

**LOWER PROVIDENCE TOWNSHIP  
PARKS & RECREATION  
DECEMBER 13, 2016 MEETING MINUTES**

**1) Call to Order**

A) Vice -Chair Wurtz called the meeting to order at 7:05 p.m.

**2) Pledge of Allegiance**

**3) Roll Call:**

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

B) Also in attendance: Karl Lukens, Director, Parks & Recreation Department and Peter MacFarland, Board of Supervisors Liaison.

**4) Meeting Minutes:**

A) Review/Approve meeting minutes of November 15, 2016

i) **MOTION:** Mr. Beil made a motion to move the minutes of November 15, 2016, as corrected, into record. Ms. Hallman seconded the motion. The motion *passed 5-0*.

**5) Old Business**

A) Redtail Field Update (MUSC)

i) Mr. Lukens reported that he had no new information on the Redtail Field.

B) 8th Annual Community Tree Lighting and Winter Wonderland – Re-cap

i) Ms. DiPaolo said the games went well and kept the lines moving. Tom Bobst (Optimist Club) agreed. She stated there were enough prizes until the end, at which time they gave away lollipops. She felt there was enough space between the games and it did not get overcrowded. Ms. DiPaolo said the location next to the Hot Chocolate station worked well although many people asked about the drop-off location for canned goods.

ii) Mr. Wurtz felt that the Turkey Hill rep should be moved away from the entrance and further into the building would prevent congestion. Mr. Ozorowski said that a barrier directing the kids to the right direction would also help the flow. A discussion was held regarding barriers and pedestrian flow. Ms. DiPaolo wondered if wandering entertainment would assist with keeping the long lines entertained. Mr. Ozorowski thought actually having two Santa's would help ease congestion. Mr. Lukens said that they could put one Santa near the tree, perhaps without a photo, as the photo session takes up nearly the entire event budget. Supervisor MacFarland suggested breaking up the times by age, with younger kids coming in prior to the tree lighting. Discussion was held regarding time shifting Santa's visit. Discussion was held as to where Santa should be placed.

iii) Mr. Lukens said the biggest issue of the night was the long line and that the event lasted 40 minutes longer than past years.

iv) Mr. Beil liked that there was a dedicated area for the characters. He liked the idea of having more games in the bocce court area. Discussion was held as to the logistics of games in the bocce court.

C) Park Signs/Parks Trash & Recycling Cans

i) Mr. Ozorowski asked if Mr. Lukens had looked at trash & recycling cans in other areas. He said he had. His goal is to make them look uniform and unique while still being easy to manage for the public works staff. Mr. Lukens said that there are many designs online for

board members to examine. Discussion was held as to branding in regards to the color and logo. Mr. Ozorowski asked if Mr. Lukens could narrow the selections down. Mr. Beil suggested bringing three selections to the next meeting for the Board to decide. Mr. Ozorowski said that something different would need to be considered for the ball fields. Discussion was held as to trashcan colors.

- ii) Mr. Lukens said that this item is on next year's capital budget so he is looking for ideas/suggestions as to what they like or see in other parks as to signs and recycling bins. Mr. Lukens requested Board members take photos of good trash systems in other parks or public areas that they both like and dislike.
- iii) Mr. Lukens discussed sign materials. He said that the signs would need three quotes. Mr. Ozorowski asked Mr. Lukens to get sign packages for the Board to discuss and deliberate and suggested they get mock-ups for parks with several options so they can see what options are available. Mr. Lukens said he would like to have the address on all park signs to help aid emergency service. Mr. Lukens said this was a 2017 issue and is slated for spring 2017.

#### D) Walking/Bike Trails

- i) Mr. Lukens said that a residents group will be making a presentation at the January Board Meeting. Mr. Lukens pulled up a GIS map of the area to show where residents are looking to make the connection to the existing trail system. Supervisor MacFarland reviewed the request and stated that there are a lot of pieces to the project, including how all of the land is held. He said that there is public and grant money to assist the project. Discussion was held as to access points. Supervisor MacFarland said that providing access to the trail system from Lower Providence is desirable.

### 6) New Business

#### A) 2017 Meeting Dates

- i) Mr. Lukens reviewed the proposed 2017 meeting dates.
- ii) **MOTION:** Mr. Ozorowski made a motion to recommend to the Board of Supervisors the 2017 meeting dates. Ms. DiPaolo seconded the motion. The motion passed 6-0.

#### B) Upcoming Events

- i) Programs: Mr. Lukens reported that Winter Programs are on the website and highlights include a babysitting course. He noted that a few holiday programs were not of interest and had low registration. Mr. Lukens noted that the programs are being advertised on the marquis, kiosks, Facebook and through the email program. He said that staff is currently working on summer programming.
- ii) Bus Trips: Mr. Lukens reported that the 2017 schedule is out and he reviewed the various trips slated for 2017.
- iii) Special events: Mr. Lukens said the Tree Lighting ceremony was the best ever and that a key to its success was having plenty of help and volunteers. He said there were no concerns this year with staffing and he thanked the Optimist Club for their participation. Mr. Lukens said that the sponsors all worked well and that everyone seems to be on board and knew their job. He said that making small improvements every year make it a better event.
- iv) 4<sup>th</sup> of July: Mr. Lukens reported that the 4<sup>th</sup> of July celebration will be held July 4 with no price difference from fireworks vendor. He noted a rain date of Saturday, July 8 due to vendor availability and the anticipation of a better crowd on a weekend. He said there will be advertisement as to what constitutes a "rain date", noting that people are confused as to when an event would be cancelled.

- v) Summer Camps: Mr. Lukens reported that summer camp material will be ready on January 1<sup>st</sup> with registration for residents on February 1<sup>st</sup>.
- vi) Events: The Fall Festival will be held the first Saturday in October. The Easter Egg hunt will be held two Saturdays before Easter and the Tree Lighting ceremony will be held on December 1<sup>st</sup>.
- vii) Mr. Lukens reported that a new website called “Explore PA Local Parks” has been launched and they are in the process of entering Lower Providence Township parks onto the website. A link will be on [www.LPTrec.com](http://www.LPTrec.com) website. He gave a demonstration of the website and its features.

**7) Comments from Supervisor**

- A) Supervisor MacFarland said that he has been speaking with folks associated with Methacton soccer club to begin looking for land within the township for a soccer facility. He said he was encouraging residents to get together to work toward this goal. He said that there may be a group coming before the Board in the spring to discuss this. He pointed out several parcels of land in the Township that may work for such a facility. He said that there are several development projects moving forward.

**8) Comments from board:**

- A) Mr. Bobts reported that the Santa hotline program was a success. He said the new forms worked well and that participation increased from 30 to 90. Mr. Lukens said that they turned the questions into an email form which helped streamlined the process.

**9) Motion to Adjourn**

- A) Ms. DiPaolo made a motion to adjourn. Mr. Beil seconded the motion. The motion *passed* 6-0. The meeting adjourned at 8:10 p.m.

**Next Meeting:** January 10, 2016