

**MINUTES  
CITY COUNCIL MEETING  
Monday February 14, 2011**

**Regular Session**

Council President Karl Marking called the meeting to order at 7:50 p.m. and welcomed everyone to the meeting. Council members present were Council President Karl Marking, Council Vice President Joseph Hamrick, Mssrs., Edward Simpson, Mrs. Ingrid W. Jones, and Ms. Karen Jorgenson. Staff members present included City Solicitor John Carnes, Interim City Manager Wayne Reed, Police Chief Julius Canale, Director of Public Works Donald Wilkinson, Director of Planning and Codes Enforcement Damalier Molina, and Director of Finance Stacy Bjorhus.

President Marking announced an Executive Session was held February 2<sup>nd</sup>, 7<sup>th</sup>, 8<sup>th</sup>, 2011 to discuss matter of personnel and earlier this evening, February 14, 2011 to discuss personnel and legal.

President Marking announced Mr. Eggleston and Mr. Brazzle would not be in attendance.

**Approval of Minutes: *January 24, 2011***

Vice President Hamrick made the motion to approve the minutes for January 24, 2011; Mrs. Jones seconded the motion. Motion passed 5-0.

President Marking clarified the appointment to the Pension Commission regarding the staff member. Mr. Wilkinson was appointed by City Council at the last meeting. The Code states the Director of Finance appoints the administrative staff member. Mr. Carnes read the Code Section 38-18 pertaining to the appointment of the administrative staff member to the Non-Uniform Pension commission.

**Approval of Accounts Payable**

Vice President Hamrick made a motion to approve the Accounts Payable listing dated January 28, 2011 to February 4, 2011; Mrs. Jones seconded the motion. Motion passed 5-0.

**Additions, Deletions or Modifications to the Agenda**

President Marking made a motion to add Regular Action Item #5, Information Gathering Committee for the Train Station; Ms. Jorgenson seconded the motion. Motion passed 5-0.

Mr. Simpson made a motion to delete Action Item #4, Consider appointment of a West End Fire Department Deputy Fire Chief to replace vacated seat; Vice President Hamrick seconded the motion. Motion passed 5-0.

Ms. Jorgenson made a motion to add Regular Action Item #6, to allow staff to work with the Halo Solar Company; Mrs. Jones seconded the motion. Motion passed 5-0.

**Presentations**

1. The Heritage Group – acquisition of the Coatesville Memorial Community Center

The Heritage Group is composed of local citizens who are interested in preserving the Coatesville Memorial Community Center (CMCC). To that end they have requested the opportunity to address City Council to discuss the feasibility of acquiring the facility; should the City not continue to offer programming in the spirit of the CMCC original purpose. They have expressed desire to work closely with different groups, such as the City, PAL and the YMCA to plan and carry out community activities for the benefit of the City and area

citizens. Ms. Karol Smith- Williamson introduced other members of the Heritage Group. Ms. Karol Smith-Williamson stated the idea of the City acquiring the building was to have an ongoing, full, robust program in the building. The City programs at the CMCC over the years have become sparse. The City had a dynamic program at one time. President Marking stated a proposal has been submitted by the Police Athletic League for the use of the CMCC. Ms. Smith-Williamson asked for information on the Recreation programs for the City. What is the intent for recreation and the use of the building? The transfer of the CMCC was to have a functioning recreation program. The activities and rejuvenation of recreation is not taking part in the City at this time. If the City cannot maintain the programs, the CMCC Board is willing to take over the CMCC. To make sure that the programming that was intended is taking place as is in the agreement. Mr. Reed asked if the CMCC Board is asking for the building to be turned back from the City to the CMCC Board. Ms. Smith-Williamson replied yes; if the City is not going to provide recreation programming out of the space.

2. National Velodrome Center Bicycle Race planned for July 3 and 4, 2011

David Chauner and Crosby Wood, developers for the proposed National Velodrome Center, addressed Council to discuss their plans to hold the first of future annual bicycle races on the July 4<sup>th</sup> weekend. This year they plan to have a two day race mete beginning on Sunday July 3, 2011 with all afternoon races within the City to be coordinated with the Rotary Club of Coatesville which will be sponsoring the Annual Celebrate Coatesville. On July 4, 2011 they will be holding races in the outlying communities. It is anticipated 1,000 will be in attendance at the races. A request was made to change the fireworks to July 3, 2011. The fireworks were planned for July 9, 2011. Mr. Wood asked for the fireworks to be changed for the holiday weekend. President Marking asked the status of sponsorships. Mr. Wood stated the Rotary and the Velodrome would work together for sponsors for the two events. Mr. Reed stated Rotary is working with the Velodrome to change the date and acquire vendors for the event. There will be an increase in the cost of the fireworks due to the holiday weekend. Ms. Walton in the Police Department has asked to take over the fireworks for this year. Chief Canale has approved Ms. Walton. President Marking suggested using the members of the Parks and Recreation Commission to volunteer for the event and help fill in any gaps. A special event permit will be provided in the near future. City Council agreed to have more discussion at the February 28, 2011 meeting. Mr. Wood asked to purchase or lease the old CCA Building. The reason is to relocate cycling professionals and move equipment here. Ms. Jorgenson asked when the Rotary would be providing their decision. President Marking asked for the item to be placed on the agenda at the February 28, 2011 meeting.

3. Halo Development, LLC, to discuss business venture for Solar Energy panels in and around the City

Mr. Lynn Gross and Mr. Ted Mondzelewski addressed Council on their planned business venture to place solar panels in Coatesville and the surrounding area as a means to help reduce electrical costs to the citizens and to provide revenue to the City. The goal is to look at all the sites that are solar friendly. Solar technology is not cheap, but the income stream and government incentives have helped to make it more affordable. There are many ways to integrate solar technology. It would generate an income stream. The Program provides savings in electrical standpoint. The complete system would be installed at no fee.

Ms. Jorgenson made a motion to add Regular Action Item #6, to allow staff to work with the Halo Solar Company; Mrs. Jones seconded the motion. Motion passed 5-0.

4. Coatesville Adult Baseball League to discuss use of Ash Park's ballfield through 2016  
Mr. Richard Jenkins, President, Coatesville Adult Baseball League (CABL), made a presentation to Council about the long term use of the Ash Park Baseball Field. The local organization has been in existence since 1923 and has used this field for most of the intervening years and play evening games four or five days a week. The CABL has paid for the use of the field during May, June, July of each year and expressed their desire for Council approval to use this field through 2016 with five year renewal agreements. Mrs. Jones asked if the use of the field by the Baseball league would block other entities using the field. Mr. Reed stated the fields are also used by the soccer teams. Mr. Carnes stated minor changes may be required to the existing Ordinance or that we may need to set up a lease by Ordinance for the use of the property. President Marking asked for the item to be placed on the agenda at the February 28, 2011 meeting.

**Citizens' Hearings – Regular Action Items Only**

There were no citizens' hearings at this time.

Vice President Hamrick made a motion to close citizens' hearings on regular action items only; Mrs. Jones seconded the motion. Motion passed 5-0.

**Special Event – None Requested**

**Items for Discussion**

1. Discuss Heritage Group presentation about acquiring the Coatesville Memorial Community Center

The Heritage Group is seeking to acquire the Coatesville Memorial Community Center that they bought and rehabilitated the facility many years ago for use as a community center.

Mr. Simpson stated the agreement between the City and the foundation states the building goes back to being under control of the foundation of it is not being used. Mr. Simpson asked if the CMCC Board is a viable organization. Vice President Hamrick stated that they have a Board of Directors. President Marking asked when the Board held a meeting. Mr. Simpson pointed out the CMCC was not the one requesting to use the space, it was the Heritage Group. Ms. Karon Smith-Williamson stated the last meeting was last week. The Board meets monthly. Ms. Jorgenson asked what the Board has done since the transition. The Board has been using other spaces for camp programs and mentoring programs. Ms. Jorgenson asked if the Board could work with PAL. Ms. Jorgenson asked how the Board is funded. Ms. Karon Smith-Williamson stated by donations.

2. Discuss PAL's proposal for use of the Coatesville Memorial Community Center

During the January 24, 2011 meeting the Police Athletic League (PAL) made a presentation to the Council proposing that they team up with the Brandywine Valley YMCA for activities and use of the Coatesville Memorial Community Center. Activities included PAL, Police Substation, Curfew and Truancy Center, Community Policing Center, Weed and Seed Center, Youth Aid Panel Center and Community Events.

Vice President Hamrick asked if the space can be used by other entities along with PAL. President Marking replied yes and that PAL will not have control of the building. There is no problem with other entities utilizing the building. President Marking stated that Detective Pawling walked him through the space and he stated that they have funding from the Chester County DA's Office, grant funds for building improvements, and ready programming to begin

programming for the community by the community in the spirit of the Centers mission. PAL presented a proposal in June of last year and again last month.

Mr. Simpson excused himself from the meeting at 8:58 p.m.

Vice President Hamrick made a motion to move discussion item #2 to regular action item #6; Mrs. Jones seconded the motion. Motion passed 4-0.

Ms. Karon Smith-Williamson asked for clarification. Vice President Hamrick explained that PAL will work with anyone who wants to run programming in the space and that the City of Coatesville would maintain the property. President Marking explained that between the Heritage Group, PAL and the YMCA, there are three groups which have expressed interest in utilizing the building. The City would pay for the utilities. Ms. Karon-smith-Williamson suggested that then perhaps an action item could be added to allow the CMCC access to the building. President Marking said that if they want to submit a proposal for activities in the center, that Council would certainly act on it. Mr. Reed clarified that PAL is not obtaining a lease, they're requesting the opportunity to run programs.

3. Discuss YMCA's Management Proposal for operation of the Ash Park Swimming Pool this year  
Last year the Brandywine Valley YMCA entered into a Management Agreement for the operation of the Ash Park Swimming Pool. The organization has submitted a Management proposal to continue the operation of the pool this year. The 2010 operating expenses paid to the YMCA was \$31,501 and the projected budget for 2011 is \$34,528. Mr. Carnes asked for a copy of the prior year contract. President Marking asked the status of the funds for the pools. Mr. Reed stated funds were added to the budget for the pools and summer programs. President Marking asked for the item to be placed on the agenda at the February 28, 2011 meeting.
4. Discuss Coatesville Adult Baseball League request for use of Ash Park's ballfield through 2016  
Earlier this evening the Council heard a presentation from Mr. Richard Jenkins concerning the use of Ash Park Baseball Field by the Adult Baseball League. President Marking asked for the item to be placed on the agenda at the February 28, 2011 meeting.
5. Discuss City Hall Parking issues  
President Marking explained the City Hall parking lots are being utilized by citizens outside of City Hall. The citizens are using the parking lot and walking away towards town. President Marking explained the employee handbook has a section regarding parking permits. President Marking asked Ms. Bjorhus the status of the parking permits. Ms. Bjorhus stated she has discussed the permits with Mr. Wilkinson. The area needs permit parking for the whole day. The issue is two hour parking. Ms. Bjorhus and Mr. Wilkinson discussed the employee parking. Mr. Hudson stated internal studies done regarding one way street on Harmony and the City Hall parking lots. There are enough spaces along the back fence to the end for employee parking up against the fence. President Marking stated people doing business with the City need to be able to park. Is there a recommendation for an Ordinance or permit parking for the lot? President Marking asked for the item to be placed on the agenda at the February 28, 2011 meeting with recommendations.
6. Discuss need for additional appointment to the Coatesville Non-union Pension Commission  
President Marking stated he added this to the agenda. This is the only Commission that has an even number in the commission. Should the commission have an uneven number of members? Mr. Carnes stated as he remembers it was to form a balance in the Commission. Mr. Reed stated

there are members from each union. President Marking asked Mr. Carnes to review the matter and get back to City Council.

7. Discuss update on revised City Web site

President Marking stated the City website developer is on vacation. The new website currently has eighty-six pages. A training session was held for the employees. It is hopeful the new website will be up and running on February 28, 2011.

**Regular Action Items**

1. Consider approval of the revised Coatesville Employee Handbook

Vice President Hamrick made a motion to approve the City of Coatesville Employee Handbook; Ms. Jorgenson seconded the motion. Motion passed 4-0.

2. Consider one appointment to the Redevelopment Authority of Coatesville Board of Directors to complete a vacated seat for four year term

Mr. Reed announced the City received another application for the Authority this afternoon. President Marking suggested the Authority, Board, Commission and Committee members review the applicant and receive feedback from the members.

Mrs. Jones nominated Eric Collins for the Redevelopment Authority. Vice President Hamrick nominated Joseph Kandler for the Redevelopment Authority. Mr. Carnes announced the applicant received this afternoon; the applicant is not a resident of the City. Vice President Hamrick withdrew his nomination.

Ms. Jorgenson motioned to appoint Eric Collins to the Redevelopment Authority Board to fulfill the term of Jon Kasitz for 2010-2014; Vice President Hamrick seconded the motion. Motion passed 4-0.

3. Consider agreement with Former City Employee

President Marking explained the matter is a legal matter and cannot be discussed.

Ms. Jorgenson made a motion to approve the agreement with former City employee; Vice President Hamrick seconded the motion. Motion passed 4-0.

4. Consider Information Gathering Committee for the Train Station

President Marking suggested appointing two members to the Information Gathering Committee for the Train Station.

Vice President Hamrick made a motion to appoint two member of City Council for the Information Gathering Committee for the Train Station; Ms. Jorgenson seconded the motion. Motion passed 4-0.

Ms. Jorgenson nominated President Marking for the Information Gathering Committee for the Train Station. Nomination passed 4-0.

Vice President Hamrick nominated Mr. Brazzle for the Information Gathering Committee for the Train Station. Nomination failed 2-2. President Marking and Ms. Jorgenson were the dissenting votes.

President Marking nominated Mr. Simpson for the Information Gathering Committee for the Train Station. Nomination passed 3-1. Vice President Hamrick was the dissenting vote.

5. Consider to allow staff to work with the Halo Solar Company

Ms. Jorgenson asked if the work that will be done is a feasibility study for the solar sites. President Marking replied yes, at no cost to the City.

Ms. Jorgenson made a motion for Halo Solar Company to work with staff for solar sites and study locations; Vice President Hamrick seconded the motion. Motion passed 4-0.

6. Consider PAL's proposal for use of the Coatesville Memorial Community Center

Ms. Smith-Williamson asked for a copy of the proposal. Mr. Reed stated he would provide a copy after the meeting. Ms. Smith-Williamson asked what this action means in terms of the City and their recreation and community center type activity. President Marking stated that in his view PAL is an extension of the City's Police Department so this is an effort on behalf of the City to utilize the space in the manner in which it was designed to be utilized, Vice President Hamrick stated PAL has proposed a full program, youth basketball, and tutoring. President Marking stated PAL will be providing computer training as well.

Vice President Hamrick made a motion to approve the PAL proposal for use of the Coatesville Memorial Community Center; Ms. Jorgenson seconded the motion. Motion passed 4-0.

**Solicitors Report**

Mr. Carnes asked if there were any questions on his report. There were no questions at this time.

**City Manager's Report**

Mr. Reed announced he has provided Council with a copy of the annual City Manager report as required by City Code. Mr. Reed asked for the full report to be added to the minutes for the meeting. Mr. Reed read the summary on page 8.

**Citizens' Hearings – Non-Agenda Items**

Jeff Deacon – Resident

Mr. Deacon announced the Historical Commission has been reactivated. A meeting will be held on March 3, 2011 at City Hall. An event will be held for Zachariah Walker. Mr. Deacon explained a Facebook page has been developed for the Commission. The Historical Commission will be compliant with the Code. Mr. Reed suggested the Commission members meet with Mr. Gene DiOrio.

Vice President Hamrick made a motion to close citizens' hearings on non-agenda items only; Ms. Jorgenson seconded the motion. Motion passed 4-0.

**Council Comments**

Vice President Hamrick thanked everyone for attending the meeting.

Mrs. Jones thanked everyone for attending the meeting.

Ms. Jorgenson thanked everyone for attending the meeting.

President Marking stated he is glad to see the commissions are reenergized. He reminded the citizens that Keystone is sending the notices for the Earned Income Tax. Barbacane Thornton, the auditors, for the 2009-2010 audit are sending confirmation letters out regarding the Solid Waste bills. The Annual City

Manager report was a nice reminder of the incredible amount of work that was completed in 2010. President Marking thanked his fellow councilpersons for giving up their birthdays, anniversaries and Valentine's Day in service to the City.

**Adjournment**

Vice President Hamrick made a motion to adjourn the meeting at 9:50 pm; Mrs. Jones seconded the motion. Motion passed 4-0.

Ted Reed  
Interim City Manager



INTERIM CITY MANAGER'S OFFICE  
MEMORANDUM

TO: Coatesville City Council  
FROM: Ted Reed, Interim City Manager  
DATE: February 14, 2011  
REF: City Manager's Annual Report

In accordance with Article IV, Paragraph 2, Section 404 E, the City Manager shall submit an annual report to the City Council and the citizens of Coatesville. Herewith submitted, then, is the City Manager's Annual Report for 2011 of the activities of the City government including the City Council and the City Staff. It has been an interesting, exciting and most of all, a challenging year for the local government serving some 12,000 citizens in the community. During the Council meetings the Council has set policies for the Staff to carry out and set the priorities for the new direction of the City government.

At the Organizational meeting held on **January 4**, four new members of Council were sworn in. Veteran Councilman Ed Simpson was elected by the membership as the Council President and newly sworn in Karl Marking was elected Vice President. During that meeting the previous City Solicitor was replaced by a John Carnes by the new Council and the City Manager was placed on administrative leave and on **February 8** he was dismissed. The new direction for the City government got underway.

On **January 11** the Council passed a resolution requesting the Chester County District Attorney to perform a forensic audit of the City's financial matters during the past four years.

There was also an announcement of a pre-bid meeting set for January 15 on the **Brandywine Creek Trail Riverwalk Project**. This project continued all summer and required several Change Orders. The work was completed in October. At the **December 13** meeting the Council approved an amendment to the Riverwalk Project to apply for an additional \$85,000 grant to install an **eight feet chain link fence and to complete installation of a wooden fence along the Brandywine Creek**. Approval of this additional grant by the Chester County Commissioners was announced in January, 2011. Bids are presently being sought for this work.

During the January 11 meeting there was also an announcement of the second pre-construction meeting set for January 15 for the **Diamond Street Parking Lot and Lumber Street Storm Drainage Project** which had been awarded to Bulldog Construction Company. This project was completed in July and opened to the public. A parking meter station was installed for use in paying the fees.

A Special Meeting was held on **January 22** to consider approval of a resolution declaring the **City Council Special Meeting of December 23, 2009 as violating the Sunshine Act and City Charter** relating to an agreement which authorized the sale of the northern section of "The Flats" to Carl Chetty. This action negated the sale of this land.

At the **February 8** meeting the Council awarded a bid to **Vector Control for the installation of a new security system in City Hall**. This system included the entrance into the municipal building by key and a security code to enter the facility. A security code system was also installed on the glass door between the entrance area and the administrative offices. The Council approved a resolution to award a contract to James R. Kenny Excavating and Paving for the construction of the **Brandywine Creek Trail Riverwalk Project**. During the meeting the Council also voted to remove City Manager Harry Walker III as City Manager and approved a one year contract with Wayne G. "Ted" Reed to serve as the Interim City Manager until February 28, 2011.

On **February 22** the Council approved the first reading of an **ordinance to establish an Agricultural Lease for the Conti Property**. The second and final reading of the ordinance was approved during the March 8 meeting. The property was then leased to a local farmer for the growing season.

During the **March 8** meeting the Council discussed the need to fill the various vacancies on the various **authority, boards, commissions and committees (ABCC)**. Vice President Marking presented ideas about pulling the information together and announced he was volunteering to work with the Staff to organize the information and present and vacant positions on the ABCC. After several months of work the Council began filling seats on the ABCCs which continued all year long. There are still some seats remaining unfilled but the application process put into place has increased the interest from the community to serve their fellow citizens.

The Council approved the offer from the Coatesville Area Partners for Progress (CAPP) to fund a **Council Strategic Planning Training Program**. The training sessions were held on June 22 and July 22. During these two meetings the Council identified issues of concern and discussed possible resolutions. It was planned that the Council would continue to work on a plan to move forward with an action plan. The Council did adopt the slogan, **"Together, we can make the difference."**

On **March 8** Councilmen Marking and Hamrick were appointed to an **Ad Hoc Finance Committee** while Councilmen Eggleston and Hamrick were appointed to a **Union Negotiating Committee** for the upcoming AFSCME and Police contracts. Also the date of March 24 was set for a work session to consider amendments to the 2010 annual budget. Discussions continued over the next several months and on **June 28** the Council adopted an **Amended 2010 Municipal Budget**.

At the meeting on **March 22** the Council approved the grant application to the Pennsylvania Department of Community and Economic Development of an **Early Intervention Program, Phase 2 (EIP)**. The Phase 1 EIP was completed in 2008 and made a number of recommendations for the City to implement to assist in the financial recovery of the government's economic situation. The total cost of the project was \$87,676 with DCED paying a total of \$65,700 and the City's participation was \$21,976 or one-fourth of the cost of the project. The City was notified of the application approval at the April 26 meeting and the Council accepted the grant contract. A Steering Committee was formed to assist in directing the information gathering and reviewing the final draft before being presented to the City Council on November 11. The final report presented a review of the 2008 accomplishments and shortcomings and an analysis of the data and recommendations for the next five years.

At the **April 12** meeting the Interim City Manager announced that the Graystone Society had been successful in obtaining 28 **Steel Trees from the World Trade Center's** September 11, 2001 terrorist attack in New York. These trees were manufactured by Lukens Steel Company and used for the front of the Twin Towers. Delivery of the steel trees was set for April 14. The Council approved the closing of First Avenue to receive the precious cargo and display them along the street into the night hours.

The concept of **Instant Ticketing** was presented to the Council. The concept of this Codes Department tool is to allow the Codes Inspectors and Police to issue an instant ticket for various City Code violations such as trash and debris, building code issues, junk cars, high grass, etc. The tickets would immediately become a fine which must be paid within a period time and could be appealed only for misrepresentation of the City Codes. The District Justice Judges could not overthrow the ticket, but could only decide upon the amount of the fine if challenged. Discussions among Staff and Council continued over the months and included a presentation from the Business Administrator for the City of Lancaster in January 2011 about that City's success with this program. The Staff was directed to develop a proposed ordinance to present to Council at a later date for consideration.

It was also announced that Chester County had approved a \$250,000 grant application to be used to demolish **the Fleetwood Street and Oak Street burned houses** which were destroyed by arson. It took several months for bidding the demolition work, negotiating the City purchase of the properties with the owners of the eleven properties and the actual demolition of the buildings. The work was completed in the summer and is now covered with grass waiting for further development.

During this meeting the Council received and approved the final development plan for the **Marriott Courtyard Hotel development (Coatesville Inn Association)**. There were still many obstacles during the rest of the year requiring many hours of staff time to resolve. Finally, on **December 23** the final documents were signed and the project will get underway in early 2011. This 125 room hotel will be completed in 2012 and a new Business Office development will get underway beside the hotel. These facilities are located just off the Route 30 Bypass ramp on Route 82.

The Interim City Manager announced the development of a **Community Garden** at the northeast corner of Lincoln Highway and Third Avenue organized by the Episcopal Church of the Trinity. Mr. Carl Chetty had given permission to use the lot and Bulldog

Construction Company hauled dirt to the site and graded it for the gardens at no cost to the Church. There were about a dozen garden plots during the year.

During the **April 26** the Chester County Commissioners offered its continuing support for the revitalization of the City. They advised that Mr. Toby Fauver, PennDOT Deputy Secretary for Local and Area Transportation, had offered his assistance and support for the **Coatesville Train Station and Third Avenue Revitalization Project**. PennDOT would be willing to assist in the revitalization project by taking over all the engineering and design work and the completion of this project at no cost to the City. At the **May 10** meeting Chester County Commissioner Chairwoman Carol Aichele proposed that the City and County enter into a cooperative advisory partnership for the completion of the Train Station and Third Avenue Project and at the following meeting on **May 24** meeting the Council approved the agreement.

Meetings were held later in the year with Mr. Fauver and with his staff as the project continued to move forward. At the **June 28** meeting the Interim City Manager announced that the Staff, Chester County Planning Commission, Chester County Economic Development Council, Baker Engineers and PennDOT had formed a team to work on the Train Station and Third Avenue Project. The planned work would include the following Tasks: 1) background research and stakeholder interviews; 2) Coatesville Station Community Charrette and Retail Market Analysis; 3) Implementation and Action Plan; 4) Design and Engineering Scoping Documents. The total estimated cost for this work was \$299,847 which would be absorbed by PennDOT and would not be a cost incurred by the City. The Charrette was held during the summer and provided opportunities to many citizens to make recommendations for the development of this project. Preliminary design plans are proceeding and a joint meeting of the City, County and PennDOT will be held in few weeks to discuss the anticipated scope of the project going forward.

The Interim City Manager discussed the **First Suburbs Project** with Council explaining its focus on more than a fair share of subsidized housing various communities including Norristown and Pottstown. The City had been invited to participate in the efforts of the organization to bring about equity in the placement of subsidized housing around the Counties rather than concentrating the units in specific municipalities on a larger scale that result in lower property values and higher poverty among the citizens. The Interim City Manager and Assistant City Manager attended a meeting on June 10, in which 255 citizens and State Representatives and Senators participated. The Representatives and Senators pledged their support for equalization of subsidized housing in the Counties. The Staff has continued to participate in the First Suburb Project activities as the Council approved joining this organization at the **August 23** meeting. The President of this organization, Mr. Dennis Forest, Norristown Borough Manager, will be addressing the City Council on First Suburbs Project at the February 28 meeting.

At this **April 26** meeting the Interim City Manager also announced the receipt of the notice from **Pennsylvania American Water Company** of its filing with the Public Utility Commission for an approximate \$8.3 million or 350% **sewer rate increase** in its Coatesville Sewer Rate District which encompasses ten municipalities. During the May 24 meeting the Council hired Mr. Gil Hamberg, Esq. and Mr. Charles Thomas Esq., PUC legal specialist, to represent Coatesville. Parkesburg and West Caln joined with Coatesville in an initial study to determine the impact of such a rate increase. On **June**

14 the Council hired the firms to represent Coatesville against the PAWC rate filing. Parkesburg and East Fallowfield Township also joined the City to employ these two legal firms. On **June 28** the Council approved the legal fees for \$50,000 for this work with Parkesburg and East Fallowfield to pay \$10,000 each. Work continued through the summer and data and analyses were gathered. We became the CTB Group (city, township, and borough) and worked in conjunction with the four Bulk Sewer Users (Caln, Sadsbury, Valley and West Brandywine Townships) to fight the increase. After much hard work and negotiating sessions a settlement was reached that reduced the rate increase to \$5.9 million spread over six years with an actual rate reduction in the sixth year. The settlement also provides that PAWC will use the \$4,000 per EDU capacity reservation fee to offset and possibly reduce the proposed rate increase in the next year after receipt of the fees. Additionally, the proposed monthly service fee charge was reduced from \$20 to \$7. There is also a customer assistance fund of \$10,000 to be created by PAWC to be used to help those customers who would qualify as 125% of poverty level to help pay their sewer bills. The Council turned down this rate settlement initially during their October 11 meeting but at a special meeting on October 19 the Council accepted the settlement as did the other nine municipalities.

At the **May 10** the Council and citizens mourned the death of a young boy killed in a car accident while fleeing the Police. Several citizens spoke about the unfortunate incident and asked for things for the young people to do. Later in the meeting the Interim City Manager announced the receipt of a \$20,000 challenge grant from the **Brandywine Health Foundation** to begin funding to open and operate the **Ash Park Swimming Pool**. Due to budget cuts in the 2010 budget there were no funds available for the operation of the pool. Over the next several weeks the City received an additional \$38,250 to make a total of \$58,250 in donations from a number of organizations to help with repairing and operating Ash Park Swimming Pool. During the **June 28** meeting the Council approved a management agreement with the **Brandywine Valley YMCA** to manage the pool. More than 150 youth attended the Pool each day. The City was also able to have a Summer Youth Camp Program that served several hundred young people. The Summer Adult and Youth Basketball Programs were also very successful.

**UtiliTech Company** was hired at the **May 24** meeting to **audit the City's utility bills** over the past three years. The company would be looking into possible over-payments due to incorrect tariff rates being charged, incorrect payment of federal and state taxes, other overcharges, etc. The company will share fifty-fifty percent in any savings they can obtain in monthly payment fees or lump sum reimbursement for a period of two years. Thus far the City has been able to receive refunds and savings totaling nearly \$15,000. The company will continue to assist the City to find erroneous utility payments.

At a Special Meeting of Council on **June 3**, the Staff presented a **Community Development Block Grant Application** for a **Storm Sewer and Street Paving Project on Walnut Street between Third and Fifth Avenues; Thompson Street from Oak Street to Walnut Street; and Woodland Avenue from Walnut Street to City Line**. The application was to be an amount between \$250,000 and \$300,000. The Council set **June 14** for the required Public Hearing. During the Public Hearing the Staff presented the project to the public and explained the total cost of the project would be \$345,980 to include \$46,000 in design and engineering costs to be funded by the City and a request for CDBG funding in the amount of \$299,000. Later in the meeting the Council approved

a resolution to submit the CDBG application to Chester County. The Chester County Commissioners approved the grant in September. The funds will not be released until the spring of 2011. The Staff will be seeking additional funding to cover the City's \$46,000 share of the grant. Work should begin sometime this summer.

During the **June 14** meeting, Vice President Marking presented the idea of the City purchasing 3' X 5" **City flags** to sell at cost to the citizens. He presented several designs of the City Seal to use. The City Solicitor raised concerns about using a variation of the City Logo on the flag due to possible infringement on copyrights. This matter was discussed at several additional meetings. Vice President Marking presented an estimated price of \$7.50 per flag taken off a web page. Interim City Manager Reed presented a quote from a local private company which amounted to \$27 per flag. Samples of the flag material were obtained and presented to Council and at the **September 27** meeting the Council approved the purchase of 150 City Flags from the local vendor at a price of \$26 each based upon the quality of the material. President Simpson purchased the first flag.

During the **June 14** meeting the Council authorized the Interim City Manager to re-hire the **Animal Control Officer and the Parking Enforcement Officer**. Funds were placed in the amended 2010 budget for these positions. Within a month these laid-off former employees were employed and back in service. Parking meter revenue picked up immediately and animal complaints decreased. Presently the ACO is on leave due to a prior injury. She will hopefully return to work in the next month.

The Council approved a contract with **AIM Web Design** for revisions to the **City web site** at a cost not to exceed \$9,670. Vice President Marking worked diligently with the company and with Staff to revise and recreate the web site. Through his leadership, expertise and direction the site is nearly ready to be installed and will provide significantly more information than before. The City will take great pride in the new web site.

At the **June 28** meeting Mr. Chip Huston, Chester County Habitat for Humanity Executive Director, made a presentation of their **Cambria Terrace Project** in which his organization would be building 46 homes to be sold to low to moderate income citizens. The homes are expected to appraise for \$190,000 and would require sweat equity by the purchasers. Monthly mortgage payments are to be based upon their income level and ability to pay and would require a first, second and third mortgage. The average monthly payment would be about \$750 for a 25 year mortgage. If the purchaser remains in the home for 15 years, the first mortgage will be forgiven and the purchaser would become the owner of the home. Upon the sale of the home after 15 years but before the mortgage is fully paid, the owner will settle the third mortgage by returning \$25,000 to Habitat for use in other home construction.

During the **August 9** meeting, the Interim City Manager announced the appointment of a **Staff Quality of Life Committee** composed of Department Heads and Chaired by Mr. Don Wilkinson, Director of Public Works. This Committee met initially every couple of weeks and toured various parts of the community to identify problems needing to be resolved. These meetings have continued throughout the year and action has been taken to resolve a number of issues. Through the **Weed and Seed Program** community citizens worked to clean up various properties throughout the City and formed a **Community Policing Sub-committee** to address trash and littering issues

and to clean graffiti from a number of buildings throughout the community and several underpasses under the Amtrak railroad. A group of citizens worked with the City Codes Office to form the "**Coatesville Code Volunteer Program**" to assist the Codes Office in identify problem areas where Code's requirements were being violated. The Council officially recognized this group at the December meeting.

At the **September 27** meeting the Council approved an amendment to Chapter 192 of the City Code regarding **Special Events Permit Requirements**. This amendment authorizes the City Manager to approve these permits with Staff recommendations except for Permits seeking the closing of streets or banners to be placed over the streets. This will drastically reduce the need for Council involvement at meetings for general Permits which would normally be approved by Council.

On **October 11** the **National Velodrome Center** developers made a presentation to the Council and public regarding their plans to build 100,000 square feet facility on "The Flats". The Redevelopment Authority of the City of Coatesville first became aware of this proposal in March after the developers had met with the Interim City Manager who referred the project to them for consideration. The City and RDA Staff worked throughout the year to formulate the concept and plans and the RDA Board was very active in helping to develop the project concept. In December the RDA and Council approved a **Purchase Option Agreement** to provide a due diligence period to both entities. This work is continuing and negotiations for the sale of the land are underway. If plans move forward construction could begin this fall with construction completed in late 2012. This facility could be the cornerstone to redevelopment in the City as it is on the western edge of the Central Business District (CBD) which would entice further development of businesses in the downtown area. This facility will also bring national and international attention to the City and the proposed community programs, concerts, sporting events and training for the youth will add much diversity to the future of the City.

On **November 8** the Council approved the final documents to allow the construction of **Walgreens** at Eighth Avenue and Lincoln Highway. The City had been working with this business for several years and through many "trials and errors", the project finally came together for final approval. Work has started through the demolition of the buildings on this lot and should be completed about late summer, 2011. Walgreens also made a \$10,000 donation to the City for "payment in lieu" to be used for recreational purposes.

During this same meeting the Council approved a one year contract with **Constellation Electric** for the City's electric needs. With the deregulation of electric rates the City was able to obtain a lower rate through this company than it could by remaining with PECO. This firm is part of a consortium with the Pennsylvania League of Cities and Municipalities.

At the **November 22** meeting Barbacane Thornton, the City's private auditing firm, presented the qualified **2008 Audit Report** which had been completed in October. This audit was qualified due to the inability to track revenues and expenses from the computer programs and general ledger during 2008. There was about \$165,000 in receipts that could not be identified during the year but the auditors thought this might be due, in part, to the change-over of computer programs in the Finance Department. Preparation on the 2009 and 2010 audits were getting underway by the Finance

Department and the auditors were expected to be able to start the audit on the 2009 audit in February 2011.

During this meeting the Council also hired **Keystone Management Services** to assist the Council in the **City Manager search**. A nation-wide advertisement had been placed in the International City/County Management Newsletter and some thirty-seven applications had been received. The Council is continuing interviews and will have a new City Manager named shortly.

In the **December 13** meeting the Council adopted the **2011 Municipal Budget** without any tax increase. The Budget totals \$8,851,019 and is a reduction of \$2,329,424 from the 2010 Amended Budget which amounted to \$11,180,443. The 2011 budget included the elimination of two Staff positions (Public Relations Manager and Recreation Manager) and is considered a very austere budget.

### **SUMMARY**

There were many exciting activities during the year for which the City Council and Staff can take pride. Most of the projects are just getting underway and will be completed over the next one to two years. Below are the highlighted activities.

1. Brandywine Creek Trail Riverwalk Project.
2. Diamond Street Parking Lot and Lumber Street Storm Sewer Drainage Project.
3. Vector Control installation of a new security system in City Hall.
4. Reconciled Authorities, Boards, Commissions and Committees existing and vacant seats and made a number of appointments during the year.
5. Council Strategic Planning Training Program.
6. Amended 2010 Municipal Budget.
7. Received grant and conducted Early Intervention Program (EIP) Phase 2.
8. Graystone Society received 28 Steel Trees from the World Trade Center.
9. Fleetwood Street and Oak Street arson homes demolished and properties purchased by City through grant from Chester County Department of Community Development.
10. Coatesville Inn Association project received final approvals for construction of Marriott Courtyard Hotel to be constructed at Routes 30 and 82.
11. Community Gardens developed in downtown at Lincoln Highway and Third Avenue.
12. Coatesville Train Station and Third Avenue Revitalization Project received assistance and funding from the Pennsylvania Department of Highways and

held Charrette for this development to include redevelopment of Fleetwood Street.

13. Developed joint effort with Parkesburg and East Fallowfield to employ Special Attorneys to fight the Pennsylvania American Water Company's sewer rate increase request before the Public Utilities Commission and was successful in reducing the amount of the increase to be spread out over a six year period.
14. Received \$58,250 in donations from community businesses and organizations to help fund the repairs and operation of the Ash Park Swimming Pool and other summer youth activities.
15. Hired UtiliTech Corporation to perform an audit of the City's utility bills which has resulted in a savings and returns so far approaching \$15,000 per year.
16. Applied for and received CDBG grant of \$299,000 to repave and repair storm sewer drainage facilities on Walnut Street, Thompson Street and Woodland Avenue. The Staff will seek additional funding for the City's share of \$46,000.
17. The City purchased 150 3' X 4' City Flags for resale at cost which displays the City Logo.
18. An Animal Control Officer and a Parking Enforcement Officer were rehired as part of an effort to improve the quality of life in the City.
19. Cambria Terrace subdivision was purchased by Habitat for Humanity which will be building 46 affordable housing units for first time home buyers.
20. A City Staff Quality of Life Committee was created to address issues and to compliment the Weed and Seed Community Policing Sub-committee. In addition the Codes Office formed a Coatesville Code Volunteer Program to assist the office in identifying code violations in the City.
21. The National Velodrome Center is negotiating with the Redevelopment Authority and the City for the construction of a 100,000 square feet facility on the Flats to include bicycle racing and training, concerts, sporting activities and programs to train young people in the sport. A late 2012 opening is planned.
22. The final plans and documents for the new Walgreens were approved by Council with planned construction to be completed by fall, 2011.
23. The search for a new City Manager began in September and continues into 2011.