

**East Brandywine Parks & Recreation  
Minutes, Jan. 7, 2019 – 7:00 PM**

**Attendees – Bob Smedley, Mike Mize, Don Lynn, Betsy Brown, Dave Summers, Sandy Lamme, Kirk Fuhrman and Luke Reven assistant Township Manager. Absent from the meeting were board members Sue Massimini and Kevin Scalfaro**

**Public attendees - Doug & Trager Brown and Mike Wagoner, Trails Committee Chairperson**

**Approval of December Minutes**

- Approved as submitted

**Parks and Recreation Board Photo**

- Deferred until a meeting where all members are present

**Trager Brown Eagle Scout Project Proposal**

- Garden located at Community Park in memory of Trager's brother Taggy Brown. Same area as the Sugar Maple tree currently planted in memory of Taggy
- Goals of the garden - improve appearance in that area of the park, give users of the trail a place to rest
- Includes brick path off of the main trail, benches, various plants/bushes within a 53'x24' area between the trail and retention area. See Appendix A for location.
- Estimated cost of \$3,500 which Trager would fundraise, construction would be performed by volunteers. Board provided recommendations for brick fundraising and plant sources.
- Ongoing maintenance - would be maintained by public works department and Parks and Recreation Members. Plants would be selected based upon low-maintenance requirements. Sandy noted that bushes will need shaping and trimming
- Time frame: ASAP
- Bob Smedley motioned that Parks & Rec support the project as proposed, Dave Summers seconded. All voted "Aye" in favor. Next steps for Trager - approval by Township Supervisors, present concept to Matthew Van Lew, Road Master. Mike requested that Trager notify him prior to attending a Township Supervisor meeting so that Parks and Rec members may attend in support of his presentation.

**Mike Wagoner - Trails Committee**

- Mike wanted to see how our committee's meetings functioned
- Mike described the potential configuration of the parking lot for the Whittaker trailhead and other potential trailhead projects. Looking for input on the best trailhead parking lot, size, location, etc.
- Possible development of former Shady Acres campground as a park
- Mike is working with Uwchlan Township and the County on trails, current and future, as well as the ability to cross the Brandywine Creek connecting trails and more parking along the trails.

**Financial Report – Luke**

- Minimal updates - financial activity report with just two port-a-pot invoices.
- Description of recently acquired and marked (with flags) trail extension areas in Community Park
  - Wildbrier Drive entrance (Cross Keys neighborhood)
    - We will need signage (no parking, park rules) at this entrance post-improvements
    - The board generally recommended removing the tree which currently blocks this entrance when the pathway is improved
    - Board noted damage to trail on the west and south part of trail in Phase III near Cross Keys and the Perme-Winnter farm.
  - Hopewell extension walking trail through Phase I of the park along Perme-Winters farm
- Engineer noted that bathroom and asphalt improvements may be served by the same bid but the Board was not in favor of this proposal with hopes that the Trail work may be complete earlier than the bathroom.
- The asphalt project should include: Wildbriere entrance to the Park in Phase III; Hopewell Extension to the park in Phase I; small trail on North side of Perme-Winters driveway connecting Phase II to Phase I; and possible repairs of west and south portion of trail in Phase III.

### **New Bathrooms Update - Luke**

- Luke was planning to meet with the township engineer, Nate Klein, on Friday, January 11th to discuss the bathrooms and asphalt improvements

### **Sponsorships for 2019 Concerts/Movies - Don**

- Sponsorship form has been distributed to approximately 30 businesses
- Businesses requiring online forms will be contacted closer to the date of the events
- Don is brainstorming performers

### **Updates - Athletic Field and Township Park Rules, Policies and Procedures - Sandy**

- **Continuing updates on Park Rules, Policies and Procedures**
- Discussed PA Dog Laws and requirements for a leash in public
- A discussion of types of raffle prizes during events such as Community Day will continue to be considered at future meetings.
- The Park Rules, Policies and Procedures discussion was largely tabled until next meeting

### **New Idea – Mike**

- **Fun pre-event card game/raffle for our events.**
  - Mike described a Five-of-a-Kind playing card game that is played before Pottstown Parks & Rec events. The game is played while attendees are waiting for the event to commence - in our case either a concert or movie. Participants are given (5) shuffled playing cards and must work with other attendees to trade cards and assemble Five-of-a-Kind upon which they receive a raffle ticket. They get (5) more cards and repeat until the event begins. At the conclusion of the event, a raffle ticket is drawn and the winner receives a prize - which Dave recommended may be a donated door prize.
  - There are two goals with the game - increase interaction between attendees and entice attendees to remain through the event's conclusion.
  - No interest was expressed to implement the game at this time.

### **Newsletter Ideas for 2019 – Sandy**

- Ideas
  - Highlight refurbished tennis courts
- Note - Jan 28th is the due date for articles submitted in the mid-March Milemarker
  - Don recommends a general announcement to stay tuned for our event schedule

### **Community Day Kids' Events Ideas for 2019 - Sandy**

- Need to talk with previous Zip Line vendor
- Sandy provided example pricing from another vendor
- Increase spending on kids games/rides and reduce or eliminate charge to participants
  - Eliminate classic, volunteer-run carnival games due to need for significant number of volunteers
- Discussion of food vendors - our goal is to obtain paperwork early in the year to avoid the last-minute rush to complete paperwork. Include a fee for applications submitted by April and increase the fee for applications submitted later. Cost of the fee is an ongoing discussion.
- Discussion of who/how food truck vendors are brought in for concerts, movies, etc. Event organizer can decide if he/she wants food truck vendors
- Food Vendor requirements: Certificate of insurance, health dept license, food vendor license. Application is online.

### **Other???**

- Joey Kokinda - Eagle Scout Project update - fitness station signs have been ordered
  - Fundraising is ongoing
- Bench order - Rich Augustine - community member has requested a 2nd bench near location of family's first donated bench - OK'd by Sandy

**Next Meeting – Monday, Feb. 4, 2019 – 7:00 pm.**

Appendix A

Red X denotes the location of the proposed garden

