

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
15 November 2010
6:00 PM**

In Attendance

Board Members:

Steve Wolf – Vice Chair
Sherry Nichols
Sid Martin
David Seiler

Staff:

David Wendel, Parks and Recreation Director
Ann Yost - YSM

Citizens:

Mr. Robert Laudeman
Mr. Bruce Wargo
Ms. Diane Wargo

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: (18 October 2010)

Mr. Martin moved to accept the 18 October 2010 meeting minutes. Ms. Nichols was second. Motion unanimously carried.

3. Communication from Citizens:

Laudeman

Mr. Robert Laudeman spoke about his interest in Bocce and whether the Township would consider developing facilities for Bocce. Currently, he is involved with the Special Olympics and uses the Bocce courts in York Township. He indicated that poor drainage at these courts has caused many game cancellations because they lack proper surfacing material. As part of his presentation, Mr. Laudeman provided members of the Board with handouts describing the game and rules of Bocce.

Wendel

Mr. Wendel reported that the Township considered developing Bocce courts several years ago when a resident expressed interest in the sport and was willing to provide some financial support to help in the development of Bocce courts. When we were in the process of making improvements to Penn Oaks Park, Bocce courts were considered and added to the plan but limited funds prevented the Bocce courts and the expansion of the existing playground from being completed.

Mr. Wendel indicated that the Parks and Recreation Board have continued to discuss this matter from time to time over the years as a type of facility to develop at Springettsbury Park. Bocce courts and horse

shoe pits for example, would provide facilities that would be available for all to use but would target the senior population, a segment of the population the Board believes is underserved in terms of facilities at Springettsbury Park. As a result of our continued discussion and funding for future capital projects at Springettsbury Park a possibility, we invited Ann Yost from YSM, the landscape architect who designed Springettsbury Park, to talk about facilities that attract seniors such as Bocce courts and how such facilities would fit into the existing park landscape.

4. Communication from Board Members: None Reported

5. Director's Report:

Wendel Mr. Wendel reported on the following matters:

- **Holiday Tree Lighting:** The event is scheduled on Friday, November 19 at 6 pm. We have four bands expected to perform from both Central York and York Suburban School Districts. The Marine Corps League will be on hand to accept donation for Toys for Tots. The York Catholic girls tennis team will assist with selling hot chocolate and handing out cookies and, our very own Steve Wolf, will act as Santa Claus once again. The Board was encouraged to attend and help at the event if possible.
- **Annual Report:** The Board received a draft copy of the Parks and Recreation Department 2010 Annual Report. The report was reviewed and discussed with the Board. Comments need to be forwarded by November 19, otherwise final copies of the report will be mailed to the Board by the end of the month.
- **2011 Budget:** The preliminary operating and park improvement budgets for the Parks and Recreation Department were discussed with the Board. It appears we will be able to continue to provide the same level of services to our residents, however, we will not fully know the extent of cuts, if any, until the budget is passed in December.

6. Old Business:

Wendel **Penn Oaks Park:** Mr. Wendel completed his report on safety concerns reported by Ms. Joyce Watson, a resident, regarding young children riding bikes, scooters and skateboards in the parking lot of Penn Oaks Park. The findings are as follows:

Mr. Wendel visited Penn Oaks Park on several occasions to observe activity in the parking lot. The visits were conducted during peak use times by the sports organizations including evenings and weekends. Although he found children on one occasion riding bikes in the parking lot, it did not appear to jeopardize their safety nor impact the flow of vehicle traffic in and out of the parking lot. Most of the activity was confined to the walking paths. After meeting with representatives from the sports organizations, they reported that most parents drop off their children participating in the sports programs and return to pick up later rather than allow their non playing children to wonder the park unsupervised. The exception is for games but they reported that they found little evidence that siblings of the children playing organized sports are

engaging in the activity described by Ms. Watson. As a result, more than likely, the children are from the neighborhood.

With that said, the representatives from the various sports organizations that use Penn Oaks Park indicated they would discuss the safety concerns with their coaches and convey to the parents of the participants through meetings, emails and various literature, parents handbooks for example, to take caution as they enter and exit Penn Oaks Park and all parks for that matter and to watch for children at play in these areas. They also will provide, as time and volunteers permit, individuals to monitor the parking areas during games and practices.

Finally, Mr. Wendel again met with Ms. Watson to share his findings and discuss what course of action would be taken to improve park safety. She expressed her gratitude toward the Township for following up on the matter and reported that she has not observed the activity that alarmed her initially since she brought it to the attention of the Township. Mr. Wendel advised Ms. Watson to contact him if she observes the activity again so it can be revisited as needed.

Wendel **Springettsbury Park:** Mr. Wendel introduced Ann Yost from YSM who was present, at the Board's request, to discuss facility options at Springettsbury Park that target the senior population. Ms. Yost discussed facilities such as Bocce courts and horse shoe pits which are popular at other parks she has visited and designed over the years. She shared a number of design examples for the Board to view. She also provided preliminary sketch plans to show how such facilities could fit into the existing landscape of Springettsbury Park. Ms. Yost also provided some preliminary cost figures for such a project. As the Township explores park improvement options for Springettsbury Park in the coming years, these plans will be helpful in determining how to prioritize and develop such projects.

7. New Business:

Wendel **Winter Brochure:** Mr. Wendel requested feedback on the design and programs featured in the winter brochure. The Board responded with positive feedback regarding the variety of programs offered and the professional appearance of the brochure.

Wendel **Board Positions:** Mr. Wendel requested that the Board consider nominations for Chair and Vice-Chair. Since Mr. Wolf will be out of the area for several months, Ms. Nichols volunteered to assume the Chair position and Mr. Seiler the Vice-Chair position.

8. Announcements: Next meeting Monday, January 17, 2011 at 6 pm

9. Adjournment: Mr. Wolf adjourned the meeting at 8:40 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
18 October 2010
6:00 PM**

In Attendance

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

Staff: David Wendel, Parks and Recreation Director

Citizens: None Present

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.

Wendel Mr. Wendel acknowledged receipt of Veronica Sinclair-Anderson's resignation from the Board citing a new work schedule that will prevent her from attending Board meetings. Ms. Sinclair-Anderson indicated in her correspondence that she enjoyed working with the Board and thanked them for working with her.

2. Action on Minutes: (20 September 2010)

Mr. Seiler moved to accept the 20 September 2010 meeting minutes. Mr. Martin 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:

- **Saturday in the Park:** The event was very successful attracting approximately 10,000 + visitors to Springettsbury Park. The weather provided us with a beautiful day which has been lacking the last couple of years. Our event partners combined with ticket sales, glow stick sales and concession commissions enabled us to recover 95% of our costs associated with the event. Next year, Saturday in the Park will be held on September 24.

- **Holiday Tree Lighting:** The event is scheduled on Friday, November 19 at 6 pm. The event will include 4 musical performances from students in the Central York and York Suburban School District's. We will again partner with the Marine Corps League to collect toys and monetary donations for the Toys for Tots program. The York Catholic tennis team will be present to help hand out hot chocolate and cookies, and the winner of the ornament contest will be announced prior to the tree lighting. Cumulus will promote the event on its four stations.
- **Grant:** We received a grant from the PA Council on the Arts/Jump Street in the amount of \$1,683.00. The funds will be used for the 2011 Sounds of Summer.
- **Comprehensive Recreation, Park & Open Space Plan:** A review of the goals and recommendations outlined in the plan was done to show what has been achieved since the plan was adopted by the Board of Supervisors in April 2008. The following goals were addressed: 1.) Establish a premier system of parks, recreation facilities and trails throughout Springettsbury Township; 2.) Develop a system of protected open space, greenways and trails to create a connected community; 3.) Provide recreation opportunities, programs and services to enrich the quality of life for the people who live, work or visit Springettsbury Township, and 4.) Invest in parks and recreation to support the health, safety and welfare of the citizens of Springettsbury Township.

Achievements addressed included:

1. Improved website to allow online credit card registration for classes, trips and sports leagues.
2. Summer Playground registration can be done online.
3. Survey added to website to identify customer satisfaction with site.
4. Expanded relationship with White Rose Senior Center to provide activities for individuals age 55+ for our S.T.A.R.S program. The result has been significant with approximately 700 participants annually.
5. Developed partnerships with 10 local businesses to help in the provision of services including fitness and aerobic classes and dance and karate instruction.
6. Improved accessibility at many of our parks to comply with ADA.
7. Developed riparian buffers at Penn Oaks Park and Stonewood Park to reduce erosion and improve water quality.
8. Developed non tax support for our community events by establishing partnerships with the local business community and civic organizations.
9. Developed polices including the Pavilion Reservation Policy, Concession Stand Policy, Concessionaire Policy and Tree and Bench Dedication Policy to help in our cost recovery efforts for events and park maintenance.

6. Old Business:

Wendel

Penn Oaks Park: Mr. Wendel followed up on the concern raised by a neighbor who observed young children riding their bikes, scooters and skateboards in the parking lot during an evening of heavy park use. She thought this activity was very dangerous and wanted the Township to investigate what could be done to prevent a child from getting hit by a car. Mr. Wendel indicated that he visited the Penn Oaks Park parking lot during peak use on several occasions and did not observe any unsafe activity. The next step of the process is to meet with representatives from the sports

organizations who use the park in an effort to have them help police the area and to inform parents to exercise caution when driving through our parking lots. Mr. Wendel will follow up with the concerned resident once the process of observing and meeting with user groups is completed.

- Wolf** **Tree & Bench Dedication Policy:** Mr. Wolf questioned whether the policy information would be listed in the next newsletter.
- Wendel** Mr. Wendel indicated that the information would be highlighted in the Township newsletter for the winter session. The policy is also on our website.
- Nichols** **Springettsbury Park:** Ms. Nichols believes more facilities/activities need to be made available for the senior population at Springettsbury Park. She feels the southeast corner of the park would be an ideal location for Bocce courts and horse shoe pits. She requested to have YSM attend a future Board meeting to address what types of facilities would best fit into the area to meet the passive recreation needs of our residents. She requested that YSM lead a discussion that would include possible future facilities that should be considered for the southeast corner of the park. The remaining Board members concurred with Ms. Nichols.
- Wendel** Mr. Wendel indicated he would attempt to schedule a meeting with Ann Yost to review this matter.

7. New Business: None Reported

8. Announcements: Next meeting Monday, November 15, 2010 at 6 pm

9. Adjournment: Mr. Wolf adjourned the meeting at 8:15 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
20 September 2010
6:30 PM**

In Attendance

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

Staff: David Wendel, Parks and Recreation Director

Citizens: None Present

1. Call To Order:

Sinclair-Anderson Ms. Sinclair-Anderson called the meeting to order at 6:30 pm. She welcomed the Board and led the Pledge of Allegiance.

2. Action on Minutes: (21 June 2010)

Mr. Seiler moved to accept the 21 June 2010 meeting minutes. Mr. Wolf was second. Motion unanimously carried.

3. Communication from Citizens: (Penn Oaks Park)

Wendel Mr. Wendel shared with the Board a letter he received, through the Township Manager, from Ms. Joyce Watson who reside at 3420 Edenbridge Road. Her home is located at the corner of the Penn Oaks Park parking lot. She expressed concerns about children playing in the parking lot. She has observed “small children” in the parking lot playing on scooters, skateboards and “chasing balls”. Ms. Watson believes these children are at risk of being injured by vehicles accessing the parking lot. Mr. Wendel indicated that since formalized athletic use resumed this spring at Penn Oaks Park, he spent many evenings observing the activity. During that time, he did not observe any unusual, disruptive or unsafe activity within the park or parking lot area. Furthermore, this is the first resident concern received not only since formalized sports resumed at Penn Oaks Park this spring but, since it reopened in 2009.

Mr. Wendel provided the Board with his plan of action which included the following: 1.) Meet with Mrs. Watson at Penn Oaks Park to gain further insight in the matter, 2.) Observe the parking lot area over the next two weeks during the evening hours when use is at its highest, 3.) Discuss the matter with the athletic organizations that use the facility to determine what assistance they can provide and, 4.) Check on possible signage options. He will follow up with the Board once all information is gathered.

4. Communication from Board Members: None Reported

5. Recreation Director's Report:

Wendel Mr. Wendel reported on the following matters:

- **Sounds of Summer:** Our summer concert consisted of 17 performances held every Sunday and Wednesday evening from 7 pm to 8:30 pm. The event attracted nearly 30,000 visitors to Springettsbury Park. We did not move any shows indoors although a few were impacted by the threat of inclement weather. Our July 4 concert and fireworks attracted thousands to Springettsbury Park. Financially, we secured 30 partners to support the event totaling \$33,363. Additionally, we generated \$5,649 in concession commission fees, donations and glow stick sales. We also received a grant from the PA Council on the Arts in the amount of \$2,350. Overall, we recovered nearly 70% (\$41,362) of our costs.
- **Summer Playground:** We again set a record for registration by serving over 1000 youth for the first time eclipsing last year's record of 952. Overall, we served 1052 youth at 9 park locations. 6 of our parks had over 100 youth registered including 191 at Kingston Park. On a daily basis, you could find 375 youth in our parks.
- **Sounds of Summer:** The concert series opened to a capacity crowd on Sunday, June 13 with 7 Bridges, an Eagles tribute band. On Sunday, June 20, Pentagon performed in front of a full house. We anticipate large crowds throughout the summer as long as weather conditions allow.
- **Park Tour:** The Board was asked for feedback on the park tour that was conducted on Tuesday, August 3. The overall impression was that the parks were well maintained and the improvements over the years enhanced the parks.
- **Saturday in the Park:** The Board was reminded that Saturday in the Park is scheduled on Saturday, September 25. Unsold tickets and ticket fees were collected for "A Taste of Springettsbury".

6. Old Business: Mr. Wendel reported on the following items:

- **Tree and Bench Dedication Policy:** The Board was informed that the policy was approved by the Board of Supervisors at their August 26 meeting. The policy is on our website for public access. We will provide some information in our winter newsletter. We will also contact those that inquired about tree and bench dedications before the policy was developed.
- **Walter's Property:** The Board was informed that the Board of Supervisors at their August 26 meeting announced they would dedicate \$750,000 toward the purchase of the Walter's property. The remaining dollars will need to be raised by The Conservation Fund.

- Nichols** Ms. Nichols inquired about the development of the southwest corner of Springettsbury Park. She would like to see some preliminary plans done.
- Wendel** Mr. Wendel indicated that preliminary sketch plans and cost estimates for developing the southwest corner of Springettsbury Park were done by YSM in 2009 as part of the budgetary process. They were very basic plans showing how various facilities such as a skate park and new play equipment for example would fit into the existing area. Currently, funds do not exist to pursue such an endeavor; however, we have an idea at this point on cost and design if and when we embark on such a project. It was also indicated that the preliminary plans were forwarded to the Parks and Recreation Board last year for review and discussion.
- Nichols** Ms. Nichols believes we should be visionary's by planning and preparing park projects, otherwise we will become stagnant.
- Wendel** Mr. Wendel pointed out that we have several Master Plan projects completed and ready for the development stage and, the possibility of improvements to Springettsbury Park. He also emphasized that the work of the Parks and Recreation Department does not just include parks but an array of services and the delivery of these services as well partnership and policy development, park maintenance and the planning and coordination of community events. It was requested that the Board review the goals and recommendations set forth in the Comprehensive Recreation, Park and Open Space Plan to better understand all of our needs in operating and managing the parks and recreation department and meeting the needs of our residents.

7. New Business:

- **Board Candidate:** Mr. Wendel interviewed and submitted his recommendation to the Township Manager. The next step is for the Board of Supervisors to interview the candidate.

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

9. Adjournment: Ms. Sinclair-Anderson adjourned the meeting at 7:50 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
21 June 2010
6:00 PM**

In Attendance

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

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

Citizens: None Present

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 April 2010)

Mr. Seiler moved to accept the 19 April 2010 meeting minutes. Mr. Wolf 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:

- **Walter's Property:** The Township was approached by The Conservation Fund to partner with them to purchase a 115 acre tract of land identified as the Walters Property. The land borders Camp Security Park to the south. Mr. Wendel introduced Mr. John Holman to provide further details.

Holman Mr. Holman reported that the partnership would require the Township to cover 50% of the approximate 2.5 million dollar purchase price of the land with The Conservation Fund. As a result, the Township's financial commitment would be approximately 1.25 million dollars. The land is currently used for agricultural purposes. Mr. Holman indicated that he is compiling some budget data for the Board of Supervisors to review which includes maintenance and management costs. At this point, the Township is only exploring the opportunity and gathering data before it renders a decision.

Wendel

Mr. Wendel indicated that the purchase would help satisfy our current deficit of land for active recreation purposes which currently stands at -146 acres and will continue to grow as the population increases.

- **Park Improvements:** The sodding of the football field was completed on May 14. The perimeter of the sodded area is barricaded to prevent user access. We have been using the water reel regularly to help the sod become fully established. We intend to keep the field barricaded in some form until August. The resurfacing of the basketball courts was also completed. The resurfacing included the patching of gouges in the asphalt and multiple coats of acrylic.
- **Summer Playground:** After week one of Summer Playground, 851 youth have registered. We have 186 more youth registered now than we had at the same time last year. We are on pace to not only exceed our record, achieved last year of 962 youth, but to reach 1000 youth served which has been our long term goal. On a daily basis, nearly 540 youth can be found at our 9 park locations.
- **Sounds of Summer:** The concert series opened to a capacity crowd on Sunday, June 13 with 7 Bridges, an Eagles tribute band. On Sunday, June 20, Pentagon performed in front of a full house. We anticipate large crowds throughout the summer as long as weather conditions allow.
- **A Taste of Springettsbury:** Tickets for the event were distributed to Board members. The tickets are \$15 each. The Board was requested to sell 10 tickets each and help secure auction items for the event. We have currently have 12 establishments participating in the event including Texas Roadhouse, Jim & Nina's, Prudhomme's Lost Cajun Kitchen and Naylor Vineyards to name a few. This will be our signature fundraising event for Sounds of Summer.
- **Recreation Database:** Parents can now register their children online for Sumer Playground. We added this new feature a few months ago and over 40% of those currently registered have taken advantage of this option. We believe in the near future this will become the conventional means of registration which currently is a close second to mail. The process saves our staff time because they no longer have to enter the information by hand. Once the registration form is received electronically, the data from the form is automatically stored in the database and can be quickly retrieved when needed.
- **Park Tour:** The Board was reminded that we will meet on Tuesday, August 3 at 5 pm to conduct our annual park tour. The Board will also get an opportunity to observe the Summer Playground staff in action.
- **Review of Policies:** Except for a few grammar and usage errors found in our existing policies, the Board considered no policy changes at this time. The errors noted will be corrected.

6. Old Business: None Reported

7. New Business:

- **Willow Street Subdivision Plan:** The Board reviewed and discussed the plan and recommended accepting the fee in lieu of land because the land

dedication would be less than 3 acres. As a result, the developer will be required to pay a fee of \$31,637.28 (16 dwelling units x \$1,977.33) based on the Subdivision Land Development Ordinance.

Ms. Nichols moved to accept the fee in lieu of land in the amount of \$31,637.28. Mr. Martin was second. Motion unanimously carried.

Nichols Ms. Nichols recommended planting trees along Mt. Zion Road to provide a buffer for the southwest corner of Springettsbury Park.

Wendel Mr. Wendel indicated that he thought it would be a good idea to develop a buffer between Mt. Zion Road and the park, but until we know what type of facilities will be developed at that location, it would not be prudent to plant trees if they may be removed for future development.

8. Announcements: Next meeting Monday, September 20, 2010 at 6 pm

9. Adjournment: Ms. Sinclair-Anderson adjourned the meeting at 7:36 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
19 April 2010
6:00 PM**

In Attendance

Board Members:

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

Staff:

David Wendel, Director of Parks & Recreation

Citizens:

None Present

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 March 2010)

Mr. Seiler moved to accept the 15 March 2010 meeting minutes. Ms. Nichols was second. Motion unanimously carried.

3. Communication from Citizens: None Reported

4. Communication from Board Members:

Sinclair-Anderson

Ms. Sinclair-Anderson reported that a parent raised concerns about bullying at Penn Oaks Park. She asked Mr. Wendel what the Parks and Recreation Department can do to prevent it.

Wendel

Mr. Wendel indicated that bullying is very difficult to detect because it is often done inconspicuously. And, in many cases, the child being victimized often doesn't report it. As a result, park users may not have an awareness of such behavior to respond to it appropriately. As a Department, we can manage and respond to bullying during Summer Playground but when we don't have a presence in the parks the best approach is to report it to the police and/or school officials if it's being done by a fellow student. Depending on the seriousness of the behavior, it can be enforced by the police under the Park Ordinance which prohibits disorderly conduct. The local school districts have strict policies pertaining to bullying and provide prevention programs in the schools and, they often send literature home for parents. Bottom line, if a child is being harassed or threatened in any way, the parents should contact the police immediately.

Seiler Mr. Seiler inquired about the status of the Parks and Recreation Board vacancy.

Wendel Mr. Wendel reported that he does not have any prospective candidates. He is not aware whether the Board of Supervisors has anyone in mind at this point. Mr. Wendel will speak with the Township Manager to determine where things stand with filling the opening.

5. Recreation Director's Report:

Wendel Mr. Wendel reported on the following matters:

- **Sounds of Summer:** Reviewed and discussed concert schedule with Board.
- **Park Improvements:** The Getaway Playground was power washed and sealed. Some minor repairs were done such as replacing the steering wheels on the spring pieces and the ring on the track ride. The playground opened 3 days earlier than scheduled due to the dry conditions. The sodding of the football field is scheduled to start on May 19. Depending on the weather conditions, it should only take a couple of days to complete. Once completed, the area will be barricaded to prevent user access. We will also use the water reel regularly to irrigate the area until the sod becomes fully established.
- **Summer Playground:** Hiring process nearly complete with 1 to 2 Park Leader positions remaining to be filled. In the process of finalizing schedule of activities including weekly trips, interpark sports league and tournaments.
- **Saturday in the Park:** Our next planning committee meeting will be held on Thursday, May 20 at 12 pm. The committee is considering holding an event called, "A Taste of Springettsbury" which will include local restaurants who will provide samples of their signature foods and drinks. Tickets would be sold in advance at \$10 or \$15 each and the proceeds would benefit the Sounds of Summer. The idea would be to sell the tickets at the concerts and have committee and Board members sell as well. We are looking at attracting at least 10 food establishments and selling upwards of 300 tickets. The event would be held under the tent and would only be for adults.

Nichols Ms. Nichols suggested a number of activities to consider for Saturday in the Park and Holiday Tree Lighting that involve dogs including a Frisbee competition and costume/fashion parade.

- **Partnership Opportunities:** We currently have 19 sponsors for Sounds of Summer totaling over \$20,000. We expect to secure at least the same number as last year (29) but will easily exceed last year's sponsorship dollar total. This year, we have lost a few long term partners due to the economy but gained a few new partners at higher sponsorship levels. Overall, the economy has made it challenging to reach our 2008 sponsorship levels (\$40,000+) but anticipate we will be much closer this year than 2009. Further updates will follow as close out the process.
- **Recreation Database:** Upgrades are forthcoming for the recreation database. Some of the improvements that will make the system more user friendly include the ability to click on a map for directions to all class locations, a survey will be available to measure user/customer satisfaction so we can continue to make improvements and the Summer Playground registration

form will be added so our customers will no longer need to mail or drop off at the office.

- **Review of Policies:** Over the past 8 years, the Parks and Recreation Department has developed a Park Ordinance which has been revised on a couple of occasions and has drafted several policies that the Board will review and update as necessary. An annual review of these policies is done by the Director but he has requested the Board to review and offer suggestions as well. The following Ordinance and policies will be forwarded to the Board for review in preparation for discussion at our May meeting: Park Ordinance, Facility Allocation Policy, Concession Stand Policy, Concessionaire Policy and the Pavilion Rental Policy.

6. Old Business:

Nichols

Ms. Nichols inquired about the status of the Township's borrowing effort.

Wendel

Mr. Wendel spoke with the Manager and he indicated that it probably won't occur this year but will keep me updated.

Seiler

Mr. Seiler inquired about the PRPS Awards Banquet.

Wendel

Mr. Wendel reported that he attended the PRPS Awards Banquet to accept the Agency Publication and Promotion Award for the Department's Annual Report. He indicated that it was a great honor to be recognized because the awards committee is comprised of park and recreation professionals in the State. Being recognized by your peers makes it more special.

Wolf

Mr. Wolf feels this information should be placed in the Township newsletter.

7. New Business:

8. Announcements:

Next meeting Monday, May 17, 2010 at 6 pm

9. Adjournment:

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

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
15 March 2010
6:00 PM**

In Attendance

Board Members:

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

Staff:

David Wendel, Director of Parks & Recreation

Citizens:

None Present

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: (18 January 2010)

Mr. Seiler moved to accept the 18 January 2010 meeting minutes. Ms. Nichols was second. Motion unanimously carried.

3. Communication from Citizens: None Reported

4. Communication from Board Members:

Nichols

Ms. Nichols shared her thoughts on the Department offering a chess program, Wii games or horseshoes for seniors. She suggested these activities could be coordinated by volunteers that could be recruited using technology such as Facebook or Twitter.

Wendel

Mr. Wendel indicated that he liked the idea and is aware of the popularity of Wii Sports games for example among seniors, however, the Township does not have a facility or the staff to offer “drop-in” services for seniors. Our partnership with the White Rose Senior Center enables us to offer a number of activities that are typically found in the senior center environment including cooking classes, crafts, line dancing and bingo to name a few. These activities are offered at the farmhouse and Commonwealth Fire Company.

5. Recreation Director's Report:

Wendel Mr. Wendel reported on the following matters:

- **Spring Session Programs:** The menu of programs for the spring session was shared and discussed with the Board. The businesses the Township partners with including Strictly Fitness, Unique Physique, Arthur Murray Dance Studio, White Rose Senior Center and others were highlighted.
- **PRPS Awards Banquet:** The Department submitted its 2009 Annual Report as an entry in the 2010 PRPS Awards Program in the category of Agency Publication or Promotion and was selected as a winner in that category. The Parks and Recreation Director will attend the PRPS Awards Banquet on Tuesday, March 23 to accept the award on behalf of the Parks and Recreation Department and Board.
- **Partnerships:** The Parks and Recreation Department continues to partner with local businesses not only to enhance and expand our community based programs but to seek financial support for our community events including Sounds of Summer, Saturday in the Park and Holiday Tree Lighting. We recently mailed our Partnership Package for Sounds of Summer to 70 area businesses and organizations. At this point, we have developed 16 partners to support Sounds of Summer. We will continue to seek additional partners to help recover our costs of the event. The Board was requested to consider potential partners to help in the process. They were provided with a copy of last year's event program.
- **Kellogg's - Frosted Flakes Plant A Seed Project:** The Springettsbury Township WalMart was the recipient of a \$20,000 grant through Kellogg's for a field revitalization project. After considering several worthy projects throughout the York area, Walmart selected our proposal to sod the damaged areas of the football field (Field #4). The proposal was presented to the Board of Supervisors for consideration and approved at their February 25 meeting. Brickman Sports Turf Services is contracted through Kellogg's to complete the project. The project will include the installation of 20,000 sq/ft of sod (Tall Fescue/Kentucky Bluegrass mix.) The turf in the middle of the football field from goal line to goal line has been damaged over the years due to stress caused by play but also caused by disease and active weeds. In addition to sodding the field, Brickman will help identify the weed and provide a plan to treat and prevent in the future. The Township already has a fairly comprehensive turf care program in place so the sod should become well established and thrive for years to come.
- **Sounds of Summer:** Provided Board with a copy of the concert schedule for review. The lineup of performers is diverse and should draw a broad segment of the population. The concert season starts Sunday, June 13 and concludes Sunday, August 8.
- **Saturday in the Park:** Our first planning committee meeting was held on Thursday, February 18. The event is scheduled on Saturday, September 25, 2010. The Board was requested to support the event by volunteering for one of the time slots.

- **Marketing Services Agreement:** The Board of Supervisors approved the Agreement at their January 14 meeting. Cumulus will provide the same level of promotion and advertisement for Sounds of Summer and Saturday in the Park as in past years. They will be required to pay a bid fee of \$4,500 and provide the necessary documentation based on the bid requirements.
- **Summer Playground:** The program will start on Monday, June 7 with a week of training with parks officially opening on Monday, June 14 and closing on Thursday, August 5. The hiring process has been going very well. It appears we may only need to hire 8 staff while retaining 21. Typically over half of the staff returns but this year the total is nearly three-quarters which may be a result of the job market.
- **Facility Allocation Meeting:** The facility allocation meeting for the spring/summer sports season was held on February 15. Nine local youth sports organizations participated in the process. Five parks will host formalized sports including Springetts Oaks, Camp Security Park, Fayfield Park, Springettsbury Park and Penn Oaks Park. Penn Oaks Park will be available for formalized sports use for the first time in nearly 2 years. The use will include baseball and soccer throughout the week. Kingston Park, Stonewood Park and Augustus Schaeffer Park no longer will be available for formalized use as they have been phased out of the rotation due to concerns regarding increased vehicle traffic, lack of off street parking and noise. The use of our neighborhood parks for formalized athletics has been addressed and discussed dating back at least 15 years. With the development and approval of the Comprehensive Recreation, Park and Open Space Plan, action was taken to alleviate these matters without significantly impacting the sports organizations. The development of additional fields at Penn Oaks Park has helped in the transition.
- **Park Improvement Projects:** The Getaway Playground will be power washed and sealed starting on Monday, April 5. As a result, the playground will be closed for public use from April 5 to April 19. The schedule could change based on the weather conditions. Sealing helps prevent or inhibit the lumber from cracking and warping as it ages. The sodding of the football field at Springettsbury Park will take place on May 19. Weather permitting, the project should only take a couple days to complete, however, temporary fencing will be erected to prevent the area from being used. It should not impact EYC Football from using the field in August. The basketball courts at Springettsbury Park will be resealed and painted in the spring. At this point, a date has yet to be determined but it should have minimal impact on community use. Additionally, several other parks will have lines repainted on the basketball courts due to fading over time. This will occur sometime in the spring.

6. Old Business: None Reported

7. New Business: (Pet Waste Stations)

Sinclair-Anderson Ms. Sinclair-Anderson inquired as to how well the Pet Waste Stations were working.

Wendel Mr. Wendel reported that the pet waste stations are used heavily and has heard many positive comments from dog owners who use our parks. Although the pet waste receptacles are used to dispose of general trash items they are primarily filled with pet waste bags. And, based on the

high frequency in which we remove the pet waste from the receptacles and add bags to the dispenser, it certainly validates that they are used heavily and valued by dog owners who use our parks.

(Springettsbury Park – Southwest Corner)

Nichols Ms. Nichols inquired as to the status of the borrowing effort and the possibility that funds may be available to develop the southwest corner of Springettsbury Park.

Wendel Mr. Wendel reported that he is not aware of any new discussions or updates on the borrowing effort but would ask the Township Manager for an update.

Nichols Ms. Nichols asked about the sketch plans that were developed for the southwest corner of Springettsbury Park.

Wendel Mr. Wendel indicated that the preliminary sketch plans were done to get an idea of how certain facilities would fit in the area. It also helped in providing a preliminary budget figure, if funds were available, for developing the area. He reiterated that nothing has been finalized and that we are only in the exploration stage of this process. He indicated that he would forward the basic sketch/concept plans to the Board to review for further discussion.

Nichols Ms. Nichols thought a splash pad would be a nice addition to Springettsbury Park; however, she is not familiar with the operation or maintenance of such a facility.

Wendel Mr. Wendel said he would look into contacting vendors of this type of facility to acquire information for further discussion.

8. Announcements: Next meeting Monday, April 19, 2010 at 6 pm

9. Adjournment: Ms. Sinclair-Anderson adjourned the meeting at 7:48 pm.

**Springettsbury Township
Parks & Recreation Board
Meeting Minutes
18 January 2010
6:00 PM**

In Attendance

Board Members: Sherry Nichols
David Seiler
Sid Martin
Kevin Youcheff

Staff: David Wendel, Director of Parks & Recreation

Citizens: None

1. Call To Order:

Nichols Ms. Nichols called the meeting to order at 6 pm. She welcomed the Board and led the Pledge of Allegiance.

2. Action on Minutes: (16 November 2009)

Mr. Martin moved to accept the 16 November 2009 meeting minutes.
Mr. Youcheff 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:

- **2010 Meeting Schedule:** It was discussed that the Board will not meet in December, as done in the past, and, it decided, it would not hold a formal meeting in August. In lieu of a meeting, the Board will conduct its annual park tour on Tuesday, August 3, 2010. This will enable Board members to not only tour park facilities but have an opportunity to observe Summer Playground in action.
- **Holiday Tree Lighting:** The event was held on Friday, November 20 at 6 pm. Upwards of 500 park visitors were present in the amphitheater. The event included 4 musical groups consisting of vocal and string bands from both Central York and York Suburban School Districts. Due to Central York's District football playoff game however, Holiday Brass was unable to participate, otherwise we would have had 5 groups perform. Santa Claus made an appearance and handed out goodie bags consisting of candy and trinkets to all kids. Additionally, the Marine Corps League had a table set up to accept new toys and monetary donations. This year, to encourage

donations, everyone that made a donation was entered in a raffle for prizes donated by area businesses such as Texas Roadhouse, The Embers and Escape Salon & Day Spa to name a few. The ornament contest winners were announced prior to the tree lighting. Mr. Schenck was present to make a few remarks and officially light the Holiday Tree to kick off the holiday season in Springettsbury Township.

- **Partnership Package:** Distributed the Partnership Packages to the Board for Sounds of Summer and Saturday in the Park. With the current economic conditions in mind, we made a few adjustments to the fees for various partnership opportunities. With partnership development down nearly 50% in 2009, we thought it was important to not only try to sustain our current partners but attract new partners. We believe the fee adjustments will enable other potential partners to financially support our community events.
- **Park Improvements:** Projects for 2010 include sealing and lining the basketball courts at Springettsbury Park and refurbishing the Creative Playground which includes power washing and sealing of the structure and replacement of any damaged wood or equipment. Additionally, the faded lines on the basketball courts at Rockburn Park, Penn Oaks Park and Springetts Oaks Park will be repainted.
- **Tree & Bench Dedication Policy:** The policy will be submitted to the Township Manager to review once the tree and bench plan, which shows dedication locations and pictures of dedicated items, has been completed.
- **Cumulus Radio:** The Marketing Services Agreement was approved by the Board of Supervisors at their January 14 meeting. The agreement requires Cumulus to pay a \$4,500 bid fee for the right to promote and advertise Sounds of Summer and Saturday in the Park. They also provide promotional support for the Holiday Tree Lighting.
- **Sounds of Summer:** The event is scheduled every Wednesday and Sunday from 7 pm to 8:30 pm starting June 13 and concluding August 8.
- **On Line Registration:** A demo was provided to show the Board how to navigate through the online registration process. Other features of the site were shared including how to locate park information, pavilion rental calendar/policy and program listings. In addition to its current functions, the Board was advised that a survey will be added to the site to gather customer feedback based on their experience using the site. This will help us make changes, if necessary, to make the site more user friendly.

6. Old Business:

Wendel

Future Projects: The Board discussed and prioritized future capital projects for the Township to consider. At this time, they believe the priorities are: (1) Development of the southwest corner of Springettsbury Township Park including the replacement of the Creative Playground. Since Springettsbury Park is a destination park that attracts thousands for special events and organized sports the development of this area would probably have the greatest return in investment based on the volume of users. (2) Development of a gymnasium or community room to hold a variety of programs and make available for community use. This will allow for greater program flexibility and expansion while reducing rental fees to the schools districts and

Commonwealth Fire Company. It could also generate revenue through community rentals.

7. New Business:

Wendel **Augustus Schaefer Park:** We are applying for a grant from DCNR to develop a walking path based on the Master Plan and connect with the Kearney easement which will provide access from Davidson Drive.

8. Announcements: Next meeting Monday, February 15, 2010 at 6 pm

9. Adjournment: Ms. Nichols adjourned the meeting at 7:54 pm.