

Reading Recreation Commission
7:04PM
3rd & Spruce Recreation Center
Minutes of the October 9, 2018 Meeting

The Reading Recreation Commission was called to order on Tuesday, October 9, 2018 at 7:04PM by Donald Taddei Jr.

The board performed the Pledge of the Allegiance and Daphne took the roll call of the members. There were seven of nine board members present and they included Bernardo Carbajal, Christopher Celmer, Marcia Goodman-Hinnershitz, Ralph Johnson, Donald Taddei, Jr., Brian Twyman and Patricia Wright. The following board members were absent: Joseph Kelleher, Tyler Washington. Staff in attendance: Daphne Klahr, Executive Director and Rebecca Swoyer, Business Manager (recording secretary).

Daphne took a moment of silence in recognition of Dean Rohrbach. He passed away unexpectedly on Sunday, October 7th. Dean was working with the RRC on the façade improvement project for South of Penn. She printed out the article that was in the paper for the board members to read. He started out in the City of Reading working for Neighborhood Housing and was involved in many projects. His viewing is Friday night at Kuhn Funeral Home from 5:00 to 7:00PM. Saturday services are at 11:00AM. Condolences go out to his family...he will be missed.

New Business

Presentation of 2019 Draft Budget

Daphne gave all board members the draft budget for 2019. She is happy to report that we have a balanced budget with no transfer from reserve. Daphne offered to meet with board members at 4:30PM to discuss the budget details. She met with Christopher Celmer and Marcia Goodman-Hinnershitz. She also scheduled a budget workshop on Thursday, October 18, 2018 at 6:00PM for board members. Christopher presented the draft budget for 2019. He stated in prior years there was always a budgeted amount in reserve. We have never had to use the reserved funds but it was always budgeted. He is happy to report that this year it does not need to be budgeted. Christopher reviewed some of the major items such as wages & health care, which were bid out, however there is still at 13% increase. He asked Daphne to review page 3 and the change with the Tennis Director position. Daphne stated for several years Fromuth Tennis covered the cost of the Tennis Director's salary and benefits as an employee of Fromuth and basically gave us his services as an in-kind donation. That changed this year starting in April and going forward for 2019. The Tennis Director is now back on our payroll completely, however, Fromuth is contributing \$25,000.00 toward that salary and \$5,000.00 toward benefits. Christopher stated that is a budgetary change from prior years and wanted the board to be aware of that. He reviewed page 4 which is Schlegel pool. He stated even with the rainy summer there was still a surplus. Christopher asked Daphne to review page 6 which is our Food Service program. She stated we are showing a surplus. Our meals are skyrocketing especially with afterschool programs. We have 2 vans, 2 delivery drivers & 2 food service coordinators along with staff that make everything on site at Pike and Spruce. Our staff are doing a phenomenal job and the kids love the food! Page 7 is our sports program. Daphne pointed out that a big change with the layout of this budget is that the payroll taxes & health benefits have been broken out into each section and are on each page. This change came about because of a donor asking questions about administration costs and suggested this be broken out into each program. Page 8 is a draft budget showing Reading Youth Athletics coming under the RRC. This is just a rough budget put on paper so Donald Taddei Jr. can take and present to his board. Christopher took a moment to discuss the changes that occurred in personnel last year. The fundraising position was eliminated and Daphne took over those duties. Having the Executive Director go out and be that face and try to solicit support for the RRC has been very positive. He stated that it also helped balance this budget and strategically there has been great things that have come out of this change. Daphne then updated the board on the Food Service walk-in refrigerator project. Daphne made a presentation to the Clark Foundation in Lancaster and has met with them 3 times. She has met with their engineers and she just received the proposed layouts for the walk-ins at 11th & Pike and 3rd & Spruce.

Questions were asked and answered. Daphne stated that on the first page under 2019 net budget the total for each program is listed. Most programs run a deficit. Christopher stated that it is the public revenue between the City of Reading and Reading School District that is picking up most of the costs from the programs deficit. Patricia Wright asked who is responsible for maintenance of the tennis courts at Hampden Park. Daphne stated that the City of Reading owns the courts. It is under agreement with the Reading School District. The school district

and the city has paid for maintenance of those courts. Patricia asked who would need to be contacted about having those courts resurfaced. Daphne stated she can pull the agreement because it is broken out who is responsible for what maintenance. Daphne will have Matthew Lubas get in touch with Christopher regarding this. A discussion followed regarding quotes and bids.

Daphne updated the board on the walk-in project. The plans for the walk-in project for 11th & Pike and 3rd & Spruce from Clark Foundation were passed out to the board members. Clark Foundation is waiting to get pricing from Bali Construction which was closed due to the hurricane down south.

Daphne informed the board that there will be a budget workshop on Thursday October 18th at 6:00PM at 3rd & Spruce. This meeting will give the board members the opportunity to ask questions about any line items and receive specific information.

Daphne then spoke about Reading Youth Athletics. Donald Taddei, Jr. oversees this volunteer organization. Donald approached the RRC a little over a year ago with the thought that Reading Youth come under the umbrella of the RRC. We finally have an idea of what that looks like on paper. It is different than our budget and we won't know real costs for awhile. This is a rough example of what it might look like financially. If this is agreed to Donald will go to his board to present it. There would need to be a memorandum of understanding, billing systems, etc. The budget was reviewed and a lengthy discussion followed regarding volunteers, staffing and how the process would take place. Donald stated this would be approximately a two year project till it is up and running. Marcia Goodman-Hinnershitz stated she felt a subcommittee should be developed to work on a list of tasks, job duties, volunteers and staffing. Daphne stated if it was approved by the board she could send an e-mail to our solicitor, Brett Fegley asking him to provide a punch list of what needs to be done. Then we could have a meeting with Donald's organization and board and go through that list. The board agreed for Daphne to proceed. Daphne stated she will send Donald the point list to make sure everything is on the list first and then proceed with the board.

Daphne reminded the board the budget workshop will be about an hour on Tuesday October 18th at 6:00PM. She will send out an e-mail and ask for RSVP to the budget workshop meeting. It was determined that we will have the November board meeting which will be to approve the 2019 budget after the workshop meeting on Tuesday October 18th at 7:00PM.

Minutes

The minutes from the June 12, 2018 & August 14, 2018 meetings were reviewed.

Chris Celmer made a motion to approve the June and August minutes. Patricia Wright seconded the motion. The motion was approved unanimously.

Treasurer's Report

Marcia Goodman-Hinnershitz asked Daphne to summarize. Daphne stated that our finances are looking positive. We received full payment from the city and are waiting on 3rd & 4th quarter payments from the school district. Currently we are running a \$200,000.00 surplus. We are ahead and not going to have to dip into our reserve as the budget last year had shown. We are working on sponsorship for our programs to offset the costs of certain programs. That is the basis for the reason we have been able to get ahead because of sponsorships for individual programs. The following reports were available for review: Balance sheet Previous Month Comparison which compared months July 2018 & August 2018 & August 2018 & September 2018; Programs Profit & Loss budget vs. actual; Administration Profit & Loss budget vs. actual; Pool Profit & Loss Budget vs. Actual; Tennis Profit & Loss budget vs. actual; Income Detail Report & Expense Detail Marcia asked if there were any questions, there being none,

Bernardo Carbajal made the motion to accept the Treasurer's report as presented. Christopher Celmer seconded the motion. The motion was approved unanimously.

Old Business **Resolution**

Daphne presented the Resolution 2018-2 for the proposed Bylaw changes. This is being presented as the second reading. As discussed in the August 14, 2018 board meeting the Bylaw changes were presented. After a discussion, the Bylaws wording was changed and sent to our solicitor, Brett Fegley. The idea is that we have 2 community representatives that are appointed each from the City and School District. By making this change it would give us the opportunity to allow one of those positions from each entity to be allowed to appoint someone who owns a business in the City or has significant interest in the City. The way the board is set up currently is that there is 2 school board members, 2 City council members, 1 administrative member from each board, 1 floating member that goes back and forth and then 2 community representatives from each entity. It is the community representatives that we are talking about. Daphne stated that the wording in green is what the board changed at the first reading. If approved the entire bylaws will be sent to City and School District for it to be reviewed. They would have to approved it and adopt it in order for it to take effect. Brian asked what the process was again. Daphne stated if it is approved tonight it gets sent to City Hall to the city clerk's office and the city solicitor and then it gets put on the city council for review and the same thing for the school district. It goes to the school district solicitor and the superintendent and they review it from there. Brian Twyman stated that he did not feel this was something he could support. He would like to take some time to discuss this further with Marcia Goodman-Hinnershitz. The board explained that this was discussed and read at the last meeting and was to be voted on at this meeting. It was determined that Brian and Marcia would be given till the next meeting to discuss it and it will be reviewed for final review at the October 18th meeting. Daphne recapped that she will make the grammatical changes, send out the updated version to all board members. It will be discussed and voted on next Thursday at the October 18th meeting.

Executive Director's Report

Daphne gave a verbal Executive Director's report for August & September 2018

Highlights:

1. We are still working on the façade improvement program. Dean Rohrbach was the lead on the façade improvement program and with his passing we are regrouping and meeting with the Wyomissing Foundation and the City next week to decide how to move forward. We have funds available but now it is just the matter of redirecting them.
2. We have met with the Junior League of Reading and Brittany Decker who is the new president. They are doing a lot of work in the city with girls especially in the middle schools. They are interested in partnering with us with girls leadership or other programs to help girls.
3. Our rec plan for the city should be coming out now any day. Hopefully we have it within the next few weeks and the board will get to be able to look at that.
4. We have just submitted a partnership with the Blue Mountain Eagle Climbing Club. Daphne wrote a grant for them to submit to a corporation that allows our kids to go out there to camp and have nature experiences.
5. We did lose our sponsorship for Girls Leadership from the Power of the Purse. However, we received corporate sponsorship from Performance Toyota, Hewlett Packard Enterprise, Kathy Fromuth from Fromuth Tennis and an anonymous donor to make up that money.
6. Girls Leadership this year will be at 6 locations, Northeast Middle School, Northwest Middle School, Reading Intermediate High School, City Park located in the conservancy building, 3rd & Spruce and Bethany Children's Home.
7. Daphne met with Ralph Johnson and Cindy Degroote about possible locations for inclusive and accessible playgrounds in the city. They went out and looked at six sites. The sites were 3rd & Spruce, City Park, EG Dives, Keffer Park, 11th & Pike and 6th & Amity. From a design standpoint and ease of access and space the designer liked 3rd & Spruce. For different reasons other parks just weren't ideal. He is going to draw up a design. Daphne will then forward that to Ralph and Cindy for review and can decide on their end on how to move forward.
8. Daphne attended the Cabinet in your Community meeting in Annville which was super interesting. She attend because they were talking about the food program and how Governor Wolfe's initiatives to increase food and literacy programs across the state. She did send that meeting out to the board. You are welcome to attend. Daphne believes they will be having them around the State.
9. Daphne is meeting with DCNR on October 15th to tour parks, look at our inclusive and accessible sites and to look at Hillside playground. Daphne passed out a copy of the article that was in the paper today regarding Hillside. City Council at last night's meeting did approve to allow the administration to move forward and purchase the property that used to be Hillside pool.

10. We are having the annual hayride Friday November 19th and Saturday November 20th at 6:00PM at Schlegel Park. We are in need of volunteers.
11. The Berks County Planning Commission will be meeting for the bike and pedestrian plan at Keffer Park on Thursday October 18th at 9:00AM. If anybody would like to join that meeting you are welcome to. They are redoing the plan that was done years ago and re-evaluating it. They asked us to host the next meeting so that is where it is going to be.
12. We have a wrap up meeting about the Reading Radspport at Reading Hospital on Thursday October 18th. This meeting is reviewing the plans for next year and moving forward. We are already starting new sponsorships. We do have our title sponsorship for the next three years already committed.
13. We are working on redoing our website. The Reading Eagle will no longer be hosting our website so we had to move that and part of that is why we are redesigning it.
14. Daphne asked Brian his question about 11th & Pike. He was wondering the time frame of the project. Daphne stated that we are sending out bid requests. We received one and are looking for four. We are putting out the bid requests with work to start the end of October. Brian's stated that he does not see anything budgeted for soccer staff or soccer equipment. Daphne stated that is because the field will not be ready until late fall next year. We are required to let that field sit for a year. It has to be grated, seeded and fertilized which is an entire process. DCNR requires us to let that field rest for a full year. We won't see a soccer program until 2020. A discussion followed regarding soccer, parking and the affects it will have on the community.
15. Also today in the paper the City of Reading was awarded a \$300,000 state grant to upgrade 6th & Amity and Baer Park. Daphne is especially excited about Baer Park. The basketball courts are in deployable shape. The baseball field and playground was redone and now the basketball courts will be brought up to the same shape. It will also receive a spray ground and the sidewalks will be redone. 6th & Amity will be getting a new basketball court, a spray ground and new playground equipment.
16. Christopher Celmer asked Daphne if there are any grants available for the rehab of the tennis courts at Hampden Park. Daphne said yes there are grants that can be applied for through USTA. Matt would be the person to talk to about this.
17. RKL was at the last meeting to present the financial report. Daphne state there is a hard copy available which is the presentation that was given to the board. Feel free to take a hard copy if you would like.
18. Daphne stated that Marcia was just in Germany where she presented a banner that kids at 11th & Pike made to take to Germany to present to kids over there. Marcia stated that there were Reading School District exchange students over there they presented the banner and some of them were actually students that attended 11th & Pike. They were so excited to be in Germany and see something that was from their home playground. They did a marvelous job presenting. She is hopeful that when they come back they can do some sports with them. What Marcia learned when she was in Germany is that their schools do not sponsor sports. They have clubs that are outside of school.

Public Comment

Brian asked Daphne if she has any collaboration with the planning commission for the comprehensive plan. He asked if she knew about the parks, recs and open space plan. Daphne stated she was involved with the City's plan but only in a limited way. She is also on the bike and pedestrian planning committee. She stated that we received a grant from DCNR to do the rec master plan for the City of Reading as it relates to parks and recreations in collaboration with Public Works. Everyone was interviewed and that will be added to the plan for the City.

Marcia Goodman-Hinnershitz asked about the East Reading Pool. She said the neighborhood is morning the loss of that pool. A discussion followed. She also mentioned Hillside and the lights that have been purchased for Christmas on the Hill. She would like to make sure there is a safe and secure place for them to be stored. Daphne stated that if the deal goes through with Hillside an assessment would need to be completed. Nothing can be done with the land until that happens. Daphne asked where the City was with the purchase of East Reading property. Marcia stated that she is not sure because now Hillside is the main concern. Ralph Johnson stated he has not heard anything lately about it but Public Works is still maintaining the property. Marcia stated that she has to check back with the people who sponsored the East Reading reunion. There may be some money there that will come to one of the parks in East Reading.

Patricia Wright asked if the issues with the water pipes bursting regularly will be an issue for the spray ground at Hillside. It is affecting the residents and the kids in the schools with the water. Patricia asked how that was going to be addressed. Daphne stated that she felt the headline was a little bit ahead. There is a lot that needs to happen first. You have to look at the site, have to get engineering drawings, gets costs, acquire funding and then move forward. They will look at all those issues about doing the proper infrastructure to support it. The way spraygrounds are done now are so much more efficient. They are recycling that water and it gets treated. They are so different from the ones we first put in the city. Patricia stated that the headlines a few weeks ago were stating that the whole Northeast section itself what in jeopardy of not having water. Patricia is talking about the water main issues. The Reading Area Water Authority is working on the water main issues. A discussion followed. Patricia then followed asking for an update on the spray feature at Barbey's playground. Ralph Johnson said it is on his radar. Ralph stated that they were going to go back to Gilmore-Henney but that is no longer an option so they have to find another funding source. Daphne stated that might be an easier fix but just changing the shape of it. Right now it is concaved and it needs to be convexed. We might just be able to elevate the center. We might just need to hire a contractor or Public Works could do in house.

Patrica made a motion to accept the Executive Director's report as represented. Bernardo seconded the motion. The motion was approved unanimously.

Adjournment

There being no further business to be brought before the board,

Bernardo made a motion to adjourn the meeting at 8:54PM. Chris seconded the motion. The motion was approved unanimously.

Upcoming meetings:

October budget workshop – Thursday, October 18, 2018 at 6:00PM, 3rd & Spruce Recreation Center & meeting at 7:00PM

Respectfully submitted,
Rebecca Swoyer
Recording Secretary