

Township of Spring Parks and Recreation Board
Meeting Minutes – August 15th, 2024

Vice Chairperson William Herbine called the meeting of the Parks and Recreation Board to order at 7:00 pm in the Public Meeting Room at the Township Administration Building. The following members were present: Keith Stamm and William Aukamp. Michael Kocher attended via teleconference. Also present was the Parks and Recreation Director, Judy Houck.

Amendments to the August 15th, 2024 Agenda – None

Approval of Minutes – *Motion made by Mr. Stamm, seconded by Mr. Aukamp to approve the minutes of the July 18th, 2024 meeting as submitted. MOTION CARRIED 4 – 0.*

Courtesy of the Floor – None

General Report – Written reports for the month of August 2024 were included in the meeting packets.

Old Business

Comprehensive Plan Update – Ms. Houck reviewed various modifications in Draft #5 and proposed arranging for the consultant to attend the September Board meeting with an updated, revised and finalized draft.

Summer Programs Update – In addition to the Summer Programs covered under the monthly report Ms. Houck discussed the Summer Playground Report, which encompassed suggestions and considerations from the playground staff. The Board engaged in a conversation regarding the considerations, changing age groups to grades, strategies to retain summer employees and innovative methods to recruit staff.

West Wyomissing Park – Master Site Plan Update – Ms. Houck announced that the next committee meeting is scheduled for September 3rd. During this meeting, the consultant will present two conceptual drawings for the Committee's review. Following this, the consultant will consider the Committee's feedback and return with a pre-final proposal.

Kline's Creek Park – Master Site Plan Update – Discussions and suggestions were to proceed with the Master Site Plan with the basic scope of work in the amount of \$48, 685.00 and to address the storm water improvements as a separate subject for future discussion.

Five (5) Year Department Plan – At a previous meeting, the potential restructuring of the Program Coordinator's role was addressed. Ms. Houck stated that none of the current applicants meet the job expectations and proposed moving forward with restructuring the responsibilities. Ms. Houck will consult management on the next steps and how to proceed.

Special Events – Nothing to report.

General Comments – None

New Business

2025 Budget – Ms. Houck reported the 2025 Budget is due by September 15th. It will include the West Wyomissing Park Play Equipment and several improvements required for various park locations.

General Comments – None

Announcements –

- A list of upcoming programs and events has been included on the back of the agenda.
- Next meeting – Thursday, September 19th, 2024 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Stamm, seconded by Mr. Aukamp, to adjourn the meeting at 7:58 p.m. – MOTION CARRIED 4 – 0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant