

Township of Spring Parks and Recreation Board
Meeting Minutes – July 20th, 2023

Chairperson Richard Bashore called the meeting of the Parks and Recreation Board to order at 7:06 pm in the Public Meeting Room at the Township Administration Building. The following members were present: William Herbine, Donald Watterson, Keith Stamm and William Aukamp. Also present were Parks and Recreation Director, Judy Houck and Administrative Assistant, Sharon Breneman.

Amendments to the July 20th, 2023 Agenda – None

Approval of Minutes – *Motion to approve the minutes of the June 15th, 2023 meeting was made by Mr. Herbine, seconded by Mr. Aukamp. MOTION CARRIED 5-0*

Courtesy of the Floor – None

General Report – Ms. Houck reported that the Department is participating in the Discount Ticket Sales Program for 2023. Pavilion reservations are still being received and 12 new reservations were accepted during the first (8) days of July. The Summer Playground Program has been extremely challenging. Issues include bullying, not having enough children to be able to run certain organized games, parents sending un-authorized individuals to pick-up their children, customers not up-dating their contact information when they register online, parental displeasure with decisions regarding weather conditions and staff shortages due to illnesses. Ms. Houck reported the Family Fun Night and the Neighborhood Nights in the Parks events have been well received and attendees are providing positive feedback. Ms. Houck expressed that these events have accomplished their goal of bringing neighbors together. The Theme for National Parks and Recreation Month is “Parks and Recreation” ...Where Community Grows”. These events are making that happen. Ms. Houck reported the demolition permit for removing the Cacoosing Meadows Kitchen has been submitted and she will be applying for an electrical permit to construct a panel to maintain electrical service to the Large and Small Pavilions and to the trail lights.

Old Business –

Summer Programs & Events Update –Ms. Houck announced that there are two more Family Fun Nights scheduled for July 26th July 31st. The Department will be participating in the Police Department’s “National Night Out” on Tuesday, August 1st from 5:00 p.m. to 9:00 p.m.

Comprehensive Plan Update – Ms. Houck provided a copy of the “running” draft and also offered the Board members an electronic copy. The next Committee meeting is scheduled for Tuesday, July 25th at 7:00 p.m. After some discussion, it was determined that the Board members will not be able to review the draft prior to the meeting and that the meeting should be postponed. It was decided to try and reschedule the meeting for August 17th which is the next scheduled Parks and Recreation Board Meeting.

Motion to postpone the Comprehensive Plan Committee meeting scheduled for July 25th until August 17th to provide the members enough time to properly review the Plan was made by Mr. Stamm and seconded by Mr. Herbine. MOTION CARRIED 5 - 0

Old Business (Continued)

Cacoosing Meadows Park – Kitchen Project – Addressed under the General Report.

West Lawn Park – ADA Upgrades – Ms. Houck distributed and reviewed the proposal from Great Valley Consultants for Phase II of the ADA improvements at West Lawn Park.

Motion to recommend the Board of Supervisors approve the purchase order for Great Valley Consultants in the amount of \$21,700.00 for Phase II of the West Lawn Park ADA Improvements project was made by Mr. Stamm and seconded by Mr. Aukamp. MOTION CARRIED 5 - 0

General Comments – None

New Business –

Park Facility Issues – Ms. Houck reviewed complaints received about illegal activity at Red Caboose Park, a tree complaint from a Drexelwood Park neighbor and reported that usage and requests for the field at Red Caboose Park has increased this year. Due to the drought and the increased usage on this field she will be closely monitoring the condition of the turf for the remainder of the season.

Volleyball Program – Ms. Houck inquired if the Park Board was interested in continuing with the Adult Power Volleyball program. After a brief discussion it was decided to continue with the program.

2024 Budget – Ms. Houck requested that any suggestions for capital projects be forwarded to her as soon as possible. A brief discussion was held regarding a few possible projects including Master Site Plans for Kline’s Creek Park and the future West Wyomissing Park.

General Comments – None

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- Next meeting – Thursday, August 17th, 2023 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Herbine, seconded by Mr. Aukamp to adjourn the meeting at 7:55 pm - MOTION CARRIED 5-0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant