

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
16 November 2009  
6:00 PM**

**In Attendance**

Board Members:

Veronica Sinclair-Anderson, Chair  
Steve Wolf, Vice Chair  
Sherry Nichols  
David Seiler  
Sid Martin

Staff:

David Wendel, Director of Parks & Recreation  
John Holman, Township Manager  
John Luciani, Township Engineer

Citizens:

None

**1. Call To Order:**

**Sinclair-Anderson** Ms. Sinclair-Anderson called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

**2. Action on Minutes: (19 October 2009)**

Mr. Seiler moved to accept the 19 October 2009 meeting minutes. Mr. Martin was second. Motion unanimously carried.

**3. Communication from Citizens: None Reported**

**4. Communication from Board Members:**

**Seiler** Mr. Seiler reported that a member of the Board of Supervisors made some complimentary remarks to him regarding the services provided by the Parks and Recreation Department. Mr. Seiler thought it was important to convey these positive comments to the Parks and Recreation Board and Director. The comments centered on the quality and number of programs provided by the Department including classes, trips and concerts.

**5. Recreation Director's Report:**

**Wendel**

Mr. Wendel reported on the following matters:

- **Annual Report:** The Parks and Recreation Department Annual Report was presented to the Board for review and discussion. The following items were highlighted:
  - Over 5,800 participants in our community-based programs.
  - 962 youth registered for Summer Playground which eclipsed our previous recorded high of 931 in 2007.

- Approximately 460 youth could be found on a daily basis at our 9 park locations
  - Over the past 3 years we recovered, on an annual basis, 52% of our operating expenses.
  - Sounds of Summer attracted over 20,000 visitors to Springettsbury Park.
  - Discount amusement park/ski ticket sales exceeded \$20,000 for the first time.
  - We partnered with over 70 businesses and organizations to support our community events.
- **Tree & Bench Dedication Policy:** After a final review of the changes recommended at the October meeting, the Parks and Recreation Board approved the Tree & Bench Dedication Policy and recommended that it be forwarded to the Township Manager for further review and consideration.
  - **Holiday Tree Lighting:** The event is scheduled on Friday, November 20 at 6 pm. The event will include 5 musical groups consisting of vocal and string bands from both Central York and York Suburban School Districts. Hot chocolate donated by Bricker's will be provided as well as cookies. Santa Claus will make an appearance and hand out goodie bags to all kids. Additionally, the Marine Corps League will have a presence at the event to accept new toy and monetary donations. To encourage donations, everyone that makes a donation will be entered in a raffle to win prizes donated by area businesses such as Texas Roadhouse, The Embers and Escape Salon & Day Spa to name a few. The ornament contest winners will be announced prior to the tree lighting. The Board was encouraged to attend.
  - **Board Positions:** The Board will discuss and nominate a Chair and Vice Chair at our January meeting.
  - **Landscape Structures Presentation** (William Hemler & Steve Hemler): The purpose of the presentation was to discuss possible replacement options for the Creative Playground. Consideration is being given to replace the playground because of a number of issues including the age of the structure. The playground is nearly 19 years old. The average life span for a Leathers wooden play structure is 15 to 25 years. Since 1991, when the playground was constructed, guidelines and standards pertaining to safety and accessibility have changed significantly. Additionally, due to the heavy use, the playground requires significant upkeep and attention compared to our steel and composite play structures.

Outside of the cost of regular maintenance and needed improvements to meet ADA and CPSC standards and guidelines, the play equipment is somewhat dated in terms of providing challenging experiences for users. Furthermore, there is no separation between pre-school (2-5) and school age children (5-12). The social, physical and emotional needs of these age groups need to be addressed with play equipment designed for their specific needs and segregated to promote age appropriate development.

Other concerns expressed by some parents regarding the existing equipment include limited visibility, insect nests in the tires and other hidden areas of the equipment and exposed screws. The Township has gone to great lengths and expense to regularly maintain the play structure. Annual maintenance includes power washing and sealing, sanding and replacement of splintered and decaying wood and retrofitting equipment to improve safety.

Mr. Wendel wanted to make sure the Board was aware of everything that needs to be considered when assessing the safety, accessibility, functionality and usability of the Creative Playground or any playground for that matter. With that said, William Hemler and Steve Hemler from Landscape Structures was introduced. Their PowerPoint presentation included a company and equipment profile, warranty information, local play equipment installs, design goals including accessibility design elements, and a layout and discussion on their preliminary design plan for a new play structure to replace the Creative Playground and concluded with community built options and a question and answer session. Hard copies of the presentation were provided to the Board.

**Holman**

Mr. Holman indicated that the Township was considering borrowing options that may include funds available to develop the southwest corner of Springettsbury Park. As part of that development, playground replacement or addition options have been discussed. He also mentioned that at some point in the future, the former Snowberger home and current YAUFER building would be razed to expand park facilities on the southwest corner.

**6. Old Business:**

**Wendel**

**Future Projects:** Mr. Wendel requested that the Board email their priority project lists to him before the January meeting.

**7. New Business:**

**8. Announcements:** Next meeting Monday, January 18, 2010 at 6 pm

**9. Adjournment:** Ms. Sinclair-Anderson adjourned the meeting at 8:20 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
19 October 2009  
6:00 PM**

**In Attendance**

Board Members: Veronica Sinclair-Anderson, Chair  
Steve Wolf, Vice Chair  
Sherry Nichols  
David Seiler  
Sid Martin

Staff: David Wendel, Director of Parks & Recreation

Citizens: None

**1. Call To Order:**

**Wolf** Ms. Sinclair-Anderson called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

**2. Action on Minutes: (21 September 2009)**

Mr. Seiler moved to accept the 21 September 2009 meeting minutes. Mr. Martin was second. Motion unanimously carried.

**3. Communication from Citizens: None Reported**

**4. Communication from Board Members:**

**Martin** Mr. Martin inquired as to whether any other concerns were raised about the wine and beer instructional workshops being part of Saturday in the Park.

**Wendel** Mr. Wendel indicated that he has not heard any concerns communicated except those reported by Mr. Youcheff at our September meeting.

**Nichols** Ms. Nichols assisted with the wine tasting last year and indicated that it was well organized and included a professional presentation by Mr. Naylor. The participants seemed to enjoy the activity.

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Saturday in the Park:** The event was scheduled on Saturday, September 26; unfortunately, it was adversely impacted by rain which began to fall by early afternoon. As a result, the event was shut down by mid day and postponed to Saturday, October 17. With our experience from last year, we thought having 2 weeks or so to promote the concert and fireworks would help us attract

more people. However, the concert and fireworks were again cancelled due to rain and unseasonably cold temperatures. With fall upon us and likely cooler temperatures and unsettled weather forthcoming, we decided not reschedule.

As far as the musical act and fireworks are concerned, we are exploring a number of options including using our fireworks from the event to expand our Independence Day display or hold on another date either to open or maybe close the concert series. The act, Pentagon, will perform at Sounds of Summer in 2010 at no additional cost.

- **Annual Report:** The Parks and Recreation Department annual report will be completed and mailed prior to our November meeting so it can be reviewed and discussed at that time.
- **Board Positions:** With the November meeting scheduled as our last for the year, we need to address the Chair and Vice Chair positions in preparation for our first meeting in January. Those currently holding these positions need to consider whether they have an interest in continuing in these leadership roles and, whether anyone else may have an interest in taking on these responsibilities. Please be prepared to discuss at our November meeting.

## 6. Old Business:

**Wendel**                    **Tree & Bench Dedication Policy:** The final draft was presented for review.

**Wolf**                        Mr. Wolf shared his concerns regarding items #6 and #7 of the policy. He believes that time limits should not be imposed on tree and bench dedications. If you dedicate a tree or bench in the memory of a loved one for example, you should not have to rededicate in 10 years. It should be permanent.

**Wendel**                    Mr. Wendel indicated that the rededication was for the replacement of the plaque only which would limit the cost to the donor to \$100 or less depending on the type of plaque and dedication. However, he had no problem with eliminating it from the policy and replacing it with language that would require the donor to replace the plaque only if it became damaged due to vandalism or any other conditions or acts that would require replacement. The rededication requirement may actually discourage someone from dedicating a tree or bench. Again, the purpose of the policy is to enhance our parks with amenities such as benches and shade trees while helping to develop a sense of community pride and ownership in our park system not to generate revenue. The revenue would only help in cost recovery related to the site amenities.

**Wolf**                        Mr. Wolf recommended changing the language regarding plaque replacement and eliminating the rededication requirement. The rest of the Board concurred with his recommendation.

**Wendel**                    Mr. Wendel stated that he will make the necessary adjustments to the items discussed and present at the November meeting for final approval and a recommendation to forward to the Township Manager for further review.

## **7. New Business:**

**Nichols**            **Springettsbury Park:** Ms. Nichols in response to our discussion regarding future development options for the southwest corner of Springettsbury Park provided the Board with literature related to skateboarding. Her findings included articles on liability, safety, rules and cost.

**Wendel**            Mr. Wendel reiterated that we're only engaged in preliminary discussion on the types of facilities that would best fit at that location and, most importantly, meet the parks and recreation needs of our residents. We have yet to identify with any certainty which facilities, if any, would be developed in the southwest corner of the park.

**Wendel**            **Future Projects:** Mr. Wendel requested that the Board start reviewing and prioritizing the facilities/projects that they believe are in highest demand and most beneficial in meeting the parks and recreation needs of our residents. He encouraged them to reference the Comprehensive Plan for some direction and ideas. We will discuss and prioritize at our January meeting.

**8. Announcements:**    Next meeting Monday, November 16 at 6 pm

**9. Adjournment:**        Ms. Sinclair-Anderson adjourned the meeting at 7:40 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
21 September 2009  
6:30 PM**

**In Attendance**

Board Members: Steve Wolf, Vice Chair  
Sherry Nichols  
David Seiler  
Kevin Youcheff  
Sid Martin

Staff: John Holman, Township Manager  
David Wendel, Director of Parks & Recreation

Citizens: None

**1. Call To Order:**

**Wolf** Mr. Wolf called the meeting to order at 6:30 pm. He welcomed the Board and led the Pledge of Allegiance.

**2. Action On Minutes: (20 July 2009)**

Mr. Seiler moved to accept the 20 July 2009 meeting minutes. Ms. Nichols was second. Motion unanimously carried.

**3. Communication from Citizens: None Reported**

**4. Communication from Board Members:**

**Youcheff** Mr. Youcheff reported that some residents shared with him their concerns regarding the wine and beer tasting being part of Saturday in the Park. Since it's a family oriented event they believed it was inappropriate to have this type of activity.

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Summer Playground:** We operated and managed 9 park locations this summer including a site at Stony Brook Elementary School. Overall, park registration and daily attendance was a high. As a matter of fact, we served 962 youth this summer, surpassing our recorded high of 931 set in 2007. Of the 962 registered, 863 were residents and 99 were non residents. Over 460 youth could be found on our parks on a daily basis. 7 weekly trips attracted nearly 1000 youth. Trips were primarily local including roller skating at Roll "R" Way, swimming at Pine Ridge Pool, bowling at Colony Park and miniature golf at Heritage Hills. Staff did a wonderful job providing safe, high interest recreation activities including sports leagues and tournaments,

arts and crafts and games and special events. Overall, there were very few problems or concerns raised by parents, again, another indication that staff was doing a good job managing and operating their parks.

- **Sounds of Summer:** Our 17 performance concert season concluded with another large crowd for the Irish band Blackthorn. The diverse selection of performers helped attract a broad segment of the population. Sounds of Summer attracted over 20,000 visitors to the Springettsbury Park Amphitheater. Two of the concerts were moved indoors due to inclement weather. Overall, concession commissions were comparable to last years; however, donations exceeded \$1,000 which was the highest since we started accepting donations at the concerts. This demonstrates, particularly in these difficult economic times, that the public values the event and enjoys the performances. On the other side, the current economic climate had an adverse impact on our sponsorship efforts which were down nearly 50% from 2008.
- **Movie Night:** The event was scheduled on Friday, July 31, however, due to inclement weather; it was rescheduled for Saturday, August 1. Unfortunately, the weather again impacted the event, although not enough to postpone it. It was held under dry condition but the heavy rain that fell a few hours prior to the event kept the crowd size lower than expected. We estimated the crowd size at about 400. Fairly good considering the conditions. Those in attendance seemed to enjoy the event and the 3 story high screen was impressive. The ability to recognize our sponsors on the screen prior to the movie was another avenue for them to gain exposure and visibility in the community.
- **Park Tour:** The annual park tour was conducted on Thursday, August 6 at 6 pm. The park tour not only enabled Board members to evaluate existing park conditions but observe Summer Playground in action. During the tour, Board members were made aware of improvements completed over the past 8 years and proposed projects related to the Comprehensive Recreation, Park and Open Space Plan and recently completed Master Plans.
- **Saturday in the Park:** The event is scheduled on Saturday, September 26. Volunteer response improved which enabled to meet our coverage needs for all events. The Board was encouraged to attend.
- **Augustus Schaefer Park:** Thomas Kearney whose home abuts Augustus Schaefer Park on Davidson Drive has offered to allow the Township to develop an easement that will provide access from Davidson Drive to the park. Current park access is from Lynbrook Drive only. The recently completed Master Plan for the park recommends, if available, utilizing this land donation to improve park access. A meeting with the Township Manager, Township Engineer, Parks and Recreation Director and the Kearney family took place on August 11. The Township believes the easement would improve park access from the east.

#### **Holman**

Mr. Holman indicated that the Township is currently seeking an appraisal of the property. Furthermore, he will be meeting with the Township solicitor to further discuss the matter.

- **Fall Brochure:** The brochure was mailed in mid to late August and features a variety of recreation services to meet the diverse needs of our community.
- **Tree & Bench Dedication Policy:** The draft policy will be emailed to all Board members for comment. Research still in progress on determining appropriate plaque size and pricing. The Board was advised to forward comments regarding the policy by email prior to our October meeting.

## 6. Old Business:

**Wendel**                    **Board Resignation:** Barry Bloss submitted his resignation to the Parks and Recreation Board on July 20, 2009. His resignation was due to conflict resulting in his new position as Magisterial District Judge. He was advised that maintaining his position on the Parks and Recreation Board may present possible conflicts of interest and sign of impropriety. The Board of Supervisors acknowledged receipt of his resignation at their August 27 Board meeting. We are now short one Board member.

## 7. New Business:

**Wendel**                    **Event Sponsorship:** Provided Board with breakdown of sponsorship totals from the past 6 years. Sponsorship from 2004 to 2009 has yielded approximately \$420,000 to support Sounds of Summer, Saturday in the Park and Holiday Tree Lighting. This year's total was nearly 50% less than 2008. The current economic climate played a significant role in our lower totals this year.

**Nichols**                    Ms. Nichols recommended a number of fund raising ideas that may help not only the business community get more involved but residents as well in supporting these events.

**Springettsbury Park – Southwest Corner:** Cost estimates and concept plans were completed by our landscape architect showing a number of different facilities including a new playground, skate park and other site amenities in the southwest corner of Springettsbury Park. The purpose of this exercise was to determine how these facilities would fit into the existing footprint of the park. No definitive plans have been developed at this stage, however, we will continue to analyze the park and recreation needs of the community and explore options for this area based on those needs.

**Nichols**                    Ms. Nichols proposed that other facility options be discussed such as splash pad for example at the site.

**Wendel**                    Mr. Wendel reiterated that only preliminary sketch plans have been developed and nothing has been finalized. This will be a process the Board and community will be involved in if and when the scope of the project expands. Mr. Wendel advised the Board to review the Comprehensive Recreation, Park and Open Space Plan in order to gain a better understanding of the needs of the community.

**8. Announcements:**    Next meeting Monday, October 19, 2009 at 6 pm

**9. Adjournment:**        Mr. Wolf adjourned the meeting at 8:12 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
20 July 2009  
6:00 PM**

**In Attendance**

Board Members: Veronica Sinclair-Anderson, Chair  
Steve Wolf, Vice Chair  
Sherry Nichols  
David Seiler  
Kevin Youcheff

Staff: David Wendel, Director of Parks & Recreation

Citizens: None

**1. Call To Order:**

**Sinclair-Anderson** Ms. Sinclair-Anderson called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

**2. Action On Minutes: (15 June 2009)**

Mr. Seiler moved to accept the 15 June 2009 meeting minutes. Mr. Wolf was second. Motion unanimously carried.

**3. Communication from Citizens: None Reported**

**4. Communication from Board Members:**

**Seiler** Mr. Seiler reported that he attended the Wednesday, July 15 performance at the Springettsbury Park Amphitheater featuring the 1910 Fruitgum Company. He commented that a good crowd was on hand for the performance and that the event was well organized.

**Sinclair-Anderson** Ms. Sinclair-Anderson commented on her observations at Penn Oaks Park during Summer Playground. She thought the Park Leaders were active and conducting quality programs. A high number of youth were present when she was on park.

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Master Plan:** The final Master Plan which includes Pleasureville Park, Augustus Schaefer Park and the North Hills site was distributed to the Board. The plan was approved by the Board of Supervisors at their June 25 meeting. The Master Plan will be added to the Comprehensive Recreation, Park and Open Space Plan. With the completion of the Master Plan we have satisfied some of the recommendations listed under Goal #2 in the Comprehensive

Plan. The objectives targeted in the completion of this plan included: Objective #1: Rehabilitate and enhance parks (Recommendation – Evaluate existing parks for compliance with ADA and incorporate improvements to meet accessibility requirements.) and Objective #2: Develop a Master Plan for North Hills site and new neighborhood and community parks (Recommendations – Explore recreation opportunities for park sites through a public participation process and Develop master plans that create great public spaces.) We will continue to work toward identifying priority projects in the Master Plan as we prepare our long-range Capital Budget.

- **Summer Playground:** After 5 weeks, we have 910 youth registered in Summer Playground. On average, nearly 500 youth can be found participating in our program on a daily basis which translates into over 50 youth per park per day. We are on pace to exceed our highest registration total on record which was achieved in 2007 when we had 931 youth registered in Summer Playground. With 9 park sites and 3 weeks remaining in the program we expect to top that number.
- **Sounds of Summer:** Concert attendance has been good for all performances not impacted by inclement weather or the mere threat of inclement weather. Our June 28 performance which also included fireworks attracted thousands of visitors to Springettsbury Park. Concession sales were very good for the event which is our largest in terms of crowd size. Sounds of Summer concludes on Sunday, August 9 with Blackthorn, an Irish rock band from Philadelphia.
- **Saturday in the Park:** The event is scheduled on Saturday, September 26. We have a shortage of volunteers. Encouraged Board to volunteer their time. Based on our discussions with potential sponsors, the current economic climate has impacted their ability to contribute to such events. We will continue to seek partners to support our efforts to recover all costs associated with the event as we have done in previous years.
- **Movie Night:** The event is scheduled on Friday, July 31 at dusk and will include concessionaires on site. The featured movie will be Kung Fu Panda. The rain date is Saturday, August 1.
- **Creative Playground:** Working with playground designer/manufacturer to develop preliminary design plan and budget for future replacement of Creative Playground. Our playground designer will also consult with our landscape architect for layout design options to best utilize existing area. Additionally, we will determine whether it can be community built as the current playground was in 1991.
- **Tree & Bench Dedication Policy:** Will continue to work on draft policy and present changes for further discussion at next meeting. Encouraged Board to forward any ideas to incorporate in the policy.

## 6. Old Business:

### Wendel

**Rockburn Park:** Mr. Wendel addressed concerns Mr. Bloss shared by some residents he spoke with that use Rockburn Park. The residents were concerned that sidewalk does not exist from the corner of Wallace Street to the park entrance on Rockburn Street. Reportedly, the property owner at the corner does not allow people to walk on his property to access the

park. Mr. Wendel indicated that although sidewalk does not exist on the west corner of Rockburn and Wallace Streets, it does exist on the east side of Rockburn and Wallace Street to the Just Cabinets entrance. At that point, you need to cross Rockburn Street to access the park. The Township installed sidewalk around the perimeter of the park several years ago from Industrial Highway north on Rockburn Street to the park entrance. The Township does not have the authority to require the property owner at the corner of Rockburn and Wallace to install sidewalk on his property. Nevertheless, the overwhelming majority of park users that reside in the neighborhood surrounding the park have to cross, when walking to the park, at least one street to access the park whether sidewalk existed at the corner or not. With that said however, it would improve accessibility if sidewalk existed south of the park as it does to the north.

**Kingston Park:** Mr. Wendel inspected the equipment at Kingston Park based on Mr. Wolf's observations. The damaged plastic on the outer rim of the tube slide does not appear to present any safety issues. The spring animal appears safe as well although the spring mechanism does not seem as firm as it should be.

**Park Tour:** The Board, because of the time needed for a thorough park tour, agreed to cancel the August - Parks and Recreation Board meeting and conduct our annual park tour on Thursday, August 6 at 6 pm. This will enable the Board to not only assess park conditions but observe Summer Playground on its final day of operation. Many of our Board members have never seen our summer playground program in action.

## **7. New Business:**

### **Wendel**

**Sheetz Donation:** Mr. Wendel, accompanied by some of his summer staff and youth from Penn Oaks Park, attended the grand opening celebration of the new Sheetz store at the corner of Stonewood Road and Market Street. When opening a new store, Sheetz gives a donation to an organization in the community that meets their mission. They selected our summer playground program as their charitable partner. They presented Mr. Wendel with a check in the amount of \$2,500 to support Summer Playground.

### **Wolf**

Mr. Wolf represented the Parks and Recreation Board at the event and commented that it was a great event and well attended by all Township officials.

## **8. Announcements:**

Next meeting Monday, September 21, 2009 at 7 pm

## **9. Adjournment:**

Ms. Sinclair-Anderson adjourned the meeting at 7:20 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
June 15 2009  
6:00 PM**

**In Attendance - Board Members:** Steve Wolf, Vice Chair  
Sherry Nichols  
David Seiler  
Barry Bloss

Others in Attendance: David Wendel, Director of Parks & Recreation\

**1. Call To Order:**

**Wolf** Mr. Wolf called the meeting to order at 6 pm. He welcomed the Board and led the Pledge of Allegiance.

**2. Action On Minutes: (20 April 2009)**

Mr. Seiler moved to accept the 20 April 2009 meeting minutes. Mr. Bloss was second. Motion unanimously carried.

**3. Communication from Citizens:** None Reported

**4. Communication from Board Members:**

**Bloss** Mr. Bloss reported he spoke with a few residents who use Rockburn Park that expressed their concerns about the lack of sidewalk on Wallace and Rockburn Streets. The homeowner on the corner of Wallace and Rockburn does not have any existing sidewalk around his property, therefore, park users must use the street to access the park. The residents were curious whether an Ordinance exists that would force the property owner to add sidewalk.

**Wendel** Mr. Wendel was not aware of an Ordinance that requires a property owner of an existing home to add sidewalk. He did indicate that several years ago we installed sidewalk around the park from Industrial Highway to the handicap accessible driveway at Rockburn Park. The area south of this point however, is private property and lacks sidewalk. Unfortunately, there are no other potential access points to Rockburn Park from Wallace Street.

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Master Plan:** No additional comments were provided by the Study Committee, Parks and Recreation Board or Board of Supervisors, therefore the plan will be presented to the Board of Supervisors for

adoption consideration at their June 25 meeting. The Board was encouraged to attend.

- **Park Improvements:** All Department related park projects have been completed at Fayfield Park (expanded use zone and added a tire swing), Springettsbury Park (replaced rotting and deteriorating wood signs with a composite material) Springetts Oaks Park (added ADA compliant bituminous route to existing facilities). Additionally, the sidewalk around the southwest corner of Springettsbury Park has been completed.
- **Sponsorship:** Provided Board with an updated sponsorship report for Sounds of Summer. Based on comments from potential and former event sponsors, the current economic climate has forced them to reduce or many cases eliminate their community giving. As a result, our sponsorship efforts have been significantly impacted. The number of sponsors is down from 39 in 2008 to 28 in 2009. Overall sponsorship revenue is down nearly 50%. Hopefully, concession commissions and donations will help offset some of the sponsorship loss. We are currently working on Saturday in the Park sponsorship and experiencing similar difficulty.
- **Summer Playground:** Hiring process completed. Training starts Monday, June 8 and parks open Monday, June 15. We plan to provide services at 9 different park locations.
- **Movie Night:** We are using USA Theaters which will provide a 3 story tall inflatable screen set up on the football field at Springettsbury Park. The event will start at dusk and include concessionaires on site. The featured movie will be Kung Fu Panda.
- **Park Tour:** Rescheduled park tour for Monday, July 20 at 4:30 pm. The regular meeting will start at 7 pm.
- **Tree & Bench Dedication Policy:** Distributed draft policy for Board to review in preparation for our July meeting. Will continue to work on plan and present changes for further discussion.

**6. Old Business:** None Reported

**7. New Business:**

**Wolf** Mr. Wolf reported while at Kingston Park he noticed the slide was damaged and thought the spring animal should be removed or replaced.

**Wendel** Mr. Wendel indicated he would inspect the items in question and report his findings at the July meeting.

**8. Announcements:** Next meeting Monday, July 20, 2009 at 7 pm

**9. Adjournment:** Mr. Wolf adjourned the meeting at 7:35 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
20 April 2009  
6 PM**

**In Attendance - Board Members:** Veronica Sinclair-Anderson, Chair  
Sherry Nichols  
Sid Martin  
David Seiler  
Kevin Youcheff  
Barry Bloss

**Others in Attendance:** David Wendel, Director of Parks & Recreation\  
John Holman, Township Manager

**1. Call To Order:**

**Sinclair-Anderson** Ms. Sinclair-Anderson called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

**2. Action On Minutes: (16 March 2009)**

Mr. Seiler moved to accept the 16 March 2009 meeting minutes. Ms. Nichols was second. Motion unanimously carried.

**3. Communication from Citizens:** None Reported

**4. Communication from Board Members:** None Reported

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Master Plan:** The draft plan was presented to the Board of Supervisors at a work session held on Thursday, April 9, 2009 at 6:15 pm. Ann Yost from YSM, the lead consultant on the project, presented an overview of the Master Plan findings and recommendations. The plan includes Augustus Schaefer Park, Pleasureville Park and the North Hills site. The Board seemed receptive to the recommendations and thanked the Study Committee, YSM and the Parks and Recreation Director for their efforts. Since the consultant has already made the minor changes recommended by DCNR, we will wait for any final comments from the Study Committee before preparing the final plan in preparation for adoption consideration by the Board of Supervisors.

- **Tree & Bench Dedication Policy:** Still in the process of developing a draft policy which should be ready to present at our May meeting. YSM is assisting in the process by developing a list of trees, shade and flowering that will be appropriate at the various park locations. We are also working on pricing for trees, benches and plaques. The policy will also include pictures of each type of tree available for dedication and layouts of each park to show where trees can be planted. As previously mentioned at our March meeting, the policy will not only provide the community with an opportunity to dedicate trees and benches, but will provide the Township with a plan for future landscaping and amenities needs for each park.
- **Park Improvements:**  
**(Springettsbury Park):** The signs at the entrances to Springettsbury Park, specifically at the Whiteford Road and Williams Road entrances have been replaced due to rotting wood. A more durable, longer lasting composite material was used.

**(Springetts Oaks Park):** An accessible route leading from the sidewalk has been completed which connects with the playground, basketball court and pavilion. This project is part of our ongoing effort to improve accessibility at all of our park locations. Additionally, the dated wooden play structure will be removed and replaced with two new play elements.

**(Creative Playground):** The wooden play structure including the picket fence was power washed and sealed. The swing hangers and clevises were replaced due to significant wear. Splintered wood was either replaced or sanded. Other elements of the playground were enhanced to improve safety and accessibility. The Art Institute of York PA plans on conducting a community service project at the playground which will consist of repainting the faded graphics. This project will coincide with Volunteer Week.

**(Penn Oaks Park):** A trail map will be added to the kiosk located adjacent to the parking area. This will enable trail users to track the distance they walk or jog around the various trail loops.

**Martin**

Mr. Martin questioned if anything had been done to the baseball field at Penn Oaks Park.

**Wendel**

Mr. Wendel indicated that the baseball field had been minimally impacted in the outfield area due to the construction of the walking path. Some reseeding was necessary. The field may be available in the fall but we are leaning toward keeping all formalized activity off the fields until the spring of 2010. This will allow for four complete growing seasons. Allowing organized use before the turf becomes fully established will only cause costly damage and premature closure of the fields. It would be prudent to wait.

**(Fayfield Park):** The playground area will be extended in preparation for the installation of a tire swing.

- **Sponsorship:** We will finalize our sponsorship efforts for Sounds of Summer by May 15. This process includes acquiring all ads from sponsors and preparing the event program for print. Once we complete

this process we will place more emphasis on sponsorship for Saturday in the Park.

- **Summer Playground:** The hiring process has been completed. 24 Park Leaders and 5 Recreation Specialists have been hired. We are prepared to open 9 parks this season starting on Monday, June 15 and concluding on Thursday, August 6. The actual number of parks that will open will be contingent upon registration. Typically, we like to have at least 35 to 40 preregistered. The deadline this year is Monday, June 8.
- **Park Tour:** On an annual basis, the Parks and Recreation Board conduct a tour of all park facilities. This gives the Board an opportunity to see first-hand the park improvements that have been completed and what we may want to focus on in preparation for the upcoming budget year. The Board agreed to schedule the park tour on Monday, June 15 at 4:30 pm. The Parks and Recreation Board meeting will begin at 6:30 pm.

**6. Old Business: Springettsbury Township Park (Nichols):**

**Nichols**

Ms. Nichols questioned if we were considering developing a Master Plan for the undeveloped southwest and southeast corners of Springettsbury Park.

**Wendel**

Mr. Wendel indicated that a Master Plan would be helpful since these parcels were not acquired by the Township when the Master Plan for Springettsbury Park was completed in 1998. At this point, we can consult with our landscape architect, YSM to provide some sketch plans to determine what type of facilities would best fit in those areas based on the recreation needs of our community and the recommendations in the Comprehensive Recreation, Park and Open Space Plan. We are already working with our playground equipment vendor to develop a proposal for replacing the Creative Playground at some point in the future.

**Sponsorship (Sinclair-Anderson):**

**Sinclair-Anderson**

Ms. Sinclair-Anderson revisited a subject once presented by former Board member Gary Foller regarding sponsorship. The question was raised as to whether the Board would have an interest in placing an ad in either of the event programs or as a Friend of the Park. This would require a financial commitment from the Board.

The Board members seemed interested in the idea and agreed to further discuss at the May meeting.

**7. New Business:** None Reported

**8. Announcements:** Next meeting Monday, June 15, 2009 at 6:30 pm

**9. Adjournment:** Ms. Sinclair-Anderson adjourned the meeting at 7:55 pm.

**Springettsbury Township  
Parks & Recreation Board  
Meeting Minutes  
19 January 2009**

**In Attendance - Board Members:**

Veronica Sinclair-Anderson, Chair  
Steve Wolf, Vice Chair  
Sherry Nichols  
Sid Martin  
David Seiler  
Kevin Youcheff

Others in Attendance:

David Wendel, Director of Parks & Recreation

**1. Call To Order:**

**Sinclair-Anderson** Ms. Sinclair-Anderson called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

**2. Action On Minutes: (17 November 2008)**

**Mr. Seiler moved to accept the 17 November 2008 meeting minutes. Mr. Wolf was second. Motion unanimously carried.**

**3. Communication from Citizens:**

**4. Communication from Board Members: None to Report**

**5. Recreation Director's Report:**

**Wendel** Mr. Wendel reported on the following matters:

- **Holiday Tree Lighting:** The event was impacted by a snow squall which made conditions on the roads and sidewalks poor, however, all five acts arrived on time and performed as scheduled. The performances lasted nearly 90-minutes. Even with the poor weather conditions, attendance was good. Unfortunately, many did not stay for the official lighting of the tree. Approximately five large bags of toys and nearly \$200 in donations were collected for the Marine Corps Toys for Tots Program.
- **Master Plan:** The plan is in the final stage of completion. The consultant will be meeting with the Public Works Director to review the Operations and Management section of the plan. Once this section is completed the Parks and Recreation Board will have an opportunity to review and make a recommendation to the Board of Supervisors.
- **2009 Budget:** The Parks and Recreation Department preliminary budget was presented by Mr. Wendel to the Board of Supervisors at a recent budget work session. The operating budget increased slightly from 2008 due to program growth and increased costs. The Capital Budget focused primarily on accessibility improvements and other park upgrades and

equipment. The Parks and Recreation Board's past recommendation to install a center handrail at the amphitheater was not approved this year due to other priority projects.

- **Penn Oaks Park:** The pedestrian bridge is scheduled to be installed sometime in March. The park will remain closed for public use until the installation is complete.
- **Creative Playground:** During the budgetary process it was acknowledged that we need to assess the condition of the Creative Playground and determine its future. Although it has been properly maintained over the past 17 years through power washing, sealing and replacement of splintered or rotting wood, we needed a closer inspection to determine its structural integrity. As a result, the Township Engineer conducted an inspection and a report on its findings.

Most of the items found were minor in nature. The Public Works Department will make the repairs recommended through the report. Mr. Wendel will contact Leathers, the playground manufacturer, to determine what options we may have for replacement or retro fit. The overall assessment by the Township Engineer is that the playground, if regular maintenance continues along with minor repairs may be preserved for another 5 to 10 years.

The Parks and Recreation Board will start exploring options and develop a plan for replacement. This process will start with a preliminary design plan working directly with our playground equipment vendor and landscape architect. We will also examine the adjacent land to determine how it can be used to expand the playground so an area for pre-school and school age children can be developed. The Parks and Recreation Board will have an opportunity to work directly with our playground equipment vendor and landscape architect at future meetings as this process begins to take shape.

- **Recreation Fee:** The fee was reviewed and adjusted from \$1,032 per lot/dwelling unit to \$1,977.32. The formula will be reviewed by the Board of Supervisors and adjusted accordingly through Resolution at their January 22, 2009 meeting.
- **Facility Allocation Meeting:** The meeting for the spring/summer sports season is scheduled on Monday, February 9 at 5:30 pm.

**Nichols**

Ms. Nichols asked for clarification on the use of Kingston Park.

**Wendel**

Mr. Wendel indicated that United Parishes Soccer Club has been aware for the last two years that their use of Kingston Park would cease once the soccer fields at Penn Oaks Park were completed. However, with the adoption of our Comprehensive Recreation, Park and Open Space Plan in April of 2008 which recommends eliminating, as possible, formalized athletic use at many of the neighborhood parks, we are planning on terminating their use this year and moving them to Springettsbury Park until Penn Oaks is available. This decision was based on our continued efforts to gradually move formalized sports from our neighborhood parks to parks that have the necessary facilities (i.e. parking) to accommodate such use. The decision was not a direct result of the concerns raised by residents regarding the noise generated from their activities.

- **Event Sponsorship:** The sponsorship package for Sounds of Summer was distributed to the Board for review. They were requested to identify potential sponsors through their contacts in the community. The Marketing Services Agreement is no longer renewable by Cumulus and needs to be placed out to bid. The bid documents are being prepared by the solicitor to advertise.
- **Board Initiatives:** The Board and the Director identified the following items for 2009: 1). Develop Gift Program Policy (Tree & Bench Dedication), 2). Develop and implement Safety Policy for park inspections, 3). Develop preliminary plan for replacing Creative Playground and 4). Complete Master Plan. These items will be the Board's focus for the upcoming year. These items reflect the goals of the Comprehensive Recreation, Park and Open Space Plan.

**6. Old Business: Recreation Software**

**Wendel**

Mr. Wendel reported that the recreation software used to store registration information including participant data and facility rentals and used to process daily financial reports and online registration continues to function inefficiently and ineffectively. We have worked with the same vendor for approximately 3 years to develop a software system with the necessary features to meet our needs. They recently changed their software platform in October which has set us back significantly. We will continue to work through this process but will explore other options. The promised savings in time and money has yet to be achieved.

**7. New Business:** None to report

**8. Announcements:** Next meeting Monday, February 16, 2009 at 6pm

**9. Adjournment:** Ms. Sinclair-Anderson adjourned the meeting at 7:53 pm.