

AGENDA
PARK AND SHADE TREE COMMISSION
WEDNESDAY, NOVEMBER 19, 2025 – 1:00 P.M.

1. Call to Order ****the public meeting is being recorded****
2. Public Comment- All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
3. Fall/Winter Plans
 - a. Discuss what projects are impending for Winter and what projects have been completed for Fall
 - b. Discuss any tree diseases and insect concerns
4. Subcommittee Reports
 - a. Bird Nest Box
 - Discuss data obtained from bird nest box management within the Parklands
 - b. Educational
 - c. Outreach
5. Partnership with PSU Berks
 - a. Update to be provided for on-going conversations with PSU Berks involvement
6. Implementation of the Parklands Forest Stewardship Study
 - a. \$20,000 was included in the 2025 budget for removal of invasives and to install temporary signs to educate the public on improvements being made.
 - b. The grant application submitted through the West Reading-Wyomissing Rotary Club, requesting funding of up to \$10,000 was approved. The Rotary volunteer day has been scheduled for October 11th from 10am-12pm, for planting of 45 trees. A tentative date of April 11th has been scheduled for a second Rotary planting day. The Rotary has also expressed interest in holding a volunteer day in December to remove invasives.
 - c. The Berks County Planning Commission is providing funding of \$10,000 for the removal of invasives, installation of riparian buffer areas and educational signage.
 - d. The application submitted through the Schuylkill Highlands Mini-Grant program requesting \$8,000 in funding for parklands signage has been approved
 - e. Bimbo Bakery has indicated they want to donate \$6,000 towards upkeep of the parklands. The donation can be used as matching funds towards several grants being used towards implementation of the parklands study.

f. Trail Names

-At the March meeting, the Commission decided on using the names of native plants as trail names, but discussed during the September meeting to re-review trail names

-Review and discuss draft 2 of the proposed trail names for the parklands

- A motion is needed to table, approve or deny, recommending Council approve the list of revised trail names for the parklands

7. Memorial Tree Planting

a. A request has been made by the Maintenance and Parks Union to plant a tree in the parklands in honor of Kevin Lutz. Kevin was the Parks Department lead for many years and passed away in September.

- A motion is needed to table, approve or deny recommending Council approve the planting of a tree in the parklands in memory of former employee Kevin Lutz

8. Memorial Bench Program

- a. There was previous discussion in 2021 of starting a memorial bench program that was tabled at the time with a recommendation to hold off until the parklands study was completed
- b. Review the documents from 2021 and discuss whether there is interest in starting a memorial bench program and having updated information provided at the next meeting

9. Public Comment – All public comments shall be related to the subject matter jurisdiction of the Park and Shade Tree Commission and shall be limited to matters of public concern (non-agenda items) that are, or may come, before the Park and Shade Tree Commission

10. Next Meeting – January 28, 2026 – 1:00 PM