Centre Park

Revitalization Project

CENTRE PARK HISTORIC DISTRICT

EXECUTIVE SUMMARY

Centre Park is emblematic of its community's resilience and diversity and has become both a passive and lively space. The design update needs to reflect these characteristics.

The distinctive character of the Centre Park community led the design process to seek solutions that would be in keeping with the intention of the park at its inception. The team also considered the evolution of the community through time and its future uses as a center of activities.

The goal of this park planning process was to establish how to preserve the character of Centre Park and emphasize its strengths while incorporating a more effective focal point. Additionally, it was important to improve the quality of the passive space with subtle changes that will help the park to be more sustainable and to increase its longevity as a landscape and as a public space.

The result is a design that builds on the foundations of the successful original design, provides both instant and long-term landscape rejuvenation and incorporates some elements that will attract new visitors and neighbors. The space must accommodate all of its residents and as a result it is an ADA accessible space with attractive elements for a diverse audience.

Image to the left: View of Centre Ave. Late 1800's/early 1900's courtesy of Centre Park Historic District

The Members of the Centre Park Master Plan Committee

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ACKNOWLEDGEMENTS

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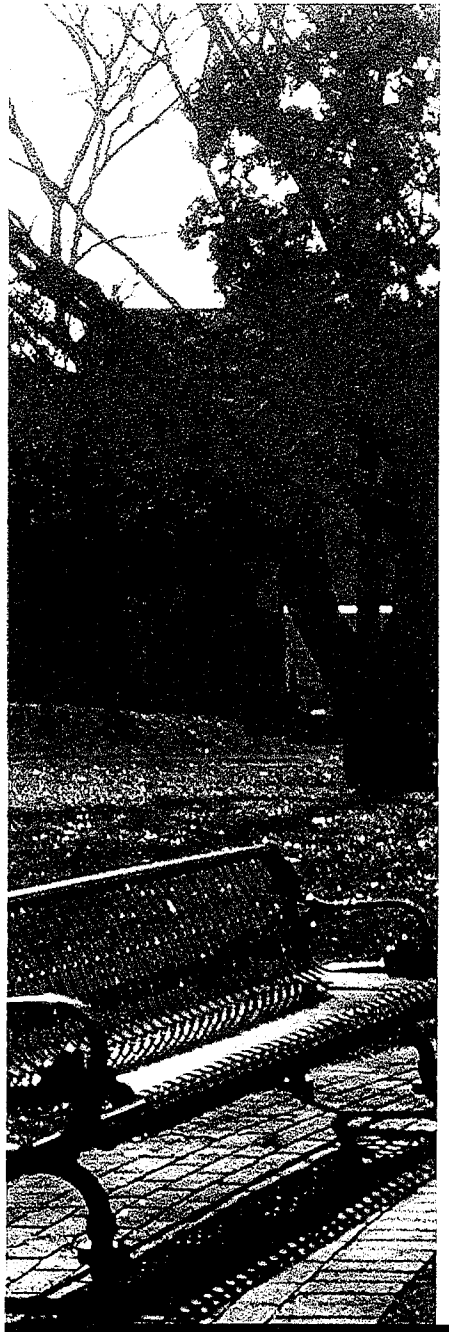


Centre Park Master Plan Committee

In the fall of 2014 the board of directors of the Centre Park Historic District (CPHD) created the Centre Park Master Plan Committee (CPMP) to drive restoration, maintenance, and fundraising efforts for Centre Park. This new committee consisted of community leaders and local residents with knowledge of the area and the history of the park and the Centre Park District. On June 8th, 2017 the CPMP held a public meeting to announce the committees decision to hire a landscape architect for designing a master plan for the park. Out of the general public who attended, approximately 10 people were opposed to the idea and 30 people were in favor of the plan. On November 29th, 2016 the CPMP put together a Request for Proposal for a master plan for the park and awarded Alta Planning + Design the project on August 7th, 2017.

During the design process, meetings were held with the Centre Park Master Plan Committee and Alta Planning + Design on the following Dates:

- August 31st 2017 (Project Kickoff)
- April 10th, 2018,
- June 18th, 2018.

These meetings provided a starting point for the project as well as a forum for feedback from the committee on design concepts and eventually the final park design.

In addition to meetings between the consultant and the CPMP committee there was also a public survey mailed out in September 2017 and a Community Input Meeting on October 9th, 2018 to unveil preliminary plans for Centre Park and listen to public comments about the preliminary plans created by Alta Planning + Design.

Initial Themes and Outcomes

A kick-off meeting was held with the Centre Park Master Plan Committee and design team on August 31, 2017, (see detailed notes in Appendix 1).

This meeting focused primarily on uses for the fountain area and on ways to improve the landscape materials with an interest in reducing maintenance needs, as volunteer labor is overwhelmed by the current landscape.

Generally, the feeling among members during this initial meeting was that something is missing from the park with the fountain not functioning and that it should either be repaired or replaced with a different focal point.

The project team learned about the many events that are hosted by the community at the park and the need to keep the space compliant with deed restrictions while accommodating these activities. Some solutions were discussed including functional art that could serve as a form of play for younger residents, while also providing locations for smaller art installations. Also discussed was a new space for the annual Christmas Tree, if the fountain is removed. The addition of more

CHAPTER 1: PUBLIC PARTICIPATION

interpretive signage throughout the park was also discussed.

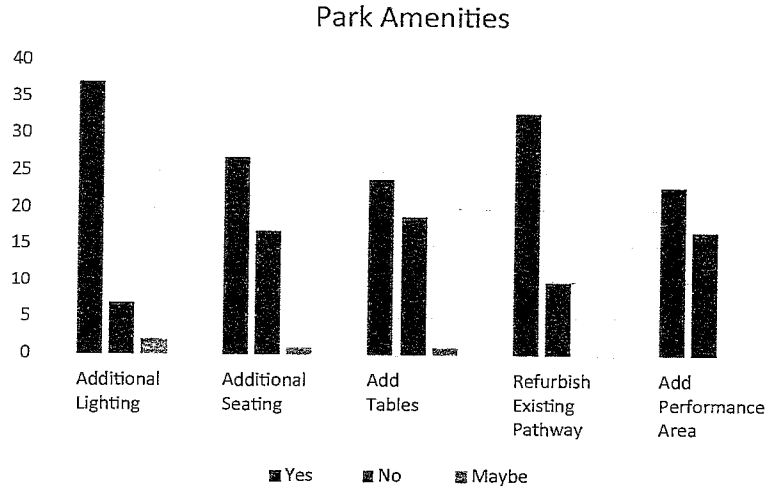
The City provides mowing and general landscape maintenance to an extent, but the planting of annuals, weeding of beds and containment of invasive plant species is handled by an aging volunteer base that can only offer so many hours of their time. The Committee suggested incorporating lower-maintenance planting materials as well as those that do not require as much watering because access to water is currently limited within the park.

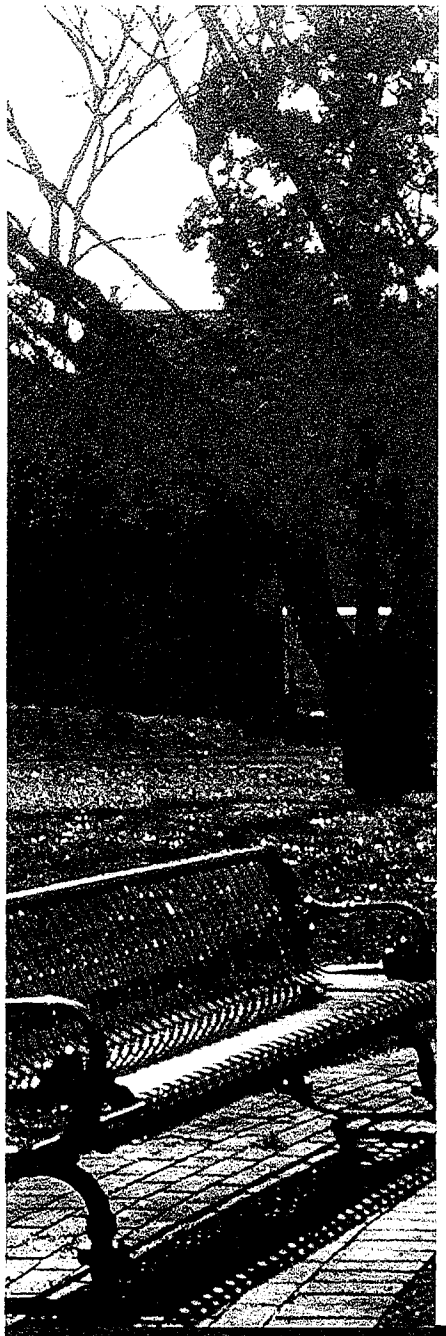
Subsequent meetings provided important feedback on concept designs and the overall planning process. See page 36-41 to review the preliminary design concepts presented on April 10th and feedback from the Centre Park Master Plan Committee.

The final concept design with opinions of cost was presented and accepted by the Centre Park Master Plan Committee on June 18th, 2018. This final concept design and opinion of costs for all three concept designs are on pages 42-55.

General Public Survey

In September of 2017, the Centre Park Master Plan Committee created a Public Opinion Survey for the Revitalization Work in Centre Park. This survey was done in English and in Spanish and was mailed to approximately 500 owner occupied properties





Centre Park Historic District, Reading

in the Centre Park Historic District. The survey was also made available online, at the Centre Park Historic District headquarters, and was distributed at two CPHD events held in October. The results from the survey were compiled in early November 2017 and there was a total of 57 responses.

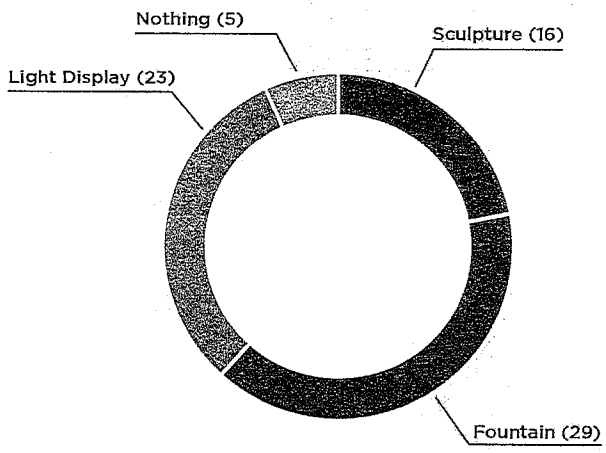
Survey Themes and Outcomes

The survey revealed residents who participated in the survey prefer a fountain or light display as a center feature in the park. Residents also desire additional lighting as well as refurbishing existing pathways. Write in responses also included comments that related to including a central historical center display, enhancing the character of the existing design and even leaving the park as it is. The complete survey results and survey questions can be found in appendix section C.

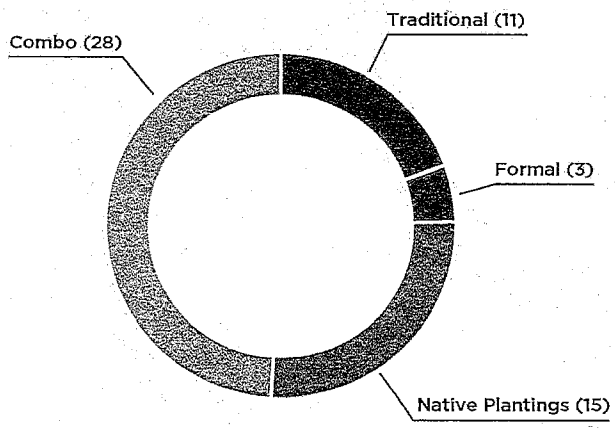
Community Input Meeting

On October 9th, 2018 a Community Input Meeting was held to share the final conceptual plans with the general public. The project team presented the conceptual drawings and a presentation that gave insight into the entire project process up until that point. The presentation also highlighted the proposed entryways, plant material, retaining wall, central space, lighting, and sustainable tree pits. The project team then opened up the floor for discussion. The public had many questions and comments after viewing the presentation. Questions related mostly to the design of the park and the next steps moving forward. A summary of the meeting and questions asked by the public can be found in the Appendix section A.

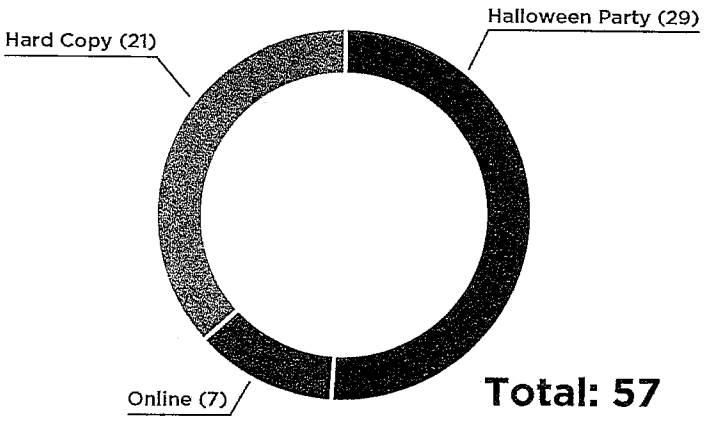
Center Feature Preference



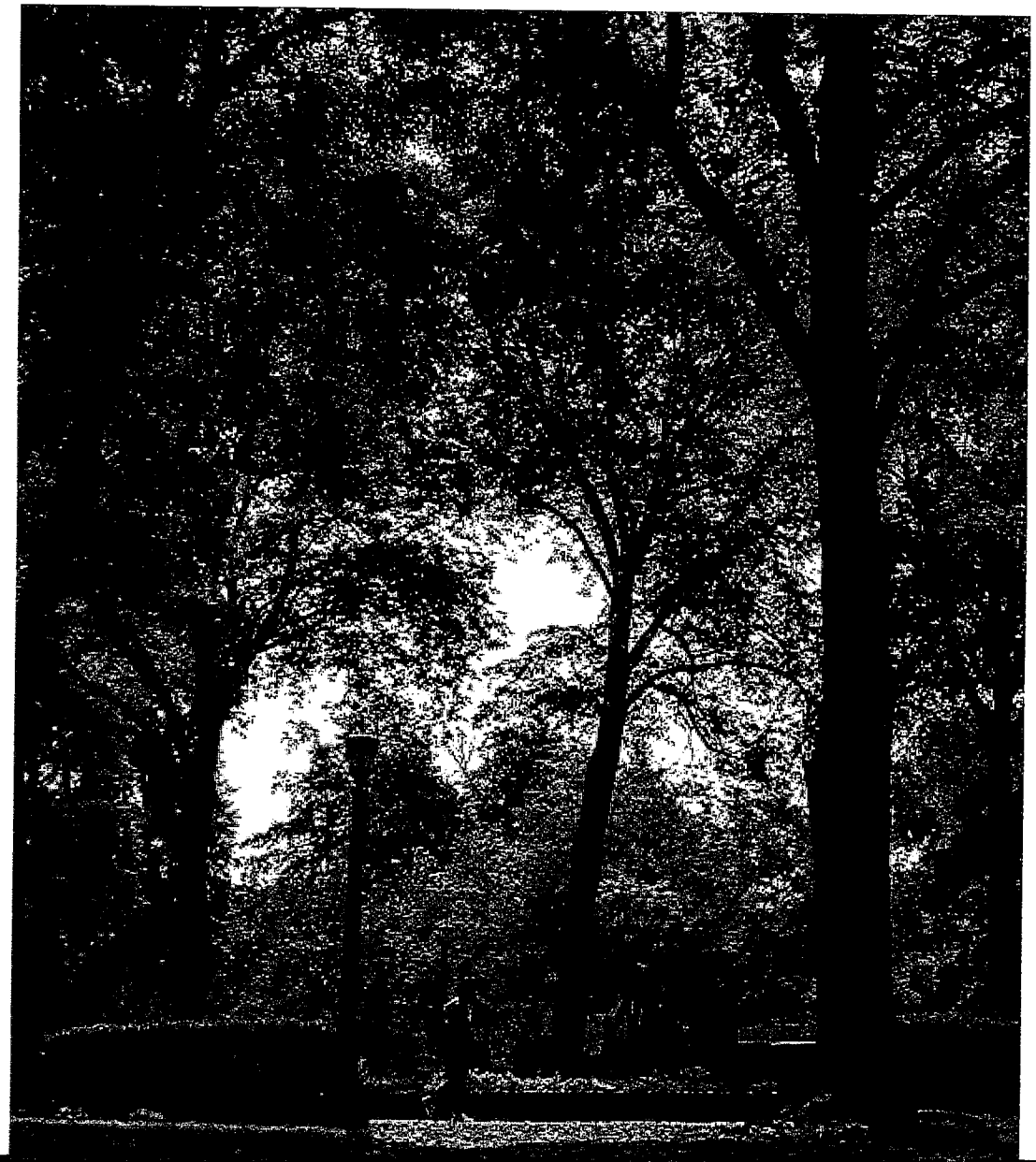
Planting Bed Preference



Survey Receipt



Total: 57



Location

Centre Park is located in the center of the City of Reading, within the historic Centre Park neighborhood. The City of Reading is home to 87,899 residents and is a very diverse population. Reading is located approximately 48 miles to the northwest of center city Philadelphia. Centre Park sits at the intersections of Centre Avenue (to the West), Douglass Street (to the North), and North 4th Street (to the East). The southern side of the site abuts the Red Cross facility property. The surrounding historic neighborhood is bound by the 700 blocks of Centre Ave. and N. 4th St. and the 300 block of Douglass St. There are also four additional triangular landscaped islands that correspond to the founding of the park that occupy traffic intersections. These triangular landscape islands are not to be modified as part of this park project.

Natural Resources

Centre Park is located in a dense urban area. The park itself is not considered a critical habitat or area of special interest for sensitive animal species. There are no special drainage features or native wildflower habitats. There are, however, a few impressive tree specimens on site.

Neighborhood Park

Centre Park defines the neighborhood that surrounds it and represents the epicenter of an urban greenway that stretches from Woodward St. to the South (see map on page 13) passes over the railway, through the Centre Park Historic District and to a large open space, at the Charles Evans Cemetery.

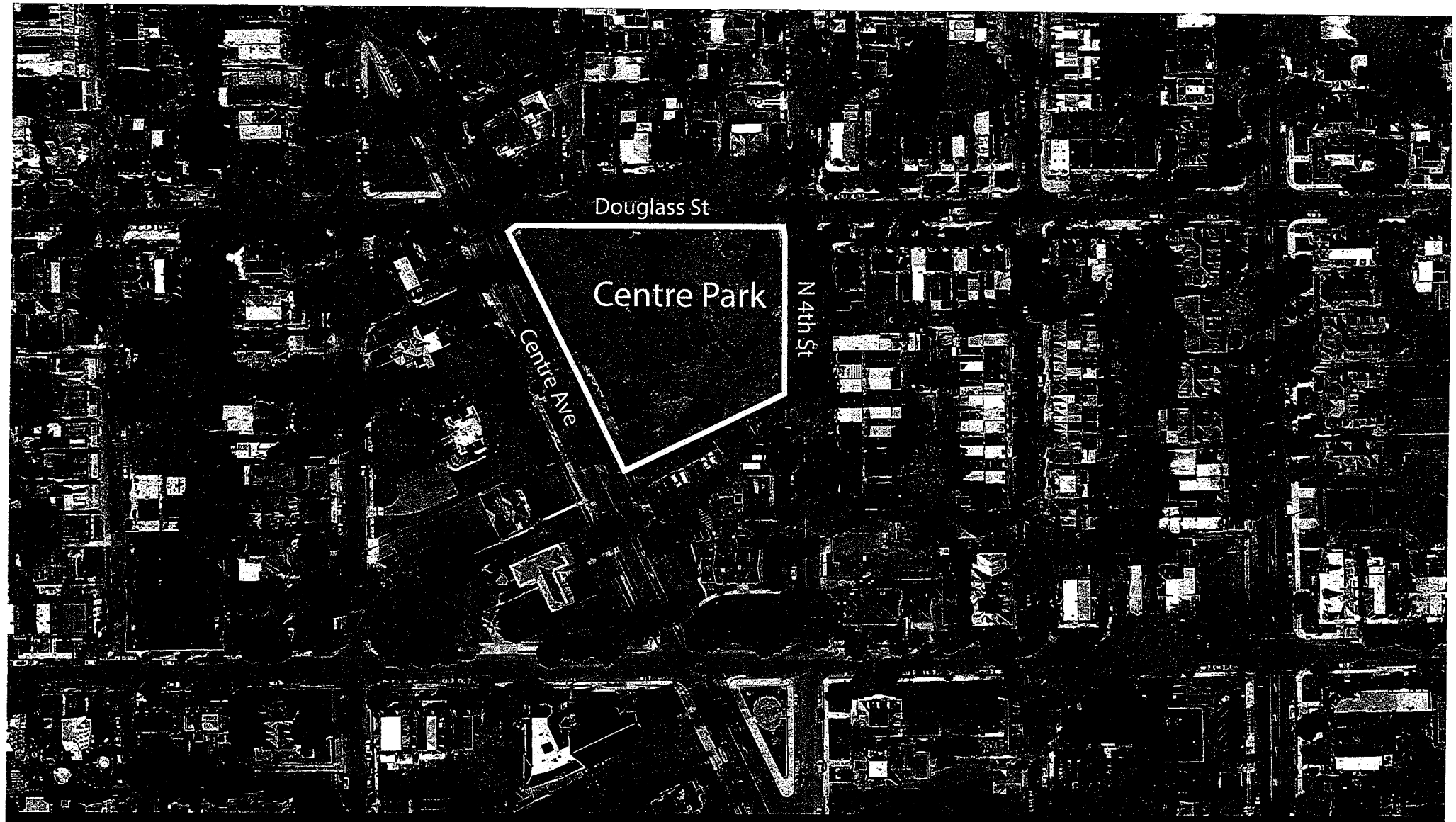
The City of Reading's Parks and Open space Plan defines Centre Park as a "mini-park" and primarily serves residents within a 1/4-mile radius. Across the City of Reading there are 59 "General Parks" excluding Schools and Private Facilities. These 59 parks total 880.54 acres.

Fitting into the Parks System

Wealthy industrialists were the original homeowners on Centre Avenue and built their mansions there in the late 1800s. Centre Avenue was previously a trolley route during the late 1800's along with the establishment of a route along Centre Ave. to the Charles Evans Cemetery and Windsor St.

The park is primarily a passive neighborhood public park due to deed restrictions established at its inception. The site used to be occupied by a mansion owned and built by John Barbey. In the 1940's the property was donated to the City of Reading with the stipulation that the house and carriage house be demolished and an ornamental park be provided in its place. The deed restriction is intended to preserve the character of the neighborhood that is a quiet residential area.

CHAPTER 2: BACKGROUND & ANALYSIS



Satellite Image of Centre Park and Surrounding Neighborhood

Centre Park Historic District, Reading

Centre Park is currently owned by the City of Reading, whose public works department manages some of the park's basic maintenance, including mowing and trimming of trees. This project to restore the Centre Park site is overseen by the Centre Park Historic District Incorporated (CHPD), established in 1982 as a 501 c3 non-profit by a committee of neighborhood volunteers.

The Centre Park Historic District Board sponsors events throughout the park and the district. Current and past events include Christmas Party in the Park, Halloween in the Park, Music and Movie in the Park events, a Flea Market, Arts and Antiques Fair, Easter Egg Hunt and Victorian Gardens Tour and Holiday House Tour. The Greater Reading LGBTQ Community has hosted their annual Pride Celebration at Centre Park during the summer since 2007.

Existing Community Planning

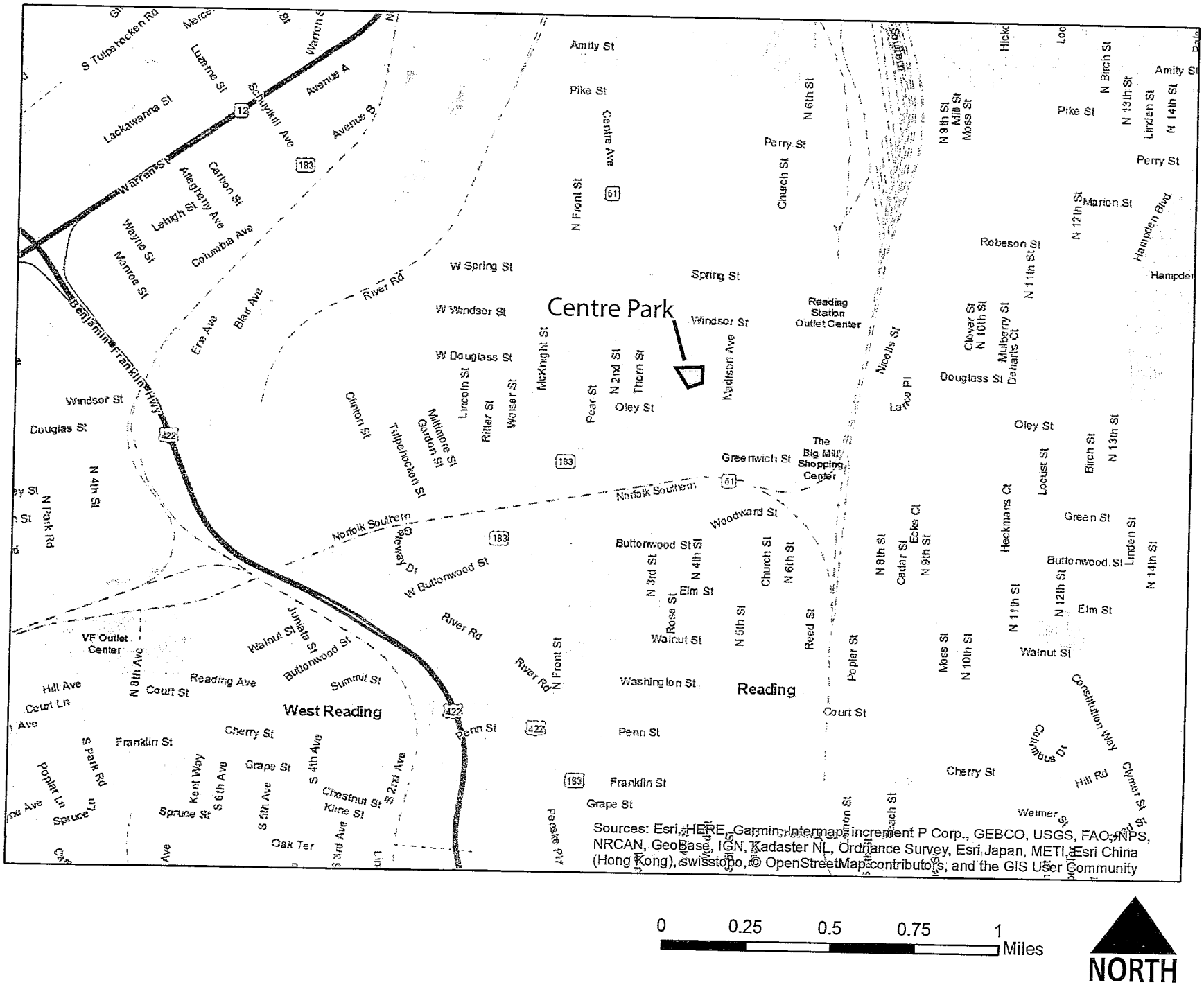
The City of Reading has a Parks and Open Space Plan which was originally written in 2002. In this plan under the implementation strategies section there is mention of Centre Park and the need to find a new use for the Fountain area. This can be found on page 76 of the City of Reading Parks and Open Space Plan.

Site Information and Analysis

The team conducted three separate site visits at different times during the year and were able to establish a strong understanding of the condition and performance of the site's many elements.

Images, video and notes were taken at the time of each visit and the results are described in detail in the next section of this document.

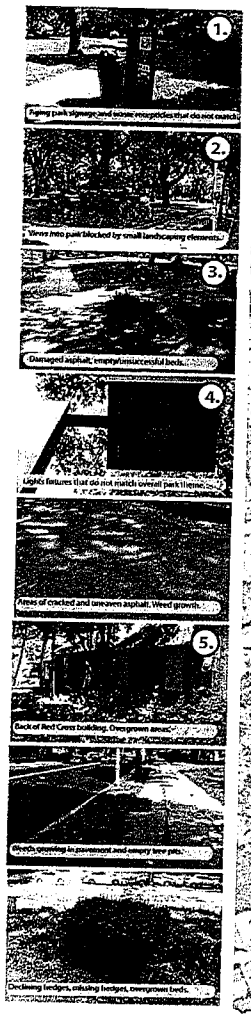
Feedback gathered from the Centre Park Master Plan committee was verified on site and the team was able to respond with ideas and solutions to these observations at meetings in order to refine the design recommendations.

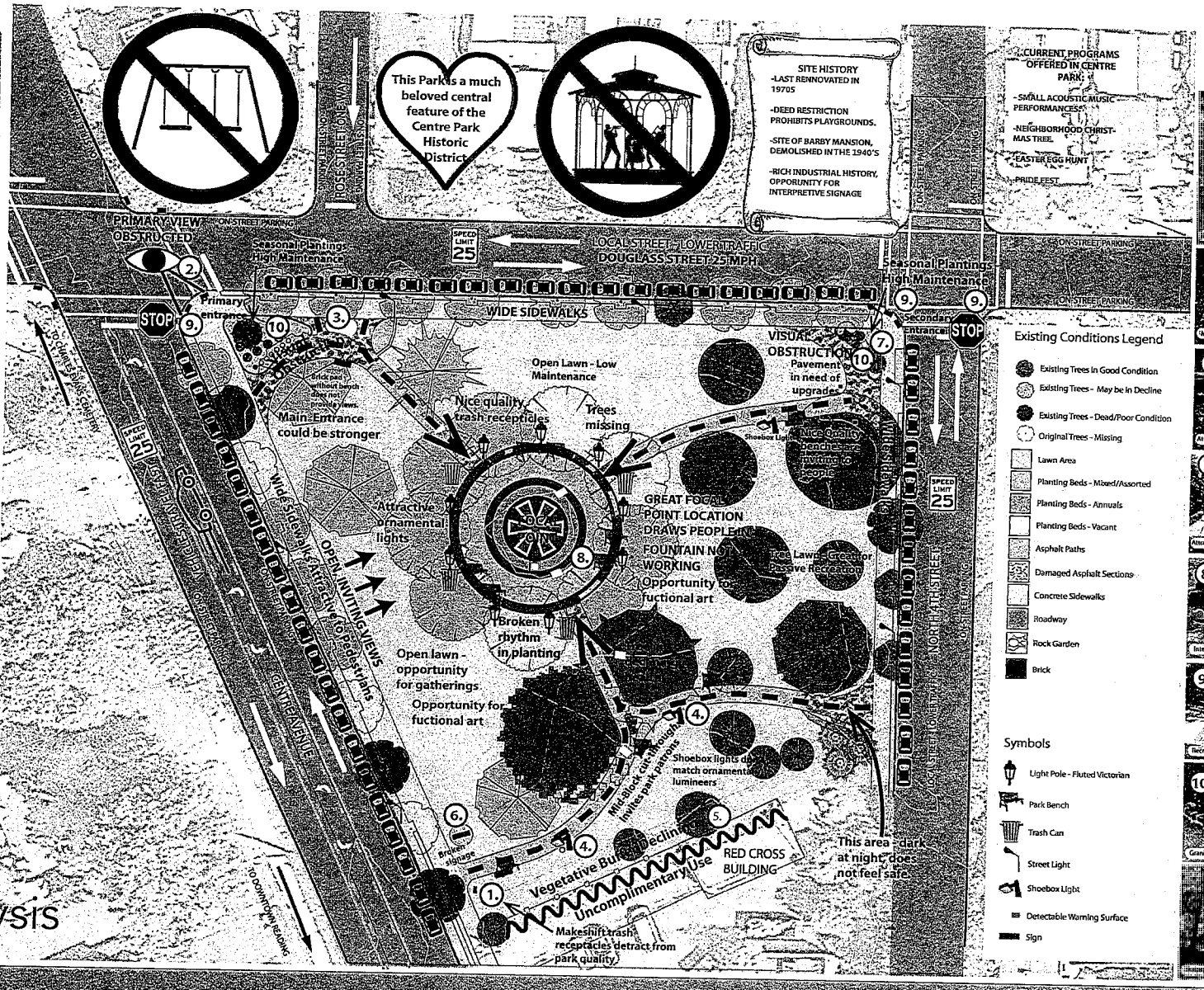

Centre Park
Reading
West Reading
Reading Station Outlet Center
The Big Mill Shopping Center
VF Outlet Center
Norfolk Southern
Warren St
Benjamin Franklin Hwy
River Rd
Amity St
Pike St
Perry St
Spring St
W Spring St
W Windsor St
Windsor St
W Douglass St
Douglass St
Oley St
Greenwich St
Woodward St
Buttonwood St
W Buttonwood St
Elm St
Walnut St
Washington St
Penn St
Franklin St
Grape St
Cherry St
Court St
Reading Ave
Hill Ave
Lackawanna St
Avenue A
Avenue B
Columbia Ave
Lehigh St
Allegheny Ave
Carbon St
Wayne St
Monroe St
Erie Ave
Blair Ave
Clinton St
Tulpehocken St
Gordon St
Mattimore St
Lincoln St
Ritter St
Weiser St
McKnight St
Pear St
N 2nd St
Thorn St
Madison Ave
Church St
N 6th St
N Front St
Centre Ave
Nicolls St
Lance Pl
Robeson St
Marion St
Hampden Blvd
Hampden
Clover St
N 10th St
Mulberry St
Deharts Ct
Locust St
Birch St
N 13th St
Green St
Heckmans Ct
Cedar St
Ecks Ct
N 8th St
N 9th St
Moss St
N 10th St
N 11th St
N 12th St
Linden St
N 14th St
N Birch St
N 9th St
Mill St
Moss St
Reed St
Poplar St
Constitution Way
Columbus Dr
Hill Rd
Clymer St
Weimer St
Penske Pl
Oak Ter
Spruce St
Kent Way
S 6th Ave
S 5th Ave
S 4th Ave
S 3rd Ave
S 2nd Ave
Chestnut St
Kline St
Summit St
Juniata St
Walnut St
Buttonwood St
Court Ln
Hill Ave
N 8th Ave
N 4th St
N Park Rd
S Park Rd
Poplar Ln
Spruce Ln
Gateway Dr
Rose St
N 3rd St
N 4th St
N 5th St
Church St
N 6th St
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community
0
0.25
0.5
0.75
1
Miles
NORTH

Physical Natural and Cultural Resources

A soil survey revealed the soil type for the entire park is Urban lan-Duffield complex, 0 to 8 percent slopes. Centre Park is located between Centre Avenue, Douglas Street, and North 4th Street in the City of Reading, Pennsylvania. The post-industrial city is a dense urban environment which is conductive to pedestrians and strong neighborhoods. For this reason there are only a few natural resources on site. The deed conveyed to the city mandates that the park is to be built with no playgrounds, bandstands, or concession stands. There are no stormwater drainage features on site, water is currently directed to the streets abutting the site. There are no animal species of special concern on the site or environmental issues on the site. Centre Park is within Reading's R-3 residential zoning district which borders the M-C manufacturing commercial district, H-M Heavy Manufacturing District, and the Commercial Core District. The site is relatively level with a gradual grade change of approximately 4′ from one end of the site to the other and does not reside within any floodplains. No historic features currently exist on the site but the property used to be owned and occupied by the Barbey family who had a mansion on the site before it became a park. There are currently four native plant species in Centre Park. There are no playgrounds, vernal pools, riparian buffers, or wetlands on the site. The site is very accessible with four entryways, and a majority of pathways that are ADA compliant.

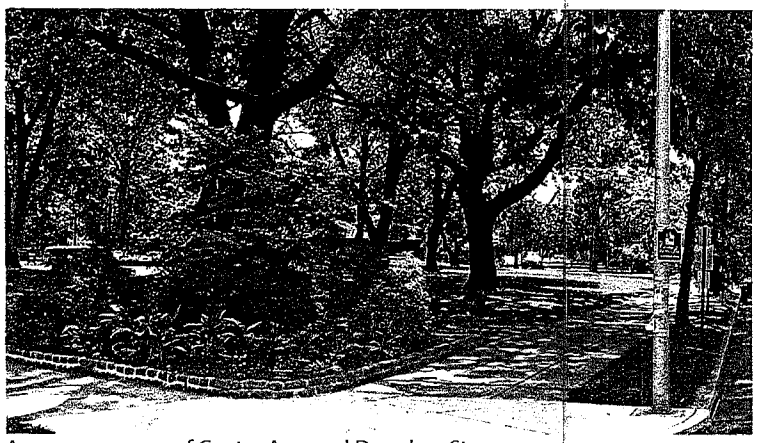
IMPROVEMENTS NEEDED



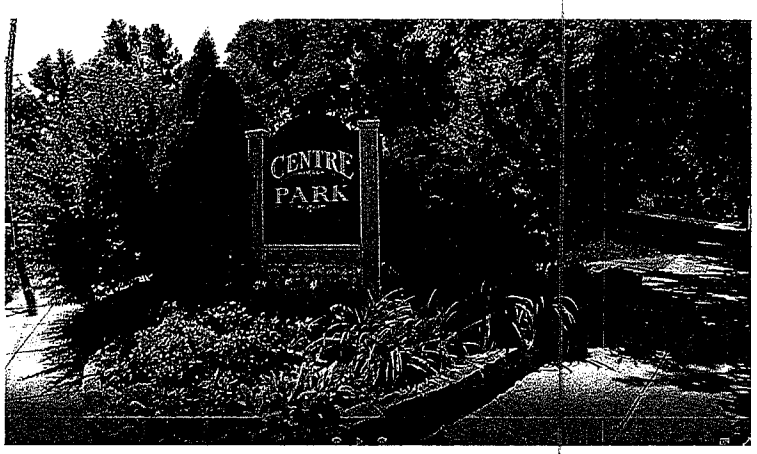


ASSETS TO PRESERVE

Site Analysis



Access on corner of Centre Ave. and Douglass St.



Access on corner of Douglass St. and N. 4th St.

Access path at southwest corner of site, on Centre Ave.

Access Points

The site is accessible through four separate paved entryways that all lead to one central area within the Park.

The location of the primary entrance is at the corner of the Centre Ave. and Douglass St. This entrance brings pedestrians to the park via crosswalks on Centre Ave. and Douglass St. Although Centre Avenue has a posted speed limit of 25 mph, the safety of a crossing at Douglass St. should be evaluated for additional needs including signage and lighting. Crosswalk striping should be upgraded to wide transverse "piano key" style striping to increase visibility to drivers. This entrance has recently been upgraded with accessible ramps and detectable warning surfaces.

Another consideration for the main entryway at the corner of Centre Ave. and Douglass St. is to remove the tall vegetation blocking the views into the center of the park from the intersection. The large shrubs and small landscape tree currently in the planting bed placed at that entryway corner obscures long views into the center of the park from the intersection. Since these are some of the best views into the park from the main entrance, it is suggested that the large landscape plants be replaced with lower growing groundcovers and perennials. An additional sign identifying the park to potential visitors along Centre Ave is also suggested.

The two secondary entryways for the park are located at the corner of Douglass St and N. 4th St. and at the Southwest Corner of the park on Centre Ave. Both entryways have planting beds and two large signs identifying the park and the Centre Park Historic District. The crosswalks provided for the

intersection of Douglass St and N 4th St. should be re-painted with transverse striping described earlier, and the intersection should be evaluated for additional signage.

The signage provided at Douglass and 4th is in good condition and should remain. However the vegetation provided in the landscape bed is too large and is partially obstructing the sidewalk as well as views into the park. Lower growing and more compact vegetation are also recommended for this location, where screening is not necessary. Plant screening should be considered when trying to hide utilities such as electrical boxes. Access to these utilities should also be considered depending on maintenance schedules.

The entrance on the southwest corner of the site does not require any changes to the path alignment or landscaping. The final access point, at the Southeast corner of the site, passes through a berm that is lined with some landscaping. This entrance should be evaluated for lighting adequacy and visibility for security. The landscaping in this area could have a stronger effect and this will be addressed in the design

Sidewalks

The park is served on three sides by public sidewalks. All the sidewalks are the same material, design and dimensions. The sidewalks are constructed of concrete and are in fair to good condition, but do have weeds growing in the cracks and encroaching along the sidewalk edges. A well-maintained grass strip with tree pits is provided on the street side of the sidewalk.

Sidewalks should be 'edged' annually to maintain full sidewalk width and keep encroaching turf and weeds at bay. This can be maintained by

Access path at the southeast corner of site, on N. 4th Ave.

Access path at southeast corner of site, on N. 4th Ave.

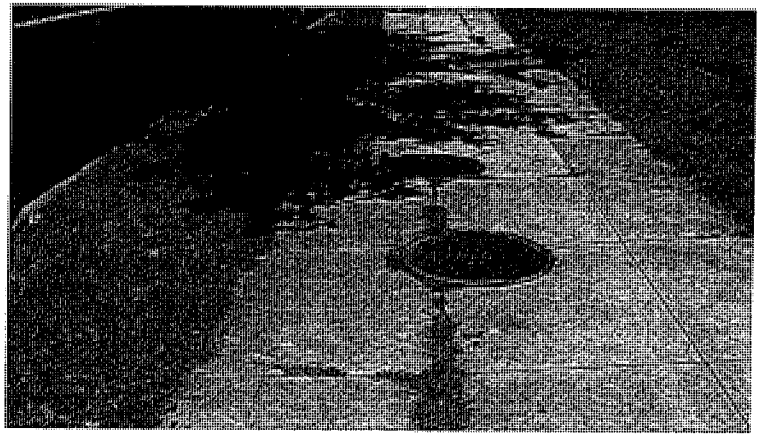
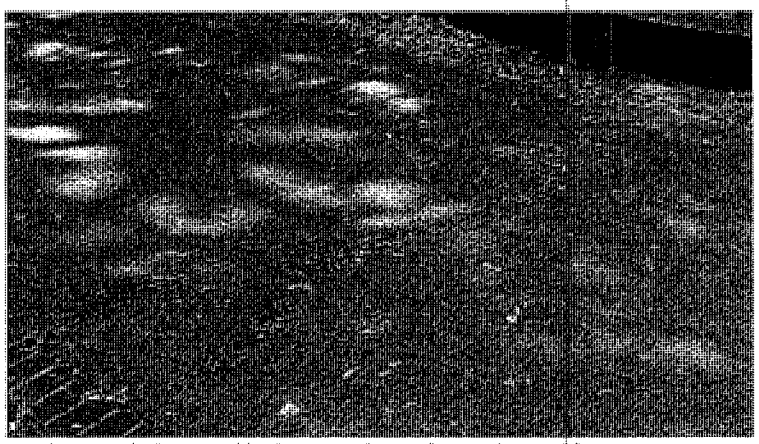


Image showing sidewalk condition.



Cracks in asphalt caused by heaving due to freeze thaw cycles.

Planting bed built with granite cobbles.

Landscape bed on slope with rocks

subsequent edging to maintain the trimmed condition. Any areas with poor drainage tripping hazards or excessively damaged concrete should be marked for replacement.

Hardscape

Paths within the site are composed of asphalt pavement and are noticeably degraded by freeze/ thaw damage near entrances and where the asphalt meets the central area .

There are also areas where the pathway is not ADA compliant along the path that connects to the northwest entry point. These areas will need to be regraded if the path is reconstructed.

The two planters at the two street corners were constructed with granite cobbles and are in good condition.

Portions of slope held in place by assorted boulders and rocks. These boulders and rocks could be reconfigured or replaced to maximize their aesthetic appeal and purpose.

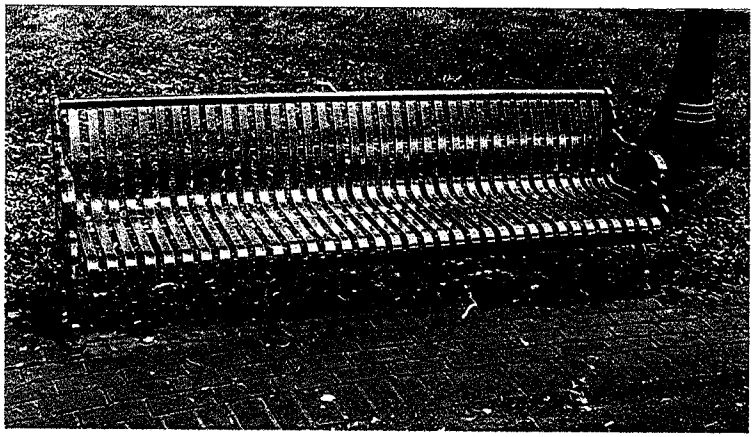
Ponding is evident in some pathway sections.

Furniture

The benches provided throughout the park are of a hunter green finish and constructed of steel. These benches all match each other and are in very good condition.

The waste receptacles on the site are of a hunter green finish matching that of the benches and are also constructed of a Victorian style steel construction that coordinates with the benches. Only one waste receptacle does not match the others. The non-conforming receptacle (barrel trash can) is located at the southwest entrance.

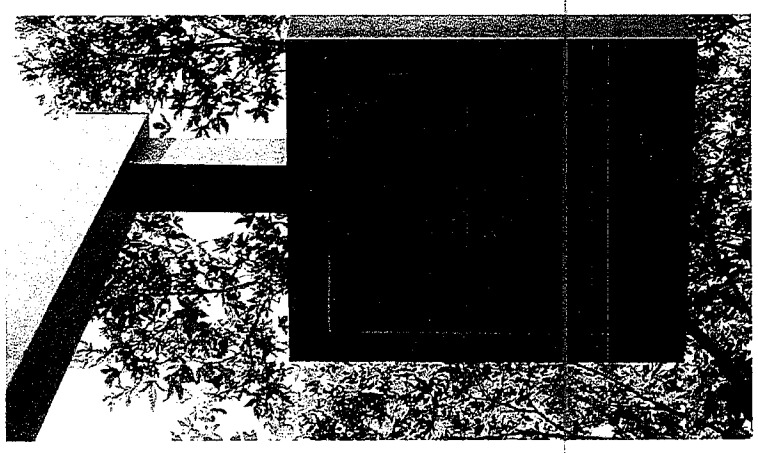
The light fixtures surrounding the central fountain circle are of a Victorian style cast iron construction with a hunter green finish to match the benches and waste receptacles. A few of the light fixtures are damaged and in need of minor repairs to the plate glass or finish. Two light fixtures are of a different make (shoebox lights) and do not match the others in style, construction or finish. These light fixtures are inferior and should be replaced with new fixtures complimentary to the rest of those on the site.



Existing Bench

Existing Trash Receptacles

Existing Furniture with Lighting



"Shoebox" style light fixture, does not fit in with furniture.

Entryway Sign on corner of Douglass St. and N. 4th St.

Entryway Sign at southwest corner of site, on Centre Ave.

Signage

The primary sign identifying the park, located in the planting bed at the corner of Douglass St and N 4th Ave is in good condition and should remain in its current location.

A second sign identifying the park with a lower profile should be included at the northwest entry at the corner of Douglass St and Centre Ave.

The sign located near the southwest entrance identifying the "Centre Park Historic District" is in good condition with minor cosmetic flaws. This planting bed beneath the sign should be reconfigured to contain hardy perennials with little maintenance requirements, or alternatively be changed into lawn. This sign may find a better location within one of the landscape triangles at the entrance of the district; however, it functions well where it is.

The sign posts provided at the Northeast and Southwest corners of the site, which hold the park rules placards are in poor condition and should be removed and replaced with a different type of post that fits better with the other park furnishings.
Additionally the waste bag dispenser should be replaced .

Finally, additional interpretive signage with information highlighting the history of the neighborhood and site is highly recommended.

Non conforming trash bin or barrel trash can

Aging signage and dog waste dispenser

Existing Entryway Plantings

Existing Plantings (Yew)

Existing Entryway Plants

Landscape Beds

Some of the landscape beds are under planted or empty. The bed that occupies a small area within the walkway next the large planting bed at the corner of Centre Ave and Douglass St. is almost entirely empty. This planting bed should be better defined, perhaps using a cobble to match those of the other planting beds with hardy perennial specimens.

The hedges around the central fountain area are sparse or missing in areas. The existing hedges should be replaced with a more ornamental species such as evergreen hollies or flowering shrubs. Plants selected should be chosen for ability to thrive in shady locations.

The large plants that occupy the two planting beds at the northeast and southeast corners of the site should be replaced with lower-growing shrubs or perennial plants that will no longer block views into the site, but rather frame the entryway and provide a new habitat and more color.

The plantings within the entryways should be replaced with plants that have a more visual impact and enhance the site while still being considered low maintenance.

Annuals planted around the sign for the historic district and the main fountain should be replaced with hardy perennials and bulbs.

Additional shade-loving plantings could be featured in the area along the property line bordering the Red Cross building to the south end of the site.

Planting Bed at the northeast corner Entryway

Central Fountain Plantings

Adjacent Red Cross Property Building to the South

Existing Japanese Maple in Decline

Suckering Magnolia

Trees

One of the strongest features of the park is the impressive shade tree canopy provided by a variety of mature trees. These older and larger trees also add to the historic neighborhood character of the park. For these reasons the existing tree cover should be held in high regard and maintained as best as possible while replacing any dying tree(s) that are approaching the end of their life span.

Additionally, there are trees that are currently missing from the design that should be added as appropriate to the overall site planting strategy.

A phasing strategy is needed to avoid removing too many trees at once or adding too many at one time.

Any trees that are missing along the street from the tree pits should be replaced. The street tree commission may be able to provide these trees.

Removed trees should be stump ground following felling. Locations of removed trees will be subject to settling as remaining stump material degrades. Depressions such as this will need to be monitored and filled with topsoil as needed.

Please refer to site analysis plan on page 15 and the final design on page 43 for specific trees to be removed, replaced, and installed.

The Fountain

The central fountain hardscape consists of native brownstone boulders and brick paving. These hardscape elements are in relatively good condition. Beyond the hardscape elements of the fountain, the internal equipment including pipes, drains, and pumps are obsolete and have not been operational for decades. If the fountain is to be restored into operational status, the internal fixtures will have to be evaluated by a professional fountain specialist to determine the cost and feasibility of retrofitting the fountain to be used in the near future. This study will also provide future possibilities for the fountain beyond restoration.

Other options for the fountain feature include converting the platform space into a landscape feature suited for temporary art installations or small performances. Another option could include adding a permanent sculptural element as a focal point, or removing the fountain entirely to provide a gathering area at the focal point.

Existing Central Fountain

Existing Central Fountain Area

Existing Brick Platform for Benches around the central fountain area

Other Physical Natural and Cultural Resources

Feedback gathered from the Centre Park Master Plan Committee was verified on site and the team was able to respond with ideas and solutions to these observations at meetings in order to refine the design recommendations.

Site Advantages and Disadvantages

The site already has a series of pathways that provide fair pedestrian circulation throughout the park. Some of the existing pathways are in poor condition preventing some accessibility. The park also has a central gathering space centered on an existing fountain suitable for public programming or small events. Open spaces around the pathways provide good areas for the general public to congregate, recreate, or relax as well. The site has a variety of tree specimens that do divide some of the open spaces, which prevents field sports and related activities. The entire site is suitable for public use. The park being already centered within the Centre Park district is very compatible with the surrounding neighborhood.

Pennsylvania Natural Diversity Inventory (PNDI)

Due to the man-made nature of the site, a Pennsylvania Natural Diversity Inventory report was not prepared as a part of this park improvement study.

Activities and Facilities Analysis

Prioritizing Community Needs

During the public participation process the Centre Park Master Plan Committee identified community needs to drive the initial conceptual plans. The following comments were discussed during the first CPMP Committee meeting which started to guide the design process.

- Bring the fountain back to the central area in some form
- Don't bring the fountain back completely but include some type of sculpture featuring local historical highlights and celebrates the neighborhood's history in some way
- Beautify the park with a central sculpture or fountain. Perhaps add tables to the park and improve it so it draws in more children.
- Incorporate Native plant material along with flowering trees.
- Low maintenance planting – less weeding required
- Need a place for the annual Christmas Tree
- Make the park feel safe and more welcoming. It should always look well maintained, keep the grass lush and green
- Add information kiosk to promote events
- Update the existing light poles and trash cans ("shoebox" lights should be replaced)
- Create space for entertainment near the center of the park
- Mural on wall adjacent to the park (Red Cross owned property)

Proposed Park Uses

After identifying and prioritizing the needs of the community the project team was able to draft three conceptual plans for the park, each with different proposed uses depending on the level of impact.

Active Recreation

Since Centre Park is considered a passive neighborhood park there are no existing or proposed recreational activities for the site. This means there is no "skill" level required for the average park visitor.

Passive Recreation

There are a few passive activities for park users to enjoy. There are open lawn spaces and benches placed throughout the park located on pathways and around the central fountain space, which provide quiet spaces for reading and relaxing. There are minimal opportunities for wildlife viewing however, if the existing planting beds are enhanced with native plant species, these improved areas will encourage more wildlife to move into the area particularly birds and other pollinators. These beds could also provide an opportunity for education through interpretive signage. If the existing central fountain is removed it could provide and ideal space for an outdoor classroom.

Proposed Preservation

Centre Park does not have any wetlands, or riparian corridors that need protection however, there are old and impressive tree specimens that should be held in high regard and preserved.

Projected Participation Rates

There are no projected participation rates at this time.

Facility Standards

There are no existing facilities on site and there are no proposed facilities for Centre Park.

Support Facilities Required

Pathways

Pathways will require renovation in some areas where they are broken and prevent ADA accessibility. Entryways could also be enhanced with large and broader pathways to attract and accommodate larger groups of park visitors. The total surface area of the park pathways is approximately 9,524.50 square feet.

Stormwater Management

To create a more sustainable Centre Park, MS4 warranted tree trenches can be added along the roadside to assist with capturing stormwater, if the City identifies this area as a priority for infiltration and stormwater enhancements through green infrastructure.

Utility Installations

New lighting fixtures, surveillance system, and yard hydrants will require new conduit and water lines to be run through the park as needed.

Signage

Existing signage in Centre Park ranges from good to poor condition, in some cases new signage is warranted. Additional interpretive signage is proposed for areas around the park describing the historic Centre Park District and the old Barbey mansion.

Site Furniture

Lighting, waste stations, and at least one new trash receptacle is proposed for Centre Park. Otherwise the existing furniture on site is acceptable.

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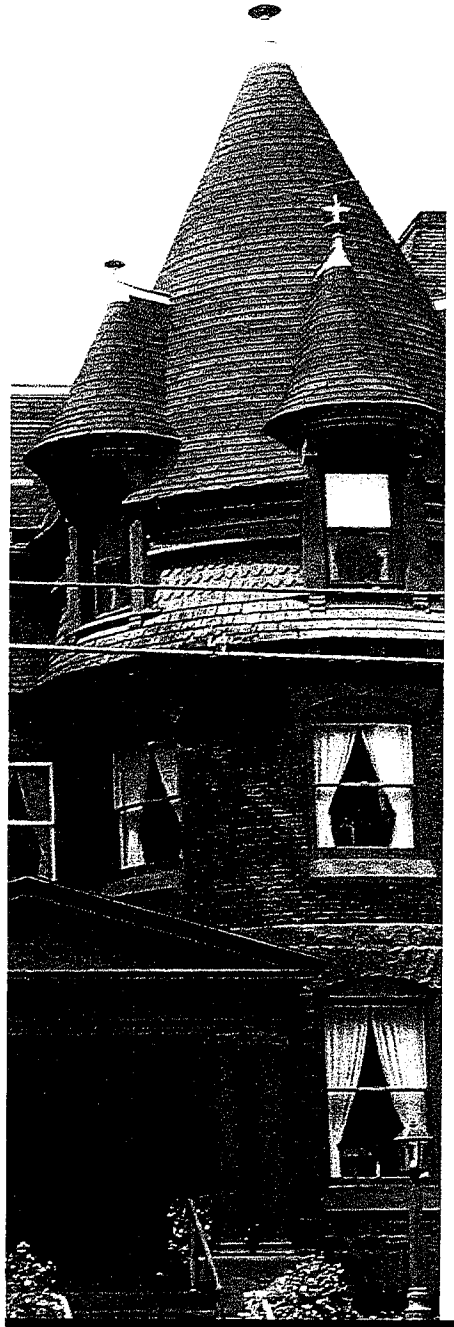


Design Considerations

Site Challenges and Opportunities

Since a majority of the final park plan consists of proposed alterations to the already existing Centre Park, there are a variety of opportunities as well as constraints related to the existing park design. The majority of the park is older with some elements dating back to the 1970's. This provides a lot of opportunities for improvements to site amenities such as lighting, plantings and pavement. Challenges include maintaining the historic symbolism throughout the park. Considering the significant history behind the site is important to consider for the final design.

Applicable Laws and Regulations

The City of Reading zoning code was considered during the design process. Since the proposed park plan is mostly improvements to existing conditions there are no significant changes to the existing site. There are also no proposed structures in the final plan for consideration.

Design Standards: ADA

All pathways abide by the ADA standards (except where there are existing pathway damages) for accessibility do not exceed a 5% slope. There are no specific park amenities or structures that require ADA accessibility.

Existing Topography

A majority of the existing topography is suitable for the proposed changes to the park. There are no significant proposed changes to the existing topography for park amenities or pathways. There are however a few areas where some minor regrading is proposed to solve drainage issues.

Riparian Maintenance

There are no water corridors within the Centre Park Site.

Protection/Enhancement of Environmentally Sensitive Areas

There are no environmentally sensitive areas throughout the park that warrant any type of protection.

Stormwater Best Management Practices

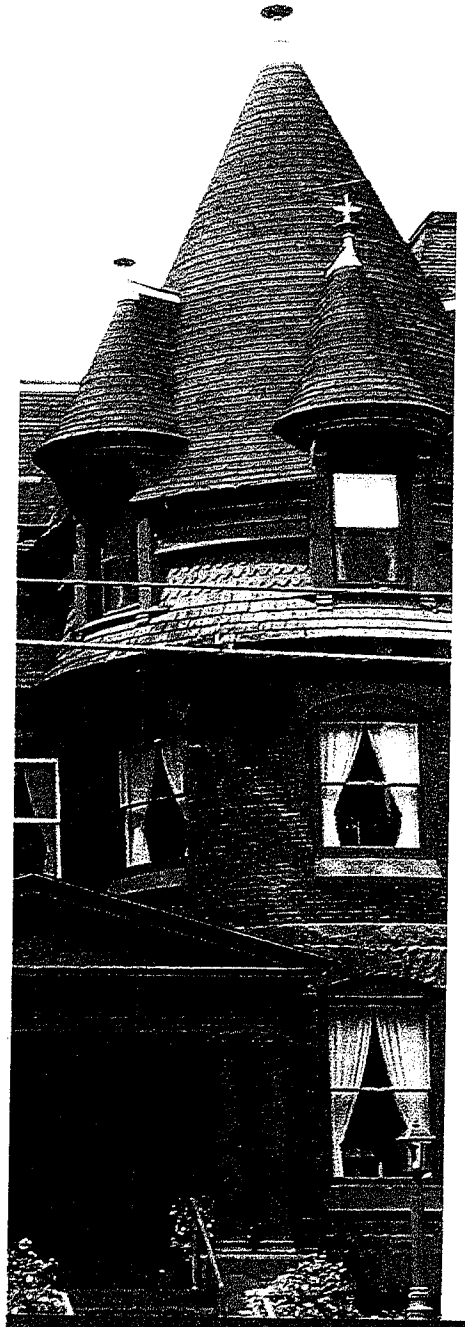
There are proposed MS4 tree trenches along the abutting streets where they are applicable. These tree trenches could capture water runoff from the road and create a better environment for the trees that are planted inside of them.

Native Materials

Proposed plants are low maintenance as well as native to the northeast region of the United States.

Historic Area

Centre Park was the former site of the Barbey Mansion which was built in the 1890's. There are currently no historic structures remaining on the site.



Design Process

Preliminary Sketches

On April 10th, 2018 three conceptual plans along with photo simulation boards were presented to the Centre Park Master Plan Committee for discussion. Each presentation board described each concept plan and how the central fountain area could change and evolve. Each concept had a theme:

- Low Impact
- Sculptural Focal Point
- Central Structure

A short analysis was done on the fountain. The project team identified opportunities, challenges, maintenance and design considerations for the possibility of installing a new fountain. This analysis was also shared during the April 10th meeting and is also located on page 35 of this report.

Concepts

1) Low Impact Concept Evaluation

Positives

The low impact concept for Centre Park involves minor alterations when compared to the other two concepts. Park Entrances will remain relatively the same except with new native plant material in the beds. New Plant Material will also be added into the beds around the fountain and surrounding the central fountain area. New paving will only be added to entryways and the central fountain space to highlight the access points and focal point within the park. The fountain will remain as it is except it will be surrounded by sculptural exhibits to enhance its aesthetics and usability.

Negatives

This concept only changes specific areas throughout the park and does not enhance the entire site. There are opportunities to renovate the entryways and the central space to change the overall appearance of the park when you enter the site and when you are within the central fountain space.

2) Sculptural Focal Point Concept Evaluation

Positives

The sculptural focal point concept enhances the entryways with proposed pathways that are more broad and more inviting than the existing entryways. There are also more interpretive signs proposed for park visitors so they can learn more about the history of the site. The central fountain is proposed to be removed. In its place there is a proposed central fountain sculpture that releases mist. This option will eliminate the need for substantial plumbing alterations underground since the "misting sculpture" will require much less water and subsequent drainage. This central sculpture or new focal point will draw visitors off of the street and into the park, bringing more awareness to the site and its cultural history.

Negatives

This is the most expensive concept of the three due to the fountain removal, new paving design and the proposed misting fountain sculpture.

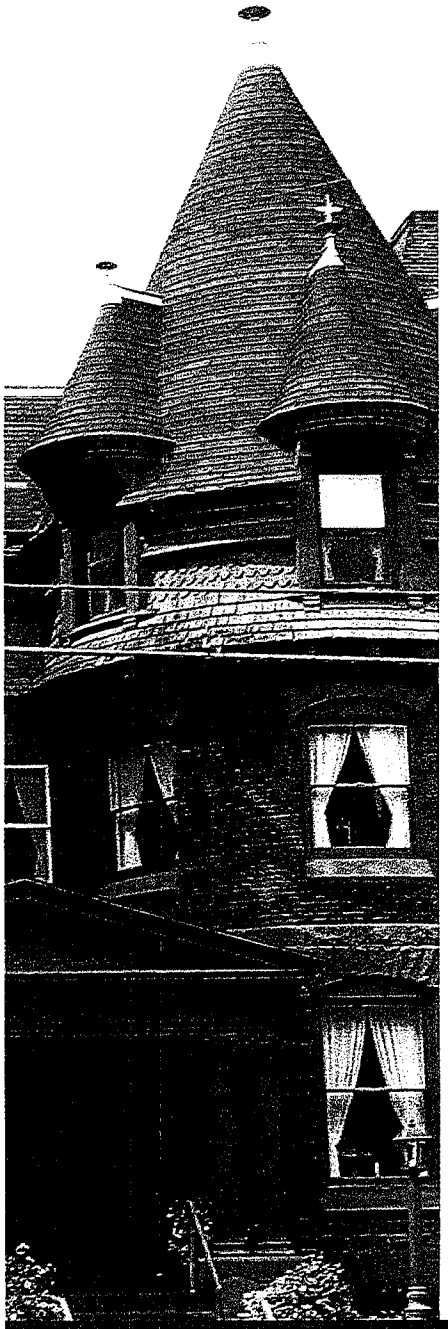
3) Central Structure Concept Evaluation

Positives

The Central Structure concept highlights the change to the central fountain space by removing the existing fountain and adding a central structure in its place. The central structure will enhance the central fountain space by allowing larger groups of park visitors to congregate in the center of the park. The central structure is ideal for outdoor classes, passive park activities, and other creative passive programming.

Negatives

This concept completely erases the idea of a fountain in the central space of the park. The central fountain has a historical significance and an element of water is gone in this concept. Water could continue to benefit the park in some way.



Fountain Considerations

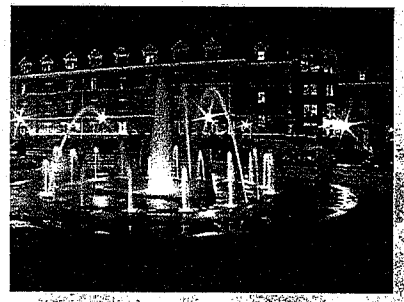
The committee and public gave significant consideration to the pros and cons of bringing a fountain back to Centre Park. This study highlights the facts that were considered when explaining the potential fountain.

Fountain Considerations

Opportunities

A FOUNTAIN WILL.....

- Attract new users to the park
- Act as a neighborhood landmark
- Offer interaction with water
- Act as an oasis in the urban environment
- Attract new groups for events and picnics
- Act as a focal point for the park
- Be the main attraction for the park
- Attract wildlife
- Will be the Centre Park identity feature
- Offer fundraising opportunity for the park
- Give visual interest in winter when lit, attracting year round attendance

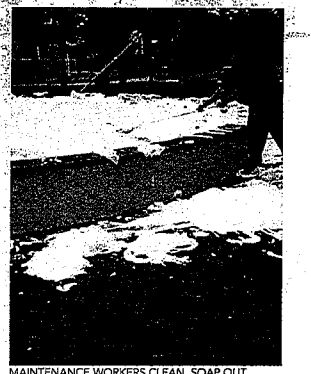


A LIT FOUNTAIN IN WINTER PROVIDES FESTIVE VISUAL INTEREST

Challenges

A FOUNTAIN WILL.....

- Be costly (minimal cost for a small municipal fountain replacement will be $100,000)
- Attract users, placing stress on the park
- Add new construction fees (plumbing, electrical, lighting, design)
- Need frequent regular maintenance performed by a contracted professional
- Require regular daily or weekly cleaning
- Attract wildlife, possibly causing damage to the feature, or drowned animals
- Attract vandalism (soap in fountain, foreign objects)
- Be subject to unexpected freeze/thaw cycles
- Require a dependable funding stream or endowment
- Use any funds raised by the fountain will be spent on its upkeep
- Collect organic materials, leaves, grass, insects



MAINTENANCE WORKERS CLEAN SOAP OUT OF FOUNTAIN

Maintenance & Design Considerations

- All fountains are different, and they all require different levels of maintenance
- Whether the fountain has open or contained water source it requires the same level of maintenance
- Small orifice (jet) nozzles require more maintenance and greater filtration and maintenance
- Bubblers and cascades require less maintenance than small orifice nozzles
- Installation costs are typically three times that of the equipment and materials
- All modern fountains require tie into sanitary sewer, may add significant cost to project
- Water lines, electricity and lighting add cost to the project
- Cost for cartridge filters and chemicals will cost $30 per month
- New systems have built-in shut-offs to avoid equipment damage in the event of low-water
- Three phase power is preferable to keep utility bill down
- Chlorine on bromine consumables must be refilled

Centre Park Historic District, Reading

DESIGN OPTION 1

GENERAL UPGRADES TO EXISTING DESIGN

REPLACE EXISTING PLANTINGS WITH LOW-GROWING PERENNIALS TO IMPROVE VIEWS INTO PARK, AND REDUCE LEVEL OF MAINTENANCE.

MAINTAIN GAPS IN TREE PLANTINGS, TO ALLOW INCREASED VIEWS IN AND OUT OF THE PARK, PAVE TREE GAPS IN SIDEWALKS.

REPLACE TREES AROUND CENTRAL SPACE. CREATE TREE REPLACEMENT/AND MANAGEMENT PLAN, UTILIZING DURABLE NATIVE SPECIES ADAPTABLE TO URBAN ENVIRONMENT.

FOUNTAIN TO REMAIN, USE EXISTING STRUCTURE AS PLATFORM FOR SCULPTURAL EXHIBITS

REPLACE SHRUBBERY AROUND FOUNTAIN WITH NATIVE, SHADE TOLERANT SHRUBBERY.

REPAVE CENTRAL FOUNTAIN AREA

REPLACE ALL ANNUAL PLANTINGS WITH WATER WISE, NATIVE PERENNIALS TO REDUCE MAINTENANCE.

REPAIR ASPHALT WALKWAY IN DAMAGED AREAS, AND RESURFACE TO ENSURE SAFE, ACCESSIBLE PEDESTRIAN TRAVEL THROUGHOUT PARK

REPLACE "SHOEBOX" LIGHTS, MATCH TO EXISTING LIGHTS AROUND CENTRAL AREA REPAIR/REPAINT DECORATIVE LIGHT STANDARDS.

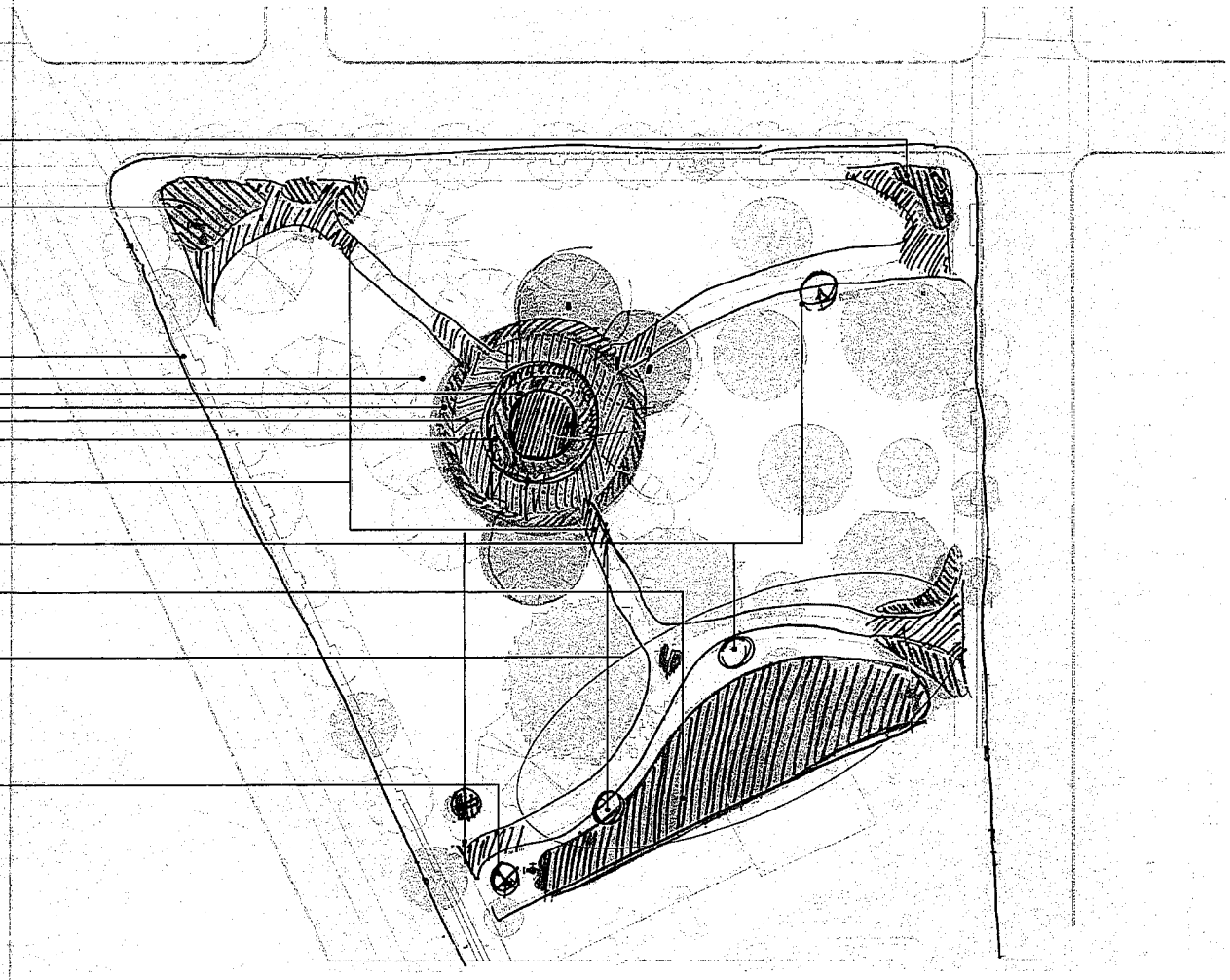
ADD VEGETATIVE BUFFER ALONG RED CROSS PROPERTY TO SCREEN VIEWS OF RED CROSS STRUCTURE AND PARKING AREA. RE-GRADE TO IMPROVE DRAINAGE IN THIS AREA.

ADD LIGHTING IN DARK AREAS AT SOUTHERN END OF PARK

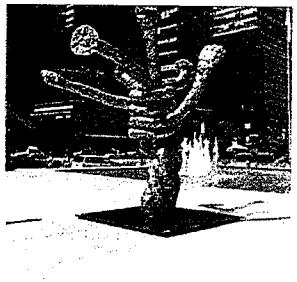
REPLACE INFORMATIONAL SIGNAGE, ADD INTERPRETIVE SIGN TO TELL RICH HISTORY OF THE DISTRICT.

REPLACE "BARREL" TRASH CANS WITH DECORATIVE RECEPTACLES, REPLACE DOG WASTE STATION.

ADD HOSE HYDRANTS AT PARK ENTRANCES AND CENTRAL PLAZA.



Low-Impact Concept

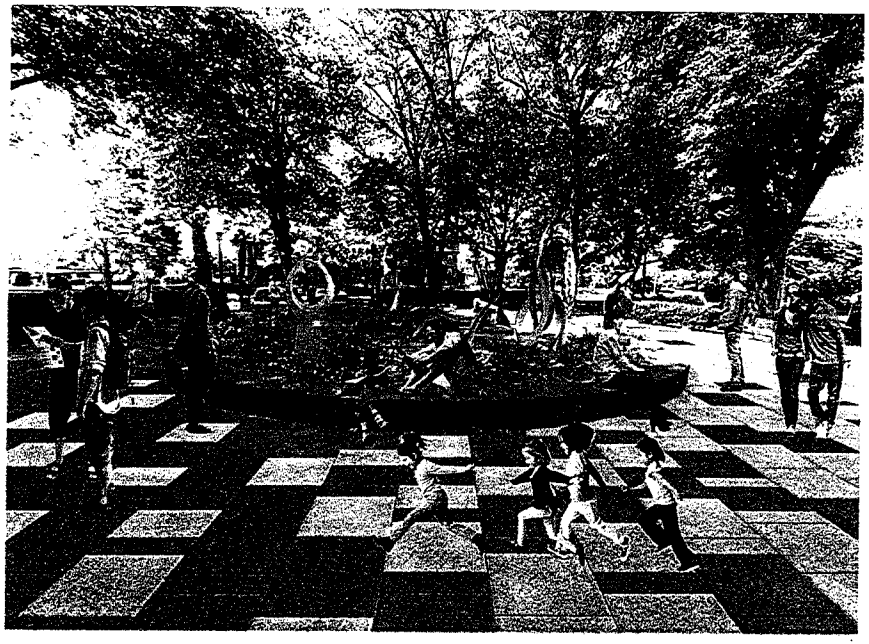


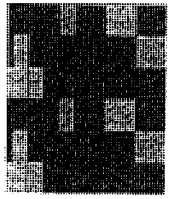
PUBLIC ART

Public art creates a free outdoor gallery for individuals or groups to enjoy. Public art can also be from the local community, bringing out a stronger feeling of attachment to the art that is displayed. This work can create a cultural or historical identity for the park and the town.

PLANTINGS

A variety of ferns will be planted around the existing fountain to create a sculpture garden where the pieces of art rise from the plantings. Uplighting can also be installed to highlight individual sculptures at night.





CONCRETE PAVERS

Unit paving is a modular system that provides an enhanced level of material quality and detail. These pavers can exist as multiple sizes and can be laid in different directions to create unique patterns in the landscape. Paver color and finish should be selected for aesthetic quality and meet accessible design requirements for proper visual contrast and slip resistance. Paver edges and joints should create a smooth, continuous surface. The installation design (paving section) shall ensure a level, stable paving surface, and in accordance with manufacturer's recommended installation method(s). Use of unit pavers also provides the opportunity for infiltration between the pavers, which will be important where developing spaces within the existing tree plantings.

This design option highlights the opportunity to enhance the space with minor alterations to the central fountain structure. Here plantings would frame and occupy space between proposed temporary sculpture exhibits.

Low-Impact Concept

Centre Park Historic District, Reading

DESIGN OPTION 2

GENERAL UPGRADES, EXPANDED GATHERING AREAS

REMOVE CORNER PLANTING BEDS OPENING VIEWS AND CREATING A MORE WELCOMING ENTRANCE, ADD PLANTINGS ADJACENT TO ENTRANCES

REPLACE MISSING STREET TREES.

REPLACE TREES AROUND CENTRAL SPACE.

REMOVE FOUNTAIN, AND PAVE CENTRAL AREA, ROTATING SCULPTURE IN CENTER OF PLAZA. REUSE BOULDERS IN PLANTING AREAS.

REPLACE SHRUBBERY AROUND FOUNTAIN WITH NATIVE, SHADE TOLERANT SHRUBBERY.

REPLACE ALL ANNUAL PLANTINGS WITH WATER WISE, NATIVE PERENNIALS TO REDUCE MAINTENANCE.

REPAVE ALL ASPHALT WALKWAYS

REPLACE "SHOEBOX" LIGHTS, MATCH TO EXISTING LIGHTS AROUND CENTRAL AREA. REPAIR/REPAINT DECORATIVE LIGHT STANDARDS.

REPLACE DECLINING JAPANESE MAPLE TREE

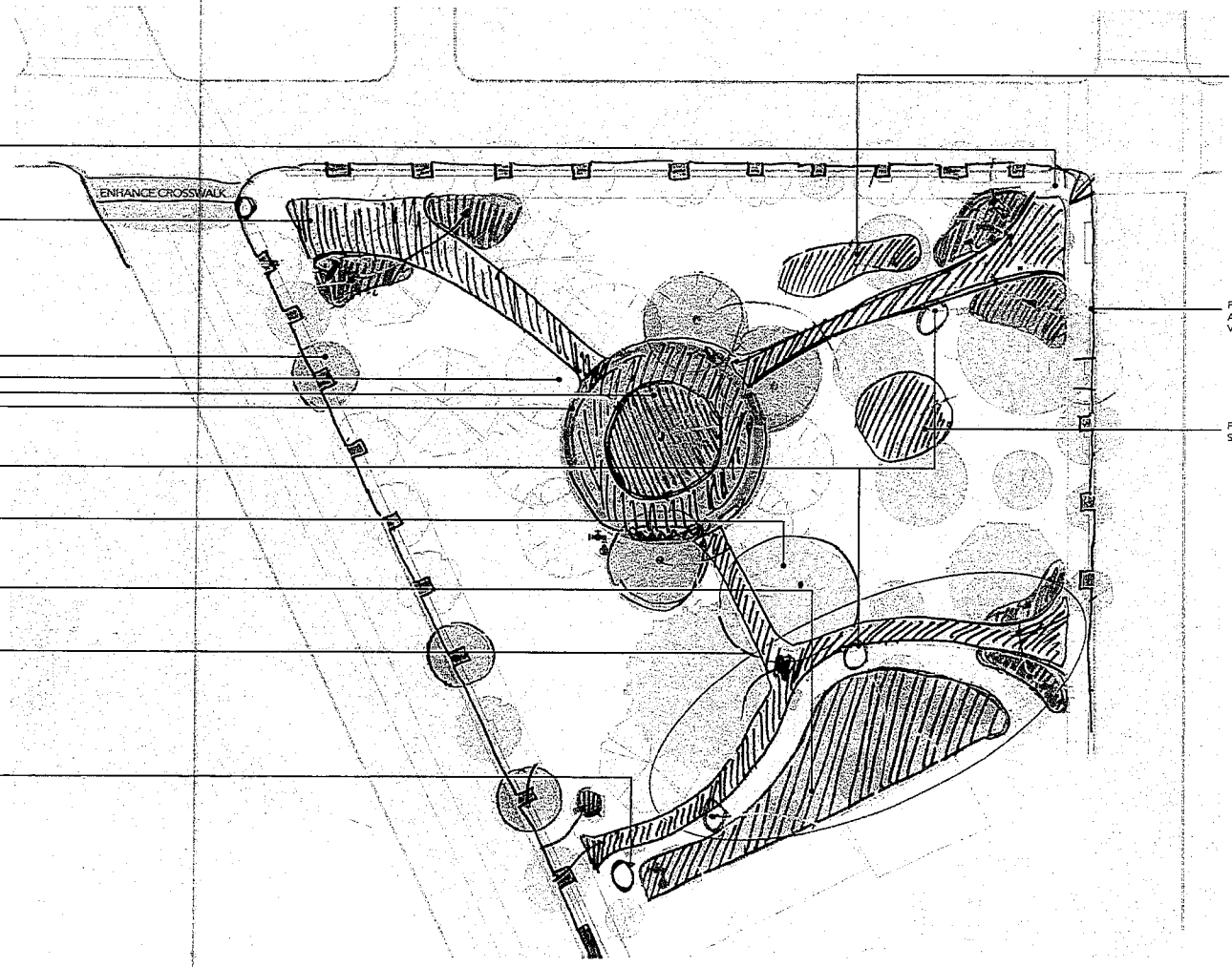
ADD VEGETATIVE BUFFER ALONG RED CROSS PROPERTY TO SCREEN VIEWS OF RED CROSS STRUCTURE AND PARKING AREA. RE-GRADE TO IMPROVE DRAINAGE IN THIS AREA.

ADD LIGHTING IN DARK AREAS AT SOUTHERN END OF PARK

REPLACE INFORMATIONAL SIGNAGE, ADD INTERPRETIVE SIGN TO TELL RICH HISTORY OF THE DISTRICT.

REPLACE "BARREL" TRASH CANS WITH DECORATIVE RECEPTACLES, REPLACE DOG WASTE STATION.

ADD HOSE HYDRANTS AT PARK ENTRANCES AND CENTRAL PLAZA.



INTERPRETIVE SIGNAGE TELLING INDUSTRIALIST HISTORY, POSSIBLE PENNSYLVANIA HISTORICAL MARKER

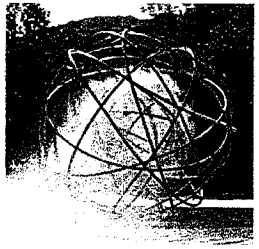
PAVE OVER GRASS STRIPS, ALLOWING ADDITONAL SIDEWALK SPACE FOR VENDORS DURING SPECIAL EVENTS

FUNCTIONAL, CLIMBABLE, BUT SAFE SCULPTURE

Sculptural Focal Point

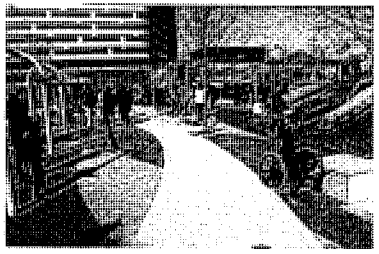
Centre Park Revitalization Concept Design

CENTRE PARK HISTORIC DISTRICT



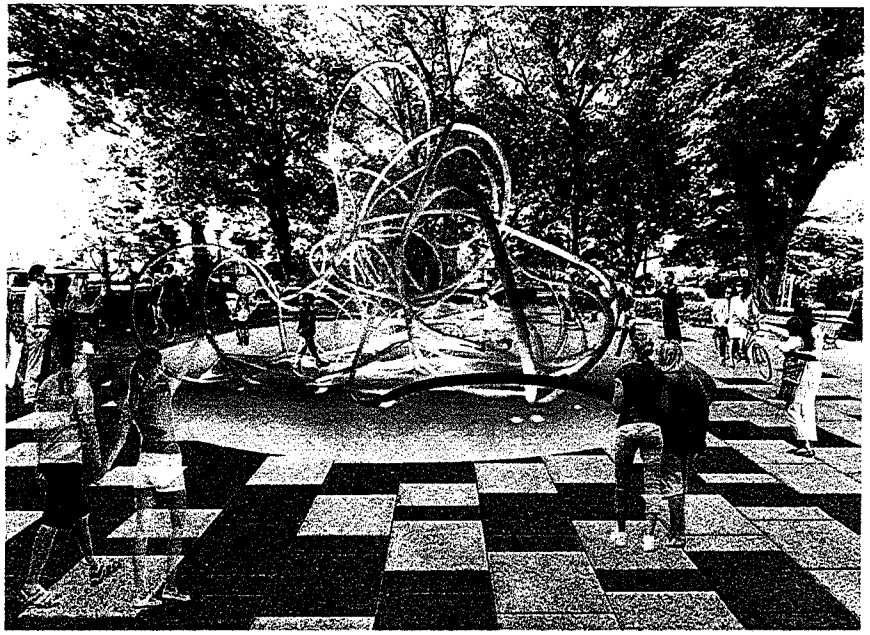
MIST SCULPTURE

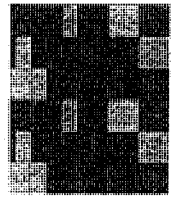
A central sculpture will provide a focal point for visitors of the park. It can also serve as an object for children to climb on and experience first hand. Additions to the sculpture such as water in the form of an occasional ejection of mist can also provide a fun and refreshing attraction in the summer months.



POURED RUBBER (For Central Sculpture)

Poured Rubber can offer a colorful, seamless, and safe surface for walking and playing. This surface has great shock absorption and footing for children so they can play safely. The installation design (paving section) shall ensure a level, stable paving surface and in accordance with manufacturer's recommended installation method(s).





CONCRETE PAVERS

Unit paving is a modular system that provides an enhanced level of material quality and detail. These pavers can exist as multiple sizes and can be laid in different directions to create unique patterns in the landscape. Paver color and finish should be selected for aesthetic quality and meet accessible design requirements for proper visual contrast and slip resistance. Paver edges and joints should create a smooth, continuous surface. The installation design (paving section) shall ensure a level, stable paving surface, and in accordance with manufacturer's recommended installation method(s). Use of unit pavers also provides the opportunity for infiltration between the pavers, which will be important where developing spaces within the existing tree plantings.

This design option highlights the central fountain space changing entirely into a space for a new type of misting sculpture. This idea preserves the idea of water in the central space but provides an opportunity to slightly modernize the park.

Sculptural Focal Point

Centre Park Historic District, Reading

DESIGN OPTION 3

GENERAL UPGRADES, STRUCTURAL ELEMENTS TO ATTRACT VISITORS FROM CENTRE AVE.

REMOVE CORNER PLANTING BEDS OPENING VIEWS AND CREATING A MORE WELCOMING ENTRANCE. ADD PLANTINGS ADJACENT TO ENTRANCES, ADD SIGNS. RE-ALIGN AND REPAVE WALKWAYS.

REPLACE MISSING STREET TREES. PLANT NATIVE PERENNIALS IN GRASS STRIPS

REPLACE TREES AROUND CENTRAL SPACE.

REMOVE FOUNTAIN, AND PAVE CENTRAL AREA, BUILD OVER HEAD STRUCTURE TO ALLOW FOR USE IN INCLEMENT WEATHER

REPLACE SHRUBBERY AROUND FOUNTAIN WITH NATIVE, SHADE TOLERANT SHRUBBERY.

REPLACE ALL ANNUAL PLANTINGS WITH WATER WISE, NATIVE PERENNIALS TO REDUCE MAINTENANCE.

LARGE CLIMBABLE SCULPTURES, TO TELL THE INDUSTRIALIST HISTORY OF THE NEIGHBORHOOD. ACTS AS A LANDMARK IDENTIFIABLE FROM CENTRE AVE.

REPLACE "SHOEBOX" LIGHTS, MATCH TO EXISTING LIGHTS AROUND CENTRAL AREA. REPAIR/REPAINT DECORATIVE LIGHT STANDARDS.

PLANT NEW TREES TO REPLACE DECLINING JAPANESE MAPLE

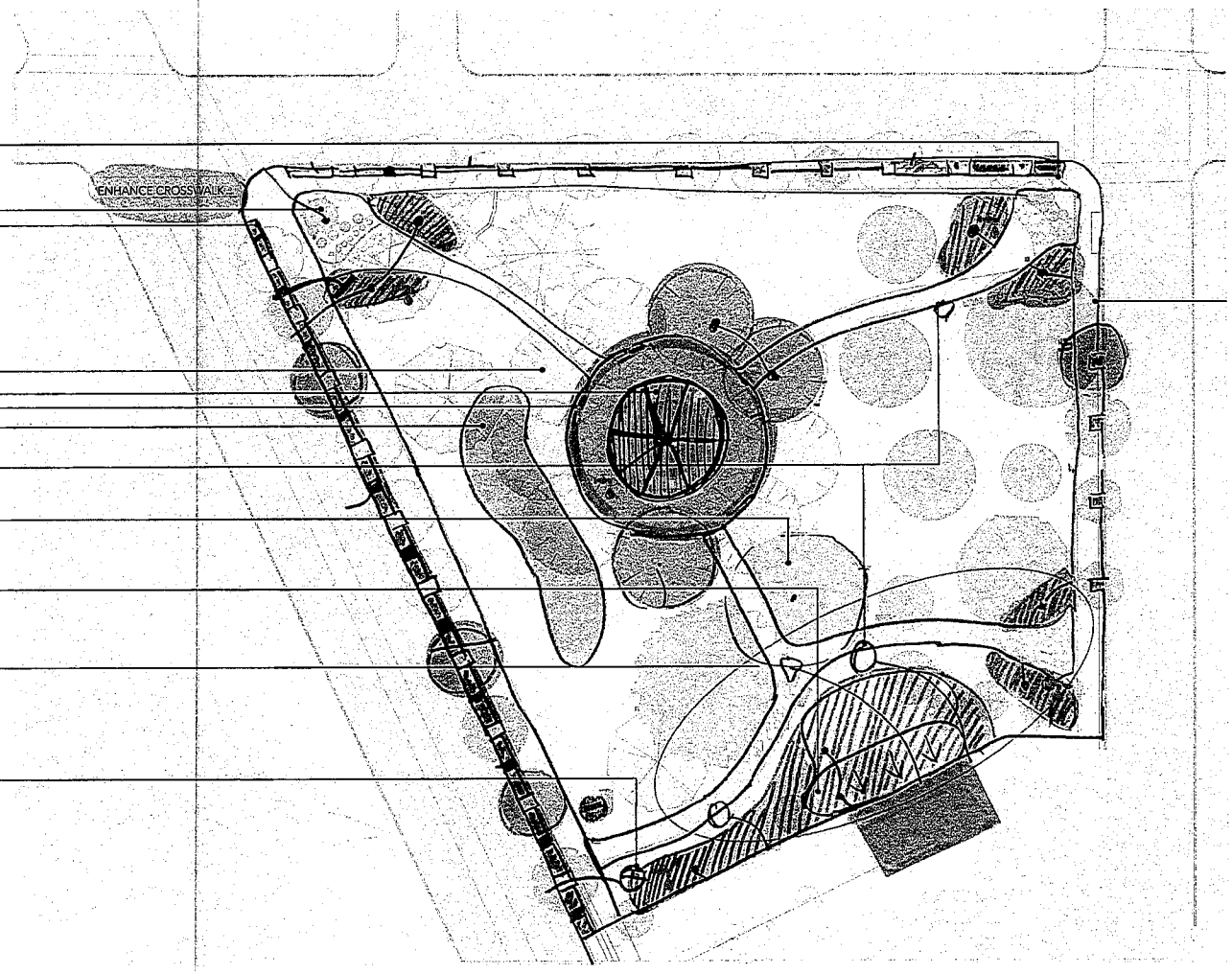
MURAL ON WALL OF RED CROSS OUTBUILDING. ADD VEGETATIVE BUFFER ALONG RED CROSS PROPERTY TO SCREEN VIEWS OF PARKING AREA, AND FRAME MURAL. RE-GRADE TO IMPROVE DRAINAGE IN THIS AREA.

ADD LIGHTING IN DARK AREAS AT SOUTHERN END OF PARK

REPLACE INFORMATIONAL SIGNAGE, ADD INTERPRETIVE SIGN TO TELL RICH HISTORY OF THE DISTRICT.

REPLACE "BARREL" TRASH CANS WITH DECORATIVE RECEPTACLES, REPLACE DOG WASTE STATION.

ADD HOSE HYDRANTS AT PARK ENTRANCES AND CENTRAL PLAZA.

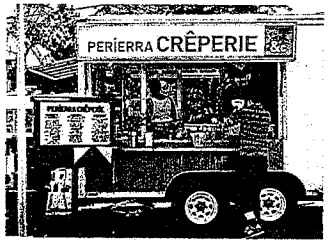


ALONG N. 4TH AND DOUGLASS STREETS, RETROFIT GRASS STRIP TO "TREE TRENCH" BMP. COORDINATE WITH CITY FOR USE AS MS4 (STORMWATER) CREDIT PROJECT.

Central Structure

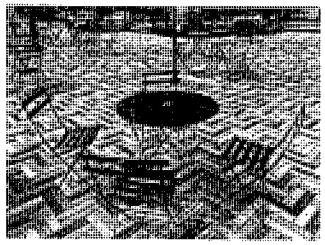
Centre Park Revitalization Concept Design

CENTRE PARK HISTORIC DISTRICT



FOOD CARTS

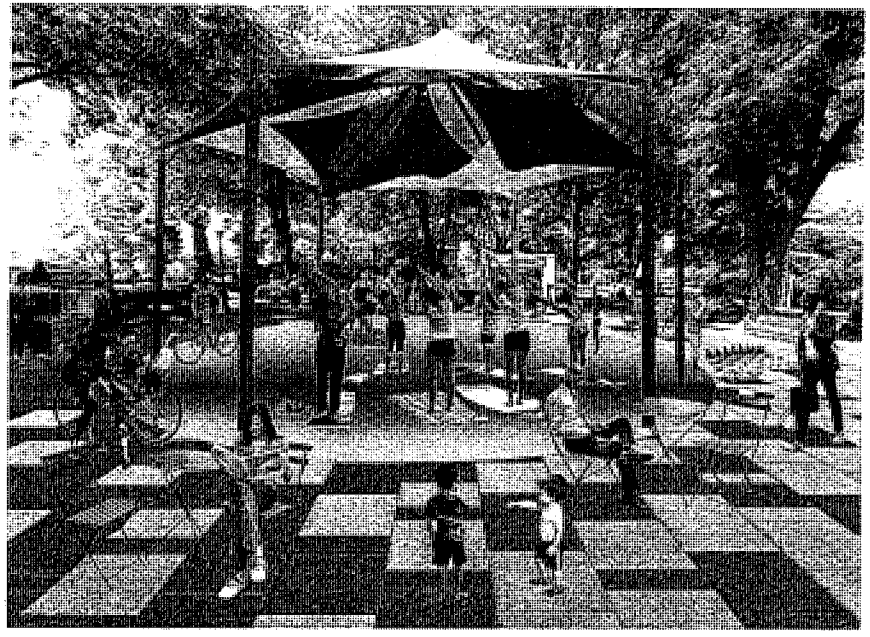
Food carts bring new, affordable, and local food to the area. Food vendors bring foot traffic to the area. They can also offer culturally diverse foods that typically do not compete with sit down restaurants. They bring positive activity and can also serve as a positive entry point for individuals wanting to own their own business. Food carts can also more easily be integrated into the confined spaces available in the park which will be inaccessible to food trucks.

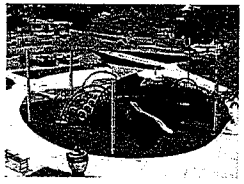


MOVABLE TABLES AND CHAIRS

Movable Tables and Chairs grants the user flexibility to adapt the space to their needs and find the right level of comfortability.

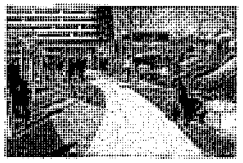
This design option eliminates the central fountain but provides a larger central space for gathering and programming. Without the central fountain occupying the majority of the central space, there could be more room for activities or a central structure.





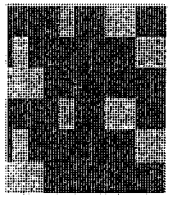
SHADE STRUCTURE

A central shade structure can provide a stage for events, a space for people to gather for park activities, or simply a place to get out of a light rain shower. Sail shade structures give great protection against UV rays, provide a cooler environment for people beneath the structure, and are typically less in cost compared to metal or wood structures.



POURED RUBBER (For Under Shade Structure)

Poured Rubber can offer a colorful, seamless, and safe surface for the space under the shade structure. This surface has great shock absorption and footing for children so they can play safely. The installation design (paving section) shall ensure a level, stable paving surface and in accordance with manufacturer's recommended installation method(s).



CONCRETE PAVERS

Unit paving is a modular system that provides an enhanced level of material quality and detail. These pavers can exist as multiple sizes and can be laid in different directions to create unique patterns in the landscape. Paver color and finish should be selected for aesthetic quality and meet accessible design requirements for proper visual contrast and slip resistance. Paver edges and joints should create a smooth, continuous surface. The installation design (paving section) shall ensure a level, stable paving surface, and in accordance with manufacturer's recommended installation method(s). Use of unit pavers also provides the opportunity for infiltration between the pavers, which will be important where developing spaces within the existing tree plantings.

Central Structure

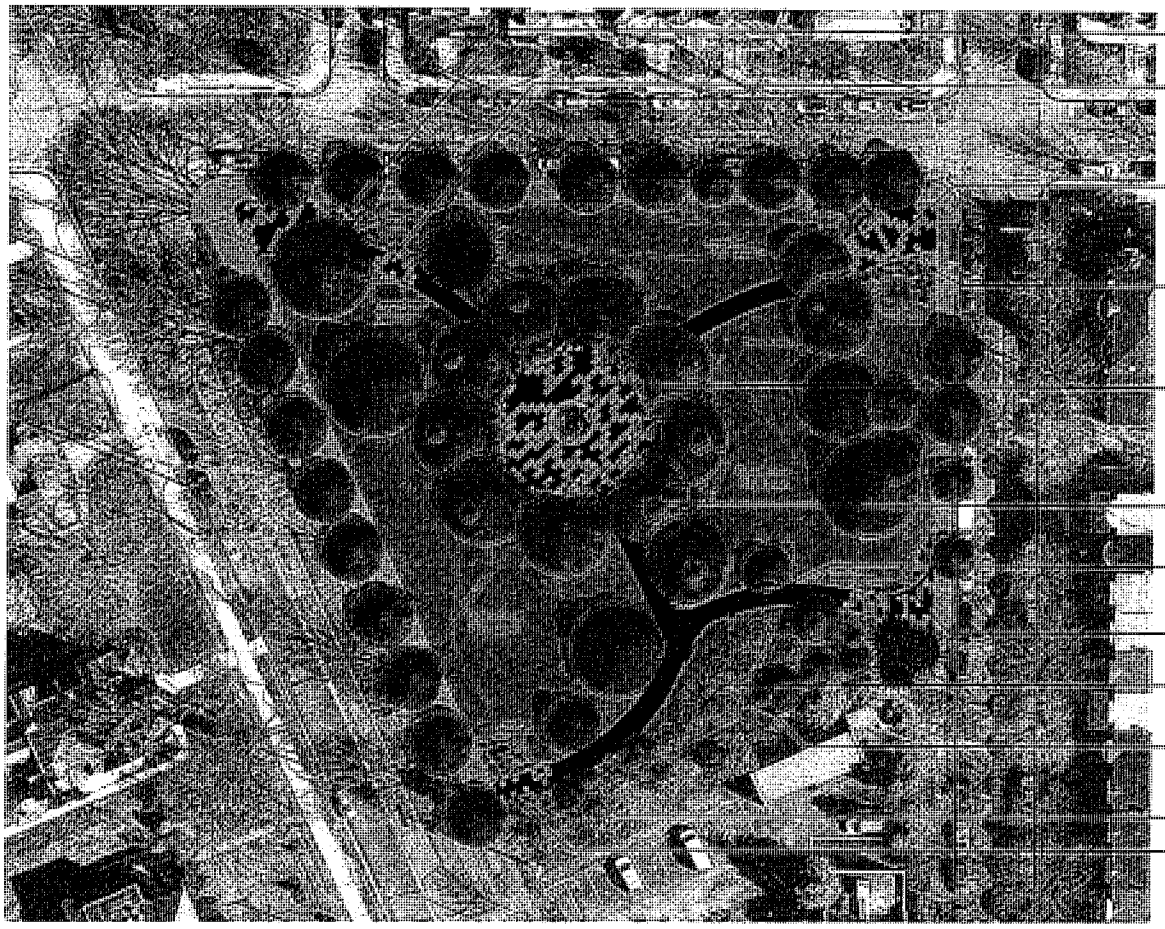
The Final Design

During the Centre Park Master Plan Committee meeting on April 10th, 2018, the discussion led to a consensus on what the final plan for Centre Park should be and what elements from the three concepts should be included. The following items were agreed upon by the CPMP Committee:

- The park should have a central sculpture or sculptures with some type of water element.
- The plan should include opening up the corner entryways.
- Protect existing trees, do not remove the large trees in the park.
- Consider adding conduit around the perimeter of the park for potential security cameras in the future.
- No sculptures should exist anywhere in the park except in the central fountain space.
- Propose different lights to replace the existing "shoebox" lights. Do not match the existing ornamental lights currently around the central fountain area.
- Include a kiosk for advertising events at the Centre Avenue entrance.
- Add yard hydrants for hand watering throughout the site.
- Continue the idea of upgraded pavement at the entryways and the central fountain space, perhaps by using unit pavers.
- Retain or replace the central brick seating area either continuous or segmented.
- The fountain should have lighting for Four Season interest.
- Continue to consider MS4 warranted tree trenches along the street frontage.
- The 4th street entryway should be enhanced with retaining walls that are 30 inches in height or less.
- Propose planting small trees that will eventually replace the larger trees once they reach the end of their life.
- Interpretive signage should depict the historic Barbey mansion that used to be located on the site.

The feedback from the CPMP Committee stated above guided the project team towards a final design that is shown on page 43 of this report. The subsequent final concept design was presented on June 18th, 2018 to the Centre Park Master Plan Committee as part of a presentation. Slides from the presentation showed examples of different proposed elements in the park. Some of the presentation slides are show on pages 46-50 of this report.

THE PROPOSED PLAN



- New Park Kiosk to advertise events
- New Park Interpretive Signage depicting historic John Barbey Mansion
- New Entryway Paving to compliment new central gathering space, existing 100 amp panel with meter to be moved
- New Entryway Sign (Optional)
- Central Misting Sculpture with Colorful Animated Lights. New Plantings will be installed around central gathering space. Pervious clay pavers to be installed underneath sculpture
  Retain Brick Seating Area in Some Configuration
- Pervious Pavement Plaza
- New Lamp Posts to replace "shoebox" lights. Pathway lights are added to lighten the southern end of Centre Park
- New Retaining walls 30" High with native perennial bed
- Vegetative Buffer Blocking view of Red Cross property
- Possible mural on existing wall to be coordinated with buffer vegetation
- Resurface all asphalt paths
- Replace "Barrel" Trash Cans with Decorative Receptacles

Additional Tree to be planted next to declining existing tree or be considered for future planting

- Proposed Pine Tree
- Proposed Deciduous Tree
- Existing Deciduous Tree
- Existing Pine Tree
- Existing Electrical Line
- Existing Topography
- Existing Bench
- Proposed Lamp Post
- Proposed Pathway Light
- Trash Can
- Hose Hydrants

Centre Park Revitalization

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alta

Centre Park Historic District

The proposed upgrades to the park design will attract additional visitors. Enhancements to landscape beds, interpretive signage, inviting paving design, wayfinding signange, and a new sculptural feature at the parks focal point will add to the vibrancy and desirability of Centre Park.

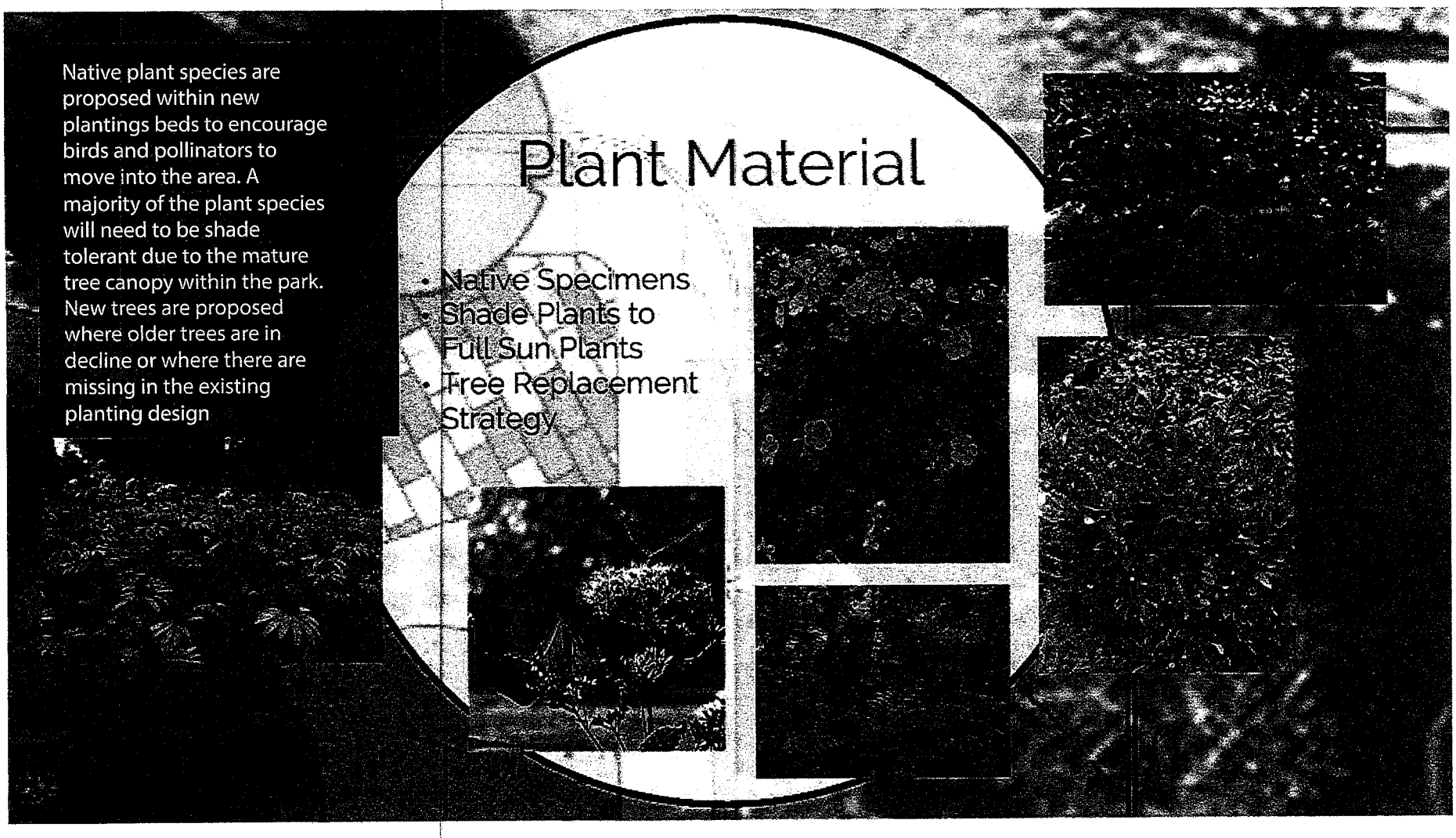
Different options for the central sculpture were presented to show the Centre Park Master Plan Committee the variety of design alternatives in the central space. The committee agreed that they preferred some type of historical sculpture with a misting feature and if possible lighting.

The central sculpture feature should speak to the varied demographics of the community. It should reinforce the memorable sense of place that is Centre Park. The unique sculpture element could be commissioned through a local art guild or via a regional call for designs. The sculpture should lend well to changing colored lights and special effects, fog or mist.

Plant Material

Native plant species are proposed within new plantings beds to encourage birds and pollinators to move into the area. A majority of the plant species will need to be shade tolerant due to the mature tree canopy within the park. New trees are proposed where older trees are in decline or where there are missing in the existing planting design

- Native Specimens
- Shade Plants to Full Sun Plants
- Tree Replacement Strategy



There is an opportunity for a new fieldstone retaining walls to frame the southeast entrance to the park. The new retaining walls could replace the existing stone that exists at the entryway. The old stone could be re purposed elsewhere in the park perhaps in the new planting beds. Native perennial planting beds are also proposed above the retaining walls. The new retaining walls should not exceed 30" in height.

Retaining Walls

- Fieldstone Retaining Wall with Plantings
- Under 30" in height
- Frames Entryway

Courtesy of SLC Landscape Design

Central Space

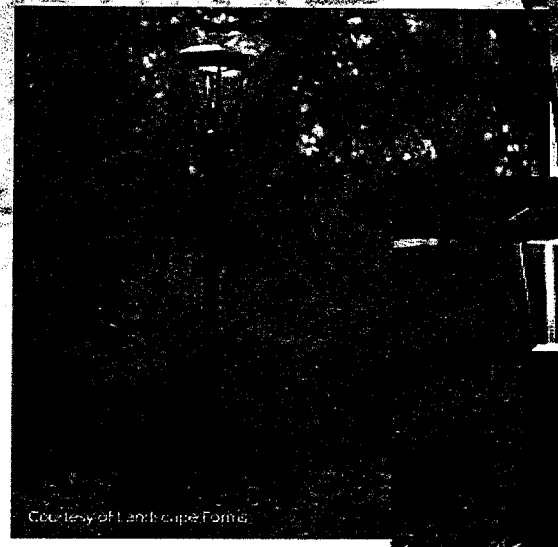
- Center Space Options
- Central Sculpture
- Pervious Paving
- New Surrounding Native Plantings
- Lighting

Within the new central fountain space is a proposed misting sculpture, with RGB lighting and animated color changing controls as well as timers. Also proposed is a wind anemometer to shut the fountain down automatically if winds become too intense. A new paving pattern could highlight not only the central space but also the entryways to the park. Pervious paving is recommended for the central space to ensure proper drainage. Native shade-tolerant plants are proposed around the central space and perimeter benches.

Pathway Lighting

Older "shoebox" style light posts should be replaced by new and more modern lighting as shown. New light posts are also proposed in darker areas within the park. Lower waist high pathway lights are recommended along pathways to illuminate the ground more and further enhance the aesthetics of the park.

- Replace "Shoebox" Lights
- Illuminate
- Ashbery Lamp and Pathway Light

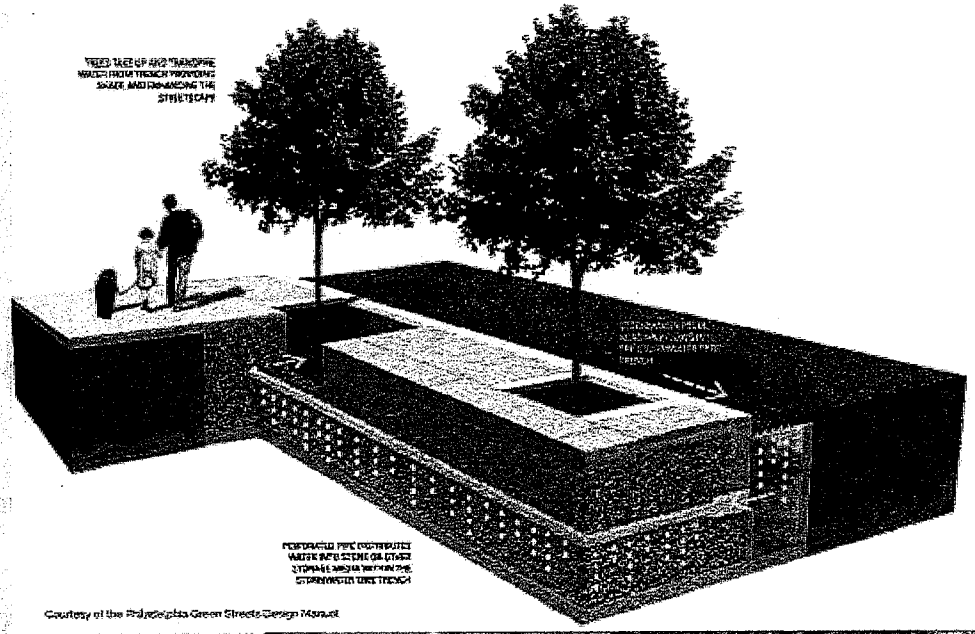

Courtesy of Landscape Forms

Courtesy of Landscape Forms

New MS4 warranted tree trenches should be considered for the planting areas surrounding the park along the street. Tree pit systems like this are able to capture rainwater and assist traditional sewer systems during flooding events.

Sustainable Tree Pit

- Prefabricated Tree Pit system
- Cost varies
- MS4 Opportunities



Courtesy of the Philadelphia Green Streets Design Manual

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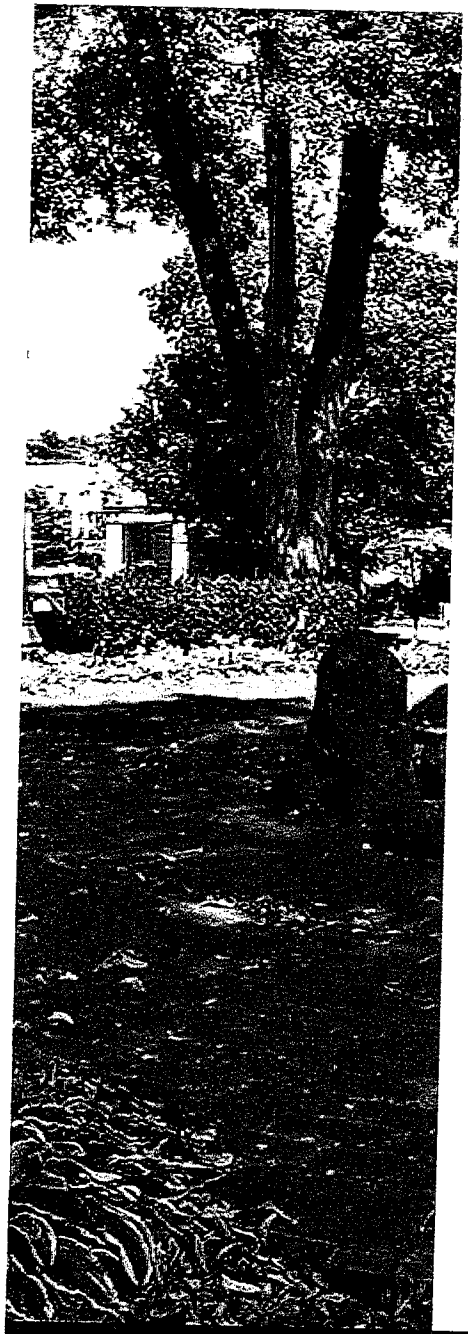

Opinions of Cost

Development Construction Costs

The opinion of cost can be found on the following pages of this report.

Phasing

The recommended construction phasing for this project is as follows:

1. Misting Sculpture and All Underground Utility Installation
2. Construction of Pathways and Proposed Trenching
3. Plant Installation
4. Landscape Furniture Installation

Maintenance Personnel

Current maintenance is provided by the City of Reading, which includes mowing and snow plowing. All other maintenance is done by CPHD Volunteers or from other funding sources. Maintenance personnel may be necessary for pressure washing the central misting sculpture and furniture, plant maintenance, and for annual park inspections to identify damaged materials and pressure washing needs.

Maintenance and Operating Costs

The following is recommended maintenance for the Centre Park.

Mowing - once every two weeks, (April-October) 3 personnel

Pressure Washing - 1-3 times per year, 2 personnel

Planting Bed Maintenance - 2-3 times per year, 3 personnel

Tree Pruning - 1 time per year as necessary if necessary, 3 personnel

Park Inspection - 2 times per year, 2 personnel

Snow Plowing - as an on needed basis, 2 personnel

Leaf Cleanup - annually, as needed

Anticipated Revenue

There is no anticipated revenue for Centre Park after the proposed park improvements are made. Centre Park has a few existing events throughout the year but there are no proposed programming or amenities that would generate new revenue for the park.

Opinion of Annual Maintenance Costs	Times Per Year	Cost	Total
Weeding	14	$300	$4,200
Mulching	1	$4,200	$4,200
Pruning Trees (reachable by ladders and pull saws)	1	$3,000	$3,000
Arborist Tree Climbing Maintenance	1	$2,000	$2,000
Pruning Shrubs	2	$300	$600
Leaf Cleanup	1	$900	$900
Total Anticipated Annual Maintenance			$14,900

*Maintenance costs vary depending on weather and maintenance crew experience, in addition to other unforeseen circumstances

**This opinion of cost does not include costs for special event cleanup, trash cleanup, dog waste bin cleanup, electrical maintenance, plumbing maintenance, acts of vandalism, lawn mowing, snow plowing, or pavement maintenance

Sculptural Focal Point (Final Design)

Mobilization			
Demolition			
Removal of Pavement	Refers to paving area around the existing center fountain [with handheld air equipment], assumes 2"-3" pavement		
Removal of Pavement	All paved areas except for central fountain area (with handheld air equipment), assumes 2"-3" pavement depth		
Removal of minor retaining walls at entryways	Remove small retaining walls around entryway planting beds, excludes hauling		
Disposal of retaining wall material	Building construction material removal		
Tree Removal (Chain Saws)	Remove Japanese Maple (1) 14"-24" diameter		
Tree Removal 24" using Bucket Truck (when necessary)	Bucket Truck for removing tree with 24" Diameter		
Tree Removal 36" using Bucket Truck (when necessary)	Bucket Truck for removing tree with 36" Diameter		
Grinding Stumps (when necessary)	Grind Tree Stumps, (18" deep, 36" diameter)		
Stump Removal	Remove Japanese Maple Stump, and tree in way of path [14"-24" diameter stump]		
Dumping of Trees	Dump Japanese Maple Debris		
Clearing and Grubbing Planting Beds	Remove existing plants in beds to prepare for new planting, each bed (manual labor)		
General Grading, Skid Steer and Labor (southern end of park)	In areas of disturbance towards southern end of park		
General Grading, Skid Steer and Labor (entryways)	Grade entryways for planting beds and new paved entryways		
Site Topographic Survey	Topographic survey for entire site, plus ROW of adjacent roadways		
Boundary Marking			
Disposal of Asphalt	Disposal of old asphalt material off site, includes hauling and tipping fees assumes travel distance of 15 miles max, recycle		
Planting Disposal	Disposal of old planting material		
Pedestrian Circulation- Pathways, Fountain Gathering Space			
Install concrete sidewalk	Pave over grass strips for future vendors, fill in grassy areas with concrete sidewalk long perimeter sidewalks		
Stone Base for Concrete Sidewalks - 1"-1 1/2" Crushed Stone 4" deep	Fill in grassy areas with concrete along perimeter sidewalk. See Chapter 396 for Reading, PA code https://ecode360.com/30037941 for city specifications		
Paved Pathways (Binder Course 2")	Asphalt for all pathways except for central gathering space and entryways.		
Paved Pathways (Wearing Course 1.5")	Asphalt for all pathways except for central gathering space		
Fountain Plaza and Entryways Pervious Granite Blocks (6" to 15" Long, 3" to 6" wide, 3" to 3" Thick)	For central gathering space around central sculpture and entryways		
Stone Base for Granite Blocks - 3/4" Crushed Stone 3" deep			
Pervious Clay Pavers installed with polymetric sand (4"x8"x2 1/4")	Clay Pavers for underneath fountain sculpture		
Stone Base for Clay Pavers - 3/4" Crushed Stone 3" deep			
Signage			
Kiosk	Kiosk to advertise events on the center Avenue Entrance		
Interpretive Signage (Laminate) includes base	To replace existing old signage and add new interpretive signage for Barbey Mansion		
Optional New Entryway Signs to replace older signs	To replace demolished signs, signs will match existing		
Allowance to move existing 100 amp panel with meter (northeast entryway)			
Retaining Wall			
Stone Retaining Wall	Retaining wall at 4th street entrance	$	102.38
Site Amenities			
Fountain Sculpture (Budget)	Ultimate design of this fountain is subject to variation so this allowance is $100,000-$200,000. This includes mist and RGB lighting with animated color changing controls as well as timers, wind anemometer to shut fountain down automatically if necessary. "Ultimate design of this fountain is subject to variation so this allowance is not final.	$	150,000.00
Optional PA Historical Marker		$	975.00
Boulders, Placed in Planting Beds to compliment central boulders around fountain	5 tons to be placed in beds around park	$	750.00
Site Furnishings: Trash Can	Replace Barrel Trash Can	$	600.00
New Dog Waste Stations		$	500.00
Lighting			
Ashbery Lamp and Post (Landscape Forms)	To replace shoebox light posts and illuminate southern end of park, includes foundation and installation	$	3,550.00
Ashbery Path Light (Landscape Forms)	To help illuminate southern end of park	$	1,595.00
Trenching for new lights		$	12.00
Plumbing			
Encased Non-Freeze Ground Hydrant	1 located at each entryway and 1 near center of the park	$	2,633.49
Water supply distribution piping, polyvinyl chloride pressure pipe.		$	16.51
Horticultural & Habitat			
Invasive Species Spray	Assumes need to spray in areas of disturbance	$	1,000.00
Protective fencing for trees		$	2.00
Seeding Disturbed Areas	Disturbed areas and regraded areas where there are no planting beds	$	1,375.53
Top Soil	For Planting Beds	$	40.00
Mulch	For Planting Beds	$	40.00
Prefabricated Tree Pit System		$	10,000.00
Prefabricated Tree Pit System Installation		$	5,000.00
Plantings: Replace Japanese Maple	Acer Palmatum B&B 10"-12"	$	357.39
Plantings: Replace Missing Street Trees	Red Maple 2-1/2" to 3"	$	271.83
Plantings: Replace diseased Magnolia Tree	Sweetbay Magnolia 5"-6"	$	129.96
Plantings: To eventually replace declining trees	Includes trees around central space and declining trees around park (except magnolia and Japanese maple)	$	271.83
Plantings: Perennials at Entrances	Native Perennials at entrances	$	18.00
Plantings: Shrubs at Entrances	Native Shrubs at entrances, not to be tall enough to hide behind	$	35.00
Plantings: Perennials around Central Fountain Space	Native Perennials around fountain space	$	18.00
Plantings: Shrubs around Central Fountain Space	Native Shrubs around fountain space, not to be tall enough to hide behind	$	35.00
Plantings: Trees to block view of Red Cross property	Colorado Blue Spruce 6'-7'	$	251.26
Plantings: Shrubs to block view of Red Cross property	Rhododendron 36"-42" (Large Growing)	$	95.30
Tree Planting around central area: Red Maple 2-1/2 to 3"	Native Trees around Central Fountain Area	$	271.83
Future Tree Planting around central area: Red Maple 2-1/2 to 3"	Native Trees around Central Fountain Area to replace older trees when necessary	$	271.83
Preparation for Future Cameras			
Trenching for Conduit around Park (Chain Trencher)	Trenching for conduit will allow for future camera installation, 24" depth, 6" width	$	1.43
PVC Conduit	Schedule 40, 2" Diameter	$	10.53
Maintenance			
Pressure Washing	Pressure Washing for sculpture as well as other park furniture when necessary 1-3 times per year	$	300.00
Plant Maintenance	Budget for pruning trees and shrubs and bed maintenance during and after construction	$	3,000.00
Tree Trench Maintenance	Maintenance for plants associated with green infrastructure during construction	$	300.00
Yearly Park Inspection	Volunteer park monitoring after the winter. Identify damaged materials and if pressure washing is needed. These walks will help identify the yearly maintenance required for the park		
		$	381,070.15
Permits and General Conditions - 8%		$	46,483.61
Design Fees - 16%		$	38,107.02
Design Level Contingency - 20%		$	116,214.03
Sculptural Focal Point Concept Subtotal		$	801,876.81

Low Impact Concept

Mobilization	
Demolition	
Pavement Demolition	Refers to paving area around the existing center fountain (with handheld air equipment), assumes 2"-3" pavement depth
Pavement Demolition	Refers to paving area at entryways (with handheld air equipment) assumes 2"-3" pavement depth
Tree Removal 24" using bucket truck (when necessary)	Bucket Truck for removing tree with 24" Diameter
Tree Removal 36" using bucket truck (when necessary)	Bucket Truck for removing tree with 36" Diameter
Grinding Stumps (when necessary)	Grind Tree Stumps (18" deep, 36" diameter)
Clearing and Grubbing Planting Beds	Remove existing plants in beds to prepare for new planting, each bed (manual labor)
General Grading, Skid Steer or small track hoe, plus Labor	In areas of disturbance towards southern end of park
Site Topographic Survey	Topographic survey for entire site, plus ROW of adjacent roadways
Boundary Marking	
Disposal of Asphalt	Disposal of old asphalt material off site, includes hauling and tipping fees assumes travel distance of 15 miles max, recycle
Planting Disposal	Disposal of old planting material
Pedestrian Circulation- Pathways, Fountain Gathering Space	
Concrete Sidewalk to fill in empty perimeter tree pits. 4" Concrete Slab 3000psi 6x6 10 welded wire fabric	Replace empty tree pits with concrete along perimeter sidewalk. See Chapter 396 for Reading, PA code https://ecode360.com/30037941 for city specifications
Stone Base for Concrete Sidewalks - 1"-1 1/2" Crushed Stone 4" deep	Replace empty tree pits with concrete along perimeter sidewalk. See Chapter 396 for Reading, PA code https://ecode360.com/30037941 for city specifications
Paved Entryways (Binder Course 2")	Replace damaged Asphalt Paved entryways
Paved Entryways (Wearing Course 1.5")	Replace damaged Asphalt Paved entryways
Stone Base for Asphalt Pathways - 1"-1 1/2" Crushed Stone 4" deep	Base for paved asphalt areas
Fountain Plaza, Pervious Granite Blocks (6" to 15" Long, 3" to 6" wide, 3" to 3" Thick)	Granite unit paving for central gathering space around fountain
Stone Base for Granite Blocks - 1"-1 1/2" Crushed Stone 4" deep	See Chapter 396 for Reading, PA code https://ecode360.com/30037941 for city specifications
Signage	
Interpretive Signage (Laminate) includes base and installation	To replace existing old signage and add new interpretive signage for Barbey Mansion
Optional New Entryway Signs to replace older signs	To replace demolished signs, signs will match existing
Site Amenities	
Boulders, Placed in Planting Beds to complement central boulders around fountain	5 tons to be placed in beds around park
Site Furnishings, Trash Cans	Replace Barrel Trash Cans
Public Artwork	Assumes Art will be donated by the community
New Dog Waste Stations	Includes installation
Lighting	
Ashbery Lamp and Post (Landscape Forms)	To replace shoebox light posts and illuminate southern end of park, includes foundation and installation
Ashbery Path Light (Landscape Forms)	To help illuminate southern end of park
Trenching for new lights	
Plumbing	
Encased Non-Freeze Ground Hydrant	1 located at each entryway and 1 near center of the park
Water supply distribution piping, polyvinyl chloride pressure pipe, 3/4" includes 3' trenching	
Horticultural & Habitat	
Invasive Species Spray	Assumes need to spray in areas of disturbance
Seeding Disturbed Areas	Disturbed areas and regraded areas where there are no planting beds
Top Soil	For Planting Beds
Mulch	For Planting Beds
Plantings: Perennials at Entrances	Native Perennials at entrances
Plantings: Shrubs at Entrances	Native Shrubs at entrances, not to be tall enough to hide behind
Plantings: Perennials around Central Fountain Space	Native Perennials around fountain space
Plantings: Shrubs around Central Fountain Space	Native Shrubs around fountain space, not to be tall enough to hide behind
Plantings: Trees to block view of Red Cross property	Colorado Blue Spruce 6'-7'
Plantings: Shrubs to block view of Red Cross property	Rhododendron 36"-42" (Large Growing)
Tree Planting around central area: Red Maple 2-1/2 to 3"	Native Trees around Central Fountain Area
Future Tree Planting around central area: Red Maple 2-1/2 to 3"	Native Trees around Central Fountain Area to replace older trees when necessary
Preparation for Future Cameras	
Trenching for Conduit around Park (Chain Trencher)	Trenching for conduit will allow for future camera installation, 24" depth, 6" width
PVC Conduit	Schedule 40, 2" Diameter
Maintenance	
Pressure Washing	Pressure Washing for sculpture as well as other park furniture when necessary 1-3 times per year
Plant Maintenance	Budget for pruning trees and shrubs and bed maintenance during and after construction
Tree Trench Maintenance	Maintenance for plants associated with green infrastructure during construction
Yearly Park Inspection	Volunteer park monitoring after the winter. Identify damaged materials and if pressure washing is needed. These walks will help identify the yearly maintenance required for the park

	$	233,974.40
Permits and General Conditions - 8%	$	18,717.95
Design Fees - 10%	$	23,397.44
Design Level Contingency - 20%	$	46,794.88
Low Impact Concept Subtotal	$	322,884.67

Central Structure

Mobilization

Demolition

Remove existing central fountain concrete foundation	4" thick concrete foundation, reinforced
Remove central brick paving	Mortar set brick paving removal
Removal and dumping of fountain debris	Hauling and dumping construction waste
Removal of Pavement within fountain	Pavement Demolition
Removal of Pavement	Paving area around the existing center fountain (with handheld air equipment)
	All paved areas except for central fountain area
Removal of Pavement	Remove small retaining walls around entryway planting beds, excludes hauling
Removal of minor retaining walls at entryways	building construction materials
Dumping of retaining wall	Remove Japanese Maple (1) 14"-24" diameter
Tree Removal (Chain Saws)	Bucket Truck for removing tree with 24" Diameter
Tree Removal 24" using Bucket Truck (when necessary)	Bucket Truck for removing tree with 36" Diameter
Tree Removal 36" using Bucket Truck (when necessary)	Grind Tree Stumps, (18" deep, 36" diameter)
Grinding Stumps (when necessary)	
Stump Removal	Remove Japanese Maple Stump, and tree in way of path (14"-24" diameter stump)
Dumping of Trees	Dump Japanese Maple Debris, and tree in way of path
Clearing and Grubbing Planting Beds	Remove existing plants in beds to prepare for new planting, each bed (manual labor)
General Grading, Skid Steer and Labor (southern end of park)	In areas of disturbance towards southern end of park
General Grading, Skid Steer and Labor (entryways)	Grade entryways for planting beds and new paved entryways
Site Topographic Survey	Topographic survey for entire site, plus ROW of adjacent roadways
Boundary Marking	
Disposal of Asphalt	Disposal of old asphalt material off site, includes hauling and tipping fees assumes travel distance of 15 miles max, recycle
Planting Disposal	Disposal of old planting material

Pedestrian Circulation- Pathways, Fountain Gathering Space

Paved Pathways (Binder Course 2")	Asphalt for all pathways except for central gathering space and entryways.
Paved Pathways (Wearing Course 1.5")	Asphalt for all pathways except for central gathering space
Fountain Plaza, and Entryways, Pervious Granite Blocks (6" to 15" Long, 3" to 6" wide, 3" to 5" Thick)	For around central gathering space around central structure and the park entryways
Stone Base for Granite Blocks - 3/4" Crushed Stone 3" deep	
Poured Rubber	Poured play surface rubber for central area underneath central structure

Signage

Kiosk	Kiosk to advertise events on the center Avenue Entrance
Interpretive Signage (Laminate) includes base	To replace existing old signage and add new interpretive signage
Optional New Entryway Signs to replace older signs	To replace demolished signs, signs will match existing,
Allowance to move existing 100 amp panel with meter (northeast entryway)	

Retaining Wall

Stone Retaining Wall	Retaining wall at 4th street entrance

Site Amenities

Hexagon Shade Structure #45; 45 dia. X 10' eave:	Includes structure, stamped drawings, freight and typical installation
Mural on wall of Red Cross Outbuilding	Assumed mural painting will be donated by the community
Optional PA Historical Marker	
Boulders, Placed in Planting Beds to compliment central boulders around fountain	5 tons to be placed in beds around park
Site Furnishings: Trash Cans	Replace Barrel Trash Cans
New Dog Waste Stations	Does not include installation or possible shipping costs

Lighting

Ashbery Lamp and Post (Landscape Forms)	To replace shoebox light posts and illuminate southern end of park, includes foundation and installation
Ashbery Path Light (Landscape Forms)	To help illuminate southern end of park
Trenching for new lights	

Plumbing

Encased Non-Freeze Ground Hydrant	1 located at each entryway and 1 near center of the park
Water supply distribution piping, polyvinyl chloride pressure pipe, 3/4" includes 3' trenching	

Horticultural & Habitat

Invasive Species Spray	assumes need to spray in areas of disturbance
Protective fencing for trees	
Seeding Disturbed Areas	Disturbed areas and regraded areas where there are no planting beds
Top Soil	For Planting Beds
Mulch	For Planting Beds
Prefabricated Tree Pit System	
Prefabricated Tree Pit System Installation	
Plantings: Replace Japanese Maple	Acer Palmatum B&B 10'-12'
Plantings: Replace Missing Street Trees	Red Maple 2-1/2" to 3"
Plantings: Replace diseased Magnolia Tree	Sweetbay Magnolia 5'-6'
Plantings: To eventually replace declining trees	Includes trees around central space and declining trees around park (except magnolia and Japanese maple)
Plantings: Perennials at Entrances	Native Perennials at entrances
Plantings: Shrubs at Entrances	Native Shrubs at entrances, not to be tall enough to hide behind
Plantings: Perennials around Central Fountain Space	Native Perennials around fountain space
Plantings: Shrubs around Central Fountain Space	Native Shrubs around fountain space, not to be tall enough to hide behind
Plantings: Trees to block view of Red Cross property	Colorado Blue Spruce 6'-7'
Plantings: Shrubs to block view of Red Cross property	Rhododendron 36"-42" (Large Growing)

Preparation for Future Cameras

Trenching for Conduit around Park (Chain Trencher)	Trenching for conduit will allow for future camera installation, 24" depth, 6" width
PVC Conduit	Schedule 40, 2" Diameter

Maintenance

Pressure Washing	Pressure Washing for sculpture as well as other park furniture when necessary 1-3 times per year
Plant Maintenance	Budget for pruning trees and shrubs and bed maintenance during and after construction
Tree Trench Maintenance	Maintenance for plants associated with green infrastructure during construction
Yearly Park Inspection	Volunteer park monitoring after the winter. Identify damaged materials and if pressure washing is needed. These walks will help identify the yearly maintenance required for the park

	$	510,436.11
Permits and General Conditions - 8%	$	40,834.89
Design Fees - 10%	$	51,043.61
Design Level Contingency - 20%	$	102,087.22
Central Structure Concept Subtotal	**$**	**704,401.83**

APPENDICES

APPENDIX A: MEETING NOTES

Meeting Notes - [17-118 Centre Park]

Centre Park Site Master Plan Kickoff Meeting w/ Steering Committee

Location: Centre Park Historic District, 705-707 North 5th Street, Reading PA

Date/Time: 8-31-17, 6 pm

Attending: Alta Planning & Design- C.Kelemen, J.Hoover, L.Cleary; Steering Committee- Tadd Casner (President), Karl Ford, Maryann Stubbs, Diane Schade, Maria L. Ballas, Dennis Spotts, Bob Hettrick, O. Chris Miller, Daphne Klahr, Ralph E. Johnson, Mike Lauter, Kelli Roberts.

Notes by: J.Hoover, L.Cleary

Meeting notes:	Action Items
Introductions	
▪ Steering committee gave brief descriptions of their Vision for the future of Centre Park.	▪
▪ The Reading Park Commission is hosting the Greenway Trail Summit.	▪
▪ Daphne Klahr, Reading Recreation Commission, executive Director & Resident. Bring back fountain element, that can be used to generate money by changing the fountain lighting (ex. Philadelphia). Wants to make sure that the park is safe and clear sight lines throughout the park	▪
▪ Fountain lights & sprinklers flush with ground, clear vision for PD, plant day lilies.	▪
▪ Chris Miller, Resident 37yrs, would like to see existing green space enhanced, in favor of bringing back the fountain in some form.	▪
▪ Mike Lauter, Executive Director of Centre Park Historical District (CPHD), not sure that the fountain is a good idea, his vision incorporates educational signage and sculpture. A sculpture featuring local historical highlights that celebrates the neighborhoods history, to include Philanthropists and industrialists, sculptures, urns, improved signage (announcements, etc.)	▪
▪ Maryanne Stubbs- Resident 38 yr., would like to see a continuation of the ongoing beautification of the park, sculpture, fountain, tables in the park perhaps for gaming, eating lunch, would like to see some sort of improvement that would draw children to the park	▪
▪ Karl Ford- Resident 5/6 yrs., would like the plan (fountain fan) to reflect the neighborhood and is in favor of a water feature. Would also like the enhanced landscape to incorporate native plant material- PA flowers, shrubs.	▪
▪ Bob Hettrick- Resident 25 yrs., wants to see a fountain in the park, like that of KOP Town center mall fountain (as an example), interactive fountain.	▪
▪ Dennis Spotts- Owner, 13 yrs., the Inn at Centre Park, would like to see improved maintenance, possibly irrigation, and is in favor of some sort of central identity feature where the fountain was.	▪
▪ Maria Ballas- long-time resident, would like to see refreshed plantings preferably perennials-colorful plants; lower maintenance planting design with a simple H2O system with perhaps a rotating sculptural exhibit, something that is easier to water; small permanent tables for visitors to eat lunch. Also wants a place for the Christmas tree.	▪
▪ Diane Schade- long-time resident, would like to see the park maintain its passive qualities, landscape design to help reduce the amount of weeds to be pulled.	▪
▪ Kelli Roberts – would like to see the incorporation of water and the arts in the park. Wants the park to seem welcoming, always look well maintained, and lots of color throughout the year, wants it to feel safe. Water featuring vandal proof, info kiosk to promote events, native plants requiring less maintenance.	▪
▪ Ralph Johnson- Director of Public Works, City of Reading, wants to make sure that maintenance is considered in the plans (leaves in fountain). Would like to see security lighting for safety, improved section lighting for late evening and early morning hours; cross walks safe to get in and out of park. Back end of park is dark, American Red Cross (ARC) Building area.	▪
▪ Jean's letter	▪
▪ Park Theme- pick an era, modern theme? Update theme to light poles/trash cans.	▪
▪ Lights in park are good- theme 1920's lights/benches/trash cans. Replace modern lights on path.	▪
▪ Tree care & paving of paths- ideally set up endowment for maintenance of park - Volunteers will do fundraising for regular maintenance of park.	▪
▪ Skate Boarding issues/problems- break up seating & paving surface to prevent skate boarders.	▪
▪ Performing area of cobblestone (paved) area with ARC building as backdrop.	▪
▪ Extended paved area for entertainment near center of park.	▪
▪ Relocate fountain rocks within park for kids to play on.	▪
▪ Functional art - Contact the Berks Arts Council - how to get them involved?	▪ Involve Berks Art Council
▪ Final Recommendations will have to be approved by Lester Kissinger of the Shade Tree Commission, City Council Board. He will have to review all options and approve the final plan.	▪ Present Plans to City Council, and Shade Tree Commission.
▪ Current demographics of neighborhood has change but they're important in any plans for the park.	▪ Obtain current neighborhood demographic and

Centre Park Historic District, Reading

Meeting Notes – Centre Park

Steering Committee Meeting

Location: 705-707 N. 5th St. Reading, PA

Date/Time: April 10th 2018

Notes by: Adam Supplee

alta PLANNING + DESIGN

Meeting notes:	Action Items
▪ The discussion began with a status update and explanation of the initial three concepts that were developed	▪ it was noted that we need to specify upgrades and features that will get funded
▪ Turn members of the committee were very set on having sculptures with water or a fountain with water in the center of the park	▪ the committee agreed that there should be no additional sculptures in the lawn area
▪ The committee agreed that the concept to open up the entrances at the corners of the park was warranted	▪ Alta will prepare order of magnitude cost for the three concepts that were initially developed
▪ it is important that we protect and not remove the large trees in the park	▪ the location of the electrical boxes in a water pit should be indicated on the plans electrical contractor Drew up these on paper plans and scans of these paper plans were provided to us by Mike Lauter
▪ there was a discussion as to whether or not cameras would be needed in the park for security. there are cameras elsewhere in the city of Reading and they should be considered for this park as well.	▪ We should include a kiosk to advertise events on the Center Avenue entrance
▪ no sculpture should be provided anywhere else in the park only low shrubs that people cannot hide behind should be provided	▪ the Maple and magnolia trees that are in declining Health should be replaced with new trees
▪ we should consider different lights to replace the shoebox lights in the park these different lights should be ornamental but visually different than the ones that are surrounding the central Fountain area	▪ the park should be pre-wired for cameras or condo it should be made available for adding cameras in the future.
▪ Mike Lauter will review them to make sure that it is a viable option	
▪ they proposed plan should propose yard hydrant for hand watering throughout the site. irrigation is not necessary	
▪ the committee liked the idea of having upgraded pavement such as unit pavers in the circle and at each entrance	▪ we should consider ms4 warranted tree trenches along the street Frontage. costs of these tree trenches should be provided to the committee for consideration.
▪ it was made clear that the city said no to any kind of Fountain	▪ the 4th Street entrance should be enhanced with retaining walls that are less than 30 in in height. if the walls are greater than 30 inch they would need to have a railing for safety
▪ we can consider a spray system in lieu of a fountain	▪ we should propose to plant new small trees that will eventually replace the larger trees once they reach their end of life, e.g. a tree replacement plan
▪ the fountain should consider lighting for Four Season interest	▪ Interpretive signage should be installed on site 2 depict the historic Barbey mansion that was located here. the signage should be located in orientation that visitors can envision what the mansion look like in the past
	▪ There are currently only three trash cans around the circle there is one at the Centre Avenue entrance. The plan does not properly depict the trash can locations and should be revised
	▪ A maintenance plan should include pressure washing of site features

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Centre Park Master Plan Committee

Meeting Minutes Thursday, November 17, 2016

Location: CPHD Headquarters/Artifacts Bank

Attended by: Mike, Maryann, Dennis, Diane

I. Old Business

A RFP.

Mike will be sending the RFP to 12 Landscape Architects in the near future. He will inform us of the date he is sending it out and the date of the clarification meeting. It was decided to hold the clarification meeting at 11 AM and Mike will be the point person. Diane will take notes on that date, which is not yet announced. Mike's list was gleaned from Aaron Booth recommendations, the Internet, the PA Recreation and Park Society, and the group that was running the city's Park and Open Space plan. The City has not completed that plan according to the City Clerk. Mike also communicated with Daphne Klair, the Executive Director of Reading Recreation. Also included on the list is the firm that Carla (Jean's Niece) worked for, and Rachel (the woman who made us a plan about a year ago). Information about the clarification meeting will be emailed to the committee.

B. Grant Acquisition

We will be trying to figure out how to get some grant money. Jean provided one resource from Carla, the GTRP (Greenways, Trails and Recreation Program). This grant would not help us pay for a plan. We agreed to take a few moments over the next month and see if we can find anything online ourselves. Mike pointed out the City may have to be the applicant, but we could gather the information for the City. Maryann suggested we reach out to Antietam for advice, as they have just completed a very costly renovation with grant money. Mike will check with a contact he has, or call the phone number we found to see if they can offer guidance. We will keep our City Council Representative, John Slifko, and Public Works Director Ralph Johnson in the loop.

C. Fundraising

The Fastnacht Fundraiser 2017 will occur. The dates and times are Saturday, Feb. 25 from 11 to 4; Sunday, Feb. 26 from 11 to 4; and Monday, Feb. 27 from 8 to 1. A meeting and training session will occur on Sunday Feb 19 (time to be announced) for all volunteers in order to have a more consistent product and smooth process.

II New Business

There will be no Master Plan Committee meeting on Thurs. Dec. 15 due to the holidays. We will reconvene on Thurs. Jan 19, 2017. At that time we will review any new information on grants that the members can find, the progress of the RFP, and work on the Fastnacht Fundraiser.

Respectfully submitted
Diane

New information received:

The RFP Pre-Proposal meeting will be on December 14 at 11:00 a.m. with lunch provided for those that attend at the Inn of Centre Park following.

Centre Park Master Plan Committee
Meeting Minutes January 19, 2017 at 7 PM

Location: CPHD Headquarters

Attended by: Kelly, Carl, Chris D., Tadd, Jean, Maryann, Dennis, Mike, and Diane

I. Minutes 11/17/16 Approved. Tadd made the motion and Chris 2nd. All yeas, no nays

II. Old Business

A. RFP Clarification Meeting Wed. Dec. 14,2016 at 11 AM in the park. Notes about that meeting were distributed to the entire committee before the committee meeting. Mike and Diane fielded questions about the clarification meeting. Additional information: Only Carl Keleman stayed for lunch. Since it was only one person, lunch was at Sofritos. Mr. Keleman did give us information on how the process works. He recommended we do an "Abbreviated DCNR Plan", which is the cheapest way to go. He discussed some of the process necessary to secure grants, which includes elements like key person interviews, public meetings, meetings with city and ADA and EPA compliance.

B. Progress: Mike has not received any bids yet, nor has he received any further questions from the firms that were invited to bid.

C. Grant Acquisition: No one attending the meeting had found any grant opportunities. Mike did follow up with Antietam, and was given a new name to contact, Jay Morell. He will follow up with that contact. Mike shared information he had about PA Historic Preservation Society grants. They will not help as they are mostly for building acquisition. Mr. Keleman said during lunch that the landscape architects know about which grants to apply for as far as paying for the actual work. It is not known if we can get grants to pay for the landscape architect. Community Development Beautification funds might also be available for the work. Mike mentioned that after we have a plan and the city approves it, we would need a Memorandum of Understanding (MOU) with the city to get commitment on their responsibilities. Mike said that since other projects we did in the park, like the lighting and the benches, were paid for solely with CPHD funds, we did not need to go through this part of the process.

D. Fundraising Fastnacht Training: This will be held on Sunday Feb 19 from 1 to 3 PM so that everyone understands the process. Diane and Dennis discussed that the maximum number of workers is 9, so that the volunteers are not attending with nothing to do. To increase production, which is expected to be

needed, we will need to run 2 shifts on Friday, Sat and Sunday. Diane will be asking Meghan to get out an email for volunteers in the near future. The marketing of the Fastnachts was discussed. Some suggestions were: the Merchandiser, WEEU, Facebook, Craig's List and the Reading Eagle Weekender. We will be using the signs from last year, and we will have new flyers.

II New Business

A. Flower beds 2017. Diane said that as there is no plan yet, the Garden Club would like to see if they can order bedding plants soon, instead of waiting until late in April or May as we may not be able to get the plants we want. She is taking any suggestions that can be emailed to her. She will approach some greenhouse for prices and contact the Garden Club members. Some suggestions at the meetings were begonias, hens and chicks, lambs ear,

B. Recurring Park Committee Meeting date and time. Everyone attending this meeting was agreeable to the 3rd Thursday of the month at 7 PM, at CPHD Headquarters.

C. Members at this meeting agreed to review the bids that we receive via email after Feb. 1 and to discuss/ vote at the Feb. 16 meeting of this committee.

D. Meeting Chair. We will find out if Chris M will be available to chair this committee when his duties with the Rotary Club end. If he cannot, we must find a new chairperson.

Respectfully submitted by
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes February 16, 2017 at 7 PM

Location: CPHD Headquarters

Attended by: Bob H, Bill B, Maria B, Karl F, Chris D, Dennis S., Jean C, Kelli R., Maryann S, Mike L, Diane S

I. Minutes for Jan 19th meeting reviewed. One correction: Name for Antietam contact is Jay Worell, not Morell. Jean moved to approve, Chris D seconded, all ayes.

II. Old Business

A. RFP review. After much discussion, Bob H made a motion to move forward with Alta, by sending them questions generated within the committee. Chris D. seconded. The questions will be complied and distributed to the committee for review within 2 days, finalized, and sent to Alta by Tues Feb. 21. After we receive written response from Alta, we will have another meeting to accept or deny their proposal. Our primary worry is the cost, as we cannot cover the cost at this time. Of special note is the fact that some of the work required for grant application may have already been completed. Mike has spoken to Daphne Klaire. She stated that 95% of the Park and Open Space Master Plan is completed, so that may help.

B. Fastnacht fundraising update. Training will be held Sunday Feb 19 from 1 to 3 to facilitate production and answer questions. Advertising has begun.

C. 2017 flowerbeds. Diane stated after consulting with Garden Club members, the circle will contain more hostas and vinca, the Centre Ave and Douglass St. corner will be cannas and vinca, the Centre Ave sign will be sweet potato vines and wave petunias, the corner of N.4th and Douglass will have some geraniums. David M wants vinca for the Gateway Garden. Maria B and Maryann S will continue to work on the bed on N 4th street and want some annuals with color. Diane S will work more on this after the Fastnacht Fundraiser.

III. New Business
None

IV. Next scheduled meeting is March 16, unless we schedule another RFP meeting in the interim.

Submitted by,
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes March 16, 2017 at 7 PM

Location; CPHD headquarters
Members attending: Maria B. Jean C., Karl F., Kelli R., Mary Ann S, Mike L., Diane S.

Jean made a motion, seconded by Karl to approve the minutes of the February 16 committee meeting and the March 10 Fastnacht wrap up appreciation party. The motion was approved unanimously.

Mike reported that the CPHD Board of Directors at their March 13 meeting tabled the motion to approve the CPHD Master Plan Committee's request to hire ALTA Design & Planning to create a master plan for Centre Park. Some members of the Board had several concerns; the high cost to produce the plan, whether the City would approval any plan, and the fact that they were not given any time to review the proposal. The Board felt that it would be appropriate to have a special meeting with the committee to hear their justification for wanting to spend that amount of money for a master plan.

Mike also mentioned to the Board that there was the possibility that a 50% matching grant was available thru the Louis J. Appell, Jr. Fund for Southeastern PA administered by the National Trust for Historic Preservation. This grant had a deadline of March 15, 2017, which he was not sure he would be able complete in time.

Mike informed the committee that he was able to complete the grant application by the deadline. Hopefully, if this grant can be secured the cost issue will not be as big of a concern.

Mike also mentioned that as part of the grant application he needed to get a letter of consent from the City as the owner of the property. We received a letter from the managing director, Glenn Steckman, approving of CPHD's efforts to produce a master plan and improve the Park.

Kelli mentioned that she has been in contact with the State, and that there is also a grant that could be applied for planning. She was going to find out more information and acquire an application.

The discussion then turned to the Board's request to hold a joint meeting. It was felt that it was understandable for the Board to want more information before making a decision. But that it will be the job of this committee to convince the Board that a master plan is necessary to acquire not only private large donations, but also any foundation money and State or Federal grants.

Several dates for a joint meeting were proposed, March 30 or April 4 at 6:30 PM at CPHD headquarters.

It was also decided that Mike would contact ALTA to inform them of the Board's decision and to ask them if they would come to a meeting to discuss other questions and tighten up the scope of work.

Diane has sent for prices & availability of 300 vinca and 10 new hosta from Black Creek & Potts Nursery.

Next regular committee meeting will be April 20, 2017 – 7:00 PM at CPHD Headquarters.

Submitted by
Diane Schade

Centre Park Master Plan Committee and the Centre Park Historic District Board of Directors
Joint Meeting Minutes April 20, 2017 - 6:30 PM

Location: CPHD headquarters

On Thurs April 20, 2017, the Centre Park Master Plan Committee and the CPHD Board held a joint meeting to clarify for the Board what the Committee was doing.

At the beginning of this meeting, the minutes from the March 16, 2017 Committee were approved. Jean made the motion, and Karl seconded.

After much debate about the pros and cons for the need of a Master Plan and its potential cost, the Committee agreed to hold a meeting for the public, to allow for some input before going ahead with the hiring of Alta Planning + Design.

The Board members who are not also sitting on the Committee left, and the following members stayed: Kelly, Dennis, Bob H, Tadd, Mike, Maria, Maryann, Jean, Karl, and Diane. We selected Thurs. May 11 at 7 PM as our planning meeting to organize the public meeting. We selected June 8 at 7 PM as the night for the public meeting.

Continuing with our scheduled committee meeting:

II Old Business
A. Discussion about the hiring Alta was accomplished with the Board, with the outcome to be a public meeting.
B. Flower Beds 2017. Garden Club plans are being accomplished. No new issues.
III New Business
None
IV. Next schedule meeting is Thurs May 11 at 7 PM with the purpose of planning the public meeting for June 8 at 7 PM

Submitted by
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes May 11, 2017 at 7:00 PM

Location: CPHD headquarters

Attended by Mike L, Jean C, Karl F, Dennis S, Bob H, Kelly R, Diane S.

Note: This meeting replaces the normally scheduled meeting for May 18, 2017 due to scheduling conflict.

The purpose of this meeting was to make the plan for a Public Meeting, to be sponsored by the CP Master Plan Committee. The reason for holding the Public Meeting at this point in the process is to inform the public about our intentions for the park.

The date of this Public Meeting will be Thursday, June 8, 2017 at 7 PM and will be held in the meeting room at CPHD headquarters, 707 N 5th St.

Notification: The following methods of notifying the public were agreed upon:

1. Public Notice in the Reading Eagle. Mike will handle this.
2. Hand delivered flyers. Kelly and Karl will collaborate on the design. When the flyers are completed, the Master Plan Committee will be approached to help pass them out.
3. CP email distribution list (possible Megan)
4. Facebook invitation (possible Megan)
5. Sign in the park (Karl?)

Record of the meeting

1. Diane will take notes

2. We will ask Megan and Julia to record the entire meeting with the CP iPad, so that it can be reviewed later for note taking accuracy and kept as an historical record.

Meeting Agenda:
Mike will make opening remarks. Jean will present historical and background information. Kelly will discuss the current issues with the park and field questions.

Refreshments: Diane

The next official meeting of the committee will be the June 8 Public Meeting. At that meeting we will decide if we need the June 15, regularly scheduled meeting.

Submitted by,
Diane Schade

Neighborhood Input Meeting
The Future of Centre Park
June 8, 2017
Synopsis

Location: CPHD Headquarters

Time: Meeting began at approximately 7:05, and ended at approximately 8:45

Facilitated by: Mike Lauter, Jean Cocuzza, and Kelli Roberts

Attended by: Approximately 50 people. Master Plan Committee members: Jean Cocuzza, Kelli Roberts, Dennis Spotts, Maryann Stubbs, Maria Ballas, Bob Hettrick, Chris Miller, Bill Bender, Fritz Rothermel, Diane Schade, Scott Debkowski, Mike Lauter.
Board Members: Tadd Casner, Jean Cocuzza, Maryann Stubbs, Megan Ebersole, Dennis Spotts, Lori Bellman, Peter Sutliff, Doug Fell, Susan Berhardt, Kelli Roberts

Mike called the meeting to order, and gave background on all the common green spaces in Centre Park. He urged the assembled to consider the future of these spaces.

Jean followed this introduction with some details of the history of Centre Park, highlighting the following years: 1890, 1940, 1970, 1982, 1990, 1992, 2001 and 2002. She provided data on CPHD money spent on the park in the past.

Kelli clarified what this public meeting was about, and how the Master Plan Committee had arrived at the decision for hiring a landscape architectural firm. She said that we are at a crossroad at this point, to either spend the money raised for the park for short term fixes with plantings and hiring help for the park, or long term planning which includes the landscape architect with a Master Plan.

The public listed the following concerns: cost, government bureaucracy and involvement, kid friendly, perennials vs. annuals, sustainability funding, labor for follow up for grants if received, future public meetings for updates, concerns over the expanded role of CPHD for city owned land and burn out of current volunteers in all levels of CPHD.

The following suggestions were made for committee review: investigate Capital Campaigns, include kid friendly area, holding more of these meetings during the process, continue to work with the City public works director and collaborate more with the city.

Some of the suggestions from the public are not listed as the committee has already included them in discussion.

Mr. Feeney offered to put up $1,000, if CPHD would give $2000 and 10 volunteers and he would make sure there were beautiful annuals in the park this year.

About 10 people, who seemed to be opposed to hiring a landscape architect for a Master Plan, left the meeting before adjournment. A show of hands in favor of moving forward with a Master Plan was requested of the remaining 30 people. All hands were in favor, none opposed.

A video taping of the meeting is available for anyone interested.

Addendum: The taping of this meeting only produced the video portion, the audio apparently did not record.

Centre Park Master Plan Committee
Meeting Minutes June 15, 2017 7 PM

Location: CPHD Headquarters

Attended by: Tadd C, Mike L, Bob H, Maria B, Maryann S, Dennis, Jean S, Diane S

I. Minutes
- a. Joint meeting CPHD Board and Master Plan Committee April 20
- b. Neighborhood Input Meeting planning meeting May 11
- c. Neighborhood Input Meeting Synopsis June 8

It was reported that the June 8 meeting's recording on the CPHD iPad had only video, for some reason the audio did not record.
All three minutes were reviewed and approved. Tadd made the motion, and Bob seconded.

II. Reviewed excerpt from CPHD Board Meeting as it relates to hiring the Landscape Architect, Alta Planning + Design. The Master Plan Committee was approved to spend our account and to loan an amount from the general fund to get the plan moving. After discussion, the committee decided to read and review the specifics of the Scope of Work, and the questions and answers from February 2017 contact with Alta. We will meet on Thurs. June 29, at 7 PM to finalize any questions or issues a committee member has before proceeding. Also suggested was to have the final contract reviewed by a city official before we sign, and to get something in writing from the City that shows their approval of our efforts. Mike will follow up with Daphne on the Open Space Plan. At the June 29 meeting, we will also select a Steering Committee who will work with Alta for the remainder of this process. Anyone interested in being on the Steering Committee should attend the June 29 meeting.

III. Next meeting is June 29, 2017 at 7 PM at CPHD Headquarters.

Submitted by,
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes June 29, 2017 – 7 PM

Location: CPHD Headquarters

Attended by: Maria B, Mike L, Tadd C, Bob H, Dennis S, Mike F, and Diane S

I. Minutes from June 15 meeting were approved. Motion by Tadd, 2nd Bob

II. Mike L. attended the City Council Meeting on Monday June 26 to inform them of our plan to hire a landscape architect and have them develop a Master Plan for Centre Park. He requested their approval and support in writing. City Council voted unanimously to support us and we will receive an official written resolution July 10. Note: We are also waiting for a decision on a grant to help pay for the plan. We expect to hear the week of July 3.

III. The following are a list of additional questions about our process and progress:

a. Can we have a written agreement from someone with authority in city government, which reflects their knowledge and approval of what we are doing? Answer: see II. In addition, Public Works wants to see the Draft Plan.

b. After the plan is completed, will Alta be completing the construction documents, which includes all the specifications for the project? If so, are these plans included in the cost Alta provided, or will they be an additional charge? Will Alta also manage the construction, or will CPHD and the city do that? Answer: We will clarify with the meeting with Alta, which is to be scheduled soon.

c. Who hires the contractors? Are these jobs bid via RFPD? Or can we hire whom we want? Answer: Mike explained it was a combination of both when the Artifacts Bank was purchased and renovated. We will have an M.O. U. with the city to resolve these and other issues related to responsibilities of construction and maintenance. Some of these tasks and decisions evolve during the process.

d. Will Alta and the contractors be paid directly from CPHD accounts, or will they be deposited into city-restricted accounts? Answer: This can be added to the M.O.U.

e. Will an attorney review the contract with Alta? Answer: We can check if the city attorney, or our council John Slifko can review the contract for any red flags.

f. Are we picking a Steering Committee? Answer: We will start with anyone on the committee who wants input at the preliminary stages, and then move to a 3-person steering committee.

IV. Two dates will be proposed for the 1st meeting with Alta. Thursday July 13, 7 PM or Thursday July 20, 7PM, depending on Alta availability.

V. Other business: Mike F announced there will be a re-dedication of General Gregg's statue in the 600 block of Centre Ave on Monday July 3 at 1 PM, as this is the date of the beginning of the Battle of Gettysburg.

VI. Move to adjourn, Mike F, 2nd Dennis.

Submitted by,
Diane Schade

Centre Park Master Plan Committee
Kick-off meeting with ALTA Planning + Design
August 31, 2017 – 6:00 PM

Location: CPHD headquarters

Attended by: Chris M, Bob H, Tadd, Maryann S, Maria B, Kelli, Dennis S, Diane S. Mike L, Bill B, Daphne Klahr Executive Director Reading Recreation Commission
From Alta: Carl Keleman, Liam Cleary, and John Hoover

The ALTA team introduced themselves and noted that this meeting was the "kickoff" event, marking the beginning of the contracted work. Prior to this evening's meeting, the ALTA team spent several hours in Centre Park taking photographs, measurements and observations. The team then shared some initial thoughts about the park.

Alta asked for introductions of the members in attendance and asked that each member say one thing that he or she would like to see in the park. Almost everyone said more that one thing. Alta discussed what they saw in the park, and asked some questions. Jean was not able to attend, and sent a written copy of her vision for the Centre Park which is attached.

Since ALTA was facilitating the meeting and seemed to be taking notes of the discussion, no further notes were taken for this report.

Submitted by,
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes September 21, 2017 – 6:30 PM

Location: CPHD Headquarters

Attended by: Dennis S, Bill B, Chris M, Karl F, Mike L, Kelli, Bob H, Greg K, Zach R, Matt Lubas (representing Reading Recreation Commission), Ralph Johnson (City of Reading Public Works Director), Diane S.

Mike announced the Park Committee has received a grant of $16,500 from the Reading Berks Association of Realtors, to be used to help pay for the Master Plan. This was received with applause. It will be presented to the CPHD board at their October meeting.

We have received our first bill from Alta, for $3,404.50. This will be paid.

Master Plan:

Several CPHD members feel they should be allowed an opportunity for more input and suggestions for the park. Karl Keleman, as well as the city officials, agree that a public opinion survey would meet this need and would reinforce proof of our efforts for community involvement. It was decided that the most effective way to get this survey to the public is to mail it to the owner occupied properties via US Mail, just as we did for the facade grants. This will reach over 500 properties and cost approx. $250. The data will be reviewed by this committee and findings presented to Alta. The survey will also be made available online.
The composition of the survey was discussed at length, and Diane will assemble a preliminary document on Monday, Sept 25. It will be emailed to committee members for proof reading. After proof reading and approval (to be completed by no later that Sept 27), the document will be emailed to Zach and he will have Margarita translate the document to Spanish. After translation, the survey will go to Ben Ireland at Lodash for printing and mailing. The survey will have a one-week deadline from mailing date for completion.

Fastnacht Fundraiser:
Zach and Greg presented information about the Calvary UCC venue, and Diane presented information about the Holy Spirit venue. It was decided to go with Holy Spirit, as we would have more hours that we can use the facility for cooking. Zach and Greg graciously offered their home for the sale of the fastnachts, and also for storage of the soup. Zach and Greg are considering holding a Fastnacht "Cafe" (for lack of a better word). Several good suggestions were made and will be addressed at future fundraising meetings.

Diane will write up a request for the space, to be presented and voted on at the Holy Spirit Church Council Meeting to be held on Oct. 9. Please note that this is Step 1 for this fundraiser. After the venue is secured, there are still some obstacles to be overcome, most specifically how to address the phone calls, and commitment of enough volunteers.

No next meeting date is scheduled, but there will be a meeting to review the surveys, and continue with steps for the Fastnacht Fundraiser.

Submitted by,
Diane Schade

Centre Park Master Plan Committee
Meeting Minutes November 9, 2017 - 7:00PM

Location: CPHD Headquarters

Attended by: Tadd C, Mike L, Scott D, Karl F, Maria B, Chris M, Bill B, Fritz R, Kelli W, Maryann S, Jean C, Bob H, Dennis S, Diane S
Arriving after voting, Mr. Feeny

I. Updates on Master Plan

Mike began by sharing with the committee, for the record, the fact that Carl Keleman had contacted him to let us know that Alta had let him go. Mr. Kelemen also stated that we could continue with Alta or since he had been the main contact person from the beginning we might want to consider ending our contract with Alta and contract with him. Mike distributed copies of the email sent to Carl outlining the discussed proposal (see attached). Mike also reviewed conversations he had with Adam Supplee of Alta as to their willingness or not to continue with our project. Adam stated that they would like to continue working with the committee to produce the Master Plan. After much discussion the committee voted and unanimously decided to continue with our current contract with Alta. Mike asked for volunteers to review the approximately 50 surveys that were returned, both electronic and paper. Jean, Maria, Maryann and Kelli will do this on Thursday, Nov. 16 at 6 PM.

Note: Following the meeting, Adam Supplee was informed of the committee's decision and a will meet with the CP Master Plan Committee on Thursday, Nov. 16 at 7 PM to introduce himself and answer any questions the committee may have.

II. Fastnacht Fundraiser updates

Mike reviewed the times for sales and the contact information to order the Fastnachts because he needs to get the Calendar of Events completed for 2018. We will sell Fastnachts Sat, Sun, Mon, Feb 9,10,11 of 2018, if we still have our volunteers for those dates. The Fastnachts will be sold from Greg and Zac's house. We will be renting Holy Spirit's kitchen. The phone and email for Centre Park will be the contact numbers, volunteers will have the calls forwarded to their home phones, or they can sit at headquarters and answer the phone. The continued discussions for this fundraiser will occur after the holidays.

-Over-

Dear Carl,

To follow up on our conversation of last night my understanding is the following:

1. Alta Planning + Design is willing to have Carl Kelemen assume the contract for the Centre Park Revitalization Project Master Plan as was proposed and contracted for between Centre Park Historic District, Inc. (CPHD) and Alta Planning + Design. A letter from CPHD would need to be sent to Alta indicating that it is our wish for that change to occur.

2. CPHD would pay Alta for the two invoices we have received to date. Carl Kelemen would accept the remaining balance as payment for the completion of the plan.

3. Alta would transfer to Carl Kelemen all drawings and background information CPHD has already supplied to Alta as well as all data, photographs and any other materials that have been compiled by the Alta team pertaining to our project.

4. Carl Kelemen would assume the entire scope of work as was listed in the contract with Alta. Carl Kelemen would be outsourcing additional input as needed for such things as CAD work and compliance issues from John Hoover and Liam Cleary, who our committee meet at the kick-off meeting on August 31, 2017.

5. Some form of contract between CPHD, Inc. and Carl Kelemen would need to be signed by both parties.

6. I, as Executive Director, do not have the authority to approve this change on my own, the Master Plan Steering Committee and perhaps the CPHD Board of Directors would need to make the decision to accept this proposed change.

7. Carl Kelemen has indicated that he would be willing to meet with the committee to answer any questions or concerns they may have about this change.

Please email me back to indicate if I have covered everything or let me know if I have missed anything. I will then send this email chain to the Master Plan Committee for their review, input and suggestions as how to proceed.

Mike Lauter

Centre Park Master Plan Committee
Meeting Minutes January 11, 2018 – 6:30 PM

Location: Centre Park Historic District Headquarters

Attended by: Kelli R, Wayne R, Tadd C, Maria B, Bill B, Chris M, Ann H, Fritz R, Lori R, Maryann S, Zach R, Greg K, Scott D, Dennis S, Diane S

There were no updates on the Master Plan. Alta was working on the various concept ideas.

The main focus of the meeting was discussion of the various aspects of this year's Fastnacht Fundraiser

Dates:
Production: Friday Feb 9, Sat Feb 10, Sun Feb 11, and Mon Feb 12
Sales: Sat Feb 10, Sun Feb 11, and Mon Feb 12

Training at Holy Spirit: Sun January 28 from 1 to 3

The following task position leaders were established:
Please track your hours.

Co Chairs: Tadd, Dennis, and Diane

Marketing: Lori and Kelli

Sales: Greg and Zach

Production Supervisors: Friday & Monday – Diane Saturday & Sunday Scott

Phone: Dennis

Cleanup: Maryann and Diane

Procurement of supplies: Dennis and Diane

Soup: Dennis and Diane

The following discussions per tasks to be noted:

Chairs: Spending from last year $1600 will probably be needed this year for supplies, etc. Diane will let Meghan know about the money needed.

Marketing
Flyers, Signs for Greg and Zach, cards to be stapled to bags, Facebook, orders to Centre Park email. Potential angles for newspaper. Tadd's Berks TV appearance. We have the aprons Chris bought last year. Fritz will contact the newspaper

Sales
Greg and Zach will set up tables and provide coffee and tea for customer socialization and tasting during sales.
Help needed for sales and for transportation. Change and ipad for charge cards. Boxes to transport Fastnachts (suggestion egg crates). Sale of 4 oz of turkey syrup if we can get it in large quantity. Donation jar will be put out again.

Production
Diane and Dennis have done a walk through at Holy Spirit and are arranging workspaces
Diane will get info to Kelli so that volunteers can be requested. Diane is meeting with teachers at Conrad Weiser (Wed at 3PM), as they might have some students we can use Friday and Monday. Scheduling done (hopefully) by Training on Jan 28.

Phone
Dennis will investigate how to forward Frontier phone system. He has 1 volunteer (Julia) to man the phone beginning Feb. 6. Discussion about potential use of answering service. Deb Condrath has volunteer to daily update a customer list spreadsheet.

Clean up
Clean up will be finished on Monday after production stops. Disposal of used Crisco discussed (Good news! Dennis followed up on Wayne's suggestion of Valley Proteins, and they will provide containers and pick up used product for free!)

Procurement
Purchasing to begin shortly. Lists have been compiled. Discussed buying calderas, as they would be the safest. Diane contacted Moravian church for information and possibly rental of some equipment. No response to date.

Submitted by Diane Schade

Centre Park Master Plan Committee
Meeting Minutes February 27, 2018 – 7:00 PM

Location: Centre Park Historic District Headquarters

Attended by: Kelli R, Tadd C, Maria B, Chris M, Bill B, Maryann S, Greg K, Dennis S, Jean C, Bob H, Mike L.

Mike handed out copies of the 2018 Fastnacht Fundraiser profit statement (see attached).

Mike reported that he urged ALTA Planning + Design to have concept drawings in time to display them at the Fastnacht Fundraiser February 10, 11,12. The site analysis and three concept drawings were sent to him electronically February 8th. After receiving them, he called Adam Supplee to remark that there did not seem to be any indication as to whether or not a fountain was appropriate for the park. As this was one of the main points that the committee had struggled with, direction from ALTA was expected.. Adam stated that they would put together a pros verses cons board to be included, but since ALTA did not specify a fountain, that was their way of saying they did not support the idea of a fountain for that location.
Since time was short to have them in time for the fundraiser, it was decided that the files for the drawings would be sent to Staples for printing and mounting and Mike would pick them up when ready.
The boards were displayed at the fundraiser and sticky notes and pens were provided for visitors to comment with ideas or suggestions.

Mike also mentioned that at the February CPHD Board meeting there was concern by one or two members that the drawings were displayed before anyone on the CPMP Committee or CPHD Board had reviewed the plans. Mike said that he made the decision based on what had been discussed earlier by the CPMP Committee, that if possible, to have them on display at the fundraiser. And that since these were only general concept ideas and that we are looking for comments, it was in his mind appropriate to show the public that progress was being made on the Master Plan.

The meeting then went into discussion of the plans. There was general agreement that the plans were understandably vague but in ways reflect ideas the committee had discussed. Individual members commented about their likes or dislikes.

The next step is to hold a meeting with ALTA representatives to discuss the committee's comments. It was decided to see if a meeting with ALTA could be planned for March 22, 7:00PM at CPHD Headquarters. Mike will inform the CPMP Committee as to date with ALTA.

Submitted by Mike Lauter

FASTNACHT FUND RAISER 2018

646 DOZEN SOLD

Fasnacht Sales	$	5,152.00
Soup Sales	$	688.00
Donations	$	207.00
Total Revenue	$	6,047.00
Church Rental	$	750.00
Production costs	$	2,119.28
Total Costs	$	2,869.28
Net Profit	**$**	**3,177.72**
Goods Donated volunteer food,		$150

Centre Park Master Plan Committee
Meeting Minutes April 10, 2018 – 6:30 PM

Location: Centre Park Historic District Headquarters

Attended by CPMP Committee members: Tadd C, Mike L, Scott D, Karl F, Maria B, Chris M, Bill B, Fritz R, Kelli W, Maryann S, Jean C, Bob H, Dennis S, Diane S
Also attending was Adam Supplee ALTA Planning + Design, Ralph Johnson, Reading Public Works Director and Daphne Klahr, Executive Director Reading Recreation Commission.

This meeting was to review with ALTA Planning + Design the concept drawings and the thoughts and questions that the CPMP Committee had concerning them.

Adam Supplee started off with a discussion of the site analysis board and what the ALTA team thought were the assets to preserve and what improvements should be considered for Centre Park.

He then went on to the three concept drawings, discussing each concept and possible ideas. He answered questions and took comments from committee members on each. The committee members made several observations that were noted for the future revised concepts.

The committee zeroed in on the Central Structure Concept Design, as that was the most involved. We then discussed each of the general upgrade suggestions and made comments as to keeping them in the plan or not.

Also discussed at length was the board with the pros & cons of a fountain. Adam indicated that there were many maintenance issues with a fountain. Other suggestions that would not be as difficult to maintain might be considered such as a misting or fogging water feature.

At the end of the meeting Adam stated that they would take the CPMP Committee's comments and incorporate them into revised plans. This should take several months to complete.

Submitted by: Mike Lauter

Centre Park Master Plan Committee
Meeting Minutes – June 18, 2018 – 7:00 PM

Location: Centre Park Historic District Headquarters

Attended by CPMP Committee members: Tadd C, Mike L, Scott D, Karl F, Maria B, Chris M, Kelli R, Maryann S, Jean C, Bob H, Dennis S, Diane S, Chris D.
Also attending was Adam Supplee ALTA Planning + Design, Ralph Johnson, Reading Public Works Director.

This meeting was to review with Adam Supplee of ALTA Planning + Design a visual presentation of the revised concept plans for Centre Park. Adam also handed out a draft copy of the opinion of costs for the three concepts ALTA has presented.

The CPMP Committee asked a number of questions of Adam about what had been presented.

Each committee member was to review the information that had been presented and convene in about a month to finalize andmove forward with the next step.

Submitted by: Mike Lauter

Centre Park Master Plan Committee
Meeting Minutes August 23, 2018 – 6:30PM

Location: Centre Park Historic District Headquarters

Attended by CPMP Committee members: Tadd C, Mike L, Scott D, Karl F, Maria B, Chris M, Bill B, Kelli W, Maryann S, Jean C, Bob H, Dennis S, Diane S
Also attending was Adam Supplee ALTA Planning + Design, Ralph Johnson, Reading Public Works Director and Daphne Klahr, Executive Director Reading Recreation Commission.

This CPMP Committee meeting was to discuss the next steps concerning the Centre Park Master Plan.
- The option that we will propose
- Scheduling a meeting with the CPHD Board
- Scheduling a community presentation meeting
- Scheduling a presentation to City officials
- Fundraising event to potential donors
- Fastnacht fundraiser plans for next year

The committee voted to propose that the plan we wish to showcase for fundraising purposes would be the Center Structure Plan.

The following timeline was proposed.
The PowerPoint presentation ALTA had prepared would be presented to the Centre Park Historic District Board of Directors at their September 10, 2018 board meeting. This would be followed up by the same presentation to the community at large on October 9, 2018. The committee felt that it would be beneficial if Adam Supplee from ALTA would be at the Community Meeting to present the concepts and answer any questions the community might have.
After the Community Meeting the plan should be presented to the City of Reading Administration, City Council, the Planning Commission and the Historical Architectural Review Board for their approval.

The Community Meeting should be advertised the same ways as the first Community Input Meeting on June 8, 2017 was promoted.

It was decided to wait until all presentations were made before we have a donor event.

The Fastnacht Fundraiser for 2019 will be held March 2, 3, 4, 2019. Plans are to hold the sale at the Harbster Mansion again and the making of the fastnachts in the Holy Spirit Church kitchen as was done last year.

Submitted by: Mike Lauter

Centre Park Master Plan Committee
Notes of the CPMP Committee's presentation to the CPHD Board of Directors
September 10, 2018 – 6:30 PM

Visuals:
Master Site Plan Board and Slide Show

Kelli presented the slide show and provided the following information to the board:

The city has representatives in attendance and is partnering with the committee.

Storm water run off/ MS4 is a city priority and monies may be available to meet the city's goal.

Suggested changes in plan include:

Entry signage and entry improvement for safety
Widening and repaving of paths
Upgraded lighting
N. 4th St entrance retaining wall
Native plantings
Sustainable tree plan

Center of the Park:

3 renderings were provided, one with a circular wall and plantings in the middle, one with the circle removed and a "tented" option for shade, and one with a sculpture/misting water feature.

Next steps:

Public Meeting is targeted for Oct 9. Current plan includes flyers to be passed out door-to-door, and a public notice in the newspaper. Suggestions for providing additional information were:

Sending email to our current distribution list, as much information as possible and providing way for feedback electronically
Sign in the park about the meeting
Adding option to flyer, for neighbors to provide their email address back to us
Flyers to be available at Halloween and Flea Market events.

Provide results of public meeting and Master Plan to City Administration and City Council in November
Provide results of above to HARB and Planning Commission in December.
Early spring 2019 begin options for funding including grants, city money, donations and fundraising.

Ballpark figures for the project run from $200,00 to $800,00.
Mike provided report of current money in the restricted fund. After paying Alta we have about $16,000 in the account, with maybe another $2,000 from John Slifko endowment.

Submitted by: Diane Schade

Community Input Meeting
Minutes
October 9, 2018 - 7:00 P.M.
CPHD headquarters – 707 N 5th Street

Presenters: Mike Lauter CPHD Executive Director and Adam Supplee from ALTA Planning + Design, Inc

Attended by about 45 people.

Opening announcements about Centre Park activities were made by Tadd Casner, President and Lori Bellman, Board member.

Mike Lauter began the presentation with background information on how this project began and how it has progressed. The document of the synopsis of this history is available from Mike Lauter and will be part of the Master Plan Report.

Adam Supplee opened his remarks with some background on himself and on the company he works for, ALTA Planning + Design, Inc. He explained his starting point was feedback from the committee, the public meeting held in June of 2017, and the paper survey of the community conducted by the committee in 2017.
He also conducted a site evaluation.

Working from the conceptual drawings that he presented both on poster board and power point, Adam said he would be discussing the entry ways, plant material, retaining wall, lighting, "green" infrastructure and the MS4 initiative, and site plan options.

1. Entry ways: Adam stated the entryways are blocked by the flower gardens. They block the clear view of the park and can be a security and maintenance issue. The current pathways draw you to the center of the park, but the center cannot be seen. He recommended removing those beds, upgraded signage and new plantings. He talked about replacing the asphalt with water permeable pavers. Water permeable products, that allow the rainwater to percolate through the ground, thereby not entering the storm water system, are not part of an initiative for cities, and grants may be obtainable through an MS4 grant.

2. Plant material: Adam recommended native, perennial plants that would work with the sun/ shade ratio, and the high canopy shade trees. He did not mention specific varieties, but that there are many plants that would serve that need. He discussed the benefits of this type of planned planting: continual flowering, wildlife benefits and lower maintenance. He said that a tree replacement strategy is included in the plan, so that new trees would be growing based on the condition of the established trees. This type of strategy saves money because you can purchase and plant smaller trees, and also keep a more consistent look to the park.

3. Retaining wall: Adam discussed installing a retaining wall on the N. 4th St side at the sloping entry mid block. Currently there is an erosion issue. He recommended a

fieldstone retaining wall, not higher than 30 inches, so that there would be no need for a railing.

4. Central space: Adam presented three concepts for the center space.
   a Low Impact... leaves the center circle with upgraded plantings.
   b. A structural / tented central feature.
   c A sculptural / misting feature.

5. Lighting: Adam discussed the updated lighting, to include LED lighting that replaces the shoe box lights in the park along the paths. There would be ground level lighting so that there are no dark areas. Safety is the main goal of the lighting, but he said that the brightness of the lighting would be controlled with warm light.

6. Sustainable tree pits: Adam presented a drawing of a sustainable tree pit for the trees planted along the street, which allows water to percolate there also. These types of tree pits may also be available for the MS4 grants.

Adam then opened up the floor for discussion.

Questions:
If we use pavers, would they "pop up" over time and be a high cost maintenance issue.
Answer:
Pavers have a stone and sand base and are cheaper to fix. In addition, there are not heavy vehicles traveling over the pavers on a regular basis.

Question:
Are these storm water theories tested, and would they be tested here?
Answer:
The theories have been tested. Adam did not know of any plan to test the theories here.

Question:
Is the current central structure safe, as there are tree roots entering the planting area?
Answer;
Tree roots have entered the circle, but it is safe.

Question:
What is the plan for the sinkhole?
Answer:
The sinkhole is addressed by the city.

Question:
Are the new lights going to be glaring, and are they vandal proof?
Answer:
New lights have less likelihood of vandalism, because they are LED and not incandescent bulbs. Adam discussed light measurements, and offered to bring a light meter to the park if anyone wanted to view a feet/ candle measurement.

Comment:
A resident discussed the old "lollipop" lights and where the lights that surround the circle came from.

Comment:
A resident compared the lighting at Essig Park, which is very bright, to the park. She said that the bright lighting is needed at Essig to deter nighttime activity, but did not think it was necessary in the "cool park"

Question:
Will bike riding be a problem?
Answer:
Because the paths in the park are short, that should not be a problem.

Question:
Is there a plan for maintenance?
Answer:
When the plan is finalized there will be a maintenance plan. It will include an annual review. An MOU will be completed with the city, delineating City responsibilities and tasks that the committee will accept. The goal is to have a maintenance account set up to provide for future park needs and professional upkeep. In addition continual fundraising is planned to replenish that account.

Comment:
The Master Plan Committee is a committee under the Board. The board votes on the suggestions made by the committee. The committee has separate fundraising and an account separate from Centre Park general fund.

Question:
What is this going to cost?
Answer:
Depending on the plan, anywhere from $200,000 to $700,000. That does not include the maintenance. The project will be completed, with available funding, in phases. It was noted this is not tax money. There are MS4 grants and DCNR monies available.

Comment:
Both Ralph Johnson of Public Works and Daphne Clair of Parks and Recreation have participated in meetings and have offered direction.

Comment:
A resident spoke that she would like to see the circle remain the same because her children like to climb on the rocks. When asked if she would come to the park if the rocks were removed she said yes.

Comment:
A resident said she came to this park frequently when her child was young, but that the child now prefers the playground.

Comment:

Adam said the plan could be approached ala Carte.

Comment:
A resident said that since the city pools are closing, the city is interested in misting features.

Comment:
A resident requested that information on the progress of the committee/city partnership be available online, as a Right to Know.

Comment:
A resident stated his work history for the city, and his part in the current 1970's plan. He also stated that the planting/seating circle is an element that should stay.

Comment:
A resident showed a picture of a lighting plan for the trees themselves from Longwood Gardens.

Comment:
Several residents discussed the pros and cons of the rocks in the middle of the circle.

Comment:
Several residents discussed the pros and cons of a vertical element in the middle of the circle.

Comment
Several residents discussed the pros and cons of the brick wall seating in the circle.

Comment:
A resident asked a whimsical compromise be considered for the rocks.

Next steps:

The committee will meet; review the outcome of this meeting. The plan will then be reviewed with Ralph Johnson, the Administration, Council, Planning and HARB.

The meeting ended at 8:50.

Note: Almost everyone in attendance participated in the discussions.

Submitted by: Diane Schade

Centre Park Master Plan Committee
Meeting Minutes October 18, 2018 – 6:30PM

Location: CPHD Headquarters 707 N 5th St.

Attended by: Mike L, Jean C, Tadd C, Chris D, Karl F, Dennis S, Bob H, Maryann S, Diane S, Kelli R attended via phone.

Discussion:

We discussed the public meeting held on October 9, 2018 and reviewed minutes and suggestions from the public. We agreed on the level 3 plan, which was the sculpture/ mist water feature. We also agreed that the circle-seating concept should remain. We do not know if it will be the current brick circle, or a new one. That depends on what happens when they begin to remove the rocks.

We also agreed that some history of the Centre Park neighborhood should be displayed in the park. Suggestions included incorporating icons in the sculpture or along the pathways, with boards that explain those icons. Examples were: paint can for Wilhelm family, lock for Harbster family, hat for Hendel family, bricks for Gery family, steel beam for Carpenter family, etc.

Next Step:

Mike needs to get supporting documentation (minutes, flyers, surveys, etc.) of the CPMP Committee's activities to ALTA for incorporation into the written report. ALTA will then prepare a draft report for the committee's review. Once the report is received, the committee will meet to review it on the Thursday following the delivery of the report. Once we have finalized with ALTA, we can move forward with presentations to the City.

Fundraiser:
The committee agreed to make fastnachts again the year. Greg and Zach have agreed to use their property for sales. Diane will contact Holy Spirit, and is looking a sale on the Crisco.

Submitted by: Diane Schade

Centre Park Master Plan Committee
Meeting Minutes January 24, 2019 – 6:00PM

Location: CPHD Headquarters

Attended by: Mike L, Dennis, Scott S, Maryann S, Fritz R, Tadd C, Bob H, Bill B, Chris M, Chris D, Karl F, Kelli R, Wayne R, Diane S.

This meeting was called for the sole purpose of discussion of the Fastnacht Fundraiser March 2, 3, 4, 2019

Co chairs: Dennis Spotts, Tadd Casner, and Diane Schade

Dates:
We will cook at Holy Spirit again this year. Holy Spirit has agreed to $500 donation.
The shifts, contingent on the pre orders, will be within the time frames of:
Friday 8 AM to approx 8 PM
Sat 8 AM to approx 8 PM
Sun 8 AM to approx 4 PM

There will be a training/orientation on Sunday, Feb. 24 from 1 to 3. It will not last that long, but that time has been allowed. This is for new people, but everyone is invited. We hope to have the shift assignments ready by Feb 24.
Enter through the kitchen/ alley door.

Leadership:
Sales: Tadd
Marketing: Karl, Kelli, and Lori
Procurement of supplies: Dennis and Diane
Training: Diane
Staffing: Dennis and Diane
Phone: Dennis
Production Supervisors: Friday and Sat AM Diane
Sat PM and Sun Scott
Clean up Monday: Diane

Discussions related to leadership tasks.

Sales: Tadd will supervise sales. We can sell from Greg and Zach's place...742 Centre Ave. Volunteers must staff this, as Greg and Zach have no available hours. We are hoping to try a tent in the park also, contingent on weather. (Note: Bill Rathman has a device that attaches to a propane tank that could heat feet.) **Voted to raise price to $9 a dozen, $5 a half dozen approved.** Have a few dozen available at Artifacts Bank on Sunday. Provide place to gather emails from customers. No syrup sale.

Preorders: Phone Dennis. Email orders Dennis. Deb Condrath is working on the spreadsheet for pre orders and will update daily.

Marketing: Karl will do the flyers. (They are done and Diane has them) Kelli and Lori will do marketing. Signage already produced needs pick up time on Monday changed from 6 PM to 1 PM. Ideas discussed: Merchandiser free calendar, Facebook and Facebook boosts (money voted and approved), Peanut Bar TV, Spring Fling on one side Flea Market on the other for attachment to bags, "instructions" attachment for bags, signage for tent. Posters?
Discussed potential angle for early newspaper coverage. Nothing definitive yet. Conrad Weiser will contact paper for when their students are cooking.

Production: Diane (610 451 3228) will supervise all day Friday, and Sat AM Scott (484 772 6103) will supervise Sat PM and all day Sun. Parking lot key will be with the supervisor. No soup this year. Dennis will call to get barrels for used Crisco. Conrad Weiser will come on Friday, limited to 6 students, and they will be assigned 1 on 1 with an adult. Transportation of product to 742 Centre Ave by production team. Worker schedule will be completed by Feb 24 training day.

Procurement: Dennis and Diane. We already picked up 50 cans of Crisco, for $100 savings. We have a list of the items still at Holy Spirit. Last year production cost was about $2800. Expect that to be less this year.

No further meetings will be scheduled. All ideas and communication will be via email, phone or text.

Submitted by: Diane Schade

APPENDIX B: HISTORICAL CONTEXT

A Plan for the Common Spaces of the Centre Park Historic District

Purpose – The purpose of this plan is to assess and then address the current physical and environment needs of the common spaces within or connected to the Centre Park Historic District. The plan will discuss ideas for the renovation, renewal or replacement of equipment and natural features as well as the future sustainability and maintenance of these spaces.

The common spaces of this plan are as follows:
Centre Park – bound by the 700 blocks of Centre Ave. & N. 4th St. & the 300 block of Douglass St.
Major General David McMurtrie Gregg Statue Triangle – bound by the 600 blocks of Centre Ave. & N. 4th St.& the 300 block of Oley St.
Flower Triangle bound by the 800 blocks of Centre Ave. & North 3rd St. & Douglass St.
Frog Fountain Triangle bound by the 800 Blocks of Centre Ave. & North 3rd St. & Windsor St.
Gateway Triangle – at the confluence of Centre Ave. & N 5th St.

History – Centre Park was the former site of the ornate mansion built by John Barbey in the 1890's. In the 1940's the site was donated to the City of Reading with the stipulation that the house and carriage house be demolished and an ornamental park be provided. In the deed conveyed to the City, the park to be built was not to have any playground, bandstand or concession stands. At some point later the park was constructed with an at-grade planting area surrounded by 9 linden trees. Perpendicular paths into the center were located mid block along Centre Avenue & Douglass Street. In the 1970's, Community Block Grant money was used to make improvements to the park such as adding a raised central planter with an interior fountain, benches, light standards, improved pathways and landscaping. Originally, there was a significant amount of perennial plantings, as well as ground cover between the southern path and the Red Cross garage. Poor maintenance habits and vandalism resulted in the disappearance of these initial plantings

In 1982 the Centre Park Historic District was established taking its name from Centre Park. Pushing for the establishment of the historic district was a group of neighborhood volunteers who, in 1983, incorporated their committee as the Centre Park Historic District Incorporated. (CPHD) and later was granted 501 © 3 non-profit status. The mission of the Centre Park Historic District Inc. is to enhance neighborhood living and promote preservation.
Since that time, the organization has not only utilized Centre Park for its many yearly community and fundraising events, but has worked hard and paid for many improvements to Centre Park. In 1990 CPHD instigated the replacement of the 1970's lollipop lights with the more appropriate Victorian style now in use. In 1992, to celebrate the 10th anniversary of the district, CPHD paid several thousand dollars of the

identification sign on Centre Ave. In 1999, CPHD spent $11,000.00 to purchase new metal benches and trash receptacles. In 2001, CPHD continued its commitment to Centre Park by spending $9.400 to upgrade the electrical service and $7,800 for tree removal and trimming.
In 2002 CPHD celebrates its 20th anniversary by purchasing a new sign to conceal the electric box at the corner of 4th & Douglass Sts. It is also the year the Centre Park Garden Club is formed to do flower planting, weeding, mulching and regular watering of the flowerbeds in Centre Park. The City for many years planted annuals in the fountain circle. Although they no longer did the planting, they did provide the annuals to the Garden Club for them to plant (tulip bulbs for the Spring and inpatients for the Summer). The City no longer provides any annuals.

In 1922 the State of Pennsylvania erected the equestrian statue of Major General David McMurtrie Gregg, a West Point graduate who distinguished himself at Gettysburg during the Civil War.
A 1991 evaluation of City statuary revealed the Major General Gregg statue was in desperate need of restoration. The CPHD Board commits to raise funds and do whatever is necessary to restore the statue. State grants and CPHD funds get the statue restored and re-dedicated on June 1,1996. For the last several years, Mike Feeney of the Feeney Funeral home has taken on the responsibility of planting flowers, cutting the grass and providing other improvements such as a flagpole and informational signs.

In the spring of 2004 the Centre Park Garden Club begins work to improve the triangular plot of ground at the confluence of Centre Ave and North 5th St. The project is done in several phases over three years. The work completed included removal of scrub trees, installation of a fence, rejuvenation of the existing flag pole, planting of arborvitae, ground cover and perennials, installation of a water source, bench, trash receptacle, large flower pots and the creation of a brick and cobblestone path between N 5th St and Centre Ave. This project was funded by CPHD funds, donations and a State WAM grant.

The two triangular plots in the 800 block of Centre Ave. had traditionally been planted with annuals by the City. This nicety has not happened for the last two or three years.

At the present time, Summer grass cutting and Fall leaf removal is pretty much the extent of regular maintenance the City has the resources to do in these common spaces.

Components to be addressed in the Plan

In Centre Park
1. Assess the health of all trees & shrubs with the idea to remove any that are diseased or dying. Also look at the potential of selective removal of trees to address the problems of erosion and inability to grow grass or other ground cover in the densely shaded areas.
2. Provide for what ever is necessary or is advised to improve the areas that presently will not support grass or ground cover growth.
3. Assess the fountain circle and establish what is necessary to once again provide some type of water feature in that area.
4. Assess all the flowerbeds and come up with a plan to provide more types of plantings that will require less maintenance.
5. Assess all equipment in the Park; light standards, benches, trash receptacles, signage and plan for any necessary restoration.
6. Investigate the idea to provide an event plaza. The suggested idea would be a flat ground level but permanent area that would act like a stage. The area envisioned would be connected to the circle on the east side of the park were a current electric box now exists.

1/12/2015

APPENDIX C: CENTRE PARK REVITALIZATION TIMELINE

Centre Park Revitalization Timeline

A synopsis of the activities, meetings, etc. that led to the creation of a committee and that committee's subsequent efforts to develop a Master Plan for Centre Park

Centre Park is owned by the City of Reading, PA and is situated on the south side of Douglass Street between Centre Avenue and North Fourth Street. Established in 1982, the Centre Park Historic District borrows its name from Centre Park. The Centre Park Historic District, Inc. is a 501 C 3 non-profit, volunteer run organization whose mission is to promote architectural preservation and enhance neighborhood living.

In 2012 Centre Park Historic District, Inc. (CPHD) board member Darren Curry begins to have First Friday parties at his home with drinks & snacks for a donation. Money raised is to be used to possibly restore the fountain in Centre Park that has been inoperative for many years. He raises over $800.00 that is put into a reserved account.

2014 Former board members Chris Miller & Bill Bender wed and ask that guests to their reception donate to the Centre Park Revitalization Fund. Over $3000.00 is donated and put into the reserved account.

In the fall of 2014 the CPHD Board of Directors creates a committee that will become known as the Centre Park Master Plan (CPMP) Committee. The first meeting is held on October 30, 2014. Thereafter, this committee meets regularly.
In 2014 the CPMP Committee members were Chair: Chris Miller, Maria Ballas, Bill Bender, Jean Cocuzza, Bob Hettrick, Maryanne Stubbs, Fritz Rothermel, Diane Schade, Dennis Spotts and Mike Lauter. Since 2014 the following committee members were added: Chris DeMarta, Karl Ford, Tadd Casner, Kelli Roberts, Scott Debkowski. Greg Kiddy, Zach Reaume, Mike Feeney.
Special advisors Ralph Johnson, City of Reading Director of Public Works and Daphne Klahr, Executive Director of Reading Recreation Commission were also added to the CPMP Committee.

November 6, 2014, CPHD Executive Director Mike Lauter meets with Frank Denbowski Assistant to the Mayor, City of Reading to discuss CPHD's willingness to make improvements to Centre Park. Mr. Denbowski notes that the City is working on a 10 year Open Space Plan for all City parks & playgrounds and that perhaps our commitment would be good to include in that plan. He follows up with an email to Daphne Klahr Executive Director of Reading Recreation Commission. She in turn contacts Ann Toole of Toole Recreation Planning who is compiling the Comprehensive Parks & Recreation Plan. Ann agrees to include CPHD in the final plan.

Early 2015 the CPMP Committee produces *Proposal for a Plan for the Common Spaces of the Centre Park Historic District.*

April 22, 2015, representatives of the CPMP Committee meet with City arborist Lester Kissinger and Public Works Assistant Director David Ruyak to discuss the committee's desire to improve Centre Park and that the first step might be an assessment of the trees in Centre Park. Both agree to make an assessment once the trees leaf out.

July 2, 2015, Mr. Kissinger & Mr. Ruyak meets with Mike Lauter in Centre Park to discuss their tree assessment and plan to remove a number of trees in the park that are either dying, compromised in some form or overcrowding other trees. This removal of trees will help to allow grass to grow and help alleviate some of the erosion problems that have plagued the park.

Summer 2015 tree removal and up limbing takes place in Centre Park.

September 26, 2015 the CPMP Committee holds an information sharing fundraiser called ***Centre Marks the Spot*** to alert potential donors about the plan to renew and revitalize Centre Park.

October 19 & 20, 2015, Michael Feeney of the John P. Feeney Funeral Home located in the district donates 4000 square feet of sod to be placed on the 4th Street side of Centre Park where it had been nearly impossible to grow grass due to the dense shade in that area. City workers and CPHD volunteers lay the sod over the two-day period.

February 6,7,8, 2016 the CPMP Committee holds it's first Fastnacht Fundraiser. Volunteers make and sell 252 dozen fastnachts. All proceeds ($2,175.00) are put into the reserved account.

April 18 & June 1 2016, sod is put down on the Douglass St. side of the park. Again, City Public Works employees & CPHD volunteers complete this work. The money to purchase this sod was donated by residents on Douglass Street across from the park and supplemented by funds taken out of the reserved account.

July 6, 2016, City Councilmen John Slifko and CPHD Executive Director Mike Lauter meet in Centre Park with City of Reading Director of Public Works, Ralph Johnson. The main purpose of the meeting was to ascertain whether or not the City would be willing to support the idea of another fountain or some other type of water feature replacing the defunct fountain at the center of the park. Mr. Johnson stated that because of maintenance and vandalism problems, he would only agree to a fountain that was covered by some type of structure and be surrounded by a fence.

Over the next several months it becomes apparent to the CPMP Committee that a landscape architectural firm with municipal experience should be considered to produce a master plan for Centre Park. The committee puts together a Request for Proposal document and mails it out November 29, 2016 to 12 firms.

December 14, 2016 representatives of 3 firms attend the Pre-Proposal Meeting held in Centre Park. Two additional firms were unable to attend but did express interest in the project and were sent pre-construction drawings from the 1970's park enhancement project as well as meeting notes from the Pre-Proposal Meeting.

February 16, 2017 the CPMP Committee reviews the two proposals received and decides to move forward with ALTA Planning + Design. The CPHD Board of Directors next must approve this move. The CPHD Board of Directors at their March 13, 2017 board meeting tabled the motion to approve the CPHD Master Plan Committee's request to hire ALTA Planning + Design to create a master plan for Centre Park. Some members of the board had several concerns; the high cost to produce the plan, whether the City would approval any plan, and the fact that they were not given any time to review the proposal. The board felt that it would be appropriate to have a special meeting with the committee to hear their justification for wanting to spend that amount of money for a master plan.

February 25, 26, 27, 2017 the CPMP Committee and other volunteers hold the second Fastnacht Fundraiser. The group of volunteers donate over 550 hours in making and selling 775 dozen fastnachts. An article in the Reading Eagle newspaper helped this effort. Profit in the amount of $4353.00 is placed in the reserved account.

March 2017, Executive Director Mike Lauter applies to the National Trust for Historic Preservation for a grant under the Louis J. Appell, Jr. Preservation Fund to help pay for the master plan. Although no funding was ultimately received, the grant required permission from the City as well as letters of support.

April 20, 2017 the CPMP Committee and the CPHD Board of Director hold a joint meeting to discuss the issues and concerns about the proposal to hire a firm to produce a master plan for Centre Park. The board and the committee agreed that several things should be done before moving forward. A Community Input Meeting should be held to gather support and to get buy in from the neighborhood. Also, alerting, then receiving some sort of approval from City Council and the Administration to move forward with compiling a master plan.

June 8, 2017 the CPMP Committee holds a Neighborhood Input Meeting. This meeting is advertised in several ways; a Public Notice in the Reading Eagle, over 1200 flyers placed door to door in the greater Centre Park neighborhood, on CPHD's website and Facebook page. A synopsis of the meeting is included. An article about the meeting appeared the following day in the Reading Eagle newspaper.

June 26, 2017, Executive Director Mike Lauter meets with Reading City Council and Administration officials to discuss CPHD's desire to hire a landscape architectural firm to produce a master plan for the revitalization of Centre Park. Lauter states that it is the intention of CPHD to fully fund the cost of the master plan as well as securing the funding for the hoped for revitalization and future maintenance of the park. What the group was looking for at this time was support from Council and Administration to move forward. At the meeting there was unanimous support by those in attendance. This support was followed up with official Resolution Number 61-2017.

August 7, 2017, after several back and forth conversations, questions answered and revisions made, CPHD signs a contract with Alta Planning + Design to produce a master plan for Centre Park.

August 31, 2017, an evening Kick-off meeting with the CPMP Committee and the Alta Planning + Design team is held at the CPHD headquarters. The Alta team spent the earlier part of the day taking photographs and doing a site evaluation. The kick off meeting was an opportunity for the CPMP Committee to individually share their views about the park and what they would like to see happen in the future.

September 2017, s a follow-up to the Neighborhood Input Meeting on June 8, 2017, the CPMP Committee creates a Public Opinion Survey for the Revitalization Work in Centre Park This survey, done in English and Spanish, was mailed to the approximately 500 owner occupied properties in the Centre Park Historic District. Additionally the survey was available on line, at CPHD headquarters and was distributed at two CPHD events held in October.
The CPMP Committee received 57 responses. The results of the survey were compiled in early November 2017.

October 9, 2017 the Reading-Berks Association of Realtors awards a $15,000.00 grant to CPHD to help create a master plan for Centre Park.

November 16, 2017, Adam Supplee from Alta Planning + Design the new lead contact/project manager replacing Karl Kelemen, meets with the CPMP Committee to assure them of his firms desire to fulfill and complete the contractual terms of the contract.

February 10, 11, 12, 2018, CPMP Committee members and volunteers hold the third Fastnacht Fundraiser. This group of volunteers again donates over 500 hours to produce and sell 646 dozen fastnachts. Proceeds from the sale total $ 3,177.72, which is put into the reserved account. Early conceptual drawings and a site analysis are on display at the pick-up site for customers to view and comment on.

February 27, 2018, the CPMP Committee meets to review and discuss the conceptual drawings from Alta.

April 10, 2018, the CPMP Committee meets with Alta Planning + Design to discuss the conceptual drawings and discuss the next steps.

June 18, 2018 the CPMP Committee meets with Alta Planning + Design to view a visual presentation on revised plans for Centre Park.

August 23, 2018, the CPMP Committee meets to discuss the latest Alta presentation and to set a timeline to proceed. It is decided to present the visual presentation to the CPHD Board of Directors at their September 10 Board Meeting, followed up by a presentation to the community at large on October 9. This will then be followed up by a presentation to the City Administration, City Council, Planning Commission and the Historical Architectural Review Board upon completion of the final Master Plan Report.

October 9, 2018, a Community Input Meeting is held to unveil preliminary plans for Centre Park. Alta Plan + Design is on hand along with the CPMP Committee to discuss the alternatives and hear comments. The meeting is advertised as a Public Notice in the Reading Eagle Newspaper (Document #24). Additionally approximately 1200 flyers, in English & Spanish, were hand delivered to the greater CPHD neighborhood. The meeting was also announced by email, on Facebook and by signs in Centre Park. The following day an article about the meeting is printed in the Reading Eagle newspaper.

March 2, 3, 4, 2019 the CPMP Committee makes plans to hold it's fourth Fastnacht Fundraiser. Once again all proceeds will be placed in the reserved account for the Centre Park Revitalization Project.

Between it's first meeting in October of 2014 and the fall of 2016, the CPMP Committee met regularly. The meetings were informal and consisted of discussions about various ideas for the center circle area, viewing fountain options, meetings with friends or relatives of committee members who have landscaping experience for ideas. Fundraising ideas and suggestions were also topics of discussion. Because of the somewhat informal nature of these meetings, no official minutes were kept.
However, when the decision was made to seek professional help to produce a Master Plan for Centre Park, the CPMP Committee began to keep official minutes. The minutes of these meetings can be found in the final Master Plan report.

APPENDIX D: RESOLUTION

RESOLUTION NO. 61 2017

WHEREAS, Centre Park Historic District (CPHD), Inc. for the past 35 years has compiled an exemplary record in fulfilling its mission to preserve the historical and architectural heritage of the District, and to foster a sense of community throughout the entire Centre Park neighborhood; and

WHEREAS, CPHD, Inc. over the years has invested substantial funds and resources to make capital improvements to the District, including the restoration of the General McMurtrie Gregg statue at Centre Avenue and Oley Street, numerous amenities and upgrades to the Park itself, and the purchase and rehabilitation of the Artifacts Bank at 707 North 5th Street; and

WHEREAS, CPHD, Inc. now desires to further this tradition by developing, at its sole expense, a professional Master Plan for the long-term improvement and sustainability of Centre Park, which will be the basis for a capital campaign to implement and carryout the Plan in the years ahead; and

WHEREAS, the City of Reading desires to be a supportive partner in this endeavor by CPHD, Inc. as it will lead to the enhancement and long-term viability of one of the City's much treasured assets.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF READING THAT:

1. That the City of Reading shall have a representative who, over the next six (6) months to one (1) year, shall participate in the development if the Centre Park Master Plan; and
2. That, after the proposed plan is developed, the City shall again meet with CPHD, Inc. and together will:
    a. Agree on a mutually acceptable final Master Plan for Centre Park, and
    b. Agree on a process, going forward, for implementing the Plan, including:
        i. Developing specifications for the Master Plan,
        ii. Issuing RFP's for the work,
        iii. Overseeing the construction,
        iv. Transferring funds from CPHD, Inc. to the City as construction progresses, and
        v. Creating a Memorandum of Understanding as to the ongoing maintenance responsibilities of both the CPHD, Inc. and the City of Reading.

ADOPTED BY COUNCIL 10 2017

PRESIDENT OF COUNCIL

ATTEST:

CITY CLERK

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify that the foregoing is a true and correct copy of the original Resolution passed by the Council of the City of Reading, on the 10 day of July A. D. 2017 witness my hand and seal of the said City this 11 day of July A. D. 2017

CITY CLERK

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APPENDIX E: PUBLIC SURVEY & RESULTS

Public Opinion Survey
For the
Revitalization Work in Centre Park
700 block of Centre Ave., Reading, PA

As you may remember from the flyer distributed in May, the Centre Park Historic District, Inc. has been working on a plan to refresh our neighborhood park. As a resident of the district it is important that your ideas be considered in this plan development; therefore, it is requested you take a moment to complete and return this survey. In addition to this survey, there will be a public meeting (date to be announced), which will have several preliminary concept ideas developed by Alta Planning + Design based on public input. This revitalization work is being done in cooperation with the City of Reading, owner of Centre Park.
PLEASE NOTE: The land for Centre Park was donated to the City of Reading with deed restrictions. No playground, swimming pool, or building can be built in this space. It is our intention to maintain and build upon the same passive, family friendly park environment the neighborhood has enjoyed since its inception.

Please mail or drop off this survey no later than October 31, 2017.
To: Centre Park Historic District Headquarters, 707 N. 5th St. Reading, PA 19601
This survey can also be completed online at
www.centreparkhistoricdistrict.org/mpsurvey

Center Feature in the circle area

___Sculpture ___Fountain ____Light Display ____Nothing

Additional lighting	___Yes	___No
Additional seating	___Yes	___No
Add tables	___Yes	___No
Refurbish existing pathways	___Yes	___No
Add performance area	___Yes	___No

Flower Gardens

___Traditional ___Formal ____Native Plantings ___Combination

Comments or Suggestions

_____

_____

_____

_____

Master Plan - Public Opinion Survey

Receipt				
Halloween Party	29			
Online	7			
Hard Copy	21			
Total	**57**			
Center Feature				
Sculpture	16			
Fountain	29			
Light Display	23			
Nothing	5			
Yes/No	***Yes***	***No***	***Maybe***	
Additional Lighting	37	7	2	
Additional seating	27	17	1	
Add Tables	24	19	1	
Refurbish existing pathway	33	10		
Add performance area	23	17		
Flower Garden				
Traditional	11			
Formal	3			
Native Plantings	15			
Combo	28			
Comments				
				1. Additional points of interest aside from the center area
				2. Lighting around circle needs new bulbs
				3. No new pathways
				4. More lighting
				5. a nice water feature
				6. A little playground for kids
				7. fountains, minor vending
				8. I like the park the way it is
				9. kid-friendly area - no playground but something for them to do

Master Plan - Public Opinion Survey

				10. Gazebo, security cameras, a little play area, sand box
				11. keep as natural as possible adding simple beautry
				12. Mural on Red Cross wall
				13. Center display that highlights the history of the site and of the general area
				14. Could we have individuals purchase plants seasonally or be like buy and have families agree to keep up.
				15. Work with arts council and possibly museum on changing sculpture annually. Hold a fundraising event to celebrate new installation. Table could be scored with a chess/checker board.
				16. Sustainable. City is broke.
				17. Enhance character of existing design, which already meets needs of many residents; select appropriate period fixtures to replace deteriorating lights around central space; performance area could be additional paved area contiguous to central paved area; new plan must include strategy to replace 9 original linden trees if current central geometry is to remain.
				18. The centre park sign should be more visable when driving down Centre Avenue & have lighting; should be some sort of camera's to monitor the investment; the park looks fine the way it is.
				19. All perennials would be great - the all would just need weeding watering.
				20. performance area, not too complicated, raised area in one corner; doggy run, fenced area next to Red Cross with benches.
				21. Gazebo; security cameras, fixed or portable.
				22. park is beautiful as is. More lighting for night, time would be g
				23. off all the options a performance area is the least important to