

**WEST GOSHEN TOWNSHIP
PARKS AND RECREATION BOARD MEETING
November 17, 2004**

Attending: Dan Dixon, Michael Pillagalli and Ed Smith

Township Representatives: Ken Lehr and Kent Wise

Meeting called to Order: 7:04 PM by Chairman Michael Pillagalli

The review and approval of the minutes submitted for the October 20, 2004 meeting was deferred until the January 19th 2005 Park and Recreation Board meeting since the minimum number of members (quorum) required for approval were not present at the November 17, 2004 meeting. After a review of the minutes submitted for the October 20, 2004 meeting, Kent Wise asked to update the minutes on page 1 within the "Parks" section revising the text to indicate that work on the new bleacher stands at Flagg Field is underway and indicate that at this time, one of the new stands at Flagg Field has been completed and work on the second is in process. Ken Lehr informed that the information for the November 17, 2004 meeting had to be submitted as "Meeting Notes" since a quorum was not present for that meeting and stated that the November meeting notes would not have to be approved by the members of the Park and Recreation Board.

The Financial Report dated October 31, 2004 was reviewed. Dan Dixon stated the report indicates 80% of the budget for Summer Recreation salaries had been utilized to date indicating there is about \$12,000 remaining in the Summer Recreation salary category. Dan Dixon asked what would happen to those funds if they were not utilized by the end of the year. Ken Lehr informed that any surplus would revert back to the Township. Additionally, Ken Lehr stated that the fees collected for the 2004 Summer Recreation Program were under the estimate and indicated that the Township did not hire junior counselors as anticipated. There were no additional questions or comments pertaining to the Financial Report.

Parks: Kent Wise reported that the crews are completing the final grass cuts and cleaning up leaves at the various Township parks. Kent Wise informed that the crews are in the process of constructing a topsoil bin at the back end of the Community Park. At this time the crews are building a tie wall to contain the topsoil and planting evergreen trees around the bin to hide the structure. Kent Wise reported that the carpet in front of the amphitheater stage area has been removed and informed this area has been excavated to provide a base for the pavers that will replace the carpet. Kent Wise indicated that work to install the base should begin tomorrow (November 18th) informing that 9 skids of pavers would be required to finish off this 1,000 square foot area. Kent Wise reported that the Township hired an electrician to replace the pole mounted flag pole lights at the Community Park with in-ground lighting. Finally, Dan Dixon requested that a copy of the plans for the proposed new skatepark on the three acre parcel of land at the intersection of Pottstown Pike and Greenhill Road be distributed for review at the January Park and Recreation Board meeting.

Recreation: Ken Lehr informed that the fees collected for the 2004 Summer Recreation Program covered 48.5% of actual cost and about 42% of the budgeted cost of the program. Ken Lehr stated that the difference between the actual and budgeted costs is due to a drop off in camp participation this year. Ken Lehr informed that the trend over the last five years is for 330 to 350 children to participate in the Summer Recreation Program. This total dropped off to 294 for the 2004 program. Ken Lehr stated that the goal of the Park and Recreation Board and the Board of Supervisors is to have the Summer Recreation Program fees cover 50% of the expenses. The members of the Park and Recreation Board indicated that it is time to look at the fee structure for the program. Ken Lehr reviewed a fee structure proposal that would increase the fees for families with 1 child from \$120 to \$130, increase the fees for families with 2 children from \$220 to \$250 and increase the fees for families with 3 children from \$300 to \$360 with a fee of \$110

for each additional child. Additionally, there would be an across-the-board increase of \$10 for all clinic fees. Ken Lehr reported that this revised fee structure based on the current enrollment trends would result in the Summer Recreation Program fees covering about 55% of the program expenses. Ken Lehr reported that current Township resident statistics for the Summer Recreation Program indicate that 61% of the families with children participating in the program have one child enrolled, 33% have two children enrolled and 6% have three or more children enrolled. Additionally, Ken Lehr stated that participation in the program by non-residents dropped from 64 to 18 since the last price increase. Ken Lehr informed that the Township would have a separate budget for the proposed Teen Summer Recreation Program. Michael Pillagalli suggested a \$10 across the board increase that would result in families with 1 child paying \$10 more, families with 2 children paying \$20 more and families with 3 children paying \$30 more to ensure the Summer Recreation Program fees cover 50% of the program expenses. Michael Pillagalli stated that even with the proposed fee increase, the cost of the Summer Recreation Program would be about \$1 per child per hour to participate in the program.

Friends of the Park: Ken Lehr reporting for the Friends of West Goshen Parks informed that the next quarterly board meeting is scheduled for Thursday, January 6 at 7:00 PM.

Old Business: Ken Lehr reporting on Movie Nights informed that 400 people attended the October 23rd presentation of Spider-Man 2 and stated that due to the cold conditions, only about 250 people stayed through the entire presentation. Ken Lehr indicated that this was the final presentation for the 2004 season. Information on Movie Nights is listed below:

Date	Movie	Location	Attendance
October 9 th	Shrek II	Community Park	1,000
October 16 th	Harry Potter	Community Park	200 - 210
October 23 rd	Spiderman 2	Community Park	400

Ken Lehr reporting on Harvest Day informed that attendance for this year's event was down a little from the previous year. Ken Lehr attributed the drop-off to a direct conflict with the Eagles' game. Ken Lehr indicated that the option of using Phil and Linda Hicks' hay wagon as a stage for Makin' Music worked well. Michael Pillagalli suggested that some of the surplus from the 2004 budget should be used to purchase a Township hay/farm wagon. Dan Dixon asked if it made sense to purchase a hay/farm wagon for the Township if it would be utilized only one time a year at harvest day. Kent Wise indicated that a Township hay/farm wagon would be utilized for activities in addition to Harvest Day. Additionally, Kent Wise indicated that there should be storage available for a Township Hay/Farm Wagon at the site of the proposed new Skate Park on the three acre parcel of land at the intersection of Pottstown Pike and Greenhill Road.

Ken Lehr reporting on upcoming bus trips informed that the Township was forced to cancel the November 6th bus trip to Lancaster because only 4 people had signed up for this trip. Ken Lehr indicated that at this time, only 6 people have signed up for the December 11th trip to Longwood Gardens stating that this trip may also be cancelled. Ken Lehr reported that interest in the two bus trips to New York in December remains strong. Ken Lehr informed that the December 13th New York trip that includes a visit to Radio City Music Hall to see the Rockettes perform has been sold out and a second bus has been added for the December 18th open bus trip to New York City. Ken Lehr indicated that at the time the second bus was added, there were 40 people on a wait list for the December 18th trip. Ken Lehr informed that Michael Pillagalli and Jennifer Grey-Rice would serve as bus captains for the December 18th trip.

Ken Lehr reporting on the Holiday Breakfast with Santa informed that fliers advertising this event would be distributed to the area schools the week of Thanksgiving. Jerry Napiecek, his son Nick and Ed Smith volunteered to provide support for this year's event. The Holiday Breakfast with Santa will be held at the Stadium Grille on Saturday December 18th from 9:00 AM to 10:30 AM.

Ken Lehr reporting on the proposed Teen Summer Recreation Program informed that feedback from parents attending an October meeting with Township representatives indicates the preferred structure for the program would include 1 full day field trip per week and 1 full day of Community Service. Ken Lehr informed that the parents were open to the option of adding a 2nd full day field trip per week but expressed concern over the cost/expense associated with the field trips. Ken Lehr reported that the Township sent out letters to the parents of children ages 12, 13 and 14 that have attended the Summer Camp program and parents of junior councilors that were 13 years old last year to determine how many parents would be interested in a Teen Summer Recreation Program. Ken Lehr stated that at this time the Township had received 35 responses reflecting interest in a Teen Summer Recreation Program. Ken Lehr informed that he attended a budget hearing with the Board of Supervisors last week to discuss the proposed Teen Summer Recreation Program and indicated that the supervisors were very supportive. Ken Lehr reported that Dr. White stated that recreation programs are very popular and indicated the Township would support a budget that would include salaries for five counselors as well as some of the bus charges for field trips. Ken Lehr indicated that the cost estimates for the Teen Summer Recreation program would be finalized for presentation at the February Park and Recreation Board meeting. Michael Pillagalli asked if there is a line item in the Teen Summer Recreation Program budget for a program coordinator. Additionally Michael Pillagalli stated it would be presumptuous of the Township to assume Al Roth would take on the responsibilities of the Teen Summer Recreation Program coordinator with no increase in salary. Finally, the members of the Park and Recreation Board stated that if Al Roth retires, the Township could have a difficult time filling the Teen Summer Recreation coordinator position if no budget line item for the salary had been established. Ken Lehr suggested that these concerns should be emailed to Sharon Lynn and the Board of Supervisors.

New Business: Dan Dixon questioned if the budget/expense for the Summer Recreation Program is complete for the 2004 calendar year, is any thought being given to utilizing the \$15,000 to \$18,000 in unused funds to reinstate some of Al Roth's salary/compensation that was removed last year by the Board of Supervisors. Michael Pillagalli recommended utilizing some of the unused funds (up to but not exceeding \$4,000) to purchase a hay/farm wagon for the Township. Ken Lehr informed that the Friends of West Goshen Parks might also be able to provide some or all of the funding to purchase a Township hay/farm wagon.

Michael Pillagalli began a discussion on the need for additional storage capacity at the Community Park by asking where additional storage could be feasibly located. The members of the Park and Recreation Board stated that adding on to the concession stand could be a possibility. Michael Pillagalli suggested expanding the concession stand moving the food area so it faces the amphitheater and utilizing the existing food area for storage. Dan Dixon recommended forming a committee to review the Township's storage requirements and come up with a formal recommendation.

Ken Lehr began a discussion on a letter the Township received from the Animas Corporation (Bill King) requesting the use of the Community Park on Saturday, May 15th 2005 for the purpose of presenting the "Get In-Line To Beat Diabetes" 8k Run/Walk and 1 mile Fun Run. The goal of the event would be to highlight the importance of exercise for all people with diabetes and to help prevent the disease. Ken Lehr stated that he would respond informing that the request has been brought to the attention of the Park and Recreation Board and informing the Animas Corporation to proceed with planning for this event.

The meeting was adjourned at 8:15 PM. The next meeting is scheduled for January 19, 2005.

Respectfully Submitted,

Ed Smith