



Secretary. A memo from Ms. Bleakley was distributed to the park and rec board about the topics discussed at the meeting.

D. *Events Report*

The Easter Egg Hunt is scheduled for Saturday, March 15 at 9:30 a.m. Flyers were distributed to Lower Pottsgrove Elementary School and Ringing Rocks Elementary School and prizes have been ordered with delivery expected March 6<sup>th</sup>. The Summer Kickoff Event scheduling has begun. We are looking at Saturday, June 14<sup>th</sup> beginning at 7:30 a.m. and taking it to 3 or 4p.m. The Board of Commissioners is concerned about traffic circulation. Ms. Elliott has met with Officer Diesinger to discuss the concerns. He feels we will be able to handle this with a large volunteer base. Ms. Elliott is going to address that with the firefighters next. Jen Corley has been in contact with the student bands. There was an issue procuring a sound system because more than one band will be using it. Mrs. Corley will try to speak with a contact of John Shantz' to see if the Township could rent the system for the bands. Mrs. Corley also reported that one of the bands signed for the summer concert series has young relatives in a band of their own. They requested opening for the other band. After discussion, the Parks & Rec Board feels that the Kickoff Event will be a better opportunity for this band. An offer is going to be extended to them for playing at the Kickoff Event. There is one more week vacant on the concert schedule. Mrs. Corley has sent a request to a country band for that slot. If no response is received by the end of February, she will investigate other bands. The movies have been selected. We will open with *Transformers* for June 27<sup>th</sup>. For July 25<sup>th</sup> we are doing Christmas in July with a toy drive and the movie *A Christmas Story*. Mrs. Corley has contacted a local Toys for Tots to advise them we will have a donation. He will pick it up here at the Township if we need him to. We will end the movies on August 15<sup>th</sup> with a classic; *The Wizard of Oz*. Ms. Elliot advised the board that we will begin soliciting sponsorships shortly.

E. *Grants Report*

Ms. Elliott reported that the only outstanding item on the School Property is to eliminate the right of reverter clause. A hearing for this is scheduled at the Court of Common Pleas for March 19<sup>th</sup>. She is hoping to settle on the property late March or early April. Ms. Elliott also reported that the Open Space Board Presentation has been pushed back to the March meeting to accommodate the county's schedule. We currently have tentative agreements on two of the three properties and are in negotiations on the third. The Snell and Norton Park project is anticipated to begin in the late summer or early fall to capitalize on volunteer participation and also public meetings. A steering committee will be formed for this project.

F. *Planning Studies Report*

Ms. Elliott reported that the Community Revitalization Plan public meeting is scheduled for March 6<sup>th</sup> at 7pm at the Pottsgrove High School Cafeteria and that the Sanatoga Interchange Study is in progress with a meeting scheduled for March 12<sup>th</sup> at 7 pm at the same venue.

### Unfinished Business Ready for Action

#### A. *Vendor Permit*

Ms. Elliott reported that the proposed Vendor Permit is under Solicitor review. She requested that pending any major changes, the Park and Recreation Board recommend to the Board of Commissioners approval of this permit. Mr. Wood commented that he would recommend pending further review if the Solicitor deems there are items that need changing. Ms. Elliot assured the board that any major changes would be brought back to this board for their approval. A motion was made for the Parks & Recreation Board to recommend approval of the Vendor Permit with a provision that should the Solicitor amend this permit in any major way, the Parks & Rec Board will again have an opportunity to review it. This motion was made by Rich Wood and seconded by Patty Abdalla. The motion carried with a unanimous vote of 5 – 0.

### Unfinished Business Not Ready for Action

#### A. *Field/Facility Use Permit*

Ms. Elliott presented the revised Field/Facility Use Permit and explained the time slots along with the seasonal rates. She described that this agenda item would likely need several discussions before completion. A meeting of the sports organizations is being planned for March to discuss their needs.

Mr. Wood explained that he was under the impression that the Youth Sports Organizations were going to be exempt from the fees. Ms. Abdalla concurred. He explained that in the instance of soccer, if they were going to be charged a field rental fee that they would not be able to make the donations of material that they do every year. For just this spring, they estimate a \$5000 to \$6000 donation of seed and fertilizer. Ms. Elliott requested an accounting from him of the cost of all materials the Soccer organization has donated to LPT in the past few years. Mr. Wood will provide her with that. Ms. Abdalla commented that maybe we could differentiate between the LP Sports Organizations and other organizations, such as private schools and organizations. She suggested having the other organizations pay an activities fee and not charge the LP Sports Organizations. She explained that residents feel that their tax dollars pay for those fields and an additional fee that would have to be charged at sports registration would not be fair. Mr. Troutman commented that if the registration fees escalated because of the field rental fees, it would eliminate some of the registrants because of the risen cost. He also expressed that sometimes practices are not on a schedule, such as if a coach perceives his team needs extra work etc. and what would they do then? Mr. Troutman also inquired as to whether we can charge a fee for a field that was built with grant funds. Ms. Abdalla reiterated that the LP Sports organizations be on a separate tier than outside organizations. She offered that LP Baseball has no money and generally operates on a \$0 budget. Other housekeeping items were addressed about the layout of the form and when the permitting should begin. At this time Mr. Wood also pointed out the selection can be made to have restroom facilities made available to a group that reserves fields. To his knowledge, the toilet in the men's room does not function and has not ever functioned properly.

The members of this board agree that the new system needs revising and that it should begin in 2009, not mid-year.

B. *Strategic Plan*

Ms. Elliott reported on the various stages of the strategic plan. Items that have been completed include the Parks & Recreation Satisfaction Survey and also the Parks & Recreation Ordinance. The Ordinance is on the March 3<sup>rd</sup> agenda for Board of Commissioner approval. Items that are currently in progress include the Vendor Permit, Facilities Permit – will require more discussion, the Field and Facility Sponsorships, the Sports Organization Memorandum of Understanding - waiting for Commissioner comments and a Field and Facility Inventory – partially complete. Items which are not yet started are as follows: Public Works Equipment Inventory – will be worked on when we purchase public works software, Interviews with various sports organizations about current and future needs – Ms. Elliott is in the process of scheduling a meeting with all and the needs analysis.

New Business

A. *KaBOOM! and PECO Playground*

Ms. Elliott reported to the Board that PECO has approached us to install a memorial playground at one of our parks for an employee that has fallen in the line of duty. This project will require both fast action as well as a \$7500 to \$10000 expenditure for a \$70000 playground. This project will require that we collaborate with KaBOOM! on the design and also provide approximately 50 – 100 volunteers to assist with the construction of the playground in one business day. The Township, if awarded the grant, will be required to provide breakfast, lunch and two snacks for the volunteers. Volunteer total will be approximately 200 people, as PECO employees are also assisting. They have indicated that they would like the build day to be at or around the end of April. This process is going to move quickly. KaBOOM! is giving us a timeline if we are awarded the playground grant.

B. *2008 Sports Organization Meeting*

Ms. Elliott reminded the Board that we are planning a meeting with all local sports organizations in early March to advise of what is going on at the Township as well as get their thoughts on 2008. A date for this is to be determined and will be emailed once agreed upon.

C. *Pottsgrove Viper Lacrosse Field Request*

Connie MacLecki of the Viper Lacrosse organization spoke with Ms. Elliott to request a field for Spring 2008. Ms. Elliott made several calls and proposed to this Board that they offer field number 7 at Gerald Richards Park. The Board agreed, but concerns were raised about choosing a field so close to Buchert Road. Ms. MacLecki has checked out the field and says it does suit their purpose. Mr. Wood advised that he will let Soccer know. A motion was made to offer field number 7 to Pottsgrove Viper Lacrosse provided they submit sufficient proof of insurance by Patty Abdalla and seconded by Rich Wood. The motion was carried by a unanimous vote of 5 – 0.

There was discussion while determining which field to offer Pottsgrove Viper Lacrosse on the layout of Gerald Richards Park. Ms. Elliott and Patty Bleakley suggested that maybe local colleges and universities that have landscape engineering programs might want to prepare a site plan as a project.

With no other business to discuss, the motion to adjourn was made at 8:52 p.m. by Patty Abdalla and seconded by Rich Wood. This motion was unanimously passed with a 5 – 0 vote.

Next meeting:            ***Monday***, March 24, 2008.