergency operations plan in order to reduce the potential effects of a major emergency or disaster and to protect the health, safety and welfare of the residents of Allentown.

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown, does hereby approve, adopt and place into effect, the Emergency Operations Plan of the City of Allentown. This plan supersedes previous Allentown plans developed for response to a major emergency or disaster and shall be reviewed and adopted as necessary and/or every two (2) years to make certain that it conforms with the requirements of the Lehigh County Emergency Operations Plan.

- What Department or bureau is Bill originating from? Where did the initiative for the bill originate?

Resolution Needed

Fire Department, Fire Chief/ Emergency Management Coordinator

- Summary and Facts of the Bill

Adopt Allentown Emergency Operation plan (AEOP) as amended, Changes shall be made if necessary and adopted every two years. As per new requirement

The Commonwealth's Emergency Management Service code (35 Pa. C.S.A Section 7101-7707), also known as P.L. 1332, directs and authorizes each political subdivision of the Commonwealth to establish a local Emergency Management Agency and develop a comprehensive emergency plan; and each Emergency Management Agency shall have the responsibility for Emergency Management activities involving mitigation, preparedness, response and recovery in order to provide for the health, safety and welfare of the citizens within the agency's Jurisdiction.

Note: Changes have been made to the notification sections only, (names, positions and phone numbers). No changes needed or made to the Basic Operations plan. Changes reflect the new City of Allentown Council President.

Purpose

- What does the Bill do – what are the specific goals/tasks the bill seek to accomplish.

Adopt Allentown Emergency Operation plan (AEOP) as amended

What are the Benefits of doing this/Down-side of doing this

**Remain within the Commonwealth's Emergency management Code.
Keep the City Of Allentown available for State and Federal funding following a disaster.**

How does this Bill related to the City's Vision/Mission/Priorities

The City Of Allentown shall have the responsibility for Emergency Management activities involving mitigation, preparedness, response and recovery in order to provide for the health, safety and welfare of the citizens within the City of Allentown.

- Financial Impact
 - Cost (Initial and ongoing)
N/A
 - Benefits (initial and ongoing)
N/A

Funding Sources

N/A

- Priority status/Deadlines, if any

Changes should be adopted as soon as possible, last adopted in 2011

Why should Council unanimously support this bill?

For all the reasons as stated above.



CITY OF ALLENTOWN

No. R-6

RESOLUTION

R - 2013

Introduced by the Administration on February 6, 2013

Authorizes the Administration to Enter Into a Five (5) Year Contract with
Fraser Advanced Information Systems

Resolved by the Council of the City of Allentown, That

WHEREAS, the City desires to address the current fragmented, expensive, and disjointed array of office printing capabilities throughout the many government offices by consolidating office printing capabilities and technologies to save on related costs and operate more efficiently; and

WHEREAS, after meeting with several vendors identified through the Commonwealth of Pennsylvania's cooperative purchasing program (COSTARS), to discuss managed print services it was determined that Fraser Advanced Information Systems was best suited to meet the City's needs; and

WHEREAS, Fraser Advanced Information Systems has offered a proposal that provides cost effective print services in a reliable, consistent and cost-effective manner over a five (5) year time period which are compatible with present and future Information Technology needs;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Allentown approves a five (5) year contract for managed print services and directs the Mayor to enter into an agreement with Fraser Advanced Information Systems on behalf of the City.

- **What Department or bureau is Bill originating from? Where did the initiative for the bill originate?**

Department of Finance

- **Summary and Facts of the Bill**

The Administration is requesting to enter into a five year contract with Fraser Advanced Information Systems for managed print services.

- **Purpose – Please include the following in your explanation:**
 - **What does the Bill do – what are the specific goals/tasks the bill seek to accomplish**
 - **What are the Benefits of doing this/Down-side of doing this**
 - **How does this Bill related to the City's Vision/Mission/Priorities**

The City currently has a fragmented and disparate variety of copier machines, fax machines and scanners with varying options from at least three (3) different companies, dispersed throughout the many offices of the city government. Some machines are networked into the Information Technology infrastructure while others are not, which contributed to the need for multiple pieces of equipment. The City maintains a vast array of printers, fax machines and scanners which are not connected to a network and contributed to inefficiencies in work processes.

By implementing managed print services in the fashion proposed, the multitude of independent printers, fax machines and scanners will be eliminated and existing copiers will be replaced with new multi-function machines. All machines will be networked for more efficient operations and cost savings.

- **Financial Impact – Please include the following in your explanation:**
 - **Cost (Initial and ongoing)**
 - **Benefits (initial and ongoing)**

By entering into a five year contract, the City will realize savings of approximately \$13,000 per year or approximately \$68,000 over five (5) years. There will also be indirect savings including those incurred from reduced electric usage due to less machines operating, reduced paper costs because the new machines are capable of two sided printing.

- **Funding Sources – Please include the following in your explanation:**
 - **If transferring funds, please make sure bill gives specific accounts; if appropriating funds from a grant list the agency awarding the grant.**

Funding for this project is from budgeted 2013 General Fund monies and will continue to be a budgeted expense for the term of the contract.

- **Priority status/Deadlines, if any**

There is a priority to this legislation because there are currently a number of copiers without maintenance contracts and support. If said copiers need service or replacements, there will significant costs associated with addressing in the absence of a new master agreement.

- **Why should Council unanimously support this bill?**

This Resolution will allow the City to begin operating in a more efficient and less costly manner.