

**WEST GOSHEN TOWNSHIP
PARKS AND RECREATION BOARD MEETING
January 20, 1999**

Attending: Rick Cantwell, Dan Dixon, Kathy McDevitt, Michael Pillagalli, Jennifer Grey-Rice, Ed Smith and Joe Waters

Township Representatives: Sharon Lynn, Kathy Hahn, Ken Lehr and Kent Wise

Friends of the Park: Kelly Cifone, Bob Cifone and Peggy Niemeyer

Public Representatives: Jack Jubin - Chester County Challenge for Cancer, Dick Fitch - MS Mother's Day Run

Meeting called to Order: 7:00 PM by Chairman Joe Waters

After a review of the minutes submitted for the November 18, 1998 meeting, a motion was made by Dan Dixon to accept the minutes as submitted. The motion was second by Jennifer Grey-Rice and passed.

The Financial Report dated December 31, 1998 was reviewed. Ken Lehr indicated that the Financial Report was a "*Preliminary*" report that did not include the 1998 Bills that had not been paid at the time the report was generated. Joe Waters questioned why all of the funds from the Restricted Park Capital Account (\$265,337.07) were transferred into a Capital Reserve Account. Sharon Lynn indicated that this was an internal transfer for the purpose of obtaining a higher interest rate. There were no other questions or comments pertaining to the Financial Report.

Requests for Park usage: Ken Lehr reported that the Township had received a letter from Jim O'Sullivan representing the VFW Post 106 requesting the use of the Community Park for their Bike Safety program. The VFW would like to hold the event on Saturday, May 8th between the hours of 1:00 PM and 3:00 PM. Ed Smith indicated that the Bike Safety program should be scheduled on a Sunday to avoid conflicts with the area Little Leagues and Soccer clubs. Ken Lehr will set up a meeting with representatives from VFW Post 106 and the Bike Safety sub-committee (Ed Smith, Joe Waters and Al Roth) to review the proposals for this year's program.

Jack Jubin representing the Chester County Challenge for Cancer, requested the use of the Community Park as a rest stop for their fundraising bike tour that is scheduled for Saturday, May 15th at 9:00 AM. Mr. Jubin also requested the use of the rest rooms at the Community Park. At this time, 50 to 100 riders are expected to participate in the bike tour. Members of the Park Board expressed concern that there may be a conflict over the use of the parking area with other events scheduled at the Community Park during the same time period. Rick Cantwell suggested setting up the rest area including refreshments in the amphitheater pavilion to avoid congestion in the parking areas. Dan Dixon suggested using the small pavilion and rest rooms located on Five Points Road next to the Tennis Courts. Ken Lehr will send a map of the Community Park to Mr. Jubin for his review.

Dick Fitch requested the use of the Community Park on April 25th for the return of the Run for MS. The event will begin with a Fun Walk at 9:30 AM (two loops around the walking path), and a 5K Run at 10:00 AM. Kathy McDevitt asked if the issues surrounding the actual distance of last year's race will be resolved for this year's event. Dick Fitch indicated that there should not be any issues pertaining to the measured distance for this year's 5K Run. Kathy McDevitt asked if the Friends of the Park would be able to support this event. Kelly Cifone offered the support of the Friends for this event and indicated that she will be contacting Tracy McDevitt for more details. Additionally, Kelly Cifone indicated that the Friends plan to set up and staff a membership table at this event. All pre-race activities and registration will take place at the

pavilion next to the amphitheater. Joe Waters asked Dick Fitch if the Township could have around 100 extra Race Numbers and Pins for this year's Easter Egg Hunt. Dick Fitch indicated he would drop off the Race Numbers and Pins with Ken Lehr at the Township Building.

Parks: Kent Wise reported that the crews are spending time at Hamlet Crest Park clearing out the park area, removing dead trees and filling in the low areas with top soil. At Barker Park, work on replacing the 2 walking bridges is underway. The first walking bridge has been re-decked and work on the second bridge expected to begin soon. At the Community Park, the crews are working on the shrub beds located throughout the park. Kent Wise reported that there was a problem with a water line in the amphitheater at the Community Park. Kent and his crew will be working on correcting/replacing the overflow pipe at the pond on Box Elder Drive. The wooded area behind the pond has been cleared out to allow for better access to the work area. The cooking grills from all of the Township Parks have been pulled from the Parks and are in the process of being re-painted. Kent Wise informed that all of the members of his crew has been helping the road crews during the recent span of bad weather. Finally, Kent Wise reported that the new Directional Signs for the Township Parks are in and that they will be installed soon.

Recreation: Joe Waters reported for Al Roth and indicated that there were no issues at this time. Al Roth will give a report on the status of the 1999 Summer Camp program at the February Park and Recreation Board meeting.

Friends of the Park: Kelly Cifone reported that the Friends are in the process of gathering volunteers for the Easter Egg Hunt. The Friends also offered their support for the upcoming Bicycle Safety program. Kelly Cifone indicated that the Friends would like to use some of their funds to purchase something of value for Freedley Field. Kelly asked Kent Wise to report back to the Friends with a list of the items that are still needed at Freedley Field. Kent Wise offered to let the Friends store their sodas in the shed at the Community Park. Kelly Cifone indicated the Friends are looking for baby food jars to support the sand art craft scheduled for Community Day. Finally, Kelly Cifone asked if Al Roth could include a notice for a \$5.00 membership to the Friends of the Park in the Summer Camp Registration package.

Central Chester County Recreation Consortium: Ken Lehr reported that there were no significant actions from the last meeting on January 12th. Dan Dixon currently represents the West Goshen Township Park and Recreation Board at the Consortium meeting which are held every other month. Jennifer Grey-Rice volunteered to represent West Goshen Township serving as an alternate to Dan Dixon.

Old Business: Joe Waters recommended that any discussions on the Long Term Plans for the sound system be deferred until the decision on the acts for this year's Summer Music Series are finalized.

Joe Waters reported that the proposed "*Bulletin Board*" sign for the Community Park would be purchased with funds from the Restricted Park Capital Account. The sign would be located at the Community Park near the walking path. Kent Wise informed that the cost of a 3 ft. by 4 ft. glass enclosed sign is estimated at \$1,800.00. Any sign ordered at this time will take 6 weeks for delivery. Joe Waters planned to meet with Kent Wise to review the possible locations for the new sign during the week of January 25th. Jennifer Grey-Rice asked if the Township should consider purchasing a sign the same size as the one on display at the Township Building for the Community Park. Kent Wise indicated that a sign similar in size to the one at the Township Building would cost in the range of \$4,500.00. Members of the Board recommended that Joe Waters proceed with his plans to meet with Kent Wise to review options for the proposed "*Bulletin Board*" sign. Finally, Kent Wise reported that plans are underway to replace the existing sign at the Township Building.

New Business: Jennifer Grey-Rice reported that plans are underway for this year's Easter Egg Hunt. The Easter Egg Hunt sub-committee consisting of Jennifer Grey-Rice, Michael Pillagalli, Rick

Cantwell and Joe Waters are looking to purchase a new "*Bunny Head*" for this year's event. The Easter Egg Hunt is scheduled for 10:30 AM on Saturday, March 27th with a rain date on Saturday, April 3rd.

Ed Smith reported that the Concession Stand sub-committee consisting of Ed Smith, Dan Dixon and Jennifer Grey-Rice had a meeting with Ken Lehr to discuss options for running the Concession Stand in 1999. Rick Cantwell asked if the Township received any type of accounting summary of revenues for the Concession Stand in 1998. Ken Lehr indicated that the Township was reasonably satisfied with the figures John Leary reported for 1998. Ken Lehr informed that the agreement with John Leary for 1998 required that 10% of the total revenues from the Concession Stand sales be paid to the Friends of the Park. Michael Pillagalli asked if the Township had records indicating how much the Friends received from Concession Stand sales for 1998. Rick Cantwell suggested setting up a long range plan for the Concession Stand that would determine the "*payback period*" based on the expected revenue. The long range plan would also include information on the revenue to sales volume ratio. Jennifer Grey-Rice suggested that the goal for the Concession Stand for 1999 should be to provide a service to the Township residents and generate revenue for the Friends. Members of the Board suggested the Township should ask for 15% of total revenues for 1999. Ken Lehr will set up a meeting with John Leary, Sharon Lynn and the members of the Concession Stand sub-committee to review options for 1999.

Ken Lehr reported that the Township is planning a bus trip to Baltimore Harbor on Sunday, June 6th. The package will cost \$30.00 per person and will include round trip transportation and tickets to the Orioles, Phillies game. The bus trip will be limited to residents of West Goshen Township. At this time, the Township has purchased 81 tickets to the Phillies, Orioles game and reserved the use of 2 buses (a 47 passenger and a 36 passenger). The buses will leave from the West Goshen Township building at 9:00 AM and return at 8:00 PM. Jennifer Grey-Rice discussed having a plan to open up participation to non-residents if there are tickets still available by a specific date. Members of the Park Board suggested displaying advertisements for the bus trip at the Summer Camp sign-up and in the Township Newsletter. Jennifer Grey-Rice suggested advertising the bus trip on the sign at the Township Building.

Dan Dixon reporting on the Summer Music series indicated that 4 concerts have already been planned for the 1999 series. Plans are underway to line up acts that will support various themes that include "Classical Music", "Caribbean", "Children's music", "Country Western" and "Mardi Gras". Dan Dixon reported that the Township is trying to get in touch with concessionaires that would supply food selections for the proposed concerts in the theme of the concert. Finally, Dan Dixon indicated he would like to explore the possibility of offering a July 4th Concert with a "Patriotic" theme directly after the Decorated Bicycle parade at the Community Park.

Kathy McDevitt reporting on Community Day indicated she would like to set up a meeting with Dan Dixon to review the planning and follow-up from last year's event and indicated she would like to follow the same format for this year. Discussions are underway to identify viable options for a grand finale. The Hot Air Balloon was determined to be too expensive to be considered again for 1999. Jennifer Grey-Rice stated that this year's event did not appear to be as well attended and asked if the event should be scaled down. Dan Dixon suggested that Community Day should be geared towards families with more activities for children. Joe Waters reported that the Friends obtained donations to cover the cost of many of the acts at last year's event. Kathy McDevitt asked if there needed to be committees assigned for this year's event. Finally, Kathy McDevitt will begin the planning process for this year's Community Day activities and report back to the Park Board at the February 17th meeting.

Joe Waters reported that the "Amerikids" have been in contact to see if the Township would like to place an add in their April newsletter. The cost would be \$50.00 for a full page add, \$30.00 for a 1/2 page add and \$20.00 for a 1/4 page add. Rick Cantwell suggested the add would be a good place for the Township to advertise the Summer Camp program and other upcoming events. Dan Dixon indicated that it may not be a good idea for the Township to set a precedent that could result in other organizations approaching the Township for similar fund raising efforts. Joe Waters informed that the Township did not advertise in the "Amerikids" newsletter last year. Rick Cantwell stated that the Township should respond back to the

"Amerikids" respectfully declining the request for the newsletter add but offering to give a donation to the "Amerikids" if they perform at any of the 1999 Township events.

Joe Waters reported that Dan Dixon and Ed Smith were both re-appointed to the Park and Recreation Board for 5 year terms.

Ken Lehr informed the Board members that there have been several complaints that people are letting their dogs run loose at the Community Park. Kent Wise reported that many people are not cleaning up after their dogs. Township resident Helen Root reported she encountered several problems with unleashed dogs at the Community Park over the past few months. Michael Pillagalli suggested having an undercover officer issue citations to anyone letting their dogs run loose within the Township Parks. Additionally, members of the Board recommended putting a reminder about the leash and clean-up rules in effect at the Township Parks in the next newsletter. Residents are advised to report incidents to the Township as soon as possible. Dan Dixon suggested communicating these rules to the area Little Leagues and Soccer Clubs. Helen Root also asked if the Township could supply soap for the rest rooms at the Community Park. Joe Waters reported that there have been problems in the past where the soap in the rest rooms had been sprayed over the entire rest room area. Finally, Helen Root asked if during winter weather conditions, it would be possible to put salt down on the park path after the roads have been cleared. Kent Wise indicated that the Township should not take on this responsibility.

Dan Dixon inquired about the 6 acres of open space next to the Community Park. Sharon Lynn indicated that the Township planned to utilize this land to add additional parking for approximately 145 vehicles. Construction of the new parking lot is scheduled for this year.

The meeting was adjourned at 8:40 p.m. The next meeting is scheduled for February 17th.

Respectfully Submitted,

Ed Smith