

**AGENDA**  
**FINANCE & ADMINISTRATION COMMITTEE**  
**Wednesday, June 7, 2023 – 8:00 a.m.**

- 1) Call to Order
- 2) Roll Call
- 3) Public Comment - All public comments shall be related to the subject matter jurisdiction of the Borough Council, Committee, or Board conducting the public meeting, and shall be limited to matters of public concern, official action, or deliberations that are, or may come, before the Borough Council, Committee, or Board.
- 4) Cash Update:
  - i. Review cash and investment balances
- 5) May 2023 Results:
  - i. Review revenues, expenses, variances, fund balance, and reserve funds monthly and year to date comparisons
  - ii. Review gross real estate taxes and net real estate taxes monthly and year to date comparisons
  - iii. Review mercantile, local services, other local tax monthly and year to date comparisons
- 6) Second Quarter 2022 MMO Contribution:
  - i. Review the second quarter 2023 MMO contribution calculations
    - A motion is needed to table, approve, or deny the second quarter payment for the 2023 MMO
- 7) Approval of Final Invoice to Telco for Green Light Go
  - i. Review the final invoice due to Telco for work on the Green Light Go project, in the amount of \$39,655.50
    - A motion is needed to approve, table or deny recommending Council approve payment to Telco in the amount of \$39,555.50 for the Green Light Go project
- 8) Borough Hall and Police Department – Facilities Study
  - i. Review and discuss the appraisal reports for 1011 N. Park Road and 555-575 Van Reed Road
  - ii. Review and discuss the building inspection report for 1011 N. Park Road
    - A motion is needed to approve, table or deny moving forward with contacting the owners of 1011 N. Park Road and 555-575 Van Reed Road regarding the findings of the appraisal reports and to discuss potential sale prices for both properties

9) Polo Shirts for Borough Council

- i. Review and discuss shirt options and pricing to order shirts for Borough Council to wear at Borough events
  - A motion is needed to approve, table or deny recommending Council authorize the purchase of polo shirts for Borough Council

10) Wyomissing Pool Snack Bar

- i. Chef David was to operate the snack bar at the Wyomissing Pool and backed out of the lease a week prior to the pool opening
- ii. Review and discuss options for a different independent operator to take over snack bar operations for the 2023 pool season
  - A motion is needed to approve, table or deny recommending Council authorize an independent operator take over snack bar operations for the 2023 pool season, subject to the terms of the draft lease prepared by the Borough solicitor

11) Borough Hall Hours

- i. Review and discuss the visitor log documenting walk-in traffic to Borough Hall since the beginning of 2023
- ii. Discuss the currently vacant receptionist position
- iii. Discuss the constraints to cross-training the receptionist to assist in areas it is truly needed
- iv. Discuss options for hours Borough Hall is open to the public for walk in traffic
  - A motion is needed to approve, table or deny recommending Council approve adjusting the hours Borough Hall is open to the public

12) Old Business- Any agenda items being proposed for discussion that are not listed under the “Old Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.

13) New Business: Any agenda items being proposed for discussion that are not listed under the “New Business” section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed

14) Executive session- Personnel matters