

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
20 November 2006**

In Attendance: Board Members: Gary Foller, Vice Chairman
Sherry Nichols
Sylvia Weber
Steve Wolf

Others In Attendance: David Wendel, Director of Parks and Recreation

Absent: Charles Wurster, Chairman
Barry Bloss

1. Call To Order:

Foller Vice Chairman Foller called the meeting to order at 7 pm. He welcomed the attendees and led the Board in the Pledge of Allegiance.

2. Action On Minutes: (16 October 2006)

Ms. Nichols moved to accept the 16 October 2006 meeting minutes as presented. Mr. Wolf was second. Motion unanimously carried.

3. Communication from Citizens: (No Information Reported)

4. Communication From Board Members:

Foller Mr. Foller reported that he will not be able to attend meetings in January or February due to extended travel outside of the state.

Wolf Mr. Wolf stated concerns regarding the safety of children that use Kingston Park. He believes the excessive speed of vehicles traveling on Kingston Road and Sundale Drive presents a significant danger to children that cross these streets to access the park. He believes some sort of traffic calming measure should be used to slow traffic. He inquired as to who is responsible for decisions regarding speed humps.

Wendel Mr. Wendel indicated that the Parks and Recreation Board is not charged with addressing such matters; however, he felt, at times, that the volume and speed of vehicles traveling on Kingston Road could present challenges to children accessing Kingston Park. Particularly children participating in the summer playground program because they cross the intersection multiple times to access the park during morning and evening park hours. He believes a traffic study would need to be done to determine what type of traffic calming method would be

appropriate if any. Mr. Wendel will confirm who is responsible for initiating this action and how the process works.

5. Recreation Director's Report:

Wendel

Mr. Wendel reported on the following matters:

- 2006 Parks and Recreation Department Annual Report – Data from the report was discussed. Program services and cost recovery efforts highlighted. The level of participation in Department programs continues to increase. Nearly 5,000 participated in community-based programs and over 30,000 in special events held at Springettsbury Park including the summer concert series and Saturday in the Park. Nearly 50% of operating budget will be recovered in 2006 from fees and sponsorship. The only program where cost recovery is not evident is with summer playground which represents almost a quarter of the budget. The Board has wanted to keep this service free to the community.

Wolf

Mr. Wolf recommended seeking sponsorship for the program if fees are not instituted. Sponsorship opportunities could include site banners, decals on equipment used by the participants or other forms of promotion.

Wendel

Mr. Wendel thought the idea was good but finding the time to seek sponsorship for another event will be challenging.

- **2006 Initiatives/Results:** 1. Dog Park Committee established/site identified; 2. Penn Oaks Park grant received, moving forward with upgrades; 3. Comprehensive Plan Committee established/plan nearing completion; 4. Pavilion Rental Policy and Concessionaire Policy implemented resulting in approximately \$15,000 in revenue.
- **2007 Initiatives:** 1. Work with neighbors on plan to upgrade Penn Oaks Park; 2. Complete Comprehensive Plan; 3. Finalize dog park proposal; 4. Review Park Ordinance and address, specifically, skateboarding in parks and dogs in parks; 5. Prioritize needs addressed in Comprehensive Plan; 6. Identify Bocce court location.
- **Holiday Tree Lighting:** Good participation. Thanks to all Board members that supported the event.

6. Old Business: Penn Oaks Park

Wendel Mr. Wendel reported that our next Board meeting, scheduled for January 15, 2007, will focus on the presentation of the Penn Oaks Park plan. Meeting announcement postcards will be mailed to those that reside within close proximity of the park.

7. New Business: Comprehensive Plan

Wendel Mr. Wendel reminded the Board that the Comprehensive Plan meeting scheduled for Monday, December 11 will include a public forum. The meeting will start at 7 pm. Their attendance was strongly encouraged.

8. Announcements:

Foller Vice Chairman Foller announced that the next Parks and Recreation Board meeting will be held on Monday, January 15 at 7 pm. No meeting will be held in December.

9. Adjournment

Foller Vice Chairman Foller adjourned the meeting at 8:35 pm.

**Springettsbury Township
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16 November 2006**

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Sherry Nichols
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**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
16 October 2006**

In Attendance: Board Members: Gary Foller, Vice Chairman
Sherry Nichols
Sylvia Weber
Barry Bloss
Steve Wolf

Others In Attendance: David Wendel, Director of Parks and Recreation

Absent: Charles Wurster, Chairman

1. Call To Order:

Foller Vice Chairman Foller called the meeting to order at 7 pm. He welcomed the attendees.

2. Action On Minutes (18 September 2006)

Mr. Wolf moved to accept the 18 September 2006 meeting minutes as presented. Ms. Weber was second. Motion unanimously carried.

3. Communication from Citizens:

Wendel Mr. Wendel reported that he received an email from Mr. Jeffrey Orner regarding the placement of “No Smoking” signs in the parks. With 22 different park rules, it’s impossible to address each one with specific signage. However, since the Creative Playground is our most heavily used facility, with a high volume of children and, at times, smoking adults, it would be helpful to add signage at the three access points to the playground. We also have had the most complaints regarding smoking at this location. The Board agreed that signage would be appropriate in this area. The signs will be erected in the coming weeks.

Wolf Mr. Wolf recommended stenciling “No Smoking” at the entrance of the park.

Wendel Mr. Wendel thought it might be overlooked. We have a difficult time getting people to read signs that are at eye level.

4. Developer Presentation:

Alan Love from Site Design Services presented the Pleasant Hills Subdivision Plan. The subdivision will consist of 11 single family homes. Due to the size of the land dedication, less than 1 acre, the Board agreed to accept the fee in lieu of land which will be used for future park projects in the northeast quadrant of the Township (District 2) based on the Subdivision & Land Development Ordinance.

Mr. Wolf moved to accept the recreation fee in lieu of land for the Pleasant Hills subdivision. Mr. Bloss was second. Motion unanimously carried.

5. Communication From Board Members:

Nichols Ms. Nichol's discussed the idea of establishing a Park Foundation, an idea addressed at a Board meeting over 3 years ago, as a means of generating revenue from sources that only contribute to organizations with non profit, 501(c)(3), status. The funds could be identified for a specific purpose such as the summer concert series or park land acquisition or park maintenance.

Wendel Mr. Wendel advised Ms. Nichol's to forward the idea to Ann Toole so it can be addressed as part of the Comprehensive Parks and Recreation Plan which is currently focusing on the financing of parks and recreation. Ms. Toole may be able to provide insight and examples of parks and recreation departments that have foundations set up to fund particular projects. Mr. Wendel stated that the process of acquiring 501(c) (3) status is not difficult; however the development and administration of a foundation can be very challenging.

Nichols Ms. Nichols's stated that she forwarded her financing ideas to Ann Toole and will address at the next meeting.

6. Recreation Director's Report:

Wendel Mr. Wendel reported on the following matters:

- Saturday in the Park – Thanked Board for volunteering their time. Event very successful. Hampered somewhat by drizzle in the late morning and early afternoon hours. Attempted to hold basketball tournament but persistent drizzle made the playing surface unsafe. Event postponed, however, the games resumed on Sunday. Large crowd for Vogues and fireworks. As always, the fireworks thrilled the crowd. Volunteer response better this year than any previous years.

Bloss Mr. Bloss recommended, if possible, linking the Springettsbury Web site with Harley Davidson's to gain more exposure. Many from outside the area access the Harley site to gain information on events associated with bike week. He also suggested seeking Laugerman's Harley Davidson as a potential sponsor for next year.

- Comprehensive Plan – Public meeting scheduled for Monday, December 11 at 7 pm. Meeting announcements will be mailed next week. Combined efforts with Community Development Office to place meeting information on postcards with their information pertaining to the Township Comprehensive Plan.
- Holiday Tree Lighting – The event is scheduled for Friday, November 17 at 6 pm. Still trying to confirm student performers from Central York Middle School and High School.
- Penn Oaks Park – The Manager requested that a public meeting be held in January to review the Penn Oaks Park project. The meeting will be held in conjunction with our Monday, January 15, 2007 Parks and Recreation Board meeting. A representative from YSM will facilitate the meeting.

7. Old Business: Open Board Position

Wendel Mr. Wendel reported that the open Board position will be announced in the winter brochure. He will also make the local youth sports organizations aware and discuss the matter with Mr. Burd with the hope that some interest can be generated from Central York School District. Having a diverse Board with representation from the school districts and/or sports organizations would be beneficial.

8. New Business: Plans & Projects For 2007

Wendel Mr. Wendel indicated that he wants to use the November meeting as an opportunity to evaluate the Department's services from the past year and establish initiatives for 2007. Initiatives such as the completion of the Comprehensive Plan; development of a dog park, renovations to Penn Oaks Park and review of the Park Ordinance to name a few. He stated that the 2006 Parks and Recreation Department Annual Report will be forwarded prior to the November meeting so the data can be reviewed and discussed.

9. Announcements:

Foller Vice Chairman Foller announced that the next Parks and Recreation Board meeting will be held on Monday, November 20 at 7 pm.

10. Adjournment

Foller Vice Chairman Foller adjourned the meeting at 8:25 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
18 September 2006**

In Attendance: Board Members: Charles Wurster, Chairman
Gary Foller, Vice Chairman
Sherry Nichols
Sylvia Weber
Barry Bloss
Steve Wolf

Others In Attendance: David Wendel, Director of Parks and Recreation

1. Call To Order:

Wurster Chairman Wurster called the meeting to order at 7 pm. He welcomed the attendees and led the Pledge of Allegiance.

2. Action On Minutes (August 21, 2006)

Mr. Bloss moved to accept the August 21, 2006 meeting minutes as presented. Ms. Weber was second. Motion unanimously carried.

3. Communication from Citizens:

Wendel Mr. Wendel reported that he received an email from Mr. Jeffrey Orner thanking the Parks and Recreation Department, the Parks and Recreation Board and the Board of Supervisors for implementing a "No Smoking" policy for all parks. Mr. Orner mentioned he has been active in helping to enforce the rule.

4. Communication From Board Members: None Presented

5. Recreation Director's Report:

Wendel Mr. Wendel reported on the following matters:

- Saturday in the Park – Reminded the Board that the event is scheduled for Saturday, September 30. The volunteer orientation is scheduled for Monday, September 25. Various times are offered throughout the day. Those volunteers should have received a meeting announcement in the form of a postcard with the information.
- Dog Park Proposal – Submitted to Township Manager and the Board of Supervisors for review. Waiting for grant announcement from DCED.

Bloss Mr. Bloss asked for clarification regarding the proposed dog park site. The Dog Park meeting minutes indicated that the dog park would be developed at Springettsbury Park, however, the meeting minutes also reflected that the committee thought John Rudy County Park would be a better location.

Wendel Mr. Wendel reported that the Dog Park Advisory Committee was charged with evaluating all potential sites for the development of a dog park. John Rudy Park was only mentioned because the County has talked about developing a dog park at John Rudy for several years and their potential site is much larger than the proposed site at Springettsbury Park. Nevertheless, the committee has identified Springettsbury Park (east) at the proposed site.

- Comprehensive Plan – At the September 11 meeting, the committee was asked to provide ideas for financing parks and recreation. These ideas should be sent to Ann Toole in preparation for our October meeting. The need exists for all Parks and Recreation Board members to attend the comp plan meetings since more than half of the committee is comprised of Board members.

Wurster Chairman Wurster reiterated the need for the Parks and Recreation Board members to attend the Comprehensive Planning Committee meetings so we have a quorum. He also mentioned the importance of participating in the process and encouraged the Board to email their financing ideas to Ann Toole.

- Holiday Tree Lighting – The event is scheduled for Friday, November 17 at 6 pm at the Springettsbury Park Amphitheater. This year, the event includes a tree ornament/decoration contest. The idea is to get the community more involved. Mr. Wolf agreed to act as Santa Claus for the event. The Board was encouraged to attend.

Wurster Chairman Wurster suggested checking for information on the White House ceremony for ideas.

Nichols Ms. Nichols provided some ideas as well such as having a Santa Workshop for the kids and getting York Suburban involved in the event.

6. Old Business: None Presented

7. New Business:

- **Open Board Position**

Wendel Mr. Wendel recommended contacting the local youth sports organizations to make them aware that we have an opening on the Parks and Recreation Board and placing information in our seasonal newsletter.

Wurster Chairman Wurster recommended announcing the Board opening at the next Comprehensive Planning Committee meeting before exercising the options discussed by Mr. Wendel.

- **DCNR Grant Application**

Wendel Mr. Wendel reported that a planning grant for Master Site Plans for Pleasureville Park, August Schaefer Park and the undeveloped site known as North Hills Park was completed and forwarded to DCNR. The purpose of the grant is to help cover half of the costs associated with developing Master Site Plans for parks that are in need of significant upgrades and development.

- **Penn Oaks Park Project**

Wendel Mr. Wendel reported that funds to cover the cost of renovating Penn Oaks Park have been budgeted for 2007. However, the budget still needs to be reviewed and approved by the Board of Supervisors before the project can move forward.

- **Board Secretary**

Wendel In the absence of a Secretary, Mr. Wendel asked if any Board member had an interest in taking the meeting minutes. The Board has been pleased with the manner in which Mr. Wendel prepares the minutes and agreed to have him continue in this capacity until someone expresses an interest in taking on this responsibility.

8. Announcements:

Wurster Chairman Wurster announced that the next Parks and Recreation Board meeting will be held on Monday, October 16 at 7 pm.

9. Adjournment

Wurster Chairman Wurster adjourned the meeting at 8:15 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
17 August 2006**

In Attendance: Board Members: David Wendel, Director
Charles Wurster, Chairman
Gary Foller
Sherry Nichols
Sylvia Weber
Absent: Barry Bloss

1. **Call To Order**
2. **Pledge of Allegiance**
3. **Changes to Minutes (17 July 2006)**

Sect. 8 (B)

Changed “he also has given permission to skate on courts” to “it is not prohibited”.

Changed “Motion” to “Move”.

Changed “Motion interrupted by D. Wendel to state there has” to “D. Wendel interjected that there have been”.

Changed “S. Nichols stated that even though the misuse will accelerate repair costs, at least they are out exercising and this is to be encouraged – regardless of the cost or disruption” to “S. Nichols recognized that although potential misuse and or damage could accelerate wear and tear, skateboarders were at least recreating”.

Changed “discarded” to “died from a lack of a second”.

Ms. Nichols moved to accept the July 2006 meeting minutes with changes as prescribed. Mr. Foller was second. Motion unanimously carried.

Dog Park meeting minutes for July 2006 presented. Ms. Nichols moved to accept the July 2006 Dog Park Committee meeting minutes as presented. Mr. Foller was second. Motion unanimously carried.

Dog Park meeting minutes for August 2006 presented. Mr. Wolf moved to accept the August 2006 Dog Park Committee meeting minutes as presented. Ms. Weber was second. Motion unanimously carried.

4. **Communication from Citizens**
None

5. **Communication From Board Members**

Mr. Wurster reported that Cathy Holman resigned from the Parks and Recreation Board effective Monday, August 14, 2006. She is pursuing her teaching certification and other initiatives.

Ms. Nichols talked about the development of a “Naming Rights Policy” that would enable businesses or organizations to pay a fee for placing their name on park structures such as the amphitheater or picnic pavilions. This would enable the Township to generate revenue to help cover park maintenance costs or costs related to our free summer concert series. Other opportunities such as tree and bench dedications were discussed.

Mr. Wendel thought this would be a good item to address as part of the comprehensive planning process.

Mr. Foller discussed the idea of developing a park ambassador program.

Mr. Wurster thought this would be another idea to present to the comprehensive planning committee for discussion.

6. Recreation Director’s Report

- A. Concert Series** – Mr. Wendel indicated that nearly all costs associated with the summer concert series were covered through a grant, sponsorships, donations and vendor commissions. Almost \$44,000.00 in revenue generated - The highest figure to date. Over 25,000 attended concerts this year. A few concerts, as always, impacted by the weather conditions.
- B. Summer Playground** – Mr. Wendel provided handouts to show the level of participation. 8 parks open, nearly 800 total youth served with an average of 320 served daily.
- C. Saturday in the Park** – Mr. Wendel mentioned the need for volunteers and provided Board members with barbecue chicken tickets to sell to raise funds for the Springettsbury Lions Club and Springettsbury Township.
- D. Dog Park Proposal** – Mr. Wendel provided Board members with the Dog Park Proposal and requested a recommendation be made before forwarding to the Board of Supervisors.

Mr. Wurster indicated that the Board, at a previous meeting, supported the recommendation made by the Dog Park Committee to develop a dog park at the southeast corner of Springettsbury Park and therefore, it was not necessary to again make a motion to approve. He also indicated that he had concerns about the mixed messages in the August Dog Park minutes regarding the committee’s support of developing a dog park at John Rudy Park.

Mr. Wendel indicated that the committee only mentioned John Rudy Park as a potential site because the County has discussed developing a dog park at that location for years and it would accommodate much larger numbers due to its size but also its location would be more conducive for a dog park more so than any Township owned park. This idea would only be

explored further if Springettsbury Park is ultimately deemed inappropriate for such a facility.

7. Old Business – None presented

8. New Business – Mr. Wendel indicated that the Board of Supervisors was made aware of the donation offer made by Gene and Norma Shue to develop bocce courts. The Board would like a site identified for bocce. We will start to review potential sites and possibly involve the Shue's, if interested, in the process.

9. Adjournment

Mr. Foller moved to adjourn the meeting. Mr. Wolf was second. Motion unanimously carried.

Springettsbury Township
Parks & Recreation Board
Meeting Minutes
17 July 2006

In Attendance: Board Members: David Wendel, Director
Charles Wurster, Chairman
Gary Foller
Cathy Holman
Sherry Nichols
Sylvia Weber
Absent: Barry Bloss
Steve Wolf

1. Call To Order

2. Pledge of Allegiance

3. Changes to Minutes - (19 June 2006)

Item 9 – Announcements – change 7-20 to 7-17.

C.Wurster – Called for motion to approve the minutes as presented

S.Nichols – Motioned, S.Weber – Second

Vote – approved

4. Communication from Citizens

None

5. Communication From Board Members

G.Foller – citizens have been complaining about exiting parking lots on to Williams Road.

6. Recreation Director's Report

7. A. Concert Series – There has been good attendance. Only a couple were impacted by weather. Will receive 7-8,000 from concessionaires if weather holds.

B. Summer Playground – 5th week. There is good attendance. Want to exceed last year's numbers. With 8 locations there were 751 youths served last year. Currently 700 youths have attended so far this year. Stonewood is averaging 63/day and Kingston 60/day.

C. Comp Plan Committee – Monday focused on assessing the state of the parks. Ann Yost gave power point presentation. The focus was on increasing accessibility.

D. Penn Oaks Park – Awarded 150,000 matching grant. Dick Pucket attended comp plan meeting regarding the proposed parking lot.

E. 2007 Budget – submitted preliminary budget. The only significant item is park software. 2007 projects are all accessibility projects.

8. Old Business

A. Bocce Letter – D.Wendel spoke with Gene and Norma Shue regarding the status of bocce court. Spoke with Ann Yost about developing a court at Fayfield Park. She thought there was excessive noise from Rt. 83. Will be drafting a letter to the Shue's. S.Nichols – What about putting a court at Fayfield to test usage levels and if there is significant usage we could see about building a court at the main park?

B. Skateboarders –

C.Holman – There was disruption on the basketball courts during the last concert from skateboarders setting up jumps on the courts. D.Wendel admitted this has been a problem. He stated he as one person could not police this issue. While stating there has been damage and problems it is not prohibited.

C.Holman – Move to ban skateboarders from basketball courts.G.Foller – 2nd Motion. D.Wendel interjected that there have been no formal complaints regarding the skateboarders. There was discussion regarding how the skateboarders are misusing the facilities of the park. S. Nichols recognized that although potential misuse and or damage could accelerate wear and tear, skateboarders were at least recreating. There were other assenting opinions to this argument. A secondary motion to ban skateboarders from the park was made but died from a lack of a second.

The original motion proceeded.

C.Holman – motion, G.Foller – 2nd

S.N, G.F. – Nay, C.H. – Aye, S.W. – Abstained

Vote – Failed

9. Adjournment.

Motion – S.Weber, 2nd – G.Foller

Vote – approved.

Springettsbury Township
Parks & Recreation Board
Meeting Minutes
19 June 2006

In Attendance: Board Members: David Wendel, Director
 Gary Foller, Acting Chairman
 Cathy Holman
 Sherry Nichols
 Sylvia Weber
 Steve Wolf
 Absent: Barry Bloss
 Charles Wurster, Chairman
 Guests: Steve Smalt, Charter Homes
 David Brubaker, Charter Homes

1. Call To Order

2. Pledge of Allegiance

3. Changes to Minutes - (May 06)

- A. G.Foller – Called for motion to approve the P&R Board minutes as presented
 C.Holman – Motioned, S.Nichols – Second
 Vote – approved
- B. G.Foller – Called for motion to approve the Dog Park Committee minutes as presented
 S.Weber – Motioned, C.Holman – Second
 Vote - approved

4. Communication from Citizens

- A. None
- B. Charter Homes & Neighborhoods – Meadow Creek Development, 92 Homes.
 Motion to accept land dedication fee in lieu of land.
 C.Holman – Motion, S.Wolf – Second
 Vote – Approved

5. Communication from Board Members

G.Foller – Great concert, big crowd. C.Holman – Audience cheered when non-smoking policy was announced.

6. Recreation Director's Report

- A. Concert Series – High attendance, good vendor sales
- B. Saturday in the Park – Please fill out volunteer form. We are renting a tent this year. Boscov's is not available.

- C. Comp Plan Committee – D.Wendel will bring safety & accessibility report to next comp plan meeting. In past has been only one ADA inquiry to August Schaefer park and one rumor (nothing in writing) of an inquiry at the Penn Oak park.
- D. Budget 2007 – Planning process is starting. Please consider any additions or suggestions for next meeting.

7. Old Business

- A. **Meeting Minutes Format** – The format is new and includes old business and new business.
- B. **Park Ordinance** – Is being advertised in the news papers for a period of time. Should be enacted at the July meeting.

8. **New Business** – Bocce court. S.Nichols – We should acknowledge the offer by the Shue's of \$1,000 toward the building of a bocce court. D.Wendel will send a letter to thank them and will explain the time line involved.

Motion to have D.Wendel send a letter to the Shue's
S.Nichols – Motioned, C.Holman – Second
Vote – approved

9. **Announcements** – Next meeting is 7-17-06

10. Motion to Adjourn

C.Holman – Motioned, S.Nichols – Second
Vote - approved

Springettsbury Township
Parks & Recreation Board
Meeting Minutes
15 May 2006

In Attendance: Board Members: David Wendel, Director
 Gary Foller, Acting Chairman
 Cathy Holman
 Sherry Nichols
 Sylvia Weber
 Steve Wolf
 Absent: Barry Bloss
 Charles Wurster, Chairman

 Guests: Gene Shue 755-6887
 Norma Shue 873-6581 (cell)

1. Call To Order

2. Changes to Minutes - (April 06)

G.Foller – Called for motion to approve the minutes as presented
S.Nichols – Motioned, S.Wolf – Second
Vote – approved

3. Communication from Citizens

Gene and Norma Shue – Subject: Bocce Courts and the need for passive games
Both have lived in Springettsbury 46 years. They have played bocce since 1968.
They participate in the York Senior Games. Groups have grown and an additional
Fall League has been formed. Now a Spring League is being formed. A local court
is very much needed. The game can (and is) played by the very young and the very
old. The Shue's have offered to donate \$1,000.00 toward the building of a bocce
court in Springettsbury.

4. Communication From Board Members

None

5. Recreation Director's Report

A. Park Ordinance – Have forwarded the Township Manager to present the
proposal to the Board of Supervisors regarding Prohibiting Smoking in all the Township
parks. The P&R Board discussed how to enforce current park regulations and if there was a
need for a more visible police presence in the main park. D.Wendel said the skateboarders
are damaging some surfaces on the basketball courts, the parking lot curbing, hockey rink
surface, railings. It was agreed the signage is the first step toward enforcement.

B. Concert Series – We have a good opportunity to recover almost all our costs
via the concessionaires. Brickers (Donny) Fries holds the contract.

C. Saturday in the Park – Held the first meeting in February. Please send in your volunteer forms. Instead of selling cushions like last year, may just have a table set up to solicit donations – would be very low keyed.

D. Park Maintenance – Update on projects. Most are complete.

1. Kingston is complete except for the surfacing material which will hopefully go in Thursday, weather allowing.

2. Posts for the grills have been anchored. The tops can go on so every pavilion has a grill. S.Wolf – Are there instructions regarding safety precautions for the grills? D.Wendel – We haven't had any problems to date at any of the parks. The grills are away from the playground equipment.

E. Comp Plan – Park Tour June 12th at 5pm. Will send an e-mail with details. Please confirm attendance. YSK & KSK will be attending also. The meeting will follow at 7pm. Pizza will be served.

6. Adjournment.

Motion – S.Weber, 2nd – C.Holman

Vote – approved.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
17 April 2006**

In Attendance: Board Members: Charles Wurster, Chairman
David Wendel, Director
Gary Foller
Sherry Nichols
Barry Bloss
Sylvia Weber
Steve Wolf

Absent: Cathy Holman

1. Call To Order

2. Changes To Minutes - (March 2006)

- A. 4. Added, "but are welcome to attend the public meetings to express any needs to the committee".
- B. 5.B. Added, "but an informal discussion was held with the volunteers present regarding special events, fundraising and dog park rules. These matters will be addressed at the May meeting".
- C. 5.D. Removed, "All parks are ADA compliant". Added, "will be completed in May". Removed "for health reasons". Added, "to preserve the wood and enhance safety".

Mr. Bloss moved to approve the changes to the March 2006 meeting minutes as outlined. Ms. Weber was second. Motion unanimously carried.

3. Communication From Citizens - No comments To Report

4. Communication From Board Members

A. Meeting Procedures:

Mr. Wurster: Mr. Wurster discussed the importance of following Robert's Rules of Order when conducting the Parks and Recreation Board meetings. By following these rules for conduct, communication will improve and confusion will be reduced. Mr. Wurster recommended that all motions be captured in the meeting minutes including the exact nature of the motion, who moved to accept and who second the motion. By having this information clearly identified in the meeting minutes, recommendations made by the Board and or the Director of Parks and Recreation will be easily recognizable and understood.

Mr. Bloss: Recommended that New and Old Business be included as part the agenda.

Mr. Wendel: Mr. Wendel concurred and will restructure the agenda so it follows a more fixed order of business as prescribed in parliamentary procedure.

5. Recreation Director's Report

A. Park Ordinance:

Mr. Wendel: Mr. Wendel recommended to the Board to prohibit smoking in all parks due to the potential health risks of second hand smoke and complaints received from citizens regarding smoking in playground areas. He also mentioned that the Parks and Recreation Department is committed to providing quality services that promote active, healthy lifestyles...as outlined in our mission statement. Allowing smoking in our recreation facilities is contradictory to our mission.

Mr. Wolf: Mr. Wolf inquired about enforcement.

Mr. Wendel: Mr. Wendel stated that as with all park rules, self policing would be the key to enforcement. Also, since over 2000 youth participate in sports programs that utilize Township facilities, this information could be disseminated by coaches and organizers of the leagues to make the regular users, children and parents, aware of the rules.

Mr. Wolf: Mr. Wolf suggested adding direct but friendly signage to discourage smoking in the playground areas.

Mr. Bloss moved to recommend that smoking be prohibited in all park locations. Ms Weber second. Motion unanimously carried.

B. Summer Programs:

Mr. Wendel: Mr. Wendel reported that due to construction, summer playground services would not be provided at Stony Brook Elementary School again this summer. He also mentioned that the hiring process of summer staff was nearly complete. Mr. Wendel reported that Harley Davidson will sponsor the fireworks displays for the concert series and Saturday in the Park. He also indicated that we have a realistic opportunity of recovering most, if not all, of our costs associated with the concert series. More definitive sponsorship figures will be provided once the sponsorship process concludes in late May.

C. Comprehensive Recreation, Park and Open Space Planning Committee:

Mr. Wendel: Mr. Wendel reported that the questionnaire had been finalized and formatted and is ready for print for the summer newsletter.

D. Park Maintenance:

Mr. Wendel: Mr. Wendel reported that the power washing and sealing of the Creative Playground was complete. Protective surfacing material was also added to replenish what had been displaced and compacted. All other park maintenance projects are nearly complete.

E. Board Meeting Location:

Mr. Wendel: Mr. Wendel reported that the Parks and Recreation Board meetings will be moved in May to the board room at the Municipal Offices. The facility has better accommodations for the public and Board and is also where all other public meetings are held.

6. Adjournment.

Springettsbury Township
Parks & Recreation Board
Meeting Minutes
20 March 2006

In Attendance: Board Members: Charles Wurster, Chairman
David Wendel, Director
Gary Foller
Cathy Holman
Sherry Nichols
Absent: Barry Bloss
Sylvia Weber
Steve Wolf

1. Call To Order

2. Changes to Minutes - (Feb 06)

S.Nichols – Motion to approve the minutes as presented
G.Foller – Second
Vote – 3 aye, 0 nay

3. Communication From Citizens

D.Wendel – At the Creative Playground a gentleman expressed concern regarding smoking around the children.

S.Nichols – At the Penn Oaks park a lady was happy about the proposed walking trail, but didn't see the point to installing a parking lot since everyone will park on the street anyway.

4. Communication From Board Members

C.Holman – As a point of order, D.Wendel, after discussion with C.Wurster, completed the P&R comp plan subcommittee list, and contacted the proposed members prior to discussion and approval of the Park & Rec committee. The list was then submitted to the P&R committee after the fact for approval. Mr. Wendel said he had been instructed by the Township Manager to complete the list and was unaware that the P&R committee needed to vote on the approval. After discussion, it was agreed that last months minutes did reflect that the board had agreed to discuss candidacy and vote on the final list at the March meeting. C.Holman asked why the only candidate put forward by board member was not on the list. Mr. Wendel indicated he felt that position would have been a duplication of effort and Mrs. Butterfield was not needed. He also questioned her credentials as a volunteer. Mrs. Holman made the point that turning away a motivated volunteer was a mistake. Discussion was made regarding the proper procedure for establishing sub-committees and the reporting of the sub-committees to the committee. Mr. Wurster requested that motions be listed in the minutes.

C.Wurster – Asked if EYC was given an outreach to be on the committee. Mr. Wendel said no, because their facility needs have already been met but are welcome

to attend the public meetings to express any needs to the committee. Mr. Wurster spoke in support of the completed list citing the effort put into its assembly.

S.Nichols – Motion to approve the subcommittee list as provided by D.Wendel.

G.Foller – Second

Vote – 2 aye, 1 nay (C.Holman)

5. Recreation Director's Report

A. **P&R Comp Plan** – (Hand out) Rescheduled for April 10, 7pm.

B. **Dog Park** – The Board of Supervisors approved the subcommittee's recommendation for the East parcel for purposes of the grant application. S.Nichols – There was no quorum at the last meeting but an informal discussion was held with the volunteers present regarding special events, fundraising and dog park rules. These matters will be addressed at the May meeting.

C. **Park Ordinance** –

1. **Smoking** - D.Wendel – Proposed making all Springettsbury Parks non-smoking.

C.Holman – Motion to table the proposal until next month when all board members are present.

S.Nichols-Second

Vote – 3 aye, 0 nay

2. **Tennis Courts** – Section 6.b.19 – To amend the park ordinance restricting the use of skate boards to include the new tennis courts.

C.Holman – Motion to approve as discussed previously

G.Foller – Second

Vote – 3 aye, 0 nay

D. **Park Improvements** – (Handout)

Due to the new rental agreements we are installing grills at all the parks.

Upgrades to Kingston Park will be completed in May. It has been recommended that the Creative Playground equipment is power washed and sealed every year to preserve the wood and enhance safety.

E. **Storage Shed** – (Handout)

Cost estimate for renovation \$55,000.

Estimate to demolish \$7,300

D.Wendel is meeting with EYC next week regarding the shed.

6. Adjournment.

work in a vacuum. It was agreed that there should be 15 members on the board, members to represent the following groups:

Youth Sports League Central York School District
Teen Representative Suburban School District

All members are to put forward names for consideration at the next meeting. Letters of Interest will need to be mailed to D.Wendel in advance. C.Holman submitted the name of Mrs. Ann Butterfield, wife of CYSD Principal Jay Butterfield for consideration to the subcommittee. It was agreed that the committee list would need to be finalized at the next meeting.

YSM will organize:
Newsletter Surveys (May Township Newsletter)
Key Person Interviews
Focus Groups
Public Meetings

They will do an inventory and assessment and develop an action plan. They hope to be able to kick off the process toward the end of April. KSK is the prime consultant working with D.Wendel and the Board. The 1st meeting of the Comp Plan Sub-Committee is scheduled for **Thursday, April 13, 7pm at the municipal building.**

B. Dog Park – The Dog Park Subcommittee identified their top three site locations for consideration by the main P&R Board (Handout). 1. Main Park East, 2. Main Park West, 3. Camp Security. The Board discussed the other proposed sites and why they were deemed unsuitable for consideration. Rankings were made based on drainage, topography, visibility, parking, accessibility, site availability, landscaping, proximity to homes, existing land use. The subcommittee was commended on the extensive amount of work done to assemble and analyze the considerable data.

There was considerable debate regarding the top site locations. After the discussions a vote was taken. The Main Park East site was approved by a 6-2 vote with C.Wurster and C.Holman dissenting. The issues were as follows:

Assenting:

- The site is away from the main use areas of the park and will therefore reduce the noise impact the dogs have on the other activities
- Only a minimum number of trees would be impacted by the installation of the fencing.
- The East site was the largest site available with the fewest negative factors.
- Additional parking could be added on or near the site at a later date.
- Water is available at the site.
- Trees could be planted in the north corner to offset tree removal in the east section.
- Cost wise sites 1 and 2 were comparable.

Dissenting:

- The site has negative expansion potential.
- This is the only heavily treed area in the park; some trees would be impacted by the location of the site in this area.
- The site has been previously looked at as a passive area to be reserved for picnicking and as a possible location for the Bocce court.
- There is no close parking and the dogs will have to travel through the park to the site creating a potential safety issue.

- O With the dogs walking through the park, waste pick up will also become an issue.
- O The West site is closer to available parking.

C. Dog Policy in Main Park – The issue of whether to allow dogs in the main park has been raised several times. The proposed dog park site will necessitate dogs being transported through the main park from the parking lots. B.Bloss raised the issue of safety. The Board requested the Dog Park Subcommittee forward ideas for the safe transport of dogs from the parking lots to the proposed Dog Park. Also to be addressed are issues such as waste disposal bag dispensers. The subcommittee will report to the Board at the next meeting.

B. Tennis Courts – A backboard has been proposed for the tennis courts. Ann Yost has recently priced one for another client at \$3,500. She was thanked for the prompt information.

6. Adjournment.

Springettsbury Township
Parks & Recreation Board
Meeting Minutes
16 January 2006

In Attendance: Board Members: Charles Wurster, Chairman
David Wendel, Director
Barry Bloss
Cathy Holman
Sherry Nichols
Sylvia Weber
Absent: Gary Foller
Steve Wolf

- 1. Call To Order**
- 2. Changes To Minutes (21 Nov 2006) –** None. Minutes were approved as presented.
- 3. Election Of Members 2006–**
Charles Wurster – Chairman
Gary Foller – Vice Chairman
- 4. Communication From Residents –**
 - A.** Mr. Dick Pucket of Penn Oak South contacted D.Wendel by phone regarding the status of the proposed parking lot for the Penn Oak Park. He was informed that this project is still in the concept phase at this time.
 - B.** B.Bloss has received comments regarding the fee increases at Central and Suburban school district facilities.
- 5. Communication From Board Members –**
 - A. Parks & Rec Comp Plan –** KSK has been approved to develop a P&R Comprehensive Plan. The Board of Supervisors approved KSK and is waiting for State approval.
 - C.**Wurster called for a motion to recommend we increase the

number of people on the P&R Comp Plan Committee. The P&R Board agreed this was a sound idea. D.Wendel will get clarity from J.Holman on how many additional people should be added. It was agreed that at the next monthly meeting the Board members would put forth names for discussion for addition to the Committee.

B. Meeting Schedule – There was no quorum for the December meeting or for last Decembers meeting. S.Weber made a motion to cancel the December meeting. The motion passed by unanimous vote.

6. Director's Report

A. Dog Park Advisory Committee – There was no quorum for the December meeting. Minutes were sent to all members. C.Wurster requested a motion to approve the November minutes submitted by S.Nichols as liaison. The minutes were approved with revision to page five (under Media Press Relations, “form” changed to “from”). The Sub-Committee Draft Document, dated 10-25-05 was also approved unanimously.

S.Nichols reported that the committee was a very active, knowledgeable group with vast experience dealing with actively used dog parks. It was discussed that we will need to be careful to locate the Dog Park away from homes due to the volume of traffic. They are currently scouting sites and expect to select a site for recommendation next month. At that point, the Township can apply for a DCNR funding grant, which needs to be in by March 30. C.Wurster – We should consider a site in the NE quadrant of the Township for balance.

B. EYC Football – (Handout from Troy Knaub, Pres.) Met with C.Lauer and Mr. Knaub to inspect the storage shed. The roof is leaking and there are holes in the walls from squirrels. Otherwise, it appears structurally sound. We are having the building professionally assessed for cost of upgrading to match the rest of the park. Will call EYC in at that time to discuss cost of repairs. The Township has no use for the building at this time.

C. Park Ordinance –

1. Should we allow dogs in the Parks? This topic was discussed with mixed responses. It was agreed this topic would be discussed again at the next meeting.
2. Skateboarding – After discussion, it was agreed that the park ordinance regarding the restriction of the use of skateboards needed to be amended to include the tennis court area along with the amp theater.
3. Should a Backboard be added to the Tennis Courts?
D.Wendel agreed to check on the cost and report at the next meeting.

D. The Year in Review –

2005 Dog Park
Concession Policy
Penn Oak Park
Summer Concert Series
Future Goals to Comp Plan

E. Vision for 2006

Complete Dog Park
Fund Raising
Benches for Park
Naming Rights
Park Comprehensive Plan
Dedicate Trees
Friends of the Park
Park Ambassador Program
Easter Even
Arts Festival
After School Programs
Day Time Adult Programs

7. Adjournment