

**BOROUGH OF WEST READING
BERKS COUNTY, PENNSYLVANIA**

ORDINANCE NO. 1208

AN ORDINANCE OF THE BOROUGH OF WEST READING, BERKS COUNTY, PENNSYLVANIA AUTHORIZING THE ESTABLISHMENT OF THE WEST READING BUSINESS IMPROVEMENT DISTRICT (“WRBID”), DESIGNATING THE BOUNDARIES OF THE WRBID, APPROVING A FINAL PLAN FOR THE WRBID, APPOINTING THE WEST READING COMMUNITY REVITALIZATION FOUNDATION (“WRCRF”) AS THE MANAGEMENT ASSOCIATION FOR THE WRBID, CREATING A DISTRICT ADVISORY COMMITTEE OF ASSESSED PROPERTY OWNERS TO PROVIDE GUIDANCE AND DIRECTION TO WRCRF, AUTHORIZING A SERVICE AGREEMENT BETWEEN WRCRF AND THE BOROUGH WITH PROVISIONS THAT THERE SHALL BE NO REDUCTION IN LEVEL OF BOROUGH SERVICES IN THE WRBID AREA BELOW CURRENT LEVELS, ESTABLISHING A SUNSET DATE OF JUNE 30, 2031, AUTHORIZING ASSESSMENTS ON CERTAIN PROPERTY OWNERS IN THE WRBID, ESTABLISHING A COLLECTION PROCEDURE, AUTHORIZING LIENS FOR NONPAYMENT OF ASSESSMENTS, AND PROVIDING FOR SEVERABILITY AND REPEALER OF INCONSISTENT ORDINANCES

BE IT AND IT IS HEREBY ORDAINED AND ENACTED by the Borough Council (“Borough Council”) of the Borough of West Reading, Berks County, Pennsylvania (“Borough”), as follows:

WHEREAS, on November 18, 2003, the Borough adopted Ordinance No. 889 establishing a Business Improvement District that was not re-authorized and was automatically terminated in accordance with the provisions of Ordinance No. 889; and

WHEREAS, the Borough had determined that it is in the public interest to reestablish the West Reading Business Improvements District (“WRBID”) in support of commercial and economic development in the Borough; and

WHEREAS, the public process in establishing the WRBID has been completed, including but not limited to completion of the distribution of the Preliminary Plan and the public hearing process; and

WHEREAS, forty percent (40%) or more of the affected property owners within the proposed WRBID have not responded to timely register their disapproval of the Final Plan; and

WHEREAS, Borough Council intends to authorize the non-profit corporation, West Reading Community Revitalization Foundation (“WRCRF”), as the Management Association for the WRBID; and

WHEREAS, Borough Council is authorized, pursuant to the Neighborhood Improvement District Act, 73 P.S. §831, et. seq., Act of 2000-130, as amended (“Act”), in Sections 7(a)(8)(iii) and 7(b)(1), as the term is defined in Section 3 of the Act, to levy and assess Special Assessment Fees (“Assessments”); and

WHEREAS, Borough Council has determined that a flat fee Assessment is the most equitable means of charging property owners in the WRBID for its business improvements, programs and services; and

WHEREAS, Borough Council is authorized, pursuant to Section 5(f)(2) of the Act, to enact an ordinance establishing a BID;

NOW, THEREFORE, in consideration of the above recitals which are incorporated herein by reference and made part of this Ordinance, Borough Council of the Borough of West Reading, Berks County, Pennsylvania, in lawful session duly assembled, hereby ENACTS and ORDAINS as follows:

ARTICLE I Business Improvement District

Section 1. Establishment and Name of District.

In accordance with the Act, the West Reading Business Improvement District (“WRBID”) is hereby established for the purpose of providing business improvements, programs and administrative services to benefit the WRBID located in the Borough, which is defined in the WRBID Final Plan, a copy of which is attached hereto as Exhibit “A” and made a part hereof, as the service area, map and list of designated properties shown on Exhibits A, B and C, respectively, of the Final Plan.

Section 2. Fiscal Year

The annual fiscal year of the WRBID shall begin on the first day of July and end on the thirtieth day of June of each year.

Section 3. Adoption of the Business Improvement District Final Business Plan.

The BID Final Plan, in the form attached to this Ordinance as Exhibit “A” and made a part hereof, is hereby adopted by Borough Council.

Section 4. Appointment of Management Association.

The WRBID Management Association (“WRBIDMA”) established herein, with all the rights and powers of a Neighborhood Improvement District Management Association, as defined in the Act, shall be the West Reading Community Revitalization Foundation (WRCRF).

Section 5. Designation of District Advisory Council.

WRCRF shall designate a District Advisory Council (“DAC”), consisting of an odd number of members (five to nine), who are property owners in the WRBID and are representative of the BID neighborhood’s character, age, sex and cultural diversity, for the purpose of providing guidance and direction to NIDMA concerning WRBID activities within the BID.

Section 6. Assessment.

The Borough, through the WRCRF as its Management Association, is empowered to levy the Assessment annually, subject to the following limitations:

- (a) The Assessment shall not be imposed on owner-occupied residential property.
- (b) The Assessment shall not be imposed on a tax-exempt property, however, tax-exempt property owners are permitted and may be solicited to provide in-kind services and/or financial contributions to the WRBID in lieu of assessment fees.
- (c) The Assessment Fee shall be Six Hundred Fifty Dollars (\$650.00) per designated property, which Assessment Fee may be amended from time to time in accordance with the Act.
- (d) Notice of the annual Assessment Fee shall be issued and delivered to the designated property owners on or about April 1 of each year.

Section 7. Collection Authority.

- (a) WRCRF shall be responsible for the collection of all annual Assessments, unless WRCRF requests that those responsibilities be handled by the Borough. Any necessary liens for nonpayment of Assessment fees shall be imposed as set forth in the Act.
- (b) In the event the Borough undertakes the responsibility for the collection of annual Assessments pursuant to Subsection (a) above, Borough Council may appoint a collector, who may be different from the tax collector responsible for the collection of Borough real estate taxes, to manage the collection of the Assessments.

Section 8. Service Agreement Between Borough and WRCRF.

The Borough and WRCRF shall enter into a service agreement (“Service Agreement”), which agreement shall include but not be limited to the following:

- (a) A detailed description of the respective duties and responsibilities of the Borough and WRCRF with respect to the WRBID, as provided in the final plan approved by the Borough.

(b) A requirement that the Borough shall maintain within the WRBID the same level of municipal programs and services that were provided within the WRBID before designation of the WRBID as after designation of the WRBID.

(c) A requirement that the Borough shall be responsible for the collection of all Assessment fees levied within the WRBID if so desired by WRCRF.

(d) A requirement that Assessments shall not be imposed on a tax-exempt property, provided, however, tax-exempt property owners are permitted and may be solicited to provide in-kind services and/or financial contributions to the WRBID in lieu of Assessment fees.

(e) A provision that an Assessment which is in default shall be charged interest and penalties in the same manner and amount as a default in the payment of Borough real estate taxes.

(f) A provision that nonpayment of Assessments and related interest and penalties in accordance with the Act shall constitute a lien on the benefitted property and be filed in the same manner as liens filed for nonpayment of Borough real estate taxes.

Section 9. Sunset Date.

The WRBID shall automatically terminate on June 30, 2031. The WRBID may be continued beyond such date if the Borough re-enacts this Ordinance following a review of the WRBID and the programs and services provided by BIDMA within the WRBID.

ARTICLE II General Provisions

Section 10. Further Action.

The proper officers of the Borough are hereby severally authorized and empowered on behalf of the Borough to execute any and all papers and documents and to do or cause to be done any and all acts and things necessary or appropriate for the implementation of this Ordinance and the establishment of the NID, the WRBID and the DAC in accordance with the Act.

Section 11 . Severability.

If any sentence, clause, section, article, part or provision of this Ordinance is found to be invalid, unconstitutional or illegal, for any reason, such invalidity, unconstitutionality or illegality shall not affect or impair any of the remaining sentences, sections, articles, clauses, parts or provisions of this Ordinance. This Ordinance shall be interpreted and applied as if said invalid, unconstitutional or illegal sentence, clause, article, part or provision had not been part of this Ordinance and it is the intent of Borough Council that this Ordinance would have been adopted without such invalid, unconstitutional or illegal sentence, article, provision or clause or part thereof.

Section 12. Effective Date.

This Ordinance shall become effective on the first date permitted by applicable law.

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Duly ordained and enacted by Borough Council of the Borough of West Reading, Berks County, Pennsylvania, this 16th day of June 2026.

BOROUGH COUNCIL OF THE
BOROUGH OF WEST READING,
BERKS COUNTY, PENNSYLVANIA

By: _____
Ryan Lineaweaver, President

By: _____
Patrick Kaag, Vice President

By: _____
Denise Drobnick, Pro Tem

By: _____
Justin Choate, Member

By: _____
Vicki Haller Graff, Member

By: _____
Zanna Leiendecker, Member

By: _____
Bethany Bower, Member

Attest: _____
Cynthia Madeira, Borough Secretary

EXAMINED AND APPROVED this 16th day of June 2026.

Samantha Kaag, Mayor

MUNICIPAL CERTIFICATION

I, Cynthia Madeira, Secretary of THE BOROUGH OF WEST READING, BERKS COUNTY, PENNSYLVANIA, hereby certify that the foregoing is a true and correct copy of Ordinance No. 1208 duly ordained, enacted and adopted at a legally constituted regular meeting of Borough Council of the Borough of West Reading, Berks County, Pennsylvania held on June 16, 2026, at which meeting a quorum was present and voted in favor of, and said Ordinance was advertised in the *Reading Eagle*, a daily newspaper of general circulation in Berks County, Pennsylvania on June 3, and June 8, 2026.

BOROUGH OF WEST READING,
BERKS COUNTY, PENNSYLVANIA

Cynthia, Madeira, Borough Secretary

EXHIBIT "A"

FINAL BID PLAN

WEST READING
BUSINESS IMPROVEMENT DISTRICT
(WRBID)

FINAL PLAN: 2026-2031

Version 2026-01

Dated: April 23, 2026

TABLE OF CONTENTS	Page No.
1. Executive Summary	2
2. Map of Improvement District	3
3. Name of the Proposed Improvement District	4
4. Service Area Description	4
5. List of Properties to be Assessed (Appendix)	4
6. List of Proposed Improvements and Services	5
7. Proposed Year 1 Budget (Tentative)	5
8. Proposed Revenue Sources	5
9. Estimated Implementation Schedule	6
10. Improvement District Administration	7
11. Additional NIDMA Information (Appendix)	7
12. Assessment Determination Methodology	8
13. NIDMA / Borough Responsibilities	8
14. NIDMA / Borough Agreement (Appendix)	9
15. Tax-Exempt Property Treatment	9
16. Municipal Level of Service Statement	10
17. Sunset Provision & Reauthorization	10
18. Improvement District Fee Collection / Lien Placement	11
 <u>APPENDICES</u>	
A. List of Properties to be Assessed	14
(Affected Properties Exempt)	42
B. NIDMA / Borough Service Agreement	62
C. Proposed Year One Budget (Tentative)	69
D. Required Voting Documents	76

1. Executive Summary

This document presents a proposed Business Improvement District Plan (“Plan”) for the central business district of the Borough of West Reading (“Borough”) pursuant to Act 130 of 2000, known as the Pennsylvania Neighborhood Improvement District Act (“NID Act”). The Plan encompasses all properties in the area of the Borough currently zoned as Central Business District (CBD) and General Business District (GBD) under the Borough Zoning Ordinance, in addition to two (2) parcels currently zoned Light Industrial District (LI) and included in the Commercial and Industrial Redevelopment Overlay Zoning District within the Borough.

While the Improvement District proposed under the Plan is technically a “Business Improvement District” as defined in the NID Act, the District will operate under the title of “West Reading Business Improvement District (WRBID).” The WRBID will be managed by West Reading Community Revitalization Foundation (WRCRF) as the Neighborhood Improvement District Management Association (NIDMA), as that term is defined in the NID Act. The powers as duties of WRCRF are as set forth in the Plan, and in the NID Act.

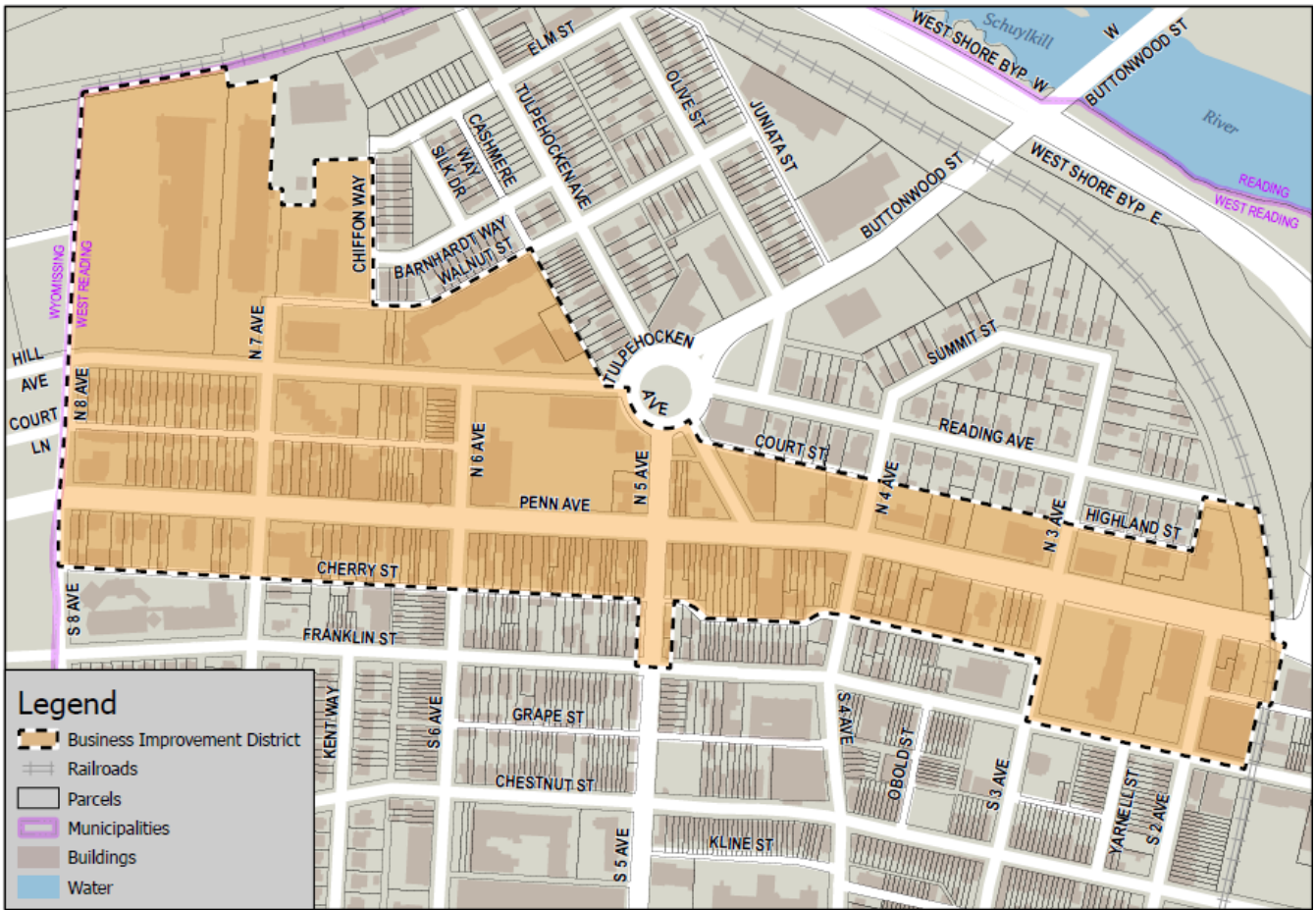
The primary activities to be undertaken by the WRCRF within the WRBID include, but are not limited to: creating and maintaining an inviting business district by providing business retention and recruitment assistance for property owners, promotion of WRBID as the central business area of the Borough, marketing of the WRBID and its businesses and location suitable for downtown businesses, and activities geared to promote the WRBID as “safe, clean, and green.”

WRCRF may also seek designation as a Pennsylvania Department of Community and Economic Development (DCED) Keystone Communities Main Street Program. If approved, this designation would open the door to additional funds for activities including façade renovations, building improvements, additional public improvements, and technical assistance.

As currently envisioned by this Plan, the WRBID includes one hundred seventy-four (174) AFFECTED properties, all of which will have the opportunity to officially participate in the decision-making process. Of the one hundred seventy-four 174 affected properties, one hundred sixty-three (163) are full assessment rate payers, eleven (11) are tax-exempt properties that will be asked to make a payment in lieu of the assessment. The tax-exempt and residential properties, while entitled to notice and ability to participate in the hearings as “AFFECTED properties, are not “BENEFITED Properties” as the term is defined in the NID Act and are not eligible to cast a vote on the Plan. *See, Schock v. City of Lebanon*, 210 A.3d 945 (Pa. 2019). All benefited properties will have the right to cast an objection to this plan, in accordance with the NID Act. If forty percent (40%) or more (66 votes) of these property owners cast a vote in objection to this plan, the plan may not be approved by West Reading Borough Council and effectively stops the process at that point. Should less than 40% object, the West Reading Borough Council may approve, but has the option to approve the WRBID plan at that point. A property owner will get to cast one ballot for each individually deeded property owned. Thus, a property owner with ten properties would get to cast ten votes. Votes must be cast in accordance with the directions stipulated in this plan and using the ballots provided.

If approved, this plan will take effect on the date approved by West Reading Borough Council and will terminate on June 30, 2031. The WRBID may be reauthorized by West Reading Borough Council to continue operation after June 30, 2031, subject to the conditions presented in Section 17 of this plan.

2. Map of Improvement District



West Reading: Business Improvement District

West Reading Borough, Berks County, Pennsylvania : 9/13/2022



**PRELIMINARY WRBID BOUNDARY MAP AND “AFFECTED” PROPERTIES
SUBJECT TO FINAL REVIEW AND REVISION**

3. Name of the Proposed Improvement District

In accordance with the NID Act, the official name of the entity shall be the “West Reading Business Improvement District.” (WRBID). The common name for marketing and promotional purposes shall be “West Reading BID.”

4. Service Area Description

The defined “service area” of the proposed WRBID shall include all properties in the area currently zoned in Central Business District (CBD) and General Business District (GBD) under the Borough Zoning Ordinance as shown on the Borough Zoning Map, in addition to two parcels in the area currently zoned Light Industrial District (LI) with a Commercial and Industrial Redevelopment Overlay District on Reading Avenue and Walnut Street, within the Borough with an address of, or fronting on:

- a) the north and south side of Penn Avenue between the railroad tracks and the centerline of Eighth Avenue,
- b) both sides of Court Street between the centerline of Tulpehocken Avenue and the center line of Eighth Avenue,
- c) the south side of Highland Street between the railroad tracks and Third Avenue,
- d) the north side of Cherry Street between the railroad tracks and the centerline of Eighth Avenue,
- e) both sides of Tulpehocken Avenue between Penn Avenue and Reading Avenue,
- f) both sides of Fifth Avenue between the centerline of Franklin Street and Reading Avenue,
- g) both sides of Sixth Avenue between Cherry Street and Reading Avenue,
- h) the east side of Eighth Avenue between Cherry Street and the northern Borough boundary,
- i) both sides of Reading Avenue between the east side of Eighth Avenue, and the west side of Cashmere Way.
- j) The west side of Cashmere Way between Reading Avenue and the south side of Walnut Street,
- k) the south side of Walnut Street between the centerline of Cashmere Way and both sides of Seventh Avenue,
- l) the north side of Walnut Street between Seventh Avenue and Chiffon Way.

5. List of Properties to be Assessed

All properties within the defined WRBID service area are deemed to be “AFFECTED properties” as impacted by the WRBID. All properties within the service area will have a WRBID assessment. However, not all properties will be assessed. As currently structured, the current use

of the property will determine a property's assessment payment status. All income producing properties, both commercial and residential, will be assessed. All single-family, owner-occupied properties will be exempt from the assessment. All tax-exempt properties will be formally exempt from the assessment fee but will be asked to make a voluntary payment in lieu of the assessment. **If a property changes its use status during the duration of the time that this improvement district is in place the new use status of that property shall cause a change in the payment status of the assessment.** A complete list of the statuses of properties within the WRBID service area is included in Appendix A.

6. List of Proposed Improvements and Services

See Appendix "B" – Services Agreement Between Borough and WRCRF

7. Proposed Year 1 Budget and Future Revenue Sources

See Appendix "C" – 2026 WRCRF Budget

8. Proposed Revenue Sources

- a. Event Income: West Reading Community Revitalization Foundation (WRCRF) has a strong record of generating event-related income.
- b. Non-BID Fundraising: WRCRF is committing to a more aggressive grant-writing and fundraising campaign as part of the BID Planning process. This will include seeking both charitable foundation and corporate contributions
Commonwealth Grants as Available: West Reading Community Revitalization anticipates being re-designated as a Pennsylvania Main Street Program and to receive future funding as such from the Keystone Communities Program. This funding is NOT guaranteed and as such is not included in the proposed WRCRF "base budget." WRCRF will apply for grants from the Commonwealth of Pennsylvania, with the following applications, and in no less than the following amounts:
 - i. One (1) planning grant of \$25,000.
 - ii. One (1) implementation grant of \$50,000.
 - iii. Three (3) façade program grants of \$50,000 each; property/business owners to provide the match.
 - iv. One (1) public improvement grant totaling up to \$500,000, for wayfinding signage and streetscape improvements.

WRCRF will apply for other grants as they become available. Application does not guarantee acceptance or receipt of the entire amount requested.

- c. Other Non-Assessment Revenue: To be determined.
- d. Bid Assessments: WRCRF is proposing an annual BID revenue of approximately One Hundred Five Thousand Nine Hundred Fifty Dollars (\$105,950.00) anticipated from assessments, based on one hundred sixty-three (163) properties which are not tax-exempt, subject to assessment a flat assessment fee of Six Hundred Fifty Dollars (\$650.00) per non-exempt property per year, plus payments in lieu of assessments from tax-exempt properties as described below.
- e. Payment in Lieu of Assessments: The WRBID plan calls for all tax-exempt properties to make a Payment In Lieu of the Assessment (PILOA) equal to twenty five percent of the full BID rate, which will amount to One Hundred Sixty-Two Dollars and Fifty Cents (\$162.50) per tax-exempt property, with an estimated revenue from eleven (11) tax-exempt properties of One Thousand Seven Hundred and Eighty-Seven Dollars and 50 Cents (\$1,787.50).

9. Estimated Implementation Schedule

- a. Preparation of the Preliminary Plan to Borough Council by WRCRF Board of Directors and Borough Council authorization of distribution of Preliminary Plan, advertising for public hearing(s) and Ordinance enactment – February 17, 2026
- b. Borough mails Preliminary Plan and supporting documents to all property owners and lessees of property owners within the WRBID boundary - No later than March 6, 2026
- c. Advertise notice of public hearing(s) – No later than March 26, 2026
- d. Borough Council public hearing on the Preliminary Plan – April 7, 2026 (second hearing was not needed due to no substantive changes after the April 7, 2026 hearing)
- e. Mailing of Final WRBID Plan to WRBID area property owners – April 27, 2026
- f. Comment period on the plan; if 40% or more of the property owners in the district object; the plan will need to be amended and re-mailed to all property owners in the district, beginning the process anew. – April 27, 2026 to June 11, 2026
- g. Borough Council enacts renewal ordinance – June 16, 2026

Any objection shall be registered in writing, signed by the property owner, with the Secretary of the Borough of West Reading within 45 days of the presentation of the final plan. Each individual, or ownership entity, owning a property subject to paying the WRBID Assessment shall be entitled to cast one vote for each parcel of property owned. Each property owner shall be notified by U.S. Mail as to the specific date by which a negative vote must be cast. A vote shall be considered when the objection includes the following:

- The property's Berks County tax parcel identification number,
- The names and address of the legal owner(s) of the property,
- A written statement indicating that the property owner objects to the Final NID Plan. If a property is owned by more than one person, by a partnership, or by a corporate structure, the objection must be signed by all of the owners, partners, or include a resolution of the corporation's Board of Directors.

A copy of any objection must be sent to the Secretary of the Borough of West Reading via postal mail.

10. Improvement District Administration

- a. WRCRF, a Pennsylvania non-profit organization and an Internal Revenue Service (IRS) recognized 501(c)(3) organization shall serve as the Neighborhood Improvement District Management Association (NIDMA), subject to certification as the NIDMA via the approval of West Reading Borough Council. Attention is called to the fact that West Reading Borough Council may decertify an organization as the NIDMA and appoint a new NIDMA without abolishing the WRBID itself.

11. Additional NIDMA Information

- a. As an existing non-profit corporation, WRCRF is subject to Section 6(d)(2) of the NID Act. As such the board of WRCRF, serving as the NIDMA, may appoint members in accordance with existing by-laws.
- b. WRCRF, as a Pennsylvania non-profit corporation is subject to the Pennsylvania Non-Profit Corporation Law, as well as IRS regulations applicable to a 501(c)(3) organization.
- c. In accordance with Section 7.a.(1) of the NID Act, WRCRF shall establish, and its board shall appoint the members of, a WRBID "district advisory council" to provide advice to the board of WRCRF in managing and administering the WRBID. WRCRF shall establish within three months of the date of approval of the BID Plan, a WRBID Advisory Council, comprised of property owners, business owners and other fee-paying stakeholders from within the boundary of the defined WRBID. The sole purpose of the WRBID Advisory Council shall be to provide input and make recommendations to the Board of Directors of West Reading Community Revitalization Foundation on matters relating to the day-to-day and long-term operation of the WRBID. Any stakeholder, including any property owner, any businessperson or any other BID rate payer is eligible to serve on the WRBID Advisory Council. The Board of WRCRF shall make such appointments to the WRBID Advisory Council as necessary to fill not less than seven (7) nor more than thirteen (13) seats.

- d. West Reading Community Revitalization Foundation Organizational Documents – See Appendix B
 - i. WRCRF Articles of Incorporation
 - ii. WRCRF IRS 501(c)(3) Designation Letter
 - iii. WRCRF By-Laws

12. Assessment Determination Methodology

Each benefited property within the WRBID shall be subject to an annual flat fee assessment of Six Hundred Fifty Dollars (\$650.00) for the purpose of funding the services and improvements described herein. This assessment is levied under the NID Act and is designed to provide a rational and definable benefit to each assessed property within the WRBID. All benefited properties within WRBID shall be equally assessed, recognizing that while the benefits may not accrue equally, they are all direct or indirect beneficiaries of the services and improvements provided by the WRBID. Collection of unpaid assessments shall be pursued in accordance with the Municipal Claims and Tax Liens Law. (Text removed on annual increases tied to the Consumer Price Index, as this will not take place).

Each property within the proposed WRBID is determined to be an AFFECTED property, meaning that every property will be impacted either directly or indirectly, by the proposed BID fee. Within the proposed WRBID, there are 174 AFFECTED properties. Of this number, 163 properties or 93.67% of all affected properties are determined to be full BID rate payers. Eleven (11) properties within the proposed WRBID are owned by real estate tax exempt non-profit entities. These properties will be excused from paying the full assessment on their property but will be asked to make a Payment in Lieu Of the Assessment (PILOA) equal to twenty five percent (25%) of the BID assessment flat fee, WRCRF, as part of this plan reserves the right to negotiate the PILOA with each such property. Any properties within the WRBID which are determined to be single-family owner-occupied properties will be 100% exempt from paying the BID assessment completely, unless their current use is changed, at which time they will be assessed at the appropriate rate. These properties will, however, receive no direct services associated with this plan.

It is important to note that should the status of any given property change during the duration that this BID Plan is in effect, that property, and its owner, may see the status of that property's BID payment change accordingly. For example, a non-profit owned (exempt) property making a payment in lieu of assessment (PILOA), that is sold to an owner for a commercial use, would become a full BID rate payer.

13. NIDMA / Borough Responsibilities

The Borough shall have such responsibilities as are determined in the Municipal Services Agreement which is required under the NID Act. These Borough responsibilities shall include

1. STREET AND SIDEWALK MAINTENANCE
2. BOROUGH WIDE EVENTS AND MARKETING
3. BOROUGH WIDE BUSINESS RECRUITMENT AND RETENTION
4. CAPITAL IMPROVEMENTS
5. PUBLIC SAFETY AND SECURITY
6. WRBID LIEN ADMINISTRATION

Complete details as to Borough responsibilities are included in Appendix C, Section(I).

WRCRF shall have such responsibilities as are determined in the Municipal Services Agreement which is required under Act 130 of 2000. These WRBID responsibilities shall include

1. MAINTENANCE: Streetscape and Property
2. EVENTS AND MARKETING
3. BUSINESS RECRUITMENT AND RETENTION
4. CAPITAL IMPROVEMENTS
5. PUBLIC SAFETY AND SECURITY
6. OPERATIONAL MANAGEMENT AND ADMINISTRATION

Complete details as to WRBID responsibilities are included in Appendix C, Section (II)

14. NIDMA / Borough Agreement

In accordance with the requirements of the NID Act, this plan requires an agreement between the Borough and WRCRF, which

- Identifies in detail the specific duties and responsibilities of both the NIDMA and the municipal corporation with respect to the NID.
- Require that a written agreement be signed by the municipal corporation and the NIDMA describing in detail their respective duties and responsibilities.
- Allow for and encourage tax-exempt property owners located within the NID to provide in-kind services or a financial contribution to the NIDMA, if not assessed, in lieu of a property assessment fee.
- Require in the agreement between the municipal corporation and the NIDMA that the municipality must maintain the same level of municipal programs and services provided within the NID before NID designation as after NID designation.
- Allow the municipal corporation the right to include in the agreement with the NIDMA and in the enabling ordinance establishing the NID a sunset provision of no less than five years for renewal of the agreement.

15. Tax-Exempt Property Treatment

In accordance with an 1897 Pennsylvania Supreme Court decision (City of Philadelphia vs. Union Burial Ground Society for the City and County of Philadelphia), which states that “the distinction

between a general tax and a local assessment is well recognized” and the court decision affirms that an assessment is not legally a tax, and that tax-exempt properties are not automatically exempt from paying assessments. In the words of the Supreme Court: “We are therefore of the opinion that special municipal assessments, such as that in question, are not within the constitutional exemption above quoted.”

It is therefore the position of WRCRF that tax-exempt properties are not *automatically* exempt from the WRBID assessment fee that has been calculated for them in accordance with Section 4 of this plan. WRCRF, as an integral part of this plan, is, however, choosing to exclude tax-exempt properties from the mandated payment of their calculated WRBID assessment fee. WRCRF will exercise the authority granted it under Sections 5(c)(3)(iii) and 7(a)(9) of the NID Act allowing it to “solicit in-kind of financial contributions from tax-exempt property owners within the NID in lieu of property assessment fees. This may include entering into voluntary multi-year agreements (VMAs) between the NIDMA and tax-exempt property owners located within the WRBID for the provision of such voluntary payments.” As a point of departure, WRCRF will ask all tax-exempt property owners to enter into such a VMA.

16. Municipal Level of Service Statement

In accordance with Section 5(c)(3)(iv) of the NID Act, requiring in the agreement between the municipal corporation and the NIDMA that the municipality must maintain the same level of municipal programs and services provided within the NID before NID designation as after NID designation, the Borough acknowledges its responsibilities to maintain the same level of service, as defined in the WRCRF/ Borough Municipal Services Agreement detailed in Appendix B. This acknowledgement is subject to such limitations as the Pennsylvania Borough Code and other applicable law may impose.

17. Sunset Provision & Reauthorization

In accordance with Section 5(c)(3)(v) of the NID Act, the WRBID shall be effective on such date as stated in the resolution approved by West Reading Borough Council. As the approval date is anticipated to allow for the authorization of the WRBID to begin July 1, 2026, and as the above referenced section requires *at least* a five-year time frame for the initial period of the WRBID, the initial sunset provision for the WRBID shall be **June 30, 2031**.

The WRBID may be authorized for such additional terms as the Borough Council of the Borough of West Reading may authorize. In accordance with the Sunset Provision provided in Section 3 of the NID Act, the WRBID may be continued beyond the initial termination date, provided that the municipal enabling ordinance is re-enacted following a review of:

- The extent to which the objectives of initial WRBID plan have been achieved
- The effectiveness of WRCRF in serving as the NIDMA
- The outcomes of the programs and services provided

In addition, should any of the conditions defined in Section 5(g) of the NID Act, amendments to the Final Plan be part of any request for reauthorization, the provisions of Section 5(g) shall apply. Conditions which require a more extensive reauthorization process include:

- Substantially changed or added programs, improvements and/or service to be provided in the WRBID.
- Increased expenditures affecting more than 25% of the total WRBID budget.
- Incurring increased indebtedness.
- Changing the assessment fee structure.
- Changing the approved NIDMA.
- Changing the WRBID service area boundary.

18. Improvement District Fee Collection / Lien Placement

In accordance with Section 5(3)(vi), and as further defined in the Municipal Services Agreement, which is included in Appendix B, WRCRF as the organization requesting designation as the NIDMA is seeking to exercise the authority granted it in the aforementioned Section 5(3)(vi) to allow WRCRF to directly assess property owners the approved annual assessment and to collect the fees associated with such assessments. The assessment may be paid in one (1) lump sum of Six Hundred and Fifty Dollars (\$650.00), or two (2) equal payments of Three Hundred Twenty-Five Dollars (\$325.00)

If paid in one lump sum, payment will be due no later than July 1 of each year.

If paid in two installments, the first payment would be due on July 1 of each year and the second payment due no later than Dec 31 of each year.

Any property that becomes delinquent in paying the appropriate BID fee may have a lien equal to the value of amount due placed on that property, plus penalties, interest, and attorneys' fees as permitted by applicable law and provided in the enabling ordinance. A Municipal Lien shall be placed on such delinquent properties by the Borough, at the request of WRCRF, and the Borough shall have its legal costs and filing fees reimbursed by WRCRF.

Each separately defined parcel, as identified by a Berks County "lot and block" number, within the boundaries of the WRBID as defined in this plan, shall be considered an "affected property." Each such parcel shall carry with it one (1) voting unit. The legal ownership structure of each such parcel is entitled to cast the voting unit for that particular parcel. The legal ownership structure of any given parcel shall therefore have the same number of voting units as parcels that it owns within the WRBID boundary. In accordance with the current NID Act, property owners must cast a remonstrance vote, meaning a vote in objection to the proposed WRBID Plan. Property owners may cast a vote in support of the WRBID Plan if they so desire, but they are not required to do so. Property owners who do not cast a vote in objection to the WRBID plan are assumed to either be in support of the WRBID Plan or neutral on the matter.

The procedure for casting a vote in objection to the WRBID Plan shall be as follows:

- i. Following the date of mailing of the final plan, property owners will have a forty-five (45) day voting period, in which to cast a vote in objection to the WRBID Plan.
- ii. If forty percent (40%) or more of the affected property owners within the proposed WRBID fail to cast a vote, **in writing**, in objection (disapproving) to the final plan, or of an amendment to the final plan requiring a vote of the property owners, with the borough secretary of the West Reading Borough, the Borough Council of West Reading Borough, **may**, following the forty-five day voting period, enact an ordinance establishing the WRBID and designating the WRCRF as the NIDMA, or in the case of an amendment to the final plan, adopt any amendments to the ordinance.
- iii. In submitting a written objection disapproving the WRBID, a property owner must comply with the following procedures.
 - a. A separate written objection must be submitted for each parcel owned to ensure that votes in objection are counted accurately.
 - b. Each individual objection must be cast using the WRBID Objection Form which shall be provided to the property owner with the Final Plan. The Objection Form shall require the property owner to submit the name of the legal ownership structure, the address(es) of the parcel in question and the lot and block number of the parcel in question. The Objection Form must be signed by the appropriate party representing the ownership structure of the parcel. In the case of a single owner property, only the individual property owner needs to sign the Objection Form. In the case of a partnership, each partner of the ownership structure must sign the Objection Form. In the case of a corporate ownership structure, an authorized officer of the corporation must sign the objection form and either attach a corporate resolution indicating the board of directors' objection to the proposed WRBID or certify the ability of the signing officer to act on behalf of the corporate entity. In this case, a single resolution may be passed for all properties owned and attached to each Objection form owner by the corporate entity.
- iv. If the ownership structure of a given parcel chooses to cast an unofficial vote in support of the proposed WRBID, they may do so using the WRBID Support Form which shall be provided to the property owner with the Final Plan. Submission of a form in support of the WRBID is not required. The opportunity is being provided to property owners so that West Reading Community Revitalization Foundation may distinguish between those that actively support the WRBID and those that have taken a more passive position relative to the WRBID.
- v. The total number of "AFFECTED properties" within the WRBID is 174.
- vi. The number of objections that must be registered with the Borough Secretary of West Reading Borough is 66 (40% of 163) rounding up to the next nearest whole number.

- vii. Only objections received on the official Objection Form with the required information will be counted as valid objections. Any other form of objection, incomplete Objection Forms, or Objection forms received after the time and date detailed below, will be disqualified as counting against the required 40% objection rate.
- viii. Objection Forms must be postmarked or received by 4:00 PM on the forty-fifth (45th) day from the mailing of the Final Plan in the office of the West Reading Borough Secretary as detailed below:

**West Reading Borough Secretary
West Reading Borough Building
500 Chestnut Street
West Reading, Pennsylvania 19611**

APPENDIX A: LIST OF PROPERTIES TO BE ASSESSED AND EXEMPT PROPERTIES

PRELIMINARY – SUBJECT TO FINAL REVIEW AND REVISION

Properties to be Assessed

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
153	1	Michael Lazarchick 511 Reading Ave, LLC 511 Reading Ave West Reading 19611 610-780-5390	Allegro Dance	Nina Balistrere	511	Reading Ave	2nd Fl	484-663-1404	Ballet, tap, jazz & modern dance studio	**	x
153	1	Michael Lazarchick 511 Reading Ave, LLC 511 Reading Ave West Reading 19611 610-780-5390	State Public Adjusting Co	Mike Lazarchick	511	Reading Ave	Unit 1	610-780-5390	Insurance adjuster office		x
153	1	Michael Lazarchick 511 Reading Ave, LLC 511 Reading Ave West Reading 19611 610-780-5390	SOS Team LLC	Mike Lazarchick	511	Reading Ave	Unit 2	610-743-4311	Water & fire damage specialists		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Fields Karate Studio	Sidney Fields	515	Reading Ave		610-655-7888	Martial Arts Training	**	x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Reiki Balance	Joniel Ocascio-Martinez	517	Reading Ave		484-721-0101	Yoga Studio		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant		519	Reading Ave			Vacant		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	I-Form Fitness Studio	David Twiford	521	Reading Ave		484-332-9205	Personal Training Coach		x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Berkshire Village Management Office	Judy Essick	523	Reading Ave		610-376-1053	Property Management		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant		525	Reading Ave			Vacant		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Master Creations Salon	Aida Kemmerer	527	Reading Ave		610-376-1915	Salon		x
154	1	Berkshire Village Partners LPBVP Rental Office 262 King St Pottstown, PA 19464610-376-1053	Warm Hearts Caregivers	Virginia Ostagne	529	Reading Ave	Suite A	347-361-5047	Office for Home caregivers		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Financial Alternatives		529	Reading Ave	Suite B	610-374-7400	Insurance Office		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Breast Cancer Support Services of Berks	Lisa Spencer	529	Reading Ave	Suite B2/C	610-478-1447	Cancer support services		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	RP Jayleen, LLC	Pedro Jerz	529	Reading Ave	Suite D	610-478-4002	Call center		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	VACANT		529	Reading Ave	Suite D-1				x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Breast Cancer Support Services of Berks	Lisa Spencer	529	Reading Ave	Suite E	610-478-1447	Cancer support services		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Matten Insurance Agency	Kim Matten	529	Reading Ave	Suite F	484-525-6350	Insurance Office		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant - Formerly Jack Hammer Productions, LLC		529	Reading Ave	Suite G				x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Advantage Telemessaging, Inc.		529	Reading Ave	Suite H & I	610-372-5551	Call management partner		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Guided Transitions, LLC	Rev. Deborah Mitchell	529	Reading Ave	Suite I-2	610-207-0789	Spiritual counseling		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	C & T Tax Services	Carla Taylor	529	Reading Ave	Suite I-3	610-741-6969	Tax preparation office		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Joseph Bambrick, Jr. Esquire	Joseph Bambrick, Jr.	529	Reading Ave	Suite J-K	610-372-6400	Divorce & bankruptcy attorney's office		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	VACANT		529	Reading Ave	Suite M				x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Tele-publications	Robin Laser-Hood	529	Reading Ave	Suite N	610-207-2323	Publisher		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	IR Financial		529	Reading Ave	Suite N-1	610-373-3700	Business consultant		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	South Coast Improvement Co.		529	Reading Ave	Suite O	484-509-2786	Construction office		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant		529	Reading Ave	Suite O1-O2				x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Right at Home	James Hutchinson	529	Reading Ave	Suite Q	610-208-0661	Senior care services		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant		529	Reading Ave	Suite R/R1		Vacant		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Vacant		529	Reading Ave	Suite S/T		Vacant		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Joseph Rimondi, Attorney at Law		529	Reading Ave	Suite V-1	610-478-7088	Attorney office		x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Andrews Transportation		529	Reading Ave	Suite V-2	610-374-7955	Business & recreational travel service		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	ADP, Inc.	Michael D'Alessandro	529	Reading Ave	Suite W	800.729.4145	Automatic Data Processing		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Singing Box	Kiauno Martin	529	Reading Ave	Suite L	484-706-4172	Singing Lessons		x
154	1	Berkshire Village Partners LP BVP Rental Office 262 King St Pottstown, PA 19464 610-376-1053	Apartment Units	Maintenance: Mike	534	Reading Ave		610-223-8595	66 Apartment Units		x
156	1	Hilltop Trinity LLC PO Box 5871 Wyomissing, PA 19610	residential Rental Units	Rafael Nunez	615	Reading Ave		610-816-9548	Residential Rental Units	**	x
156	1	Hilltop Trinity LLC PO Box 5871 Wyomissing, PA 19610	Vacant/Residential Rental Unit	Rafael Nunez	617	Reading Ave		610-816-9548	Vacant/Residential Rental Unit	**	x
158	1	Narrow Holdings LLC Kevin Hughes says to use: The Lofts at Narrow LLC 201 State Hill Road Ste 205 Wyomissing, PA 19610 610-288-7700	Customers Bank		701	Reading Ave			Office space	**	x
158	1	Narrow Holdings LLC Kevin Hughes says to use: The Lofts at Narrow LLC 201 State Hill Road Ste 205 Wyomissing, PA 19610 610-288-7700	B2 Bistro & Bar	Donald Bleau	701	Reading Ave		732-995-0849	Restaurant & bar		x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
158	1	Narrow Holdings LLC Kevin Hughes says to use: The Lofts at Narrow LLC 201 State Hill Road Ste 205 Wyomissing, PA 19610 610-288-7700	Lofts at Narrow	Metropolitan Management	701	Reading Ave		610-288-7700	99 Unit Apartments		x
158	1	Narrow Holdings LLC Kevin Hughes says to use: The Lofts at Narrow LLC 201 State Hill Road Ste 205 Wyomissing, PA 19610 610-288-7700	SnapBox Storage	Kevin Hughes	701	Reading Ave		484-256-5037	Storage units in basement		x
161	1	Eighth Ave Operating c/o Equus Capital Partners Ge 3843 West Chester Pike Newtown Square 19073 215-575-2493orge Haines	Tower Health	Reading Hospital	739	Reading Ave			Offices	**	x
13	2	Vincenzo Giannotti 2451 Jefferson Ave West Lawn 19609 610-507-6567	Comalli, LLC	Katelyn Arizmendi	701	Court St		610-781-2021	Mexican restaurant	**	x
128	2	Albino Grande 701 Penn Avenue West Reading, PA 19611 610-775-9897	Nonno Alby's Wood Oven Pizza	Massimo Grande	701	Penn Ave		610-376-1011	Pizzeria & burgers	**	x
129	2	Vincent & Denise Cerbone 353 Gougler'sville Rd Sinking Spring 19608 610-796-9203	Lucky Finds Consignment Boutique	Diana Maldonado	703	Penn Ave		484-797-1588	Consignment shop	**	x
131	2	Michael S/Sorita E Fitzgerald 1114 Fairview Ave Wyomissing 19610 610-373-9837	Fleet Feet West Reading	Sorita Fitzgerald	705	Penn Ave		610-320-9097	Running shoes, clothing & accessories	**	x
131	2	Karamjit Kaur 322 Dogwood Ln Womelsdorf, PA 19567 610-373-9837	residential Rental Units	Sorita Fitzgerald	707	Penn Ave			Residential Rental Units	**	x
132	2	Li Yan Lan 709 Penn Ave West Reading 19611 917-969-6877	Chen Vegetarian House	Li Yan Lan	709	Penn Ave		610-374-2288	Eat In or Take-out vegetarian Chinese restaurant.	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
133	2	Suy Chu & Anh Vu Quynh 216 Logan Ave Wyomissing 19610 610-777-0875	Cherry's Jamaican Delight	Christopher McNeil	711	Penn Ave		484-721-4354	Jamaican food restaurant	**	x
135	2	CKG Holdings LLC 1311 Garden Lane West West Reading, PA 19611	The Bar Cart	Christopher Griffith	713	Penn Ave		610-507-6014	Bar Cart	**	x
136	2	Simar Singh Sandhu 187 N Fairwood Ave Sinking Spring, PA 19608 610-781-0591 (Sam Singh)	Rise Up Nutrition, LLC	Alejandro Martinez	715	Penn Ave		484-794-4042	Smoothie bar & health foods	**	x
137	2	The Barley Mow Real Estate LLC Peter & Claire Starr 719 Penn Ave West Reading 19611	The Barley Mow Craft Beer House	Peter & Claire Starr	717	Penn Ave		484-926-2094	Craft beer bottle shop & café, gourmet snacks, beer tasting & pairing events	**	x
137	2	The Barley Mow Real Estate LLC Peter & Claire Starr 719 Penn Ave West Reading 19611	The Barley Mow Craft Beer House	Peter & Claire Starr	719	Penn Ave		484-926-2094	3 rd Floor Restaurant	**	x
139	2	Cheryl Miller 121 N Bingaman St Reading 19606 610-370-2645	Cheryl L. Miller, D.D.S.	Cheryl L. Miller	721	Penn Ave		610-376-4384	Dental Office	**	x
141	2	Antonio & Christopher Borelli 723 on the Avenue, LLC 45 Evans Ave Sinking Spring, PA 19608 610-507-3520 A	Texture Curl Bar	Marisabel Cortez	723	Penn Ave		484-651-0625	Full Service Beauty Salon, Corrective Color and Shaping	**	x
142	2	Victor & Rina Carhuayano 725 Penn Ave West Reading 19611 484-509-4515	Winnie Tea Bar	Uyen Nguyen	725	Penn Ave		484-818-2131	Bubble Tea	**	x
144	2	Mark & Carole Shearer 727 Penn Ave West Reading 19611 610-375-1676	Shearer Technical, LLC	Mark and Carole Shearer	727	Penn Ave		610-375-1676	Computer Sales, Training and Same Day Repair. Computer consultants	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
147	2	Kuhn Partnership, LP Michael Kuhn 739 Penn Ave West Reading 19611 610-374-5440	Edward J. Kuhn Funeral Home	Edward J. Kuhn	739	Penn Ave		610-374-5440	Mortuary Services	**	x
185	2	Vincenzo Giannotti 2451 Jefferson Ave West Lawn 19609 610-507-6567	Residential Rental Units		700	Reading Ave			Residential Rental Units	**	x
185	2	Vincenzo Giannotti 2451 Jefferson Ave West Lawn 19609 610-507-6567	Residential Rental Units		702	Reading Ave			Residential Rental Units	**	x
185	2	Vincenzo Giannotti 2451 Jefferson Ave West Lawn 19609 610-507-6567	Residential Rental Units		704	Reading Ave			Residential Rental Units	**	x
187	2	Lee J & Sandra A Vought 405 Crest Cir Mohnton, PA 19540	Residential Rental Units		708	Reading Ave			Residential Rental Units	**	x
188	2	Angelo Giannottii 3118 Pricetown Rd Fleetwood, PA 19522	Residential Rental Units		710	Reading Ave			Residential Rental Units	**	x
189	2	Holland Square LLC 1524 Rose Virginia Rd Wyomissing, PA 19610	Residential Rental Units		712	Reading Ave			Residential Rental Units	**	x
190	2	Crystal Rock Holdings LLC 323 Crystal Rock Rd Temple, PA 19560	Residential Rental Units		714	Reading Ave			Residential Rental Units	**	x
159	2	Marcello & Livia Luzi 1427 Reading Blvd Wyomissing 19610 610-375-7140	Em J Pilates	Emily Jane Wagner	718	Reading Ave		717-201-3700	Pilates studio	**	x
191	2	Robert W & Jane M Blanchard 37 S Wyomissing Ave Shillington, PA 19607	Residential Rental Units		720	Reading Ave			Residential Rental Units	**	x
192	2	Margaret G Woodward 1215 Monroe Ave Wyomissing, PA 19610	Residential Rental Units		722	Reading Ave			Residential Rental Units	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
190	2	Crystal Rock Holdings LLC 323 Crystal Rock Rd Temple, PA 19560	Residential Rental Units		726	Reading Ave			Residential Rental Units	**	x
185	2	Vincenzo Giannotti 2451 Jefferson Ave West Lawn 19609 610-507-6567	Residential Rental Units		730	Reading Ave			Residential Rental Units	**	x
160	2	Lana Lewis 732 Reading Ave 2nd Fl West Reading 19611 610-780-4785	Salon Shampoo	Lana Lewis	732	Reading Ave		610-685-6990	Salon	**	x
198	2	Livingstone Bldg Group Inc 28 Mill Rd Birdsboro, PA 19508	Air BNB		734	Reading Ave			Air BNB	**	x
147	2	Kuhn Partnership, LP Michael Kuhn 739 Penn Ave West Reading 19611 610-374-5440	The Ginger Jar Gift Boutique	Rachel Kuhn	738	Reading Ave		484-256-2217	Gift Shop 1st floor residential rental 2nd	**	x
147	2	Kuhn Partnership, LP Michael Kuhn 739 Penn Ave West Reading 19611 610-374-5440	Residential Rental Units		740	Reading Ave			Residential Rental Units	**	x
182	3	West Reading Community Revitalization Foundation 20 N 6th Ave. 2nd Floor West Reading, PA 19611	Vacant		20	N 6 th Ave	3rd Fl		Vacant	**	x
182	3	West Reading Community Revitalization Foundation 20 N 6th Ave. 2nd Floor West Reading, PA 19611	Vacant		20	N 6 th Ave	1st Floor		Vacant	**	x
182	3	West Reading Community Revitalization Foundation 20 N 6th Ave. 2nd Floor West Reading, PA 19611	West Reading Community Revitalization Foundation	WRCRF	22	N 6 th Ave	2nd Fl Rear	610-927-6904	Main Street Office	**	x
195	3	Debra L & Patrick Hassler 30 Flint Ridge Dr Reading, PA 19607	Residential Rental Units		28	N 6 th Ave			Residential Rental Units	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
62	3	Philip & Sharon Wert 214 Olive St West Reading 19611 610-914-1339	Residential Rental Units		30	N 6th Ave			Residential Rental Units	**	x
183	3	Huy Nguyen & Uyen Vu 800 Redwood Ave Wyomissing 19610 610-413-7259			36	N 6 th Ave				**	x
187	3	K & K Professionals, LLC 101 N 7th Ave West Reading 19611	Gage Personnel Services	William Gage	101	N 7 th Ave		610-376-1771	Staffing service	**	x
94	3	Lis Assoc John & Cynthia Lis 601 Penn Ave West Reading 19611 610-372-0019	William H. Diller Jewelers	John Lis	601	Penn Ave		610-372-0019	Jeweler	**	x
96	3	Linda J & Jerry J Theodossiou 603 Penn Ave West Reading, PA 19611 610-373-4880	Glow Up Dance Studio	Nicole Feick	603	Penn Ave	2nd Fl	610-333-2099	Dance Studio	**	x
96	3	Linda J & Jerry J Theodossiou 603 Penn Ave West Reading, PA 19611 610-373-4880	The Olympian Ballroom/Fred Astaire Dance Studio	Jerry and Linda Topez Theodossiou	603	Penn Ave		610-373-4880	Private and Group Dance Lessons (Ballroom)	**	x
98	3	Saylor House, LLC Jennifer Inners 605 Penn Ave West Reading 19611 610-816-7161	Saylor House	Jennifer Inners	605	Penn Ave		610-685-3996	Thrift store	**	x
100	3	Saylor House, LLC Jennifer Inners 901 Franklin St Wyomissing, PA 19610 610-816-7161	Olde Penn Avenue Tattoo Company	Ryan Schaeffer	607	Penn Ave		480-359-8725	Tattoo parlor, clothing, jewelry & painting retails	**	x
102	3	Joseph & Margit Cacchione 68 Woodland Rd Wyomissing 19610 610-781-4836	Heat Press LLC	Malik Towles	609	Penn Ave		484-890-1382	Sneaker Store	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
104	3	Eva & Herbert Schubert 103 Woodland Rd Wyomissing 19610 610-376-4527	Haul House Records	Chad Malinowski	611	Penn Ave		484-269-9262	Retail sale of records, CDs, tapes, and various media	**	x
106	3	Daniel & Robin Horman 613 Penn Ave West Reading 19611 610-780-8081	Lilibeas, Inc.	Robin Horman	613	Penn Ave		610-685-6685	An intimate place for intimates	**	x
108	3	Devi Realty, LLC Pearl Pakdi 302 N Tulpehocken Rd Reading 19601 610-375-9263	SoFul Eats LLC	Christopher Barnes	615	Penn Ave		516-205-5739	Restaurant	**	x
109	3	Huy Nguyen & Uyen Vu 800 Redwood Ave Wyomissing 19610 610-413-7259	Taste of Crepes, LLC	Brianna Certis	617	Penn Ave		610-685-2001	Crepes & coffee	**	x
110	3	Nancy Campbell 623 Penn Ave West Reading 19611 610-373-1242	Comalli	Erik Arizmendi	619	Penn Ave		610-781-2021	Restaurant and Bar	**	x
111	3	Nancy Campbell 623 Penn Ave West Reading 19611 610-373-1242	Compleat Baldwin Brass Center	Nancy Campbell	623	Penn Ave		610-373-1040	Solid Brass Hardware, Bath, Gift Accessories, Accent Lamps	**	x
115	3	Nancy Campbell 623 Penn Ave West Reading 19611 610-373-1242	The Nest Collaborative	Linda Rado	629	Penn Ave		610-763-1755	Yoga Studio	**	x
115	3	Nancy Campbell 623 Penn Ave West Reading 19611 610-373-1242	Compleat Baldwin Brass Center	Nancy Campbell	629	Penn Ave		610-373-1040	Solid Brass Hardware, Bath, Gift Accessories, Accent Lamps	**	x
116	3	Nancy Campbell 623 Penn Ave West Reading 19611 610-373-1242	Ady Cakes LLC	Ady Abreu	631	Penn Ave		610-898-4064	Specialty cakes & cupcakes	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
118	3	Manjit & Sons Realty Holding, LLC Manjit Kaur 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	The Art Room	Brian Adams	633	Penn Ave			Retail	**	x
120	3	East Ridge Real Estate LLC Andrew Geoghegan 14 Jury Dr Blandon, PA 19510 610-223-6746	Vacant		635	Penn Ave			Vacant	**	x
121	3	Anna Borelli 94 Michigan Dr Reading, PA 19608 610-376-7905	Be Mine Boutique	Alison Pakradooni	637	Penn Ave		610-621-9124	Clothing & accessories	**	x
122	3	Anna Borelli 637A Penn Ave West Reading 19611 610-376-7905	Dressed in Love Bridal Salon	Amanda Alger	639	Penn Ave		610-451-0935	Bridal shop	**	x
123	3	Harry & Melinda O'Neill PropMax Properties, LLC 415 McCoy Lane Leesport, PA 19533 610-301-2742 M 610-207-0066 H	Touch of Wellness at Zenergy	Tonya Mayes	641	Penn Ave	2nd Fl Rear	610-374-8020	Health services	**	x
123	3	Harry & Melinda O'Neill PropMax Properties, LLC 415 McCoy Lane Leesport, PA 19533 610-301-2742 M 610-207-0066 H	Empire Design Center	Harry O'Neill	641	Penn Ave		610-207-0066	Kitchen & Bath design center	**	x
123	3	Harry & Melinda O'Neill PropMax Properties, LLC 415 McCoy Lane Leesport, PA 19533 610-301-2742 M 610-207-0066 H	Celtic Myth and Moonlight, Inc.	Dorothy Knowles	641	Penn Ave		610-685-2307	Celtic gifts, jewelry, pewter & glassware, tapestries, clothing, incense, candles, swords & daggers.	**	x
124	3	643 Penn Ave LLC 206 Manbeck Rd Robesonia, PA 19551 610-587-6079	Tinsel & Twig LLC	Cara Dzurek	643	Penn Ave		702-300-0973	Laser engraving and custom designs	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
124	3	643 Penn Ave LLC 206 Manbeck Rd Robesonia, PA 19551 610-587-6079	Tilt & Tap	Jordan Legacy LLC	643	Penn Ave	Rear	484-919-6847	Beer Garden		x
126	3	Mark Doughery DMD 645 Penn Ave West Reading 19611 484-332-5533	Penn Avenue Dental	Mark Dougherty	645	Penn Ave		610-374-7657	General Dentistry	**	x
155	3	Vacant – For Sale	Residential Rental Units		612	Reading Ave			Residential Rental Units		x
203	3	Top Acquisitions LLC 1123 New Holland Rd Reading, PA 19607	Residential Rental Units		614	Reading Ave			Residential Rental Units	**	x
156	3	John Muhr 616 Reading Ave West Reading 19611 610-376-2857	Dental Prosthetics, Inc.	John Muhr	616	Reading Ave		610-376-2857	Dental Office	**	x
156	3	John Muhr 616 Reading Ave West Reading 19611 610-376-2857	residential Rental Units		620	Reading Ave			Residential Rental Units	**	x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Berkshire Terrace, LLC	Joann Charbrol	661	Reading Ave		484-955-6408	Rental Office	**	x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	A-Nu-U Salon	Tracy Damiano	691	Reading Ave		610-373-5000	Beauty Salon		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Signature Family Services, Inc.	Jack Borden	692	Reading Ave		610-944-7121	Client services		x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	RN Therapeutics, LLC	Karen Stork	693	Reading Ave		610-736-0800	Massage therapies		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Hess Embroidery & Uniforms, LLC	Sam Beane	694	Reading Ave		610-372-6287	Uniforms		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Vacant		695	Reading Ave			Vacant		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Signature Family Services, Inc.	Jack Borden	696	Reading Ave		610.378.0916	Client services		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Irie Wellness	Roger Lavine	697	Reading Ave		610-413-5875	Counseling		x
157	3	Berkshire Terrace, LLC c/o Joann Charbrol 218 E Valley Rd Carbondale, CO 81623 973-543-1061 484-955-6408	Berkshire Terrace, LLC	Joann Charbrol	626-681	Reading Ave		484-955-6408	51-Unit Residential Rental		x
93	4	600 Penn, LLC 600 Penn Avenue West Reading 19611	Encrypted Escape	Jeremy Frymoyer	600	Penn Ave	Rear Basement	610-301-1829	Interactive theater for groups involving puzzle solving with time constraint	**	x
93	4	600 Penn, LLC 600 Penn Avenue West Reading 19611	Midtown	Grande	600	Penn Ave		610-406-5390	Restaurant		x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
95	4	600 Penn, LLC 600 Penn Avenue West Reading 19611	Mix & Makeup	Kyle Owens	602	Penn Ave	2nd floor	917-453-8512	Beauty Salon	**	x
97	4	Craig & Heather Laudenslager 420 Golf Rd Reinholds PA 17569 610-413-6789	Art Plus Gallery	Harry Bentz	604	Penn Ave		610-375-9122	Painting, Sculpture, Glass Creations, Pottery, Fabric Art, Basketry. A cooperative of artists	**	x
99	4	West Reading Tavern Properties, LLC Mark & Ryan Woodward 606 Penn Ave West Reading 19611 610-376-9232	West Reading Tavern and Restaurant	Steve Woodward	606	Penn Ave		610-376-9232	Restaurant/Tavern	**	x
101	4	West Reading Tavern Properties, LLC Mark & Ryan Woodward 606 Penn Ave West Reading 19611 610-376-9232	Muddy Creek Soap Company	Annette Debiec	608	Penn Ave		484-769-3638	Handmade soaps and bath and body products	**	x
103	4	Black Dog Holdings, LLC 1236 Parkside DR S. West Reading, PA 19611 610-374-4825	Spoonfull Thai Bistro	Julaluk Khamnoi	610	Penn Ave		702-861-6009	Thai Restaurant	**	x
105	4	Douglas Geiger 546 Penn Ave West Reading 19611 610-587-3355	Sweet Surprises by Zipf's Candies	Jennifer Bednez	612	Penn Ave		610-372-9935	Ladies Fine Fashions and Accessories.	**	x
107	4	Black Dog Holdings, LLC 1236 Parkside DR S. West Reading, PA 19611 610-374-4825	Fresh Breakfast Lunch	Nicholas Kaltsas	614	Penn Ave		484-332-1336	Restaurant	**	x
107	4	Black Dog Holdings, LLC 1236 Parkside DR S. West Reading, PA 19611 610-374-4825	Let's Taco 'Bout Mexican Grill	Ralph Jimenez	616	Penn Ave		484-926-2230	Full service Mexican restaurant	**	x
112	4	Building Blox Properties 9 Hidden Brook Way Reading 19608	Uncorked	Brad and Becky Kline	622	Penn Ave		484-256-2994	Restaurant and Bar	**	x
112	4	Building Blox Properties 9 Hidden Brook Way Reading 19608	Uncorked	Brad and Becky Kline	624	Penn Ave		484-256-2994	Restaurant and Bar	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
113	4	John Hansbury, Sr 626 Penn Ave West Reading 19611 610-698-2590	Kids Cuts	John Hansbury	626	Penn Ave		610-478-7167	Full Service Salon for Men, Women and Children.	**	x
114	4	John Hansbury, Sr 626 Penn Ave West Reading 19611 610-698-2590	Yarn Gallery	Trish McKinney	628	Penn Ave		610-373-1662	Hand-Knitting and Crochet Yarns, and Classes.		x
204	4	ML Properties 1228 Cedar Top Rd Reading, PA 19607 610-929-3793	residential Rental Units		630	Penn Ave			Residential Rental Units	**	x
117	4	Barbara Griesemer 3723 Lantana Ave Reading 19605 610-929-3793	Little Shoppe On Penn	Sherry Hayes	632	Penn Ave		610-618-9195	sale of assorted handmade items	**	x
119	4	634 Penn LLC 1193 Chestershire Pl Pottstown, PA 19465 610-613-7687	Vacant		634	Penn Ave			Vacant	**	x
127	4	JSJ Properties 23 Estate Drive Reading, PA 19606	Bella Jules Fashion Boutique, LLC	Julia Cleaver	700	Penn Ave		610-208-0630	Clothing Store	**	x
127	4	JSJ Properties 23 Estate Drive Reading, PA 19606	Bella Jules Fashion Boutique, LLC	Julia Cleaver	702	Penn Ave			Deeded with 700 Penn Ave		x
130	4	Michael & Matthew Aquiline 3028 Summer Meadow Dr. Douglassville, PA 19518 484-529-1768	Fine Linez Barber Shop	Christopher Martinez & Perla Plasencia	704	Penn Ave		610-413-6169	Barber Shop	**	x
194	4	David Farine 903 Penn Avenue Reading, PA 19610	residential Rental Units		706	Penn Ave			Residential Rental Units	**	x
134	4	Red Hubs PLPT LLC A&B Accounting 1 Commercial Dr. Florida, NY 10921	Wendy's #835	Steven Underwood	712	Penn Ave		610-372-8905	Fast food restaurant	**	x
138	4	Karn Sandhu 187 N. Fairwood Ave Sinking Spring 19608 610-373-0960	Grace & Grit Beyond Beauty	Amy Mayer Ames	720	Penn Ave		484-336-5690	Personal Service/Retail	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
140	4	Foundation Planning Group LLC 722 Penn Ave West Reading, PA 19611 610-670-0527	The Rockland Group		722	Penn Ave		610-780-1031	Financial planning firm	**	x
143	4	Michele & Dean McCartney 726 Penn Avenue West Reading, PA 19611 610-927-5649	Fromthe6ix Fitness and Our Time Salon	Michele McCartney	726	Penn Ave		610-376-5640	Salon	**	x
145	4	Mohamad & Fatima Ansari 28 Eagle Ln Reading, PA 19607 610-763-2779	Finch + Fern	Mechelle Bush	728	Penn Ave		484-869-5617	Retail home décor gift shop	**	x
146	4	Dietrich Trak LLC 732 Penn Ave West Reading, PA 19611	King's Auto Repair, Inc.	Thomas Dietrich	732	Penn Ave		610-372-3892	Automobile and Truck Repairs	**	x
146	4	Dietrich Trak LLC 732 Penn Ave West Reading, PA 19611	Commonwealth Auto Tags #3	Cindy Palececk	734	Penn Ave		610-372-9998	PA Motor Vehicle & Driver License Center	**	x
148	4	Anthony Grimm 1148 Old Mill Rd Wyomissing 19610 610-780-0340	Side Door Medi Spa and Wellness Center	Susan Probst	740	Penn Ave		610-685-5287	Laser vein removal, hair reduction, hypnotherapy for weight loss & smoking cessation, hormonal evaluation with saliva testing Microdermabrasion. Massage	**	x
148	4	Anthony Grimm 1148 Old Mill Rd Wyomissing 19610 610-780-0340	Susan J. Probst, MD & Associates	Susan Probst	740	Penn Ave		610-376-3700	Gynecological services	**	x
	5	Teresa M Cloman & Cathy F Graeff 1115 Perry St Reading, PA 19604	Residential Rental Units		529	Cherry St			Residential Rental Units	**	x
117	5	Barbara Griesemer 3723 Lantana Ave Reading 19605 610-929-3793	Jeff Reiff Auto Repair	Jeff Reiff	633	Cherry St	632 Penn Ave	610-373-4052	Repair and Inspection of Foreign and Domestic Cars	**	x
46	5	Christina Marie Shenk 400 Penn Ave. West Reading, PA 19611 610-375-6013	Winnie Mochi	Alex Alfaro/Uyan Nguyen	400	Penn Ave		484-818-2131/484-335-3030	Donut/Boba tea shop	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
46	5	Christina Marie Shenk 400 Penn Ave. West Reading, PA 19611 610-375-6013	Winnie Tea Bar	Alex Alfaro/Uyan Nguyan	402	Penn Ave	aka S. 4th Ave	484-818- 2131/484-335- 3030	Boba Tea Shop		x
49	5	Christina Marie Shenk 400 Penn Ave. West Reading, PA 19611 610-375-6013	Tina's Salon and Day Spa	Tina Shenk	404	Penn Ave		610-374-5991	Hair & Nail Services, Skin Care, Message Therapy, Hair Removal, Merle Norman Products, Ear Piercing, Escapades Clothing Boutique.		x
49	5	Christina M Shenk 404 Penn Ave West Reading 19611 610-375-6013	Tina's Salon and Day Spa	Tina Shenk	406	Penn Ave		610-374-5991	Hair & Nail Services, Skin Care, Message Therapy, Hair Removal, Merle Norman Products, Ear Piercing, Escapades Clothing Boutique.	**	x
50	5	Ann Scheuring Thomas Hassler Jr. Trustee 408 Penn Ave, 2nd Fl West Reading 19611 610-372-7966	TruCare Medical Products and Supplies	Roman Ustayev	408	Penn Ave		215-512-8500	Medical supply store	**	x
51	5	Estate of Richard Botch C/O Doug Botch 725 Lobelia Ave Reading 19605 610-929-0140	Chicken Supreme and Sammy's Steaks	Richard Botch	410	Penn Ave		610.376.6149	Chicken restaurant	**	x
53	5	412 Realty Holdings LLC 187 N Fairwood Ave Reading, PA 19608	Betula's Botanica	Monica Dech	412	Penn Ave		484-624-2308	Natural soap & body care products	**	x
54	5	Christina M Shenk 400 Penn Ave, Unit #2 West Reading 19611 610-375-6013	Wick Bar & Company	Tracy Pauley	414	Penn Ave		484-818-1852	Retail Candle Store	**	x
55	5	County Seat Eatery LLC Kevin Hughes 1029 Parkside Dr N Wyomissing, PA 19610	West Reading Motor Club Nitro Bar & Garage CO 7/29/19	Kevin Hughes	416	Penn Ave		484-245-5037	Full-service restaurant Frist Floor / Bar Second Floor	**	x
57	5	Takkii Izakaya LLC 381 Firethorn Ln Reading 19608	West Brew Izakaya	Alex Alfaro & Uyan Nguyan	424	Penn Ave		484-866-3948	Restaurant and Brewery	**	x
58	5	Nickel Properties, LLC Kevin Kozo 1346 Welsh Rd Reading 19607 484-824-2602	Farmhouse Kitchen on the Avenue	Margaret Samuel	426	Penn Ave		610-246-1696	Café	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

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59	5	Nickel Properties, LLC Kevin Koza 1346 Welsh Rd Reading 19607 484-824-2602	Los Arrieros Restaurant	Ana Sanchez	428	Penn Ave		347-740-4247	Restaurant	**	x
59	5	Nickel Properties, LLC Kevin Koza 1346 Welsh Rd Reading 19607 484-824-2602	Origen Hair Studio LLC	Nicole Perez	430	Penn Ave		484-529-3395	Hair & nail salon	**	x
60	5	John P Lis & Cynthia L Cramp 601 Penn Ave West Reading 19611 610-372-0019	Citrine Salon by Kimberly	Kimberly Greis	432	Penn Ave		610-401-1727 570-573-3701	Hair salon	**	x
62	5	Philip & Sharon Wert 214 Olive St West Reading 19611 610-914-1339	JP Tailoring	Jose Peguero	434	Penn Ave		610-478-0655	Tailoring service	**	x
63	5	436 Penn LLC Ronald Rothenberger 436 Penn Ave West Reading 19611 610-406-5827	Wenrich Associates Inc	Charles Wenrich	436	Penn Ave		610-374-4946	In-home care for elderly disabled.	**	x
63	5	436 Penn LLC Ronald Rothenberger 436 Penn Ave West Reading 19611 610-406-5827	Rothenberger Insurance Services, LLC	Ron Rothenberger	436	Penn Ave		610-406-5827	Personal & commercial insurance	**	x
64	5	Kooner II, LLC 21 Terrace Avenue Stevens PA 17578	Prime Tobacco Zone	Sam Obiah	438	Penn Ave		347-421-5492	Tobacco Store	**	x
65	5	Robert McClatchie, Jr. & Dorothy E 108 Wyomissing Hills Blvd Reading 19609 610-678-4111	Berks Security Locksmith and Safe Service, Inc.	Doug McClatchie	440	Penn Ave		610-374-9580	Sales & repair of locks, safes, door closers, Panic Bars, Cut Keys	**	x
66	5	Robert McClatchie, Jr. & Dorothy E 108 Wyomissing Hills Blvd Reading 19609 610-678-4111	Fox and Fern	Ron Hartington	442	Penn Ave		610-406-1091	Collectables	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
199	5	Marina A Dobroskey 1125 Belmont Ave Wyomissing, PA 19610	Residential Rental Units		444	Penn Ave		610-763-4540	Residential Rental Units	**	x
67	5	Ding Lin & Zhu Li 212 Pennsylvania Ave Reading, PA 19606 484-350-0658	La Abuela, LLC	James Castaneda/ Glenda Rosil	448	Penn Ave		484-509-5778	Full service restaurant, catering, delivery & BYOB	**	x
69	5	Ming Xing Zheng & Wan Zhen Zhang 35 Brandywine Ct Reading, PA 19610 610-780-7790	ViVi Bubble Tea	Ming Zheng	450	Penn Ave		917-365-0808	Bubble Tea and Muchu Donuts	**	x
70	5	Manjit KaurManjit & Sons Realty Holding LLC 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	L & S Haven Hair Studio	Lisette Pena/Sabri na Showers	500	Penn Ave	Unit A	484-651-0019	Hair Studio	**	x
70	5	Manjit KaurManjit & Sons Realty Holding LLC 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	Ciccios Olives	Laura Pugliano/Gi useppe Pugliano	500	Penn Ave	Unit B	610-463-8300	Olive oil store	**	x
70	5	Manjit KaurManjit & Sons Realty Holding LLC 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	El Bello Oro	Claudio Bello	500	Penn Ave	Unit C	484-510-6610	Jewelry Store	**	x
70	5	Manjit KaurManjit & Sons Realty Holding LLC 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	Corleone's Barber Shop	Zach Bortz	500	Penn Ave	Unit D	610-301-5875	Barber Shop	**	x
70	5	Manjit KaurManjit & Sons Realty Holding LLC 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	Chef Davids Pizza and More	David Calvo	500	Penn Ave	Unit E	610-621-0549	Pizzeria	**	x
72	5	Haik Hambartsoumian 525 Dorchester Ave West Lawn 19609 718-986-2708	Vacant		500A	Penn Ave			Vacant	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
72	5	Haik Hambartsoumian 525 Dorchester Ave West Lawn 19609 718-986-2708	West Reading Precious Metals	Louis Lynch	502	Penn Ave		718-344-7923	Diamond buyer	**	x
73	5	Hong Huynh 707 Spruce St West Reading 19606 610-790-4747	Van's Café	Hong Huynh	504	Penn Ave		610-741-6466	Eat-in or take-out food & drink with counter service	**	x
73	5	Hong Huynh 707 Spruce St West Reading 19606 610-790-4747	Van's Café	Hong Huynh	506	Penn Ave		610-741-6466	Eat-in or take-out food & drink with counter service	**	x
74	5	Dinghao Lin 4347 Hillside Rd Reading, PA 19606 484-350-0658	Gryphon Tax & Accounting	William Kolson	508	Penn Ave	Basem ent	610-396-9588	Accountant	**	x
74	5	Dinghao Lin 4347 Hillside Rd Reading, PA 19606 484-350-0658	Psychic on Penn	Erica Miller	508	Penn Ave		212-920-9800	Retail Gift Shop/Tarot Card Readings	**	x
75	5	West Reading Realty LLC 212 Pennsylvania Ave Reading, PA 19606 484-350-0658	Hawaii Kitchen	Zhu Li	510	Penn Ave		484-350-0658	Take out sushi restaurant	**	x
76	5	Ethan & Chrissy Polczynski 512 Penn Ave West Reading 19611	Made Jewelry Boutique & Studio	Chrissy Polczynski	512	Penn Ave		610-741-6676	Jeweler	**	x
77	5	Edward & Joyce Hong 3100 Regency Dr Sinking Spring 19608 484-269-3638	Symbiote Collectibles, LLC	Max Hirneisen	514	Penn Ave		610-781-3859	Vintage toy store & comic shop	**	x
77	5	Edward & Joyce Hong 3100 Regency Dr Sinking Spring 19608 484-269-3638	Holistic Skate Shop	John Turner	516	Penn Ave		484-529-8272	Skate board parts, apparel & shoes	**	x
78	5	Peter G & Paula L Irwin 98 Woodshoppertown Rd Boyertown, PA 19512	Regina's Hair Salon	Regina Colon- Haney	518	Penn Ave		610-223-1532	Salon	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
80	5	Joseph & Margit Cacchione 68 Woodland Rd. Wyomissing 19610 610-781-4836	West Reading Posture & Mobility Studio	Rachael Pletz	520	Penn Ave		610-750-2523	Prof Service	**	x
81	5	Suy Chu & Anh Vu Quynh 528 Penn Ave West Reading, PA 19611 610-373-8189	Vacant - formerly The Mosaic Studio		522	Penn Ave	2nd Fl			**	x
81	5	Suy Chu & Anh Vu Quynh 528 Penn Ave West Reading, PA 19611 610-373-8189	Allison Clothing Company	Allison Shannon	522	Penn Ave		484-709-2563	Clothing Store	**	x
82	5	PAR IV Partnership, LP Cathleen Dotter 9899 Maryland Dr Richmond, VA 23233 804-641-5405	Edwards Business Systems, Inc.	James B. Edwards	524	Penn Ave		610-372-8414	Sales/Service/Supplies of Business Equipment	**	x
82	5	PAR IV Partnership, LP Cathleen Dotter 9899 Maryland Dr Richmond, VA 23233 804-641-5405	Edwards Business Systems, Inc.	James B. Edwards	526	Penn Ave		610-372-8414	Sales/Service/Supplies of Business Equipment	**	x
83	5	Suy Chu & Anh Vu Quynh 528 Penn Ave West Reading, PA 19611 610-777-0875	Charming Nails	Peter Chu	528	Penn Ave		610-373-8189	Manicure, Pedicure, Waxing, Sculptured Nails and Tanning	**	x
84	5	Zhu Li 212 Pennsylvania Ave Reading 19606 484-350-0658	WB Photography Studio LLC	Wayne Becker	530	Penn Ave		610-781-2040	Photography Studio	**	x
85	5	A De Lau (Nancy) 12053-B Sunrise Ct College Point, NY 11356 646-875-6555	Great Wall 532 Restaurant, Inc.	Cheng Zheng	532	Penn Ave		610-685-8585	Chinese Food Restaurant and Take Out	**	x
85	5	A De Lau (Nancy) 12053-B Sunrise Ct College Point, NY 11356 646-875-6555			534	Penn Ave				**	x
86	5	Patrick Hassler Studio West Rental LLC 68 Encore Ct Fleetwood 19522	Studio West Hair Salon, LLC	Patrick & Ryan Hassler	536	Penn Ave		610-374-4006	Hair salon	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
87	5	6E Property, LLC Eric Esterbrook 538 Penn Ave West Reading 19611 610-375-4366	West Reading Drug Store, Inc.	Eric Esterbrook	538	Penn Ave		610-375-4366	Pharmacy/Gifts/Toys/Cards/Candy	**	x
88	5	Sukhchain Singh Manjit Kaur 187 N Fairwood Ave Sinking Spring 19608 610-781-0591	Sweet Ride Ice Cream Parlor & Soda Fountain	Christopher & Angela Farrell	542	Penn Ave		610-914-3359	Ice cream parlor and party room	**	x
89	5	SBB Real Estate LLC 544 Penn Ave West Reading, PA 19611	Delune	Christina Redner	544	Penn Ave		610-750-4017	Retail space for women's boutique	**	x
90	5	Douglas Geiger 546 Penn Ave West Reading 19611 484-647-5391	Hagg's Life Outdoors	Lorraine Haggerty	546	Penn Ave	1st Fl Rear	484-651-3107	Retail Space for aquatic pets	**	x
90	5	Douglas Geiger 546 Penn Ave West Reading 19611 484-647-5391	Wicked Mystic Art Studio	Jan Gaul	546	Penn Ave	2nd Fl Fr & 3rd Fl	610-373-5252	Custom pet portraits, tattooing, art class instruction	**	x
90	5	Douglas Geiger 546 Penn Ave West Reading 19611 484-647-5391	Integrative Healing Arts Studio	Christina Rossi	546	Penn Ave	2nd Fl Rear	610-451-9577	Reiki	**	x
90	5	Douglas Geiger 546 Penn Ave West Reading 19611 484-647-5391	Double Click Computers	Douglas Geiger	546	Penn Ave		610-374-3355	Apple Specialist, sales, networking and repair.	**	x
91	5	Five Fourteen LLC 213 Anna Ave Blandon, PA 19510	Creative Vibes Tattoo Studio	Keristine Hayes & Juan Garcia	548	Penn Ave	2nd Fl	610-370-7552	Body art studio & retail	**	x
91	5	Five Fourteen LLC 213 Anna Ave Blandon, PA 19510	New2You	Alyssa Oxenreider	548	Penn Ave	Basement	484-529-0851	Used clothing	**	x
91	5	Five Fourteen LLC 213 Anna Ave Blandon, PA 19510	Salon Avanti, LLP	Stephanie Delozier	548	Penn Ave		610-373-3023	Salon	**	x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
92	5	Small Town Girl Real Estate LLC 1305 Garden Lane West West Reading 19611	Simply Bold Café	Melynda Wagner	550	Penn Ave		610-223-0657	Coffee shop and behavioral health services	**	x
92	5	Small Town Girl Real Estate LLC 1305 Garden Lane West West Reading 19611	Avenue Bood Shop	Mark & Sophia Westover	550	Penn Ave	2nd Fl	484-948-5058	Book Store		x
178	5	Frank & Marilyn May 623 Frederick St Sinking Spring 19608 610-790-6251	Eternal Lotus Tattoo	Sean Eckenroth	52	S 5 th Ave		610-914-6165	Tattoo & body art	**	x
179	5	Stanley & Lori Stalter 4716 Painted Sky Rd Reading 19606 610-370-0164	Encompass Media	Stan Stalter	97	S 5 th Ave		610-372-1010	Digital video products & services	**	x
201	6	Le Thao & Lisa Mi 1041 Penn Circle King of Prussia, PA 19406	Residential Rental Units		447	Penn Ave			Residential Rental Units	**	x
68	6	Quoc Pham 65 Wellington Blvd Wyomissing 19610 610-780-7790	Tony's Al Taglio	Antonio Lavigna	449	Penn Ave			Pizza/sandwich shop	**	x
68	6	Quoc Pham 65 Wellington Blvd Wyomissing 19610 610-780-7790	Vertigo Music Trade	Stacey Kasper	449	Penn Ave		610-320-9927	Music store	**	x
71	6	Sukhchain Singh 501 Penn Ave West Reading, PA 19611 610-781-0591	West Reading Sunoco Mart	Singh Sukhchain	501	Penn Ave		610-374-1054	Gas Station and Mini Mart	**	x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Santander ATM		513	Penn Ave			ATM	**	x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	The Juice Pod	John Henry Green Jr.	519	Penn Ave		484-685-2044	Juice Drink retail	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Health Network Laboratories	Richard Cardona	523	Penn Ave		610-402-5541	Lab		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Rejuvenation Wellness Center	Dennis Williams	527	Penn Ave		484-319-6140	Massage spa		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Vacant		531	Penn Ave			Vacant		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Scrubs & Beyond, LLC	Patricia Landis	535	Penn Ave		610.374.4527	Medical Uniforms, Chef Wear, Waitress Aprons		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Guillotine LLC	Christopher Valverde	547	Penn Ave		484-769-0127	Brazilian Jiu-Jitsu Gym		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Superior Oxygen and Medical Supplies	Thomas Byerly	551	Penn Ave		610-371-0202	Medical supply store		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Vacant		559A	Penn Ave		484-258-1707	Vacant		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Vacant		559B	Penn Ave		484-258-1707	Vacant		x
79	6	Chip Lutz Back 9 Realty LLC 1060 Ritters Road Reading, PA 19606 610-376-4500a	Vacant		559C	Penn Ave		484-258-1707	Vacant		x

WEST READING BUSINESS IMPROVEMENT DISTRICT PLAN

2026 - 2031

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
31	7	GW Rentals LLC 230 Highland St. West Reading, PA 19611 610-301-6721	Witmoysers Automotive	GW Rentals LLC	230	Highland St		610-603-6220	Automotive	**	x
35	7	R-W Realty Partnership Albert Wicks 2953 Linda Lane Reading 19608 610-685-2727	C&S Supply Company	Al Wicks	200	Penn Ave		610-685-2727	Paper Supplies for Schools, Churches and Retail.	**	x
36	7	Jeffrey Hayes 511 Lauers Lane Wyomissing 19610 610-376-3834	United Artists Salon and Spa	Cindy Lightner	299	Penn Ave		610-376-8481	Full service salon & spa, hair & nail care, massage, reflexology, facials, make-up, waxing, electrolysis,	**	x
38	7	Amity Pond Farm LLC 217 N 6th St Reading, PA 19601 612-670-6715	Chesen Eye Associates	Neil Chesen, M.D.	301	Penn Ave	Ste 100	610-372-2222	Ophthalmology Practice	**	x
38	7	Amity Pond Farm LLC 217 N 6th St Reading, PA 19601 612-670-6715	Mendez Flooring, Inc.	Cris Mendez	301	Penn Ave	Ste 200	610-401-3376	Flooring showroom	**	x
40	7	BK Martin Holdings LLC 3337 Harwood Ln Reading 19608	Martin Denistry		311	Penn Ave		610-376-3956	Dental Office	**	x
41	7	Lukoil North America, LLC 302 Harper Dr. Moorestown, NJ 08057 646-415-7244	Lukoil North America, LLC	Sukhchain Singh	315	Penn Ave		610-781-0591	Lottery, Snacks, Cigarettes and Refreshments. Convenience store/gas station	**	x
47	7	Sammak Brothers LLC 10 Community Dr. Reading, PA 19607	Aladdin Restaurant	Samer Sammak	401	Penn Ave		610-823-9007	Mediterranean Restaurant	**	x
52	7	Hamad A & Gloria Hassan 411 Penn Ave West Reading 19611 610-914-9078	American Diner	Sarah Hassan	411	Penn Ave		610-376-5565	Diner Open 24 Hours	**	x
56	7	Albino Grande 421 Penn Ave West Reading, PA 19611	GNA Restaurant & Pizzeria, Inc.	Albino and Adelina Grande	421	Penn Ave		610-376-1155	Full service Italian restaurant	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
34	8	Penn Avenue Holdings LLC Jeffrey & Christine Reinert 460 Crystal Cave Rd. Kutztown, PA 19530 610-683-6778	Vacant Lot		156	Penn Ave		610-478-9463		**	x
35	8	R-W Realty Partnership Albert Wicks 2953 Linda Lane Reading 19608 610-685-2727	Stevens & Lee		200	Penn Ave		610-478-2000	Storage of office furniture ONLY - no business out of this location	**	x
35	8	R-W Realty Partnership Albert Wicks 2953 Linda Lane Reading 19608 610-685-2727	The Warehouse Studio		200	Penn Ave			Art Studio	**	x
37	8	Victoria Fonte-Cabera 300 Penn Avenue West Reading 19611 610-370-9395	Fonte's Salon, Inc.	Victoria Fonte-Cabera	300	Penn Ave		610-376-2220	Hair, Nail and Tanning Salon	**	x
39	8	Charles T Wentzel 1003 Heim Ln Reading, PA 19605	Residential Rental Units		302	Penn Ave			Residential Rental Units	**	x
39	8	C&S Realty LLC 1003 Heim Lane Reading, PA 19605	Residential Rental Units		304	Penn Ave			Residential Rental Units	**	x
39	8	C&S Realty LLC 1003 Heim Lane Reading, PA 19605	Residential Rental Units	Charles Wentzel	306	Penn Ave			Residential Rental Units	**	x
196	8	Folino Investments LLC PO Box 6189 Reading, PA 19610	Residential Rental Units		310	Penn Ave			Residential Rental Units	**	x
42	8	Fraser Business Services William Fraser 320 Penn Ave West Reading 19611 610-378-0101	Fraser Advanced Information Systems	William Fraser	320	Penn Ave		610-378-0101	Retail of office products	**	x
43	8	Awry Orange LLC 326 Penn Ave Reading, PA 19611 610-587-5716	Distefano Enterprises	Danny Distefano	326	Penn Ave		610-621-8573	Real Estate Investor	**	x

	BID Dist	Property Owner	Business Name	Business Owner	Num	Street	Street 2	Phone	Business Description	BID Unit Boolean	√
43	8	Awry Orange LLC 326 Penn Ave Reading, PA 19611 610-587-5716	Distefano Enterprises	Danny Distefano	328	Penn Ave		610-987-5716	New		x
193	8	Barakati Amir & Panah Azar Eslan 3754 W St NW Washington, DC 20007	Residential Rental Units		332	Penn Ave		319-621-8384	Residential Rental Units	**	x
143	8	Michele & Dean McCartney 1432 Old Mill Rd Wyomissing, PA 19610 610-927-5649	Residential Rental Units		334	Penn Ave		610-587-1913	Residential Rental Units	**	x
44	8	Christina Shenk 400 Penn Ave. Apt 2 West Reading 19611 610-375-6013	Initials Only	Pamela Miozza	396	Penn Ave		610-670-0105	Awards & Jewelry	**	x
45	8	Christina Shenk 400 Penn Ave. Apt 2 West Reading 19611 610-375-6013	The Gem on Penn	Jake and Lindsey Daniels	398	Penn Ave		610-914-6179	Gem Store	**	x
172	8	Jay Sahebji, Inc. Satyan Kadhiwala 1310 Cornell Rd Allentown, PA 18104 610-972-5079	Candlewood Suites		55	S 3 rd Ave		484-638-8112	Hotel	**	x
176	8	Christina Shenk 400 Penn Ave. Apt 2 West Reading 19611 610-375-6013	Adrienne Beck Photography	Adrienne Beck	9	S 4 th Ave		760-238-2789	Photography Studio	**	x

AFFECTED PROPERTIES EXEMPT

<i>Affected Properties - to be Exempt from BID Fees</i>		
NATOLI ELIZABETH A	RESIDENT HOME	24 N 6TH AV
HOLLAND KEVIN	RESIDENT HOME	26 N 6TH AV
ROMAN MARIA V	RESIDENT HOME	32 N 6TH AV
CHRISTINA M SHENK	PARKING LOT	401 CHERRY ST
CHRISTINA M SHENK	PARKING LOT	403 CHERRY ST
BOROUGH OF WEST READING	PARKING LOT	433 PENN AV
PHAN LOAN & LORD THOMAS E	RESIDENT HOME	445 PENN AV
READING CITY CHURCH	CHURCH	644 PENN AVE
LIFELINE OF BERKS COUNTY INC	NON-PROFIT	612 READING AV
NANCY CAMPBELL	PARKING LOT	624 READING AV
MILLER PATTI M	RESIDENT HOME	706 READING AV

NLP SIG 10007-9 4/7/98 #51525

9831-1595

Page 1 of 2

EXHIBIT "A"
TO
ARTICLES OF INCORPORATION
OF
THE WEST READING MAIN STREET FOUNDATION

(1) The primary purposes for which the Foundation is organized are to promote the economic rejuvenation of property and commerce of the Borough of West Reading, Berks County, Pennsylvania, to promote a sense of community in the Borough of West Reading and to promote the historic continuity of the Borough of West Reading. The purpose or purposes for which the Foundation is incorporated under the Nonprofit Corporation Law of 1988 are to receive and maintain a fund or funds of real or personal property, or both, and, subject to the restrictions and limitations set forth herein, to use and apply the whole or any part of the income from these funds and the principal of these funds exclusively for charitable, religious, scientific, literary or educational purposes either directly or by contributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they may be amended.

(2) No part of the net earnings of the Foundation shall inure to the benefit of any Director of the Foundation, officer of the Foundation or any private individual (except that reasonable compensation may be paid for services rendered to or for the Foundation affecting one or more of its purposes), and no Director or officer of the Foundation, or any private individual, shall be entitled to share in the distribution of any of the corporate assets on dissolution of the Foundation. No substantial part of the activities of the Foundation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Foundation shall not participate in, or intervene in (including the publication or distribution of statements) any political campaign on behalf of any candidate for public office.

(3) The Foundation shall distribute its income for each taxable year at such time and in such manner as not to become subject to tax or undistributed income imposed by Section 4942 of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

(4) The Foundation shall not engage in any act of self-dealing as defined in Section 4941(d) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

(5) The Foundation shall not retain any excess business holdings as defined in Section 4943(c) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

(6) The Foundation shall not make any investments in such manner as to subject it to tax under Section 4944 of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax law.

NLP SIG 10057-9 4/7/98 #51525

983 1595

Page 2 of 2

(7) The Foundation shall not make any taxable expenditures defined in Section 4945(d) of the Internal Revenue Code of 1986, or corresponding provisions of any subsequent federal tax laws.

(8) Notwithstanding any other provision of these Articles of Incorporation, the Foundation shall not conduct or carry on any activities not permitted to be conducted or carried on by an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code and its regulations as they now exist or as they may be amended, or by an organization to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code and its regulations as they now exist or as they may be amended.

(9) On dissolution of the Foundation or the winding up of its affairs, the assets of the Foundation shall be distributed exclusively to charitable, religious, scientific, public-safety testing, literary or educational organizations that would then qualify under the provisions of Section 501(c)(3) of the Internal Revenue Code.

Notwithstanding any of the above statements of purposes, the Foundation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the primary purpose of the Foundation. The Foundation is organized pursuant to the Pennsylvania Nonprofit Corporation Law of 1988 and does not contemplate pecuniary gain or profit to its members and is organized for nonprofit purposes.

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
CORPORATION BUREAU
401 NORTH STREET, ROOM 206
P.O. BOX 8722
HARRISBURG, PA 17105-8722
WWW.CORPORATIONS.STATE.PA.US/CORP

West Reading Community Revitalization Foundation

THE CORPORATION BUREAU IS HAPPY TO SEND YOU YOUR FILED DOCUMENT. THE CORPORATION BUREAU IS HERE TO SERVE YOU AND WANTS TO THANK YOU FOR DOING BUSINESS IN PENNSYLVANIA.

IF YOU HAVE ANY QUESTIONS PERTAINING TO THE CORPORATION BUREAU, PLEASE VISIT OUR WEB SITE LOCATED AT WWW.CORPORATIONS.STATE.PA.US/CORP OR PLEASE CALL OUR MAIN INFORMATION TELEPHONE NUMBER (717)787-1057. FOR ADDITIONAL INFORMATION REGARDING BUSINESS AND / OR UCC FILINGS, PLEASE VISIT OUR ONLINE "SEARCHABLE DATABASE" LOCATED ON OUR WEB SITE.

ENTITY NUMBER: 2813218

Kozloff Stoudt Attorneys
2640 Westview Drive, PO Box 6286
Wyomissing, PA 19610

FEB-28-2012 11:36

KOZLOFF STOUDT

Entity #: 2813218
Date Filed: 02/21/2012
Carol Aichele
Secretary of the Commonwealth

PENNSYLVANIA DEPARTMENT OF STATE
CORPORATION BUREAU

Articles of Amendment-Domestic Corporation
(15 Pa.C.S.)

Business Corporation (§ 1915)
XX Nonprofit Corporation (§ 5915)

Name: Nancy L. Hess, Paralegal
Kozloff Stoudt, Professional Corporation
Address:
2640 Westview Drive
City: Wyoming, PA State: PA Zip Code: 19610

Document will be returned to the name and address you enter to the left.

Commonwealth of Pennsylvania
ARTICLES OF AMENDMENT-NONPROFIT 4 Page(s)



Fee: \$70

In compliance with the requirements of the applicable provisions (relating to articles of amendment), the undersigned, desiring to amend its articles, hereby states that:

1. The name of the corporation is:
The West Reading Main Street Foundation
2. The (a) address of this corporation's current registered office in this Commonwealth or (b) name of its commercial registered office provider and the county of venue is (the Department is hereby authorized to correct the following information to conform to the records of the Department):

(a) Number and Street	City	State	Zip	County
500 Chestnut Street, West Reading,	Pennsylvania	19611	Berks	

(b) Name of Commercial Registered Office Provider: _____ County: _____
c/o _____
3. The statute by or under which it was incorporated:
Nonprofit Corporation Law of 1988, as amended
4. The date of its incorporation:
April 24, 1998
5. Check, and if appropriate complete, one of the following:
XX The amendment shall be effective upon filing these Articles of Amendment in the Department of State.
_____ The amendment shall be effective on: _____ at _____
Date Hour

2012 FEB 21 AM 7:56

PA. DEPT. OF STATE

RECEIVED TIME FEB. 20. 11:40AM

FEB-20-2012 11:36

KOZLOFF STOUT

6105709053

P.04

DSCB:15-1915/5915-2

6. Check one of the following:

The amendment was adopted by the shareholders or members pursuant to 15 Pa.C.S. § 1914(a) and (b) or § 5914(a).

The amendment was adopted by the board of directors pursuant to 15 Pa. C.S. § 1914(c) or § 5914(b).

7. Check, and if appropriate, complete one of the following:

The amendment adopted by the corporation, set forth in full, is as follows

The name of the corporation is hereby amended so as to hereafter read

as follows: West Reading Community Revitalization Foundation

The amendment adopted by the corporation is set forth in full in Exhibit A attached hereto and made a part hereof.

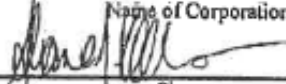
8. Check if the amendment restates the Articles:

The restated Articles of Incorporation supersede the original articles and all amendments thereto.

IN TESTIMONY WHEREOF, the undersigned corporation has caused these Articles of Amendment to be signed by a duly authorized officer thereof this

6th day of February 2012

THE WEST READING MAIN STREET FOUNDATION

Name of Corporation
By: 
Signature

PRESIDENT
Title

WRCRF IRS 501c3 Designation Letter

REC'D 4/8/02 TAX EXEMPT
FEDERALINTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: APR 03 2002

Employer Identification Number:

23-2959713

DLN:

17053321718021

WEST READING MAIN STREET FOUNDATION
617 PENN AVE
WEST READING, PA 19611

Contact Person:

JOHN P BAILEY ,

ID# 31219

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Form 990 Required:

Yes

Addendum Applies:

Yes

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from federal income tax under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3).

We have further determined that you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, if you are involved in an excess benefit transaction, that transaction might be subject to the excise taxes of section 4958. Additionally, you are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please contact your key district office.

Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the

Letter 947 (DO/CG)

-2-

WEST READING MAIN STREET FOUNDATION

part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a) (1) organization.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of Code sections 2055, 2106, and 2522.

Contribution deductions are allowable to donors only to the extent that their contributions are gifts, with no consideration received. Ticket purchases and similar payments in conjunction with fundraising events may not necessarily qualify as deductible contributions, depending on the circumstances. See Revenue Ruling 67-246, published in Cumulative Bulletin 1967-2, on page 104, which sets forth guidelines regarding the deductibility, as charitable contributions, of payments made by taxpayers for admission to or other participation in fundraising activities for charity.

In the heading of this letter we have indicated whether you must file Form 990, Return of Organization Exempt From Income Tax. If Yes is indicated, you are required to file Form 990 only if your gross receipts each year are normally more than \$25,000. However, if you receive a Form 990 package in the mail, please file the return even if you do not exceed the gross receipts test. If you are not required to file, simply attach the label provided, check the box in the heading to indicate that your annual gross receipts are normally \$25,000 or less, and sign the return.

If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. A penalty of \$20 a day is charged when a return is filed late, unless there is reasonable cause for the delay. However, the maximum penalty charged cannot exceed \$10,000 or 5 percent of your gross receipts for the year, whichever is less. For organizations with gross receipts exceeding \$1,000,000 in any year, the penalty is \$100 per day per return, unless there is reasonable cause for the delay. The maximum penalty for an organization with gross receipts exceeding \$1,000,000 shall not exceed \$50,000. This penalty may also be charged if a return is not complete, so be sure your return is complete before you file it.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

Letter 947 (DO/CG)

Commonwealth of Pennsylvania*Department of State
Bureau of Corporations and Charitable Organizations**Certificate of Registration**No. 28228*

*This is to certify that **West Reading Community Revitalization Foundation** is registered as a **Charitable Organization** with the Department of State, Bureau of Corporations and Charitable Organizations under The Solicitation of Funds for Charitable Purposes Act, 10 P.S. § 162.1 et seq., and is authorized to solicit charitable contributions under the conditions and limitations set forth under the Act.*

This certificate issued on 11/22/2016 and expires on 11/15/2017. Expiration date includes 180-day automatic extension.

This certificate is not to be used as identification nor does it constitute an endorsement.

A handwritten signature in black ink that reads "Pedro A. Contes".

Secretary of the Commonwealth

WRCRF (WRCRF) Bylaws – Revised October 2018**ARTICLE I****OFFICES AND FISCAL YEAR**

Section 1.01 Registered Office: The registered office of the Foundation in the Commonwealth of Pennsylvania shall be established by a vote of a majority of the Board of Directors (the “Board”). The Board may choose to move the Foundation’s office by a majority vote of the Board and shall be required to file a statement of change with the Pennsylvania Department of State regarding any changes in addition to appropriately amending the Articles of Incorporation of the Foundation.

Section 1.02 Other Offices: The Foundation may also have offices at such other places within or without the United States of America as the Board may from time to time appoint or the business of the Foundation requires.

Section 1.03 Fiscal Year: The fiscal year of the Foundation shall begin on the first day of January in each year.

ARTICLE II**PURPOSE**

Section 2.01 The Foundation is incorporated under the Nonprofit Law of the Commonwealth of Pennsylvania, as amended, for the following purposes:

- (a) The economic rejuvenation of the property and commerce of the Borough of West Reading, Berks County, Pennsylvania.
- (b) The promotion of a sense of community in the Borough of West Reading.
- (c) The promotion of historic continuity in the Borough of West Reading.

In furtherance of the foregoing, the Foundation shall, in addition to all other powers granted to it, request, receive, hold and use funds, appropriations or grants made available for such purposes by federal, state or local governments and shall request, receive, hold and use contributions, gifts or grants made available for such purposes by any private corporation, association, foundation, organization, or person.

ARTICLE III**BOARD OF DIRECTORS**

Section 3.01 Powers. The board shall have full power to conduct, manage and direct the business and affairs of the Foundation; and all powers of the Foundation are hereby granted to and vested in the Board.

Section 3.02 Qualification, Number and Selection.

- (a) Each Director of the Foundation shall be a natural person of voting age (18).
- (b) The Board shall consist of no less than nine (9) or more than fifteen (15) members.

(c) A minimum of five (5) members must represent either commercial and/or residential owners/residents of West Reading.

(d) A seat shall specifically be allotted to the West Reading Borough Manager to act as a liaison between the Foundation and the Borough of West Reading. If unable to serve, the Borough Manager shall have the right to designate someone to fill this seat in his/her stead to act as their proxy. Any designee must be from within the ranks of the Borough's current administrative staff. Any designee chosen by the Borough Manager for this particular seat may NOT be an elected official of the Borough of West Reading.

(e) Remaining Directors shall consist of community-minded members who have shown or can demonstrate a commitment to the continued and future success of the Foundation's programming, as well as, the Borough of West Reading in general. Preference will be given to applicants who possess professional legal, financial, consulting, and development-related skills.

(f) Members must be confirmed by a majority of the sitting Board members.

Section 3.03 Term of Office. The term of office each member of the Board shall be three years.

Section 3.04 Organization. At every meeting of the Board, the President shall preside. In the absence of the President, the remaining officers, in order of rank (Vice President(s), Secretary, Treasurer) shall preside in the President's or ranking officer's stead.

Section 3.05 Resignations. Any Director of the Foundation may resign at any time by giving written notice to the President or the Secretary of the Foundation. Such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 3.06 Vacancies. The Board may declare vacant the office of a Director if (a) he or she is declared of unsound mind by an order of court, (b) he or she is convicted of a felony, (c) he or she fails to attend three (3) regular meetings of the Board during a fiscal year without prior notice or excuse given to the President or presiding officer within twenty-four (24) hours of the meeting's commencement (d) for any other proper cause, to be determined by the Board in its sole discretion, (e) if within sixty (60) days after notice of his or her selection, he or she does not accept such office either in writing or by attending a meeting of the Board.

Any vacancy or vacancies in the Board because of death, resignation, declaration by the Board, removal in any manner, disqualification, an increase in the number of Directors, or any other cause shall be filled by a voting majority of the remaining board. Interested parties shall submit a letter of interest and resume for the Board's consideration and shall, upon Board request, make themselves available to conduct a formal interview with the Board at-large.

Section 3.07 Place of Meeting. Meetings of the Board may be held at such place within or without Pennsylvania as the Board may from time to time appoint, or as may be designated in the notice of the meeting.

Section 3.08 Regular Meetings. Regular meetings of the Board shall be held at such time and place as shall be designated from time to time by resolution of the Board. If the date fixed for any such regular meeting be a legal holiday under the laws of the State where such meeting is to be held, then the same shall be held on the next succeeding business day, not a Saturday, or at such other time as may be determined by resolution of the Board. At such meetings, the Board shall transact such business as may properly be brought before the meeting. Notice of regular meetings need not be given unless otherwise required by law or these Bylaws.

Section 3.09 Special Meetings. Special meetings of the Board shall be whenever called by the President or by four (4) or more of the Directors. Notice of each such meeting shall be given to each Director by telephone, in writing, or appropriate electronic correspondence at least twenty-four (24) hours before the time at which the meeting is to be held. Every such notice shall state the time and place of the meeting.

Notice of any meeting of the Board during any emergency resulting from warlike damage or an attack on the United States or any nuclear or atomic disaster shall be given only to such of the Directors as it may be feasible to reach at the time and by such means as may be feasible at the time, including publication or radio. To the extent required to constitute a quorum at any meeting of the Board during such an emergency, the officers of the Foundation who are present shall be deemed, in order or rank and within the same rank in order of seniority, Director for such meeting.

Section 3.10 Quorums, Manner of Acting and Adjournment. Except as otherwise provided in Section 3.09 of this Article, a majority of the Directors in office shall be present at each meeting in order to constitute a quorum for the transaction of business. Every Director shall be entitled to one (1) vote. Except as otherwise specified in the Articles of Incorporation or these Bylaws or provided by statute, the acts of a majority of the Directors present at a meeting at which a quorum is present shall be the acts of the Board. In the absence of a quorum, a majority of the Directors present and voting may adjourn the meeting from time to time until a quorum is present. The Directors shall act only as a Board and the individual Directors shall have no power as such.

Any action required or permitted to be taken at any meeting of the Board of Directors may be taken without a meeting, if a quorum of the members of the Board consent thereto in writing, email, or by phone with written confirmation (in case of an urgent issue) setting forth the action so taken. Such consent shall be reviewed and recorded in the minutes of the next regularly scheduled Board Meeting and will have the same force and effect as any other vote of the board.

Section 3.11 Executive and Other Committees. The Board may, by resolution and adopted by a majority of the Directors in office, establish an Executive Committee and one or more other committees with each committee consisting of two (2) or more Directors of the Foundation. The Board may designate one or more Directors as alternate members of any committee, who may replace any absent or disqualified member at any meeting of the committee. In the absence or disqualification of a member, and the alternate or alternates, if any, designated for such member, or any committee, the member or members thereof present at any meeting and not disqualified from voting, whether or not he, she or they constitute a quorum, may unanimously appoint another Director to act at the meeting in the place of any such absent or disqualified member. Each committee of the Board shall serve at the pleasure of the Board.

The Executive Committee shall have and exercise all of the powers and authority of the Board in the management of the business and affairs of the Foundation, except that the Executive Committee shall not have any power or authority as to the following:

- (1) The adoption, amendment or repeal of the Bylaws.
- (2) The amendment or repeal of any resolution of the Board.

No committee of the Board other than the Executive Committee shall, pursuant to a resolution of the Board or otherwise, exercise any of the powers or authority vested by these Bylaws or the Nonprofit Corporation Law of 1988 in the Board as such, but any other committee of the Board may make recommendations to the Board or Executive Committee concerning the exercise of such powers and authority.

The establishment of any committee of the Board and the delegation thereto of power and authority shall not alone relieve any Director of his or her fiduciary duty to the Foundation.

A majority of the Directors in office designated to a committee, or Directors designated to replace them as provided in the section, shall be present at each meeting to constitute a quorum for the transaction of business and the acts of a majority of the Directors in office designated to a committee or their replacements shall be the acts of the committee.

Each committee shall keep regular minutes of its proceedings and reports such proceedings periodically to the Board.

Sections 3.08, 3.09, and 3.10 shall be applicable to the committees of the Board.

Section 3.12 Interested Directors or Officers; Quorum. No contract or transaction between the Foundation and one or more of its Directors or officers, or between the Foundation and any other corporation, partnerships, association or other organization in which one or more of its Directors or officers are Directors or officers, or have a financial interest, shall be void or voidable solely for such reason, or solely because the Director or officer is present at or participates in the meeting of the Board which authorizes the contract or transaction, or solely because his, her or their votes are counted for such purpose, if:

(1) The material facts as to the relationship or interest and as to the contract or transaction are disclosed or are known to the Board and the Board in good faith authorizes the contract or transaction by the affirmative votes or a majority of the disinterested Directors, even though the disinterested Directors are less than a quorum; or

(2) The contract or transaction is fair as to the Foundation as of the time it is authorized, approved or ratified by the Board.

Common or disinterested Directors may be counted in determining the presence of a quorum at a meeting of the Board which authorizes a contract or a transaction specified in this section.

Section 3.13 Compensation. The Directors shall serve without compensation, except that each may be reimbursed by the Foundation for reasonable, necessary and documented expenses incurred.

ARTICLE IV

NOTICE; WAIVERS; MEETINGS

Section 4.01 Notice, What Constitutes. Whenever written notice is required to be given to any person under the provisions of the Articles, these Bylaws or the Nonprofit Corporation Law of 1988, it may be given to such person, either personally, by sending a copy thereof by first class mail or to a verified email address supplied by him or her to the Foundation for the purpose of notice. If the notice by mail or email, it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail or, if by email, when sent electronically. A notice of meeting shall specify the place, day and hour of the meeting and any other information required by law or these Bylaws.

When a meeting is adjourned, it shall not be necessary to give any notice of the adjourned meeting or of the business to be transacted at an adjourned meeting, other than by announcement at the meeting at which such adjournment is taken.

Section 4.02 Waivers of Notice. Whenever any written notice is required to be given under the provisions of the Articles, these Bylaws or the Nonprofit Corporation Law of 1988, a waiver thereof in writing, signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. Except as otherwise required by Section 7.06 of these Bylaws, neither the business to be transacted at nor the purpose of a meeting need be specified in the waiver of notice of such meeting.

Attendance of a person at any meeting shall constitute a waiver of notice of such meeting, except where a person attends a meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business because the meeting was not lawfully called or convened.

Section 4.03 Modification of Proposal Contained in Notice. Whenever the language of a proposed resolution is included in a written notice of a meeting, the meeting considering the resolution may without further notice adopt it with such clarifying or other amendments as does not enlarge its original purpose.

Section 4.04 Exception to Requirement of Notice. Wherever any notice or communication is required to be given to any person under the provisions of the Articles or these Bylaws, or the nonprofit Corporation Law of 1988, or by the terms of any agreement or other instrument or as a condition precedent to taking any corporate action, and communication with such person is then unlawful, the giving of such notice or communication to such person shall not be required and there shall be no duty to apply for a license or other permission to do so.

Section 4.05 Meetings.

(a) At all meetings of the Board the order of business shall be as follows:

- (1) Roll Call.
- (2) Reading/review of minutes of the preceding meeting.
- (3) Treasurer's report.
- (4) Reports of committees and/or managers.
- (5) Old and unfinished business.
- (6) New business.
- (7) Adjournment.

(b) Robert's Rules of Order, Revised, shall govern the proceedings at the meetings of the Foundation. At all meetings all votes shall be via voice.

Section 4.06 Conference Telephone Meetings. One or more persons may participate in a meeting of the Board or of a committee of the Board by means of conference telephone or similar communications technologies by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this section shall constitute presence in person at such meeting.

ARTICLE V

OFFICERS

Section 5.01 Number, Qualifications, and Designation. The officers of the Foundation shall be a President, one or more Vice Presidents, a Secretary, a Treasurer and such other officers as may be elected in accordance with the provisions of Section 5.03 of this Article. Any number of offices may be held by the same person. Officers may but need not be Directors of the Foundation. The President and the Secretary shall be natural persons of full age (18); the Treasurer may be a Foundation, but if a natural person shall be of full age (18).

Section 5.302 Election and Term of Office. The officers of the Foundation, except those elected by delegated authority pursuant to Section 5.03 of this Article, shall be elected annually by the Board, and each such officer shall hold his or her office until the next annual organizational meeting of the Board and until his or her successor shall have been elected and qualified, or until his or her earlier death, resignation or removal.

Regarding the office of President specifically, any Director elected to said office shall NOT be eligible to serve as President in consecutive years during his/her term, so as to allow for another Director the opportunity to direct the Foundation during the subsequent year.

Section 5.03 Subordinate Officers, Committees and Agents. The Board may from time to time elect such other officers and appoint such committees, employees or other agents as the business of the Foundation may require, including one or more Assistant Secretaries, and one or more Assistant Treasurers, each of whom shall hold office for such period, have such authority, and perform such duties as are provided by these Bylaws, or as the Board may from time to time determine. The Board may delegate to any officer or committee the power to elect subordinate officers and to retain or appoint employees or other agents, or committees thereof, and to prescribe the authority and duties of such subordinate officers, committees, employees or other agents.

Section 5.04 Resignations. Any officer or agent may resign at any time by giving written notice to the Board, or to the President or the Secretary of the Foundation. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5.05 Removal. Any officer, committee, employee or other agent of the Foundation may be removed, either for or without cause, by the Board or other authority which elected, retained or appointed such officer, committee or other agent whenever in the judgment of such authority the best interests of the Foundation will be served thereby, but such removal shall be without prejudice to the contract rights of any so removed.

Section 5.06 Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or any other cause, shall be filled by the Board or be the officer to which the power to fill such office has been delegated pursuant to Section 5.03 of this Article, as the case may be, and if the office is one for which these Bylaws prescribe a term, shall be filled for the unexpired portion of the term.

Section 5.07 General Powers. All officers of the Foundation, as between themselves and the Foundation, shall be respectively have such authority and perform such duties in the management of the property and affairs of the Foundation as may be determined by resolutions or orders of the Board, or, in the absence of controlling provisions in resolutions or orders of the Board, as may be provided in these Bylaws.

Section 5.08 The President. The President shall preside at all meetings of the members of the Board and shall perform such other duties as may from time to time be requested of him or her by the Board. The President shall be the chief executive officer of the Foundation and shall have general supervision over the activities and operations of the Foundation, subject, however, to the control of the Board. The President shall sign, execute and acknowledge, in the name of the Foundation, deeds, mortgages, bonds, contracts or other instruments, authorized by the Board except in where the signing and execution thereof shall be expressly delegated by the Board, or by these Bylaws, to some other officer or agent of the Foundation; and, in general, shall perform all duties incident to the office of President, and such other duties as from time to time may be assigned to him or her by the Board.

Section 5.09 The Vice Presidents. The Vice Presidents shall perform the duties of the President in his or her absence and such duties as may from time to time be assigned to them by the Board or the President.

Section 5.10 The Secretary. The Secretary or an Assistant secretary shall attend all meetings of the Board and shall record all of the votes of the Directors and the minutes of the meetings of the Board and of committees of the Board in a book or books to be kept for that purpose; shall see that notices are given and records and reports properly kept and filed by the Foundation as required by law; shall be the custodian of the seal of the Foundation and see that it is affixed to all documents to be executed on behalf of the Foundation under its seal; and, in general, shall perform all duties incident to the office of the Secretary, and such other duties as may from time to time be assigned to him or her by the Board or the President.

Section 5.11 The Treasurer. The Treasurer or an Assistant Treasurer shall have or provide for the custody of the funds or other property of the Foundation and shall keep a separate bank account of the same to his or her credit as Treasurer; shall collect and receive or provide for the collection and receipt of moneys earned by or in any manner due to or received by the Foundation; shall deposit all funds in his or her custody as Treasurer in such banks or other places of deposit as the Board may from time to time designate; shall, whenever so required by the Board, render an account showing his or her transactions as Treasurer, and the financial condition of the Foundation; and, in general, shall discharge such other duties as may from time to time be assigned to him or her by the Board or the President.

Section 5.12 Officers' Bonds. Any officer shall give a bond for the faithful discharge of his or her duties in such sum, if any and with such surety or sureties as the Board shall require.

Section 5.13 Salaries. The officers elected by the Board shall serve without compensation, except each may be reimbursed by the Foundation for reasonable, necessary and documented expenses incurred.

LIMITATION OF PERSONAL LIABILITY OF DIRECTORS; INDEMINIFICATION OF DIRECTORS, OFFICERS AND OTHER AUTHORIZED REPRESENTATIVES

Section 6.01 Limitation of Personal Liability of Directors. A Director of the Foundation shall not be personally liable for monetary damages as such for any action taken, or any failure to take any action unless:

- (a) The Director has breached or failed to perform the duties of his or her office as defined in Section 6.02 below; and
- (b) The breach or failure to perform constitutes self-dealing, willful misconduct or recklessness.

The provisions of this Section shall not apply to (a) the responsibility or liability of a Director pursuant to any criminal statute; or (b) the liability of a Director for the payment of taxes pursuant to local, state or federal law.

Section 6.02 Standard of Care and Justifiable Reliance.

(a) A Director of the Foundation shall stand in a fiduciary relationship to the Foundation, and shall perform his or her duties as a Director, including his or her duties as a member of any committee of the Board upon which he or she may serve, in good faith, in a manner he or she reasonably believes to be in the best interests of the Foundation, and with such care, including reasonable inquiry, skill and diligence, as a person of ordinary prudence would use under similar circumstances. In performing his or her duties, a Director shall be entitled to rely in good faith on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by any of the following:

(1) One or more officers or employees of the Foundation whom the Director reasonably believes to be reliable and competent in the matters presented;

(2) Counsel, public accountants or other persons as to matters which the Director reasonably believes to be within the professional or expert competence of such person;

(3) A committee of the Board upon which he or she does not serve, duly designated in accordance with law, as to matters within its designated authority, which committee the Director reasonably believes to merit confidence.

A Director shall not be considered to be acting in good faith if he or she has knowledge concerning the matter in question that would cause his or her reliance to be unwarranted.

(b) In discharging the duties of their respective positions, the Board, committees of the Board and individual Directors may, in considering the best interests of the Foundation, consider the effects of any action upon employees, upon persons with whom the Foundation, has business and other relations and upon communities which the offices or other establishments of or related to the Foundation are located, and all other pertinent factors. The consideration of those factors shall not constitute a violation of subsection (a) of this Section.

(c) Absent breach of fiduciary duty, lack of good faith or self-dealing, actions taken as a Director or any failure to take any action shall be presumed to be in the best interests of the Foundation.

Section 6.03 Indemnification in Third Party Proceedings. The Foundation shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Foundation) by reason of the fact that he or she is or was a representative of another corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him or her in connection with such action, suit or proceeding if he or she acted in good faith and in a manner reasonably believed to be in, or not opposed to, the best interests of the Foundation, and, with respect to any criminal action or proceeding, had no reasonable cause to believe his or her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction or upon a plea of nolo contendere, or its equivalent, shall not of itself create a presumption that the person did not act in good faith and in a manner which he or she reasonably believed to be in, or not opposed to, the best interests of the Foundation, and, with respect to any criminal action or proceeding, had reasonable cause to believe that his or her conduct was unlawful.

Section 6.04 Indemnification in Derivative Actions. The Foundation shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action or suit by

or in the right of the Foundation to procure a judgment in its favor by reason of the fact that he or she is or was a representative of the Foundation, or is or was serving at the request of the Foundation as a representative of another corporation, partnership, joint venture, trust or other enterprise against expenses (including attorneys' fees) actually and reasonably incurred in connection with the defense or settlement of such action or suit if he or she acted in good faith and in a manner he or she reasonably believed to be in, or not opposed to, the best interests of the Foundation and except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the performance of his or her duty to the Foundation unless and only to the extent that the Court of Common Pleas of Berks County or the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all the circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which the Court of Common Pleas or such other court shall deem proper.

Section 6.05 Mandatory Indemnification. Notwithstanding any contrary provision of the Articles of these Bylaws, to the extent that a representative of the Foundation has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in either Section 6.03 or Section 6.04 above, he or she shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by him or her in connection therewith.

Section 6.06 Determination of Entitlement to Indemnification. Unless ordered by a court, any indemnification under Section 6.03 or 6.04 above shall be made by the Foundation only as **authorized** in the specific case upon determination that indemnification of the representative is proper in the circumstances because he or she has met the applicable standard of conduct set forth in such paragraph. Such determination shall be made:

(a) By the Board by a majority vote of a quorum consisting of Directors who were not parties to such action, suit or proceeding; or

(b) If such a quorum is not obtainable, or, even if obtainable, a majority vote of a quorum of disinterested Directors so directs, by independent legal counsel in a written opinion.

Section 6.07 Advancing Expenses. Expenses incurred in defending a civil or criminal action, suit or proceeding may be paid by the Foundation in advance of the final disposition of such action, suit or proceeding as authorized by the Board in a specific case upon receipt of an undertaking by or on behalf of the representative to repay such amount unless it shall ultimately be determined that he or she is entitled to be indemnified by the Foundation as authorized in paragraphs one (1) through three (3) above.

Section 6.08 Indemnification of Former Representatives. Each such indemnity may continue as to a **person** who has ceased to be a representative of the Foundation and may inure to the benefit of the heirs, executors and administrators of such person.

Section 6.09 Insurance. The Foundation shall have the power to purchase and maintain insurance on **behalf** of any person who is or was a Director, officer, employee or agent of the Foundation or is or was serving at the request of the Foundation as a Director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against any liability asserted against such person and incurred by such person in any capacity or arising out of such person's status as such, whether or not the Foundation would otherwise have the power to indemnify such person against such liability.

Section 6.10 Reliance on Provisions. Each person who shall act as an authorized representative of the Foundation shall be deemed to be doing so in reliance upon the rights of indemnification provided by this Article.

ARTICLE VII

MISCELLANEOUS

Section 7.01 Checks. All checks, notes, bills of exchange or other orders in writing shall be signed by such person or persons as the Board may from time to time designate.

Section 7.02 Contracts. Except as otherwise provided in these Bylaws, the Board may authorize any officer or officers, agent or agents, to enter into any contract or to execute or deliver any instrument on behalf of the Foundation, and such authority may be general or confined to specific instances.

Section 7.03 Deposits. All funds of the Foundation shall be deposited from time to time to the credit of the Foundation in such banks, trust companies or other depositories as the Board may approve or designate, and all such funds shall be withdrawn only upon checks signed by such one or more officers or employees as the Board shall from time to time determine.

Section 7.04 Annual Report of the Board. The Board shall direct the President and the Treasurer to present at the annual meeting of the Board a report showing in appropriate detail the following:

- (1) The assets and liabilities, including the trust funds, of the Foundation as of the end of the fiscal year immediately preceding the date of the report.
- (2) The principal changes in assets and liabilities including trust funds, during the year immediately preceding the date of the report.
- (3) The revenue or receipts of the Foundation, both unrestricted and restricted to particular purposes, for the year immediately preceding the date of the report, including separate data with respect to each trust fund held by or for the Foundation.
- (4) The expenses or disbursements of the Foundation, for both general and restricted purposes, during the year immediately preceding the date of the report, including separate data with respect to each trust fund held by or for the Foundation.

The annual report of the Board shall be filed with the minutes of the annual meeting of the Board.

Section 7.05 Amendment of Bylaws. These Bylaws may be amended or repealed, or new bylaws may be adopted, by vote of a majority of the Board of Directors of the Foundation in office at any regular or special meeting. Such proposed amendment, repeal or new bylaws, or a summary thereof, shall be set forth in any notice of such meeting, whether regular or special.

Proposed Bylaws Revisions (if needed)

**APPENDIX B: WEST READING BUSINESS IMPROVEMENT DISTRICT / WEST
READING BOROUGH SERVICE AGREEMENT**

SERVICES AGREEMENT BY AND BETWEEN

THE BOROUGH OF WEST READING

AND

THE WEST READING COMMUNITY REVITALIZATION FOUNDATION

THIS AGREEMENT, entered into this ___ day of _____, 2026, by and between **THE BOROUGH OF WEST READING**, a Pennsylvania Municipal Corporation, organized as a Borough pursuant to the Pennsylvania Third Borough Code, having its principal offices located at 500 Chestnut Street, West Reading, Berks County, Pennsylvania (hereinafter referred to as the “Borough”); and.

WEST READING COMMUNITY REVITALIZATION FOUNDATION, a Pennsylvania non-profit organization, organized pursuant to the Pennsylvania Non-Profit Corporation Law, and as an IRS recognized 501(c)(3) corporation, having its principal offices located at 500 Chestnut Street, West Reading, Berks County, Pennsylvania (hereinafter referred to as the “NIDMA”).

WHEREAS, the NIDMA has requested the authorization of West Reading Community Revitalization Foundation to act as the Neighborhood Improvement District Management Association (“NIDMA”) for the West Reading Business Improvement District (WRBID) and

WHEREAS, the Borough and the NIDMA are taking the steps required to authorize West Reading Community Revitalization Foundation to act as the NIDMA; and

WHEREAS, Section 5(c)(3)(ii) of the NID Act requires that an agreement be entered into between the governing body of the Borough and the NIDMA setting forth the respective duties and responsibilities of the respective parties.

NOW THEREFORE, in consideration of the mutual promises contained herein, and intending to be legally bound hereby, the parties mutually agree as follows:

I. BOROUGH RESPONSIBILITIES

Maintenance of Base Level of Programs and Services. The Borough shall maintain the present base level of programs and services within the WRBID boundary area, defined as the combined area of the Central Business (CB) district and the General Business (GB) district of the Borough of West Reading. The Borough will not reduce the base level of programs and services contained in this agreement from its current level of services. These services shall include:

1. MAINTENANCE

- a. The sweeping and cleaning of streets shall be provided once a month and as needed coordinated between the Borough's Department of Public Works and the NIDMA, with no services offered between mid-December and mid-April when the street sweeper is closed for the year.
- b. The plowing and snow removal from municipal streets and parking areas as needed.
- c. The removal of snow from curb lines as needed and as coordinated between the Borough's department of Public Works and the NIDMA.
- d. The removal of snow in the municipal lot at Franklin Street and 7th Ave.
- e. The inspection and cleaning of the storm sewer system and sanitary sewer system ongoing and other maintenance that may be required as needed.
- f. The paving of local roads as needed, except Penn Avenue which is a state-owned road.
- g. The maintenance of trees, to be performed through the Shade Tree Ordinance/Commission, including, but not limited to, the regulation of trees within the right-of-way between the curb and sidewalk, which shall include the identification of diseased trees and the planting of new trees as permitted by the annual budget.
- h. Zoning and code administration and enforcement including the regulation of signage and property maintenance.
- i. Emptying all public trash receptacles on the sidewalks along the streets within the WRBID. Such service will be provided by either the Borough's contracted waste hauler or Borough staff, twice per week, and as needed coordinated by the Borough and NIDMA.
- j. Paying the electric bill related to street lighting, maintenance of streetlamp posts, and replacement of streetlamps within the WRBID.
- k. Installing seasonal banners.
- l. Installing and maintaining traffic signals and crosswalks within the WRBID, subject to the approval of PennDOT as may be required.
- m. Painting of street lines and parking lines, including municipal lots as needed.
- n. Removing graffiti (as defined by WR Borough in (249-2 of the Code of Ordinances) from all public spaces including sidewalks, light fixtures, street furnishings, trash receptacles and bollards.

2. EVENTS AND MARKETING

- a. Providing the labor for street closing and regulation for NIDMA sponsored and Borough sanctioned events including all labor, Jersey barriers, 24 hours recycling bins, and necessary trash receptacles.

3. BUSINESS RECRUITMENT AND RETENTION

- a. Working with and providing such requested information as may be applicable and allowable to developers and investors.
- b. Providing timely assistance in the issuance of occupancy licenses and use permits by the Zoning Office.

4. CAPITAL IMPROVEMENTS

- a. Administering such grants as may be required, including but not limited to: sponsorships, applications, payments, maintenance of records and projects/contract close-outs not specifically provided for as obligation of the NIDMA, pursuant to this Agreement, the NID Act, and such other applicable laws and regulations as may apply.
- b. Providing a Borough affiliated liaison, acting on behalf of Borough Council, to interact with the NIDMA on streetscape and other projects, including architectural concept designs for any future public space improvements.

5. PUBLIC SAFETY AND SECURITY

- a. Providing regular police patrols within the WRBID with increased frequency by foot patrol officers and traffic control on the streets as necessary, with increased frequency on foot and by bike when weather and staffing permits.
- b. Sharing of such crime-related data as may be relevant to the operations of the WRBID.
- c. Parking enforcement including municipal spaces on an ongoing basis.
- d. Enforcing safety related codes and ordinances on an ongoing basis, through the Code Enforcement Department.

6. WRBID LIEN ADMINISTRATION

- a. At the request of the NIDMA, the Borough of West Reading shall place a lien on each and every property that is delinquent in paying the WRBID assessment fee.

7. ADMINISTRATIVE SUPPORT

- a. Invoicing and collecting the WRBID assessment and/or filing liens against delinquent properties upon request of the NIDMA

II. NIDMA RESPONSIBILITIES

NIDMA Provided Services: The NIDMA shall provide the following services within the defined boundaries of the WRBID. The following represent those services specifically requested by the Borough, and may not necessarily include all services to be provided by the NIDMA. These services shall include:

1. MAINTENANCE

- a. Streetscape Maintenance
 - i. Sweeping and disposal of debris (litter, cigarette butts, and leaves) from sidewalks and storm drains within the WRBID on a biweekly basis, particularly in and around bus stops. These services shall be provided as weather permits.
 - ii. Over the 5-year period of the BID, power washing the sidewalks in the WRBID area will be conducted on a planned rotating schedule to maintain cleanliness, safety and overall appearance.
- b. Property Maintenance
 - i. Removing graffiti (as defined by West Reading Borough in §249-2 of the Code of Ordinances) from buildings (ground level only) with the property owner's permission if requested, provided that this service can be safely performed in the sole discretion of the NIDMA.

2. PARKING SUPPORT

- a. Internal Education/Awareness building
 - i. Communicate to the business and property owners within the WRBID any updates or changes to the parking conditions or regulations.
- b. External Education/Marketing
 - i. Communicate to the public and potential customers regarding location of parking, types of parking options, parking maps, parking rates, parking hours, etc. within the WRBID.

3. EVENTS AND MARKETING

- a. General Image Advertising: Funding, production, coordination and maintenance of a general image campaign to include a mix of digital (social media, search engines,

video and ads) and traditional methods (print, billboards, and broadcast) advertising for the purpose of creating “top-of-the-mind” awareness of West Reading Business Improvement District.

- b. Website Development: Funding, production, coordination and maintenance of an online presence for West Reading Business Improvement District/Penn Avenue Business District which shall include links to local businesses within the WRBID and West Reading Borough government.
- c. Cooperative Advertising: Funding, production, coordination and maintenance of a joint promotion designed to promote those businesses within the WRBID to a local and regional audience. Such promotions shall include the ability of businesses within the WRBID to participate at discounted or group rates. Identified partners shall include, but need not be limited to: the Greater Reading Convention & Visitors Bureau for the County of Berks, Experience Reading and Berks County, West Reading Borough, local colleges and universities, the Greater Reading Chamber Alliance, and other similar statewide and regional organizations.
- d. Community Events: Funding, production, coordination and maintenance of both retail and special events designed to bring people into the WRBID and to encourage purchases by customers at businesses within the WRBID. Such events may include, but need not be limited to: Art on the Avenue, 2nd Fridays, Winter Farmers’ Market, Sunday Farmers’ Market, and various other seasonal and holiday events, Providing promotional and marketing support to businesses on the Borough website.

4. BUSINESS RECRUITMENT AND RETENTION

- a. Market Study: Working with business owners to develop a market assessment and analysis of the current WRBID customer and trade area; assess the supply and demand of the WRBID to establish the gap analysis of the existing businesses; determine and develop the WRBID business retention and business recruitment strategy.
- b. Business Recruitment Strategy: Developing online and print materials to be used for a targeted business recruitment strategy for the WRBID, such as a ‘Doing Business in West Reading Guide.’
- c. Providing promotional and marketing support to businesses on the Borough website.
- d. Updating and maintaining QR codes to provide access to location of businesses in the WRBID.

5. CAPITAL IMPROVEMENTS

- a. Work with the Borough and our grant writer to obtain grants specifically designed to enhance the WRBID district.

6. OPERATIONAL MANAGEMENT AND ADMINISTRATION

- a. Undertaking an annual audit and the preparation of an annual report.
- b. Hiring of appropriate staff and program personnel.
- c. Additional fundraising, grant applications, etc. as needed.

III. CONTRACT TIME FRAME

The contract between the Borough and the NIDMA will commence on the date of its approval and terminate June 30, 2031. The contract shall remain in force for the full term of the designated NIDMA unless either party serves sixty (60) days' notice of termination.

IV. INDEMNIFICATION

The NIDMA will hold the Borough harmless and indemnify against all claims and losses directly related to the performance by the NIDMA of duties under this Agreement, except matters involving negligent or intentional acts and/or omissions by the Borough, its officials, agents, contractors, and employees. The Borough will hold the NIDMA harmless and indemnify against all claims and losses related to the performance by the Borough of duties under this agreement, except matters involving negligent or intentional acts and/or omissions by the NIDMA, its officials, agents, contractors, and employees.

V. BOROUGH LIAISON

The NIDMA will communicate with and update the Borough relative to the operations of the WRBID not less than quarterly and the Borough shall designate a Borough Liaison in writing who shall act as the official Borough contact to the NIDMA.

VI. FAILURE TO PERFORM REQUIRED SERVICES

In the event that either party fails to perform the services contained in this Agreement, this shall be considered to be a default, and either party may terminate this agreement upon ten (10) days prior written notice.

VII. CONSTRUCTION

This Agreement shall be construed and interpreted under the laws of the Commonwealth of Pennsylvania.

VIII. JURISDICTION AND VENUE

Any action brought arising from disputes over this agreement and default from the terms hereof shall be brought in the Court of Common Pleas of Berks County, Pennsylvania.

IX. NO ORAL MODIFICATIONS PERMITTED

It is understood that this Agreement contains the entire Services Agreement of the parties and that no modification shall be valid unless in writing and signed by the parties to this Agreement.

X. SUCCESSORS AND ASSIGNS

It is understood that this Agreement is a contract for personal services and neither party may assign the rights and obligations under this Agreement without the prior written consent of the other party. This Agreement shall be binding upon the successors and assigns of the parties hereto.

XI. CONTINGENCY UPON APPROVAL OF WRBID PROPERTY OWNERS AND BOROUGH COUNCIL OF FINAL WRBID PLAN AND ESTABLISHMENT OF THE NIDMA

This Agreement shall not go into effect unless: a) the Final Plan for the WRBID is approved by the Borough Council after public hearing, in accordance with the hearing and notice procedures set forth in the NID Act; and, b) the NIDMA is established by Borough Council, with approved amendments to the NIDMA By-Laws and Certificate of Incorporation as filed with the Commonwealth of Pennsylvania, Department of State.

IN WITNESS WHEREOF, the parties hereto have set their hands and respective seals the date and year first above written.

West Reading Community Revitalization
Foundation (WRCRF)

Borough of West Reading, PA

By: _____

By: _____

Attest: _____

Attest: _____

APPENDIX C: WRCRF 2026 BUDGET

Account Codes	Account Description	Account Line Items	2026 WRCRF MAINSTREET	2025 TOTALS
Revenue				
Operational Support				
357.000	Borough of West Reading	Borough of West Reading (WRCRF)for general operations)	\$ 42,000	\$ 42,000
389.100	Bus Shelter	Bus Shelter Lease (OAKTREE)	\$ 3,000	\$ 3,000
341.100	Interest	Miscellaneous Interest Income	\$ 150	\$ 150
	Total Operational Support		\$ 45,150	\$ 45,150
Building 20/22 N. 6th Avenue				
382.000	20/22 Nth 6th Ave	General	\$ 0	\$ 0
382.001	20/22 Nth 6th Ave	Rental Income 1st Flr	\$ 20,400	\$ 18,000
382.001	20/22 Nth 6th Ave	Rental Income 2nd Flr 2B	\$ 5,400	\$ 4,800
	Total Building		\$ 25,800	\$ 22,800
Grants & Fundraising Income				
359.000	Fundraising (Unrestricted)	Corporate Campaign	\$ 0	\$ 0
359.001	Wyomissing Foundation (Restricted)	Bike Racks	\$ 13,710	\$ 0
359.005	Henry Janssen Foundation (Restricted)	Murals (Carry Over)	\$ 10,000	\$ 10,000
359.006	General Donations	General Donations	\$ 0	\$ 0
	Total Grants		\$ 23,710	\$ 10,000
Business Committee				
359.022	Art on the Avenue	Exhibition Fees	\$ 85,000	\$ 50,000
359.025	Art on the Avenue	Event Sponsorship	\$ 15,000	\$ 15,000
	Total Art on the Avenue		\$ 100,000	\$ 65,000
359.041	Fall Festival on the Avenue	Sponsorship	\$ 15,000	\$ 15,000
359.043	Fall Festival on the Avenue	Exhibitor Fees	\$ 85,000	\$ 50,000
	Total Fall Festival on the Avenue		\$ 100,000	\$ 65,000
359.050	Ice and Spice	Vendor Fees	\$ 2,875	
	Total Ice and Spice		\$ 2,875	
359.500	Craft Pretzel & Beer	General	\$ 0	\$ 0
359.501	Craft Pretzel & Beer	Beer Tasting Tickets	\$ 18,000	\$ 15,000

359.502	Craft Pretzel & Beer	Sponsorship	\$ 10,000	\$ 10,000
359.505	Craft Pretzel & Beer	Beer Returns		
359.604	Craft Pretzel & Beer	Exhibitors Stripe transfer	\$ 30,000	\$ 6,000
	Total Craft Pretzel & Beer		\$ 58,000	\$ 31,000
359.300	Second Friday on Penn	General	\$ 7,000	\$0
	Total Second Friday on Penn		\$ 7,000	\$ 0
359.901	Total Chili Fest	Ticket Sales	\$ 3,000	\$2,400
	Total Chili Fest		\$ 3,000	\$ 2,400
359.810	Promotions & Marketing Committee	General Fund	\$0	
359.811	Promotions & Marketing	Restaurant Week	\$1,000	
359.812	Promotions & Marketing	West Reading Merchandise	\$2,500	
359.813	Promotions & Marketing	Local Love	\$500	
359.814	Promotions & Marketing	Indie Week	\$ 750	
	Total Promotions & Marketing General Fund		\$ 4,750	
359.076	Small Business Saturday	SBS Miscellaneous	\$2,000	
359.077	Small Business Saturday	SBS Sales	\$0	
	TOTAL Small Business Saturday		\$2,000	
	TOTAL Business Committee		\$ 277,625	\$ 173,400
Total Revenue			\$ 372,285	\$ 241,350

Expenses

Building 20/22 Nth 6th Avenue

410.003	Tompkins Bank	Mortgage Interest Only	\$ 6,000	\$ 6,000
410.002	Met Ed	Electric	\$ 3,000	\$ 3,000
410.002	Comcast	Internet/Phone	\$ 3,000	\$ 3,000
410.002	UGI South	Gas	\$ 850	\$ 850
410.002	Borough of West Reading	Water	\$ 1,200	\$ 1,200
401.200	Goodville Mutual Casualty Company	Insurance	\$ 1,900	\$ 1,700
410.002	Building Maintenance	Repairs and Renovations	\$ 3,200	\$ 3,200
410.002	Real Estate Taxes	Berks	\$ 7,100	\$ 7,100
410.002	Building	Rental Expenses		
	Total Building Costs		\$ 26,250	\$ 26,050

Grants & Fundraising Expenses

571.005	Wyomissing Foundation (Restricted)	Bicycle Racks	\$ 13,710	\$ 0
573.014	Janssen Foundation (Restricted)	Murals (Carry Over)	\$ 10,000	\$ 10,000
	Total Grants & Fundraising		\$ 23,710	\$ 10,000

Business Promotion Committee				
935.000	Art on the Avenue	General	\$ 400	\$ 400
935.127	Art on the Avenue	Advertising (Misc.)	\$ 3,000	
935.008	Art on the Avenue	Printing and Paper Supplies	\$ 500	\$ 500
935.014	Art on the Avenue	Entertainment - Musicians	\$ 5,000	\$ 5,000
935.015	Art on the Avenue	Entertainment - Stage Rentals	\$ 500	\$ 300
935.017	Art on the Avenue	Entertainment - Sound Equipment Rentals	\$ 2,000	\$ 2,000
935.019	Art on the Avenue	Public Art	\$ 0	\$ 0
935.022	Art on the Avenue	Event Insurance	\$ 2,200	\$ 2,000
935.026	Art on the Avenue	Portable Toilet Rentals	\$ 800	\$ 800
935.027	Art on the Avenue	Entertainment Booking Manager	\$ 850	\$ 850
935.030	Art on the Avenue	Signage	\$ 0	\$ 0
935.049	Art on the Avenue	Bus Stop Posters	\$ 125	\$ 450
935.051	Art on the Avenue	Trash Dumpster	\$ 1,500	
935.126	Art on the Avenue	Borough Services	\$ 15,000	
935.128	Art on the Avenue	Director of Volunteers	\$ 300	
	Total Art on the Avenue		\$ 32,175	\$ 12,300
945.000	Fall Festival	General	\$ 500	\$ 500
945.001	Fall Festival	Advertising Regional	\$ 3,500	\$ 3,500
945.009	Fall Festival	Printing and Paper Supplies	\$ 500	\$ 500
945.011	Fall Festival	Liquor Permit	\$ 0	\$ 0
945.012	Fall Festival	Insurance	\$ 2,000	\$ 2,000
945.013	Fall Festival	Portable Toilet Rentals	\$ 1,500	\$ 800
945.014	Fall Festival	Decorations	\$ 0	\$ 0
945.018	Fall Festival	Promotional Material	\$ 500	\$ 500
945.019	Fall Festival	Entertainment - Musicians	\$ 5,000	\$ 5,000
945.020	Fall Festival	Entertainment - Stage Rentals	\$ 500	\$ 500
945.021	Fall Festival	& Tent Rentals	\$ 0	\$ 0
945.023	Fall Festival	Equipment Rental & Sound	\$ 2,000	\$ 2,000
945.022	Fall Festival	Booking Manager	\$ 500	\$ 500
945.024	Fall Festival	Posters	\$ 100	\$ 100
945.050	Fall Festival	Bus Stop Posters	\$ 125	\$ 450
945.054	Fall Festival	Trash Dumpster	\$ 1,500	
945.151	Fall Festival	Borough Services	\$ 15,000	
945.152	Fall Festival	Director of Volunteers	\$ 300	
	Total Fall Festival		\$ 33,525	\$ 16,350
991.000	Craft Pretzel & Beer	General	\$ 500	\$ 5,000
991.001	Craft Pretzel & Beer	Beer & Spirits	\$ 4,500	\$ 4,500
991.002	Craft Pretzel & Beer	Advertising & Marketing	\$ 3,500	\$ 3,500
991.003	Craft Pretzel & Beer	Rentals	\$ 2,000	\$ 2,000
991.004	Craft Pretzel & Beer	Entertainment	\$ 1,500	\$ 1,500
991.005	Craft Pretzel & Beer	Event Insurance	\$ 2,000	\$ 2,000
991.006	Craft Pretzel & Beer	Posters	\$ 100	\$ 100
991.010	Craft Pretzel & Beer	Bus Stop Posters	\$ 150	\$ 150
991.013	Craft Pretzel & Beer	Borough Services	\$ 10,000	\$ 1,100

991.014	Craft Pretzel & Beer	Trash Dumpster	\$ 1,500	\$ 0
991.015	Craft Pretzel & Beer	Portable Toilet Rentals	\$ 800	\$ 800
991.016	Craft Pretzel & Beer	Director of Volunteers	\$ 200	
	Total Craft Pretzel & Beer		\$ 26,750	\$ 20,650
955.005	Second Friday on Penn	General	\$ 8,000	\$ 250
955.006	Second Friday on Penn	Entertainment	\$ 2,400	\$ 2400
955.007	Second Friday on Penn	Advertising	\$ 500	\$ 500
955.009	Second Friday on Penn	Signage	\$ 0	\$ 0
955.010	Second Friday on Penn	Live Music	\$ 2,400	\$ 0
	Total Second Friday on Penn		\$ 13,300	\$ 3,150
951.000	Small Business Saturday	General Fund	\$ 1,500	\$ 1,500
951.010	Small Business Saturday	Small Games of Chance	\$ 125	
	Total Small Business Saturday		\$ 1,625	\$ 1,500
992.000	Chil Fest	General	\$ 2,000	\$ 500
935.100	Chil Fest	Posters	\$ 150	\$ 150
	Total Chili Fest		\$ 2,150	\$ 650
975.001	Ice and Spice	Entertainment	\$ 400	\$ 400
975.002	Ice and Spice	Box Truck Rental	\$ 200	\$ 400
975.003	Ice and Spice	Hotel	\$ 300	
975.004	Ice and Spice	General	\$ 100	
	Total Ice and Spice		\$ 1,000	\$ 800
922.002	Visit West Reading Website (BA)	Sponsorship Solicitation	\$ 0	\$ 0
922.004	Visit West Reading Website (BA)	Maintenance	\$ 2,000	\$ 2,000
922.005	Visit West Reading Website (BA)	Development	\$ 0	\$ 0
922.006	Visit West Reading Website (BA)	Design	\$ 1,000	\$ 1,000
	Total Visit West Reading Website (BA)		\$ 3,000	\$ 3,000
926.000	Advertising (BA)	General	\$ 1,000	\$ 5,000
	Total Advertising (BA)		\$ 1,000	5,000
937.001	Independent Contractor Wages	Event Coordinator	\$ 8,500	\$ 7,000
937.003	Independent Contractor Wages	Social Media Coordinator	\$ 15,000	\$ 12,000
	Total Independent Contractor wages		\$ 23,500	\$ 19,000
960.001	Farmers Market	Farmers Market Manager	\$ 3000	\$ 3000
	Total Farmers Market		\$ 3000	\$ 3000
975.000	Promotions & Marketing	General Fund (P&M Misc.)	\$ 5,000	
975.101	Promotions & Marketing	Indie Week	\$ 1,500	

975.301	Promotions & Marketing	Local Love	\$ 1,500	
975.101	Promotions & Marketing	Restaurant Week	\$ 1,500	
975.101	Promotions & Marketing	West Reading Merchandise	\$ 1,500	
	Total Promotions & Marketing		\$ 11,000	
988.000	Group Miscellaneous	General	\$ 500	
988.002	Group Miscellaneous	ZOOM	\$ 170	
988.005	Group Miscellaneous	WRCRF Merchandise		
	Total Group Miscellaneous		\$ 670	
935.035	Plein Air	Plein Air Awards	\$1,000	
	Total Plein Air		\$1,000	
	TOTAL Business Promotion Comm		\$ 153,695	\$ 85,400

Salaries/Wages

401.000	Salaries/Wages	Executive Director	\$ 59,513	\$ 53,432
406.030	Salaries/Wages	Bookkeeper	\$ 19,307	\$ 18,657
	Total Salaries and Wages		\$ 78,820	\$ 72,089

Payroll Taxes and Expense

400.192	Payroll Taxes	FICA Social Security Taxes	\$ 4,887	\$ 5,200
400.193	Payroll Taxes	FICA Medicare Taxes	\$ 1,143	\$ 1,220
400.194	Payroll Taxes	PA Unemployment	\$ 1,119	\$ 430
400.195	Payroll Taxes	Federal Unemployment	\$ 473	\$ 130
	Total Payroll Tax and Expense		\$ 7,622	\$ 6,980

Insurance

400.196	Insurance	Health/Life Insurance	\$ 0	\$ 0
400.198	Insurance	Workers Compensation	\$ 700	\$ 630
400.197	Insurance	Business Owners	\$ 0	\$ 0
400.199	Insurance	Directors and Officers	\$ 1,280	\$ 1,280
	Total Insurance		\$ 1,980	\$ 1,910

Supplies and Materials

400.205	Supplies and Materials	Office Equipment	\$ 500	\$ 500
400.210	Supplies and Materials	Office Supplies	\$ 1,000	\$ 1,000
400.213	Supplies and Materials	Supplies	\$ 2,400	\$ 2,400
400.215	Supplies and Materials	Postage	\$ 200	\$ 200
	Total Supplies and Materials		\$ 4,100	\$ 4,100

Operational Support				
	Total Operation Support		\$ 0	\$ 0
Professional Services				
400.311	Professional Services	Accounting and Audit	\$ 9,000	\$ 7,665
400.313	Professional Services	Payroll	\$ 2,300	\$ 2,200
400.314	Professional Services	Legal Fees	\$ 2,000	\$ 2,000
	Total Professional Services		\$ 13,300	\$ 11,865
Communication				
400.329	Communication	Website	\$ 291	\$ 291
	Total Communication		\$ 291	\$ 291
Transportation				
400.331	Transportation	Travel Expense	\$ 1,500	\$ 1,500
400.338	Transportation	Lodging	\$ 1,800	\$ 1,800
400.339	Transportation	Food	\$ 400	\$ 400
	Total Transportation		\$ 3,700	\$ 3,700
Advertising				
400.344	Advertising	Legal	\$ 0	\$ 0
	Total Advertising		\$ 0	\$ 0
Computer Repair and Maintenance				
400.374	Computer Repair and Maintenance	Computer Repair	\$ 1,000	\$ 1,000
400.375	Computer Repair and Maintenance	Copier Maintenance	\$ 2,200	\$ 2,200
	Total Repair and Maintenance		\$ 3,200	\$ 3,200
Dues, Subscriptions and Memberships				
400.421	Dues, Subscriptions and Memberships	PDC	\$ 1,000	\$ 1,000
400.425	Dues, Subscriptions and Memberships	Pennsylvania - Nonprofit	\$ 250	\$ 250
400.426	Dues, Subscriptions and Memberships	Bureau	\$ 700	\$ 700
400.427	Dues, Subscriptions and Memberships	Other	\$ 3,500	\$ 3,500
420.000	Dues, Subscriptions and Memberships	Main Street Membership	\$ 375	\$ 375
	Memberships		\$ 5,825	\$ 5,825
Training				
400.417	Training	Conferences	0	0
400.418	Training	Management Training	\$ 1,500	\$ 1,500
400.419	Training	Other	\$ 1,500	\$ 1,500
	Total Training		\$ 3,000	\$ 3,000
Total Expenses			\$ 325,493	\$ 234,810
	CARRY OVER			

	WRCRF General Fund			(\$5,104.79)
	WRCRF General Fund Restricted			\$74,072.53
	WRCRF Property Fund			\$8,562.75
	Promotion & Marketing Fund			\$90,528.97
	Customer Bank 6 MO. CD			\$50,000.00
	Investment Account MPB 3.MO.CD			\$28,456.81
	Investment Account MPB 6.MO.CD			\$28,430.93
	Investment Account MPB 12.MO.CD			\$28,205.34
	TOTAL BALANCE			\$303,152.54

WRBID BUDGET

{Expected Revenues and Expenditures for the WRBID}

Account Codes	Account Description	Account Line Items	2026 WRBID MAINSTREET
Revenue			
WRBID Operational Support			
319.100	WRBID Revenue	BID Receipts – Affected Properties	\$105,950
319.115	WRBID Revenue	BID Receipts – PILOT Properties	\$ 1,780
341.100	Interest	Miscellaneous Interest Income	\$ 150
351.090	Grants - Projected	Community Development	\$ 20,000
	Total WRBID Operational Support		\$ 127,880

Expenses			
WRBID Expenditures Consisting Of			
431.341	Streets / Sidewalks	Cleaning / Maintenance	\$ 20,000
445.115	Parking	Parking Support	\$ 2,000
463.341	Marketing & Advertising	Marketing & Advertising	\$ 53,000
463.342	Grants	Grant writing	\$ 16,000
464.100	Economic Development	Business Support	\$12,000
419.100	Safety	Added Safety – Events & Functions	\$ 6,000
	Other Expenses	Other to Benefit the Business District	\$ 18,880
	Total WRBID Expenditures		\$ 127,880

APPENDIX D: REQUIRED VOTING DOCUMENTS:**2026 WEST READING BID OPPOSITION BALLOT**

In accordance with Section 5.f of Act 130 of 2000, this ballot is cast **IN OPPOSITION** to the proposed Business Improvement District to be known as the West Reading Business Improvement District (WRBID). I understand that this will be the only legal form of objection acceptable to cast a vote in opposition.

As the owner of specific property references below, I understand that I must cast a ballot in opposition to the BID Plan for each individually deeded property that I own, in order to ensure an accurate accounting of the votes in opposition.

SOLE OWNERSHIP BALLOT

This ballot **In Opposition** is cast by the sole owner of the property listed below:

Name (Printed): _____

Home Street Address: _____

Home City, State, Zip Code: _____

BID Property Address: _____

Property ID Number (County Parcel #): 9353- _____

Signature: _____



OFFICIAL BALLOT

2026 WEST READING BID OPPOSITION BALLOT (Optional)

In accordance with Section 5.f of Act 130 of 2000, this ballot is cast **IN OPPOSITION** to the proposed Business Improvement District to be known as the West Reading Business Improvement District (WRBID). I understand that this will be the only legal form of objection acceptable to cast a vote in opposition.

As the owner of the specific property references below, I understand that I must cast a ballot in opposition to the BID Plan for each individually deeded property that I own, in order to ensure an accurate accounting of the votes in opposition.

PARTNERSHIP BALLOT (attach additional copies of more than two partners)

This ballot **In Opposition** is cast by the partnership of the property listed below:

Partner 1 Name (Printed): _____

Home Street Address: _____

Home City, State, Zip Code: _____

BID Property Address: _____

Property ID Number: _____

Partner 1 Signature: _____

Partner 2 Name (Printed): _____

Home Street Address: _____

Home City, State, Zip Code: _____

BID Property Address: _____

Property ID Number (County Parcel #): 9353- _____

Partner 2 Signature: _____

2026 WEST READING BID OPPOSITION BALLOT (Optional)

In accordance with Section 5.f of Act 130 of 2000, this ballot is cast **IN OPPOSITION** to the proposed Business Improvement District to be known as the West Reading Business Improvement District (WRBID). I understand that this will be the only legal form of objection acceptable to cast a vote in opposition.

As the owner of the specific property references below, I understand that I must cast a ballot in opposition to the BID Plan for each individually deeded property that I own, in order to ensure an accurate accounting of the votes in opposition.

CORPORATE OWNERSHIP BALLOT

This ballot **In Opposition** is cast by the corporate ownership of the property listed below:

Name* (Printed): _____

Corporate Title: _____

Home Street Address: _____

Home City, State, Zip Code: _____

Corporate Name: _____

BID Property Address: _____

Property ID Number (County Parcel #): 9353- _____

Signature: _____

****THE PERSON SIGNING THIS DOCUMENT IS AUTHORIZED TO TAKE LEGALLY BINDING ACTION ON BEHALF OF THE CORPORATION NAMED***



OFFICIAL BALLOT

2026 WEST READING BID SUPPORT BALLOT (Optional)

This ballot is cast **IN SUPPORT** TO THE PROPOSED Business Improvement District to be known as the West Reading Business Improvement District (WRBID). I understand that this ballot in support of the proposed BID Plan will not legally impact the outcome of the votes, as only votes in opposition to the plan are used in determining whether the plan will advance.

As the owner of the specific property references below, I understand that I must cast a ballot in support to the BID Plan for each individually deeded property that I own, in order to ensure an accurate accounting of the votes in support. My sole support is casting this vote is to express my active support of the BID plan as presented rather than the assumption of my passive disinterest.

SOLE OWNERSHIP BALLOT

This ballot **IN SUPPORT** is cast by the sole owner of the property listed below:

Name (Printed): _____

Home Street Address: _____

Home City, State, Zip Code: _____

BID Property Address: _____

Property ID Number (County Parcel #): 9353- _____

Signature: _____



OFFICIAL BALLOT