

**LOWER PROVIDENCE TOWNSHIP
PARKS & RECREATION
APRIL 12, 2016 MEETING MINUTES**

1) Call to Order

A) Chairwoman Mazza called the meeting to order at 7:00 p.m.

2) Pledge of Allegiance

3) Roll Call:

A) The following Parks & Recreation board members were in attendance: Ms. Mazza, Mr. Wurtz, Ms. DiPaolo, Mr. Neilson, and Student Representatives Mr. Beil, Ms. Hallman and Ms. Tse.

B) Also in attendance: Karl Lukens, Director, Parks & Recreation Department, Karen Hegedus, Recreational Superintendent; Peter MacFarland, Board of Supervisor Liaison.

4) Meeting Minutes:

A) Review/Approve meeting minutes of March 8, 2016

- i) **MOTION:** Mr. Wurtz made a motion to move the minutes of March 12, 2016, as corrected, into record. Ms. DiPaolo seconded the motion. The motion *passed* 6-0-1 with Mr. Neilson abstaining.

5) Old Business

A) Redtail Field Update (MUSC)

- i) Mr. Lukens reported that no update was available. He said that he had looked into putting in the requested gated but that no action has been taken due to other Park & Recreation commitments. Mr. Lukens stated that they have been monitoring the park to make sure there is no trespassing.

B) Easter Egg Hunt – Re-cap

- i) Karen Hegedus reported that the event was a success and the largest in the past few years due to the weather. She thanked the Optimist Club for providing food and drinks.
- ii) Mr. Wurtz said that roughly 450 leaflets had been handed out which gave another indication of attendance. Ms. Hegedus said there were some minor issues in timing of various age group events. Chairwoman Mazza said she only heard positive comments from everyone involved. In response to Supervisor MacFarland, Mr. Lukens reported that approximately 1,200 to 1,500 people were in attendance, not including volunteers. Supervisor MacFarland feels this is a good event to promote and publicize the Township's involvement in the community. Ms. Hegedus said there was an article in the newspaper the day after the event.
- iii) Discussion was had regarding adding additional activities and timing of events. Ms. Hegedus said that the weather is unpredictable and that while more people stayed this year, in past years attendance was lower and the event shorter due to poor weather. Ms. DiPaolo asked if an increase in camp and program registrations due the distribution of leaflets at the event. Ms. Hegedus said that there was. Ms. Hegedus also reported that the eggs from the hunt were repurposed at summer camp.
- iv) Mr. Nielson inquired as to whether there was a way to prevent parents from entering the egg hunt field. Ms. Hegedus said this was a matter of adding volunteer staff. Discussion was held as to finding eggs appropriate for children under the age of 3.
- v) Discussion was held regarding directing people from the parking lot to the park. Mr. Lukens said that flags could be placed to help direct walking traffic.

C) Park Tour – Capital Projects/Eagle Scout Projects (list update)

- i) Chairwoman Mazza reported that the scheduled tour had been cancelled due to the weather. Mr. Beil stated he had toured the seven parks on his own. Chairwoman Mazza polled the Board and rescheduled the tour for April 23 at 1p.m., departing from the Township Building. Ms. Hallman and Ms. Tse reported they would not be able to attend but would try to do the tour on their own.
- ii) Mr. Wurtz stated he had visited Hoy Park and reported that one of the picnic table anchors has been severed. He also said there was an issue with goose droppings.
- iii) Discussion was held regarding Cranberry Park. Mr. Lukens said there was a previous plan that indicated trails were once considered. He said that with a new development going in adjacent to the park it might be the time to add this to the capital plan or do a site master plan. He said that the only improvements were the additional of trees planted last year by the Perkiomen Watershed for the Riparian Buffer.

6) New Business

A) Upcoming Events

- i) Programs:
 - (1) Ms. Hegedus reported that spring and summer programs are on website and on marquee. She stated that they have over 20 children registered for Little Kickers Soccer which is due to promotion at the Easter Egg Hunt event.
- ii) Bus trips:
 - (1) Ms. Hegedus reported that bus trips start this week with a trip to D.C. for the cherry blossoms. She said they still have space on some trips but that overall registration numbers have been good.
- iii) July 4: Ms. Hegedus said this is the next big special event in the Township. There will be fireworks, a concert and vendors. In response to Chairwoman Mazza, Ms. Hegedus reported that the same band and fireworks company has been booked. She said they are working on vendor details for the event.
- iv) Summer Camps:
 - (1) Ms. Hegedus reported that registrations for summer camp have gone through the roof. She said they are in the process of finalizing summer camp hires and the activity calendars for camps have been sent out.
 - (2) Ms. Hegadus gave a report on registration numbers for all camps, indicating where the registration numbers are this year in comparison to last year. She reported that Trailblazers had filled both sites by March and, after speaking with the school district, were able to get a site at Eagleville, bringing the number of Trailblazer camps up to three.
 - (3) CIT Program: Ms. Hegedus reported that they had 15 applications rather than their typical six. She discussed the progression that is in place so that children can start in the camp program at age 4 and progress through Counselor-in-Training and finally hired as a counselor. Ms. Hegedus noted that with the number or registrants increasing they have also increased their staff.
 - (4) Chairwoman Mazza said the parent feedback has been fantastic. Ms. DiPaolo asked what percentage of registrants are Lower Township residents. Ms. Hegadus said that the majority are residents and that residents are offered an opportunity to register a month prior to registration opening for non-residents.
 - (5) Fall fest: Ms. Hegedus said that they have already started advertising and information has been sent out to vendors. Mr. Lukens said that they have already received inquiries and all information is up on the website.

7) Comment from Audience

- A) Caitlin Spindler, president of The Optimist Club stated she had contacted Mr. Lukens regarding creating a Halloween program for younger children. They discussed including activities, crafts and possibly a costume contest. Chairwoman Mazza said the biggest problem in the past was getting staff. Discussion was held as to possible activities and theme ideas. Ms. Hegedus recommended a local theater group that may be able to assist in programming. Mr. Bobst of the Optimist Club said they'd like to continue with the Optimist Club's camp enhancement programs such as bike safety and photo contest. He invited everyone to come to their meetings.
- B) Supervisor MacFarland reported that Mr. Lukens had escorted him on park tour where he discovered some hidden gems in the park system. He stated he would like to see the park opportunities advertised to the residents and to help promote Lower Providence Township. He encouraged the Board to look at the parks with open eyes during their tour and Mr. Lukens can then come before the Board of Supervisors to see what can be implemented. Supervisor MacFarland said he couldn't promise that everything will be approved but stated he would rather have more ideas than less. He said that the residents are aware of the larger, well-known parks but would like to see smaller, lesser-known parks utilized.
- C) Supervisor MacFarland also reported that Township Manager Richard Gestrich has left the Township and that Assistant Township Manager Geri Golas would be assuming duties in the short term. Chairwoman Mazza asked if an interim director would be appointed. Supervisor MacFarland that that alternative had been discussed but no decision has been made.

8) Motion to Adjourn

- A) Mr. Beil made a motion to adjourn. Mr. Tse seconded the motion. The motion *passed* 7-0. The meeting adjourned at 7:55 p.m.

Next Meeting: May 10, 2016