

Borough of Carlisle
Council Workshop Meeting
Agenda
July 5, 2023
6:00 PM

Present at the meeting: Councilors Crampsie, Hicks, Mellen, Perry, Stuby, Deputy Mayor Landis and Mayor Shultz. Also present were: Borough Manager Armstrong, Assistant Borough Manager Snyder, Public Works/Engineer Malarich, Sustainable Community and Economic Planning Director Woolston, Finance Director Juday, Parks & Recreation Director Crouse, Fire Chief O'Donnell, Public Information Coordinator Taylor and Borough Secretary Stone.

I. Call to Order & Pledge of Allegiance

Mayor Shultz called the Workshop Meeting to order at 6:01 p.m. and lead the Pledge of Allegiance.

II. Citizens to be Heard

Raymond Hoy, 128 South East Street, Carlisle, Pennsylvania, shared his cycling experiences in the Borough of Carlisle. He spoke of his positive experiences, such as wildlife and summer smells in the air while cycling to work. He shared that he experiences regular harassment as well. Mr. Hoy enjoys living in Carlisle because he can cycle to his job in Boiling Springs.

III. Meeting Minutes

- A. Borough Council voted 7-0 to approve the May 31, 2023 Workshop Meeting Minutes. (Landis/Mellen)

IV. Presentation

- A. United Way:

Cate Mellen, representing her employer, United Way of Carlisle & Cumberland County, 145 South Hanover Street, Carlisle, Pennsylvania, presented a PowerPoint explaining the program ALICE (Asset Limited, Income Constrained and, Employed). The government program began in 2009 with a report of only 10 percent living below the poverty level even though there was a huge demand for their services. ALICE initially grew into a statewide program and is now national, with 23 states plus the District of Columbia participating. A PowerPoint presentation is attached to these minutes.

Councilor Mellen asked Council to keep this data in mind for future consideration in the Strategic Plan, proposed zoning ordinance changes, and annual budget planning. She noted the Strategic Plan said that we want Carlisle to be a welcoming place for everyone. This is increasingly difficult when more and more people cannot afford to live in Carlisle. It was noted that one of the few things Borough Council could do at the local level is to promote development for affordable housing.

V. Mayor's Report**A. Zoning Density:**

Jared Woolston presented information from the Borough's Land Use Reform Sub-Committee (LUR) that is reviewing regulations for land use and zoning reform in the Borough. The committee is delving into the zoning ordinances and the Borough Code and will bring recommended changes to Council. These possible changes would create information that is easier to comprehend for residents. Mr. Woolston provided Council with recommendations that may be presented to them in future proposals.

- Adopt a text amendment in the zoning ordinance to reduce parking minimums for residential uses to allow a parking minimum of one (1) space per single bedroom or studio dwelling unit.
- Adopt a text amendment in the Zoning Ordinance to increase the distance to joint parking lots in commercial and mixed-use zoning districts from 300 feet to 1,500 feet from the principal use, measured along lines of public access.
- Adopt a text amendment in the Zoning Ordinance to allow one (1) accessory dwelling unit on properties with existing lawful residential uses that do not count towards density limits provided inappropriate physical changes to a building that are visible from a public street are disallowed.
- Adopt a text amendment in the Zoning Ordinance to allow a fee in lieu for parking minimums to contribute to the Borough's public parking fund in the amount of not less than \$5,000 per parking space not provided.

The Land Use Reform Sub-Committee plans to research these additional reform items:

- Adopt a text amendment in the zoning ordinance to include a land use table to supplement the land use description provided in each zoning district.
- Adopt a text amendment in the zoning ordinance that deletes duplicative land uses and consolidates similar land uses that have distinct titles but are the same land use activity.
- Adopt a text amendment to consolidate land uses into general categories and by scale to reduce the complexity of the zoning ordinance for citizens and decision makers and indirectly guide physical form as it relates to the public realm (example: small scale/artisan manufacturing, medium scale manufacturing, and large-scale manufacturing). Further, maintain context sensitive standards for specific uses and associated standards that are intended to protect a certain part of the Borough in § 255- 199 "Additional standards for specific permitted uses, conditional uses and special exception uses."

Discussion ensued among Council and they were in agreement to have the Land Use Reform Sub-Committee continue with its work and move forward with drafting specific proposals to bring back to Council.

VI. Budget & Finance**A. Outside Agencies & Neighborhood Grants:**

Councilor Stuby spoke of the present process used for approving the Outside Agencies & Neighborhood Grants. He asked for Council's recommendations for improving the criteria to awarding grants.

Council provided the following suggestions to improve the grant process:

- ✓ Include a question on the application regarding how the agency monies will support public initiatives
- ✓ Applicant will agree to follow our Human Relations Commission ordinance
- ✓ Consider increasing the dollar amount of the grants
- ✓ Review the process that adds a reoccurring budget line item to an agency if their purpose is to serve the entire community.
- ✓ Improve outreach process of the grant opportunities to neighborhood groups
- ✓ Consider requests with criteria objectivity for those requests that may serve a small number of the population
- ✓ Consider awarding grants two times a year
- ✓ Create a standard application form to be completed by the agency

Borough Manager Armstrong recommended creating an application form to bring back to Council for approval at the August Workshop meeting. Council was in agreement to move forward with this recommendation.

Public comment was heard from Greg Steranko, 531 Franklin Street, Pennsylvania who spoke in support of the Amani Festival.

VII. Public Safety

Tanis Monroy, 50 West Ridge Street, Carlisle, Pennsylvania, representing the Amani Festival, provided an update on the street closure request for the event. He requested to alter the street closure request to only include the first block of North Pitt Street, in place of closing two blocks on West High Street and a block on North and South Pitt Street. This location will keep the event away from the main street and provide on-street parking.

Scott Buran, 111 South College Street, Carlisle, Pennsylvania, cofounder and project coordinator for the J. Sherwood McGinnis Junior War Peace and Justice Project. He spoke of his vested interest in the Amani Festival and noted the importance of the festival is to educate on war, peace and justice and provide a service to the community by educating on racial diversity. Mr. Buran offered to partner with the Amani Festival in future years.

TaWanda Stallworth, Partridge Circle, Carlisle Pennsylvania, spoke of complications caused by the Amani Festival date change for the vendors who count on the festival for their income. She suggested better communication and a contingency framework for next year's festival.

Lisa Marie, 200 Forge Road, Carlisle, Pennsylvania, expressed her frustration with the current state of the Amani Festival. She recounted how the festival began as a unity event to bring people together and asked that Council support this year's event.

Pastor Ed Roman, Carlisle Baptist Church, 701 Walnut Bottom Road, spoke in support of the Amani Festival as an event that keeps the lines of communication open for racial and cultural benefits to the community.

A. TABLED: Amani Festival Special Event Request

Borough Council may consider a Special Events Application and street closure as well as lifting of the Sidewalk Ordinance for the annual Amani Festival to be held on Saturday, July 8, 2023, from 6:00 a.m. to 6:00 p.m. The event is to take place on the first two blocks of West High Street and the first block of North and South Pitt Streets. Approval shall be contingent upon the applicant receiving PennDOT approval; receipt of a valid Certificate of Liability Insurance

form naming the Borough of Carlisle and PennDOT as additional insureds; and, reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough.

Mayor Shultz made a motion and was seconded by Councilor Mellen to remove the Amani Festival Special Event request from the table for consideration. Council voted 7-0 to approve the motion.

B. Amani Festival Special Event Revised Request

Borough Council voted 7-0 to approve a Special Events Application and street closure as well as lifting of the Sidewalk Ordinance for the annual Amani Festival to be held on Saturday, July 8, 2023, from 6:00 a.m. to 6:00 p.m. The event is to take place on the first block of North Pitt Street. Approval shall be contingent upon the receipt of a valid Certificate of Liability Insurance form naming the Borough of Carlisle and, reimbursing the Borough of Carlisle 100% of the variable costs and 10% of the fixed costs incurred by the Borough. (Shultz/Hicks)

VIII. Public Works Committee

A. Cumberland County Small Bridge Inspection Program

Borough Council voted 7-0 to participate in the Cumberland County Local Small Bridge Program by authorizing the Mayor and Manager to sign the County's Enrollment Form and submit the form to the County. (Perry/Stuby)

B. Leaf Collection Ordinance:

Mark Malarich, Public Works/Engineer, informed Council that the leaf vacuum program is ready for implementation in the fall. He noted the current Leaf Collection Ordinance prohibits the raking of leaves onto the street. A request to authorize the advertisement of a draft ordinance allowing the raking of leaves onto the street will be presented to Council at the July Borough Council meeting.

C. Alley Traffic Calming:

Discussion on Alley Traffic Calming was deferred to the August workshop meeting.

IX. New Business

No new business was heard.

X. Public Comment

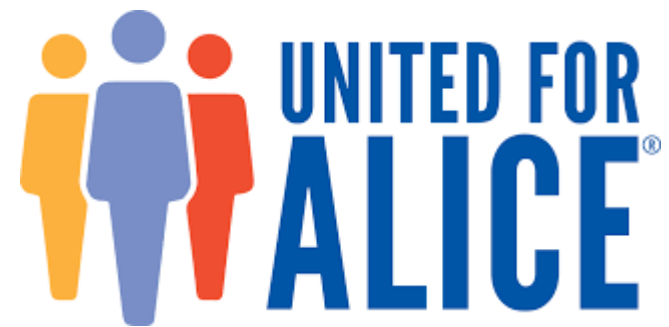
No public comments were heard.

Adjournment

There being no further business or public comment, the meeting adjourned at 8.11 p.m.

Sean M. Shultz, Mayor

Joyce E. Stone, Borough Secretary



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& Cumberland County



**THE FEDERAL POVERTY LEVEL (FPL)
IS THE PRIMARY MEASURE TO
GAUGE FINANCIAL HARDSHIP, BUT
MANY STRUGGLING HOUSEHOLDS
GO UNRECOGNIZED.**



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WHAT IS ALICE?

ASSET LIMITED, INCOME CONSTRAINED, EMPLOYED

HOUSEHOLDS THAT EARN ABOVE THE FEDERAL POVERTY LEVEL (FPL) BUT CANNOT AFFORD THE BASIC COST OF LIVING IN THEIR COUNTY.



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ALICE HOUSEHOLD SURVIVAL BUDGET*

	Single Adult	Single Senior	Family of Four
Monthly Costs	\$2,193	\$2,482	\$6,685
Annual Before Credits	\$26,316	\$29,784	\$80,220
Tax Credits (CTC & CDCTC)	-	-	\$14,424
Annual With Credits	\$26,316	\$29,784	\$65,796
Full-Time Hourly Wage	\$13.16	\$14.89	\$32.90

*PENNSYLVANIA AVERAGE, 2021

The ALICE Household Survival Budget

The Household Survival Budget reflects the minimum cost to live and work in the modern economy. This budget is the basis for determining whether households are above or below the ALICE Threshold by county.

Housing



Child Care



Food



Transportation



Technology



Health Care



Taxes



Miscellaneous



ALICE Household Survival Budget, Pennsylvania Average, 2021

	Single Adult	Single Senior	2 Adults, 1 Infant, 1 Preschooler
Monthly Costs			
Housing – Rent	\$519	\$519	\$628
Housing – Utilities	\$154	\$154	\$292
Child Care	-	-	\$1,275
Food	\$434	\$400	\$1,182
Transportation	\$323	\$278	\$788
Health Care	\$223	\$517	\$885
Technology	\$75	\$75	\$110
Miscellaneous	\$173	\$194	\$516
Tax Before Credits	\$292	\$345	\$1,009
Monthly Total	\$2,193	\$2,482	\$6,685
ANNUAL TOTAL Before Credits	\$26,316	\$29,784	\$80,220
Tax Credits (CTC and CDCTC)	-	-	(\$14,424)
ANNUAL TOTAL with Credits	\$26,316	\$29,784	\$65,796
<i>Full-Time Hourly Wage</i>	<i>\$13.16</i>	<i>\$14.89</i>	<i>\$32.90</i>



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ALICE Household Survival Budget, Cumberland County, Pennsylvania, 2021

Monthly Costs and Credits	Single Adult	One Adult, One Child	One Adult, One In Child Care	Two Adults	Two Adults Two Children	Two Adults, Two In Child Care	Single Senior	Two Seniors
Housing - Rent	\$678	\$749	\$749	\$749	\$957	\$957	\$678	\$749
Housing - Utilities	\$154	\$239	\$239	\$239	\$292	\$292	\$154	\$239
Child Care	\$0	\$273	\$729	\$0	\$547	\$1,667	\$0	\$0
Food	\$456	\$773	\$694	\$835	\$1,362	\$1,242	\$421	\$771
Transportation	\$330	\$428	\$428	\$506	\$806	\$806	\$283	\$412
Health Care	\$223	\$557	\$557	\$557	\$885	\$885	\$514	\$1,028
Technology	\$75	\$75	\$75	\$110	\$110	\$110	\$75	\$110
Miscellaneous	\$192	\$309	\$347	\$300	\$496	\$596	\$213	\$331
Tax Payments	\$338	\$563	\$658	\$476	\$958	\$1,208	\$390	\$687
Tax Credits	\$0	(\$387)	(\$633)	\$0	(\$773)	(\$1,267)	\$0	\$0
Monthly Total	\$2,446	\$3,579	\$3,843	\$3,772	\$5,640	\$6,496	\$2,728	\$4,327
ANNUAL TOTAL	\$29,352	\$42,948	\$46,116	\$45,264	\$67,680	\$77,952	\$32,736	\$51,924
Hourly Wage	\$14.68	\$21.47	\$23.06	\$22.63	\$33.84	\$38.98	\$16.37	\$25.96



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TOP 5 OCCUPATIONS

WITH HIGHEST PERCENT OF WORKERS BELOW ALICE



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44%

**PERSONAL
CARE
AIDES**



42%

COOKS



40%

**WAITERS/
WAITRESSES**



39%

**FAST FOOD/
COUNTER
WORKERS**



37%

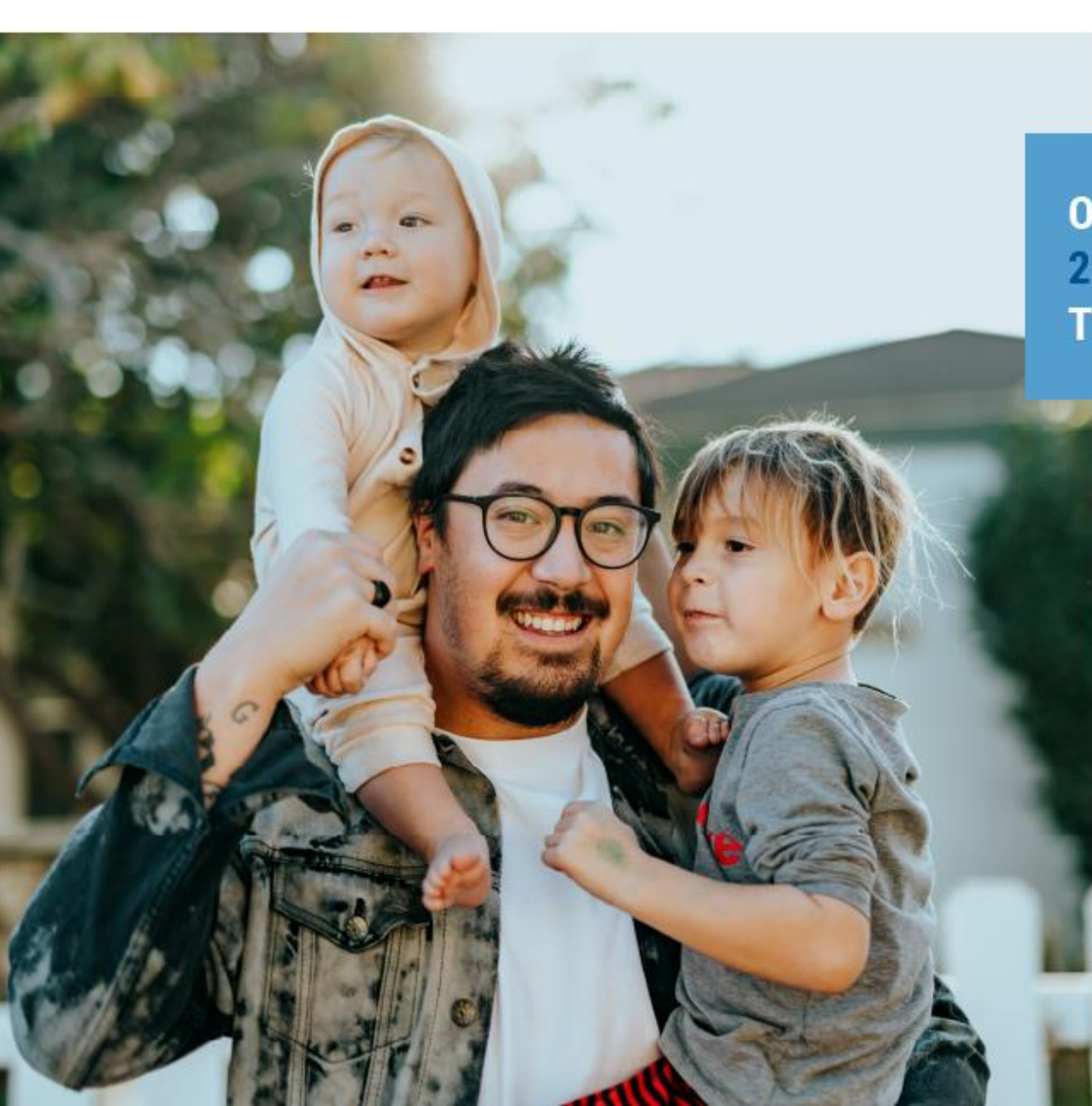
**NURSING
ASSISTANTS**



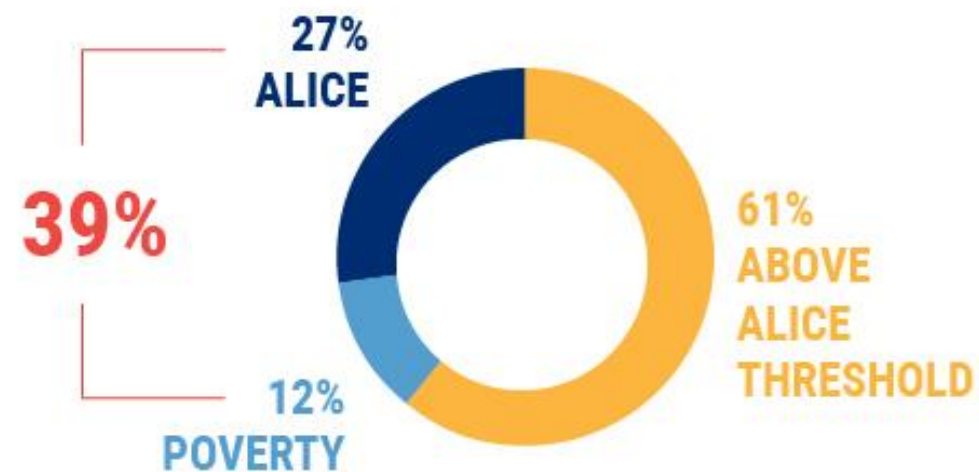
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**12% OF HOUSEHOLDS IN PA
(636,093) WERE IN POVERTY
IN 2021...**

**BUT AN ADDITIONAL 1.4 MILLION
WERE ALICE (ASSET LIMITED,
INCOME CONSTRAINED, EMPLOYED).**

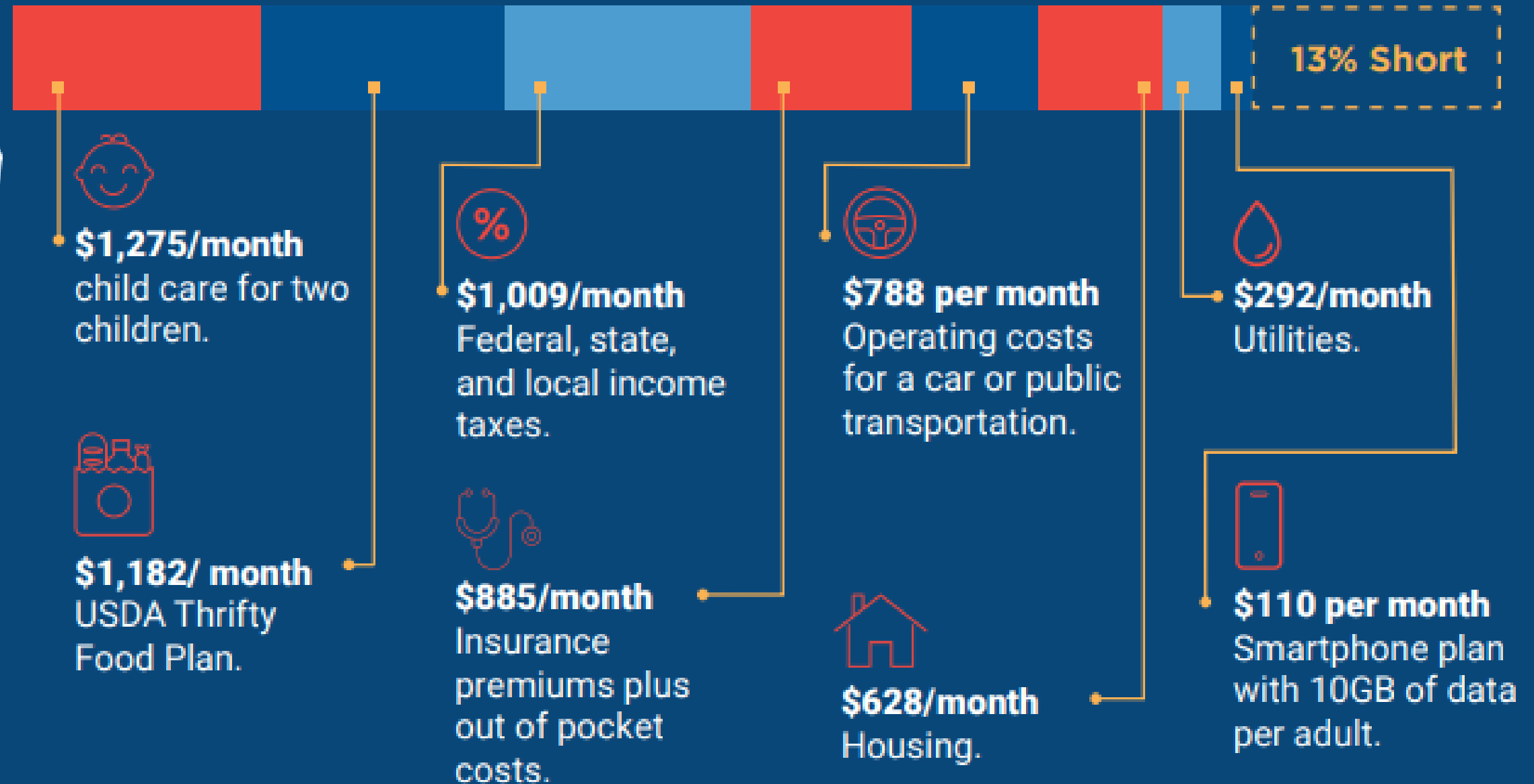


OF THE 5.2 MILLION HOUSEHOLDS IN PA, OVER
2 MILLION HAD INCOME BELOW THE ALICE
THRESHOLD OF FINANCIAL SURVIVAL IN 2021.



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Despite Pandemic assistance, ALICE falls short of the Survival Budget by \$9,085, or 13%.



ALICE IN CUMBERLAND COUNTY

2021 Point-in-Time Data

Population: 262,919 • **Number of Households:** 104,768 (3% change from 2019)

Median Household Income: \$82,691 (state average: \$68,957)

Labor Force Participation Rate: 64.4% (state average: 62.4%)

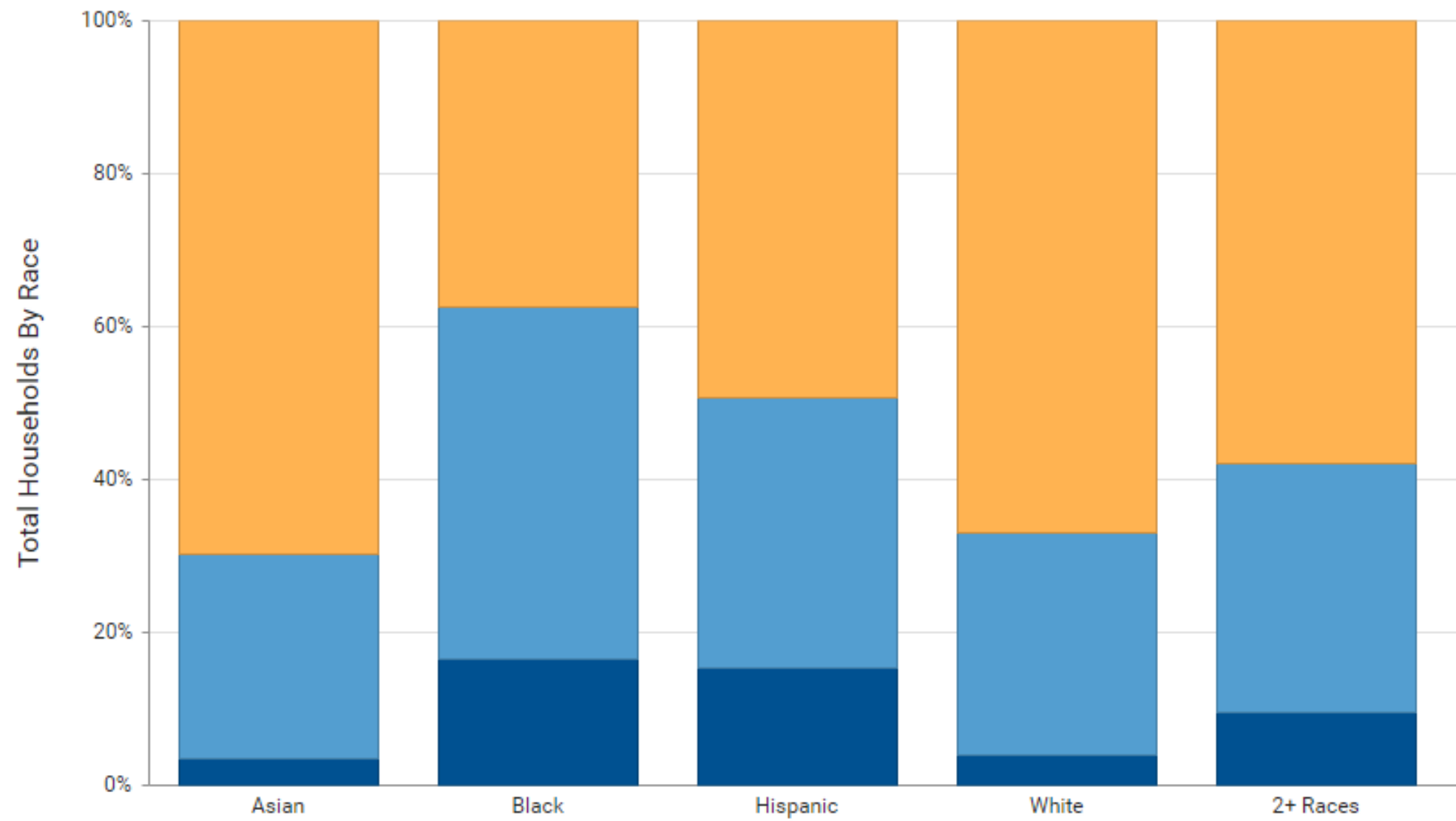
ALICE Households: 26% (state average: 27%) • **Households in Poverty:** 7% (state average: 12%)



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Households by Race/Ethnicity, Cumberland County, Pennsylvania, 2021



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Cumberland County, 2021

Town	Total Households	% ALICE & Poverty
Camp Hill borough	3,201	26%
Carlisle borough	8,099	52%
Dickinson township	1,982	21%
East Pennsboro township	8,909	36%
Hampden township	12,314	27%
Hopewell township	1,102	42%
Lemoyne borough	2,261	45%
Lower Allen township	7,059	36%
Lower Frankford township	735	42%
Lower Mifflin township	589	53%
Mechanicsburg borough	4,037	45%
Middlesex township	2,369	45%
Monroe township	2,440	30%
Mount Holly Springs borough	840	48%

Town	Total Households	% ALICE & Poverty
Newburg borough	167	33%
New Cumberland borough	3,664	41%
Newville borough	514	61%
North Middleton township	4,830	27%
North Newton township	949	44%
Penn township	1,043	31%
Shippensburg borough	2,332	73%
Shippensburg township	1,070	75%
Shiremans-town borough	723	43%
Silver Spring township	7,680	23%
Southampton township	2,960	36%
South Middleton township	6,352	31%

Town	Total Households	% ALICE & Poverty
South Newton township	415	38%
Upper Allen township	8,890	33%
Upper Frankford township	753	38%
Upper Mifflin township	455	35%
West Pennsboro township	2,229	42%
Wormleysburg borough	1,488	44%



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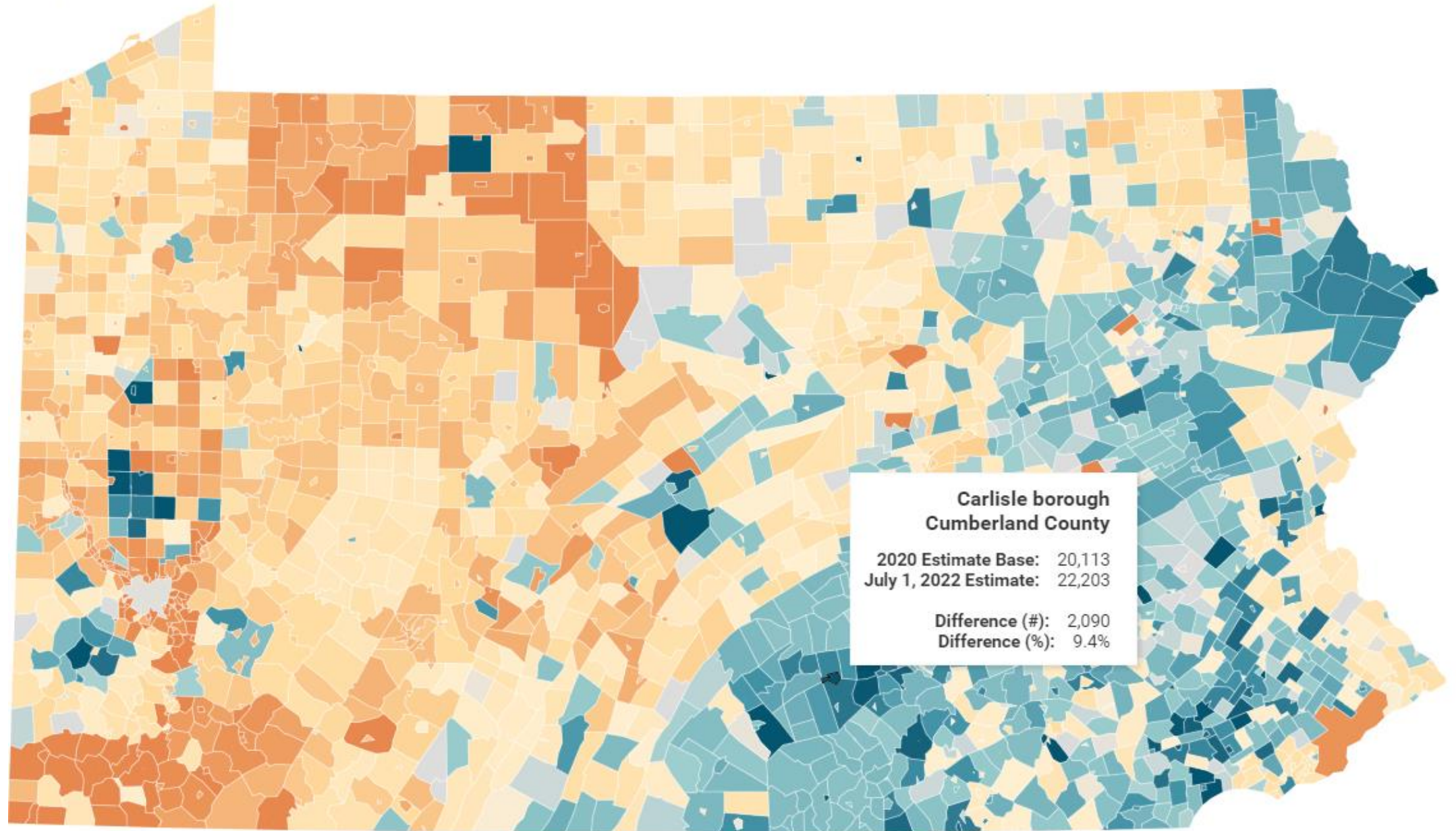


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Percent Change in Pennsylvania Municipalities

Change from 2020 Estimates Base to July 1, 2022 Population Estimate



0.4%

Municipalities that experienced the greatest percentage increase included:

Slippery Rock township	Butler County	+18.9% (+1562)
Gettysburg borough	Adams County	+17% (+1455)
Millersville borough	Lancaster County	+14% (+1289)
Kennett township	Chester County	+9.8% (+903)
Carlisle borough	Cumberland County	+9.4% (+2090)

Municipalities that experienced the greatest numeric increase included:

Easton city	Northampton County	+2215 (+7.3%)
Carlisle borough	Cumberland County	+2090 (+9.4%)
Bethlehem city	Northampton County	+1826 (+3.2%)
Slippery Rock township	Butler County	+1562 (+18.9%)
Upper Macungie township	Lehigh County	+1502 (+5.4%)



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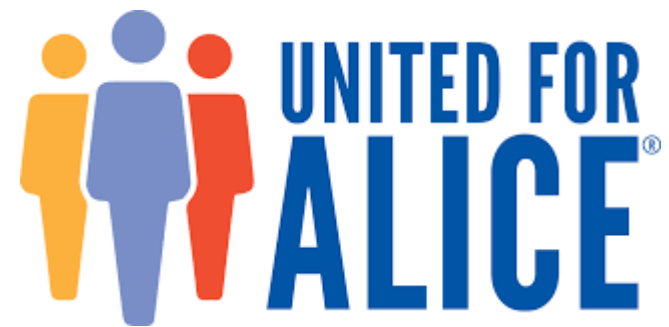


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