

PARKS & RECREATION BOARD MEETING MINUTES

UPPER PROVIDENCE TOWNSHIP

PARKS & RECREATION BOARD

Thursday, May 4, 2023

7:30 PM

Members Present - Joe Sena, Ryan McQuade, Tim Shuler, Sylvie MacKenzie, Adam Lusk. Also present was Township Manager Don Vymazal and Assistant Mareile Watson.

Call to Order - Joe Sena – 7:30 pm

Announcements –

- **Sunshine Act Memo & Presentation.** The Sunshine Act is a law that requires governmental councils, boards and agencies to deliberate and take official action on business in an open and public meeting. Joe attended a seminar on the Act and distributed a memo from Council summarizing the law. Joe advised that there in areas where there the law may be unclear, there should be an emphasis on transparency.

Public Forum- N/A

Prior Meeting Minutes – Motion by Adam to approve prior Meeting minutes. Motion approved 5-0.

Old Business - N/A

New Business/Public Comment –

- **Review of Presentation to Council of 2023 Plan/Budget Recommendations** – Sylvie attended the Council meeting and the budget recommendations made by the Rec Board. The budget proposals from the Rec Board were approved by Township Council. Kevin Else advised to have an ad made up that stresses Community Day. Sylvie asked the question to Don and Mareile about the process of following up on funds being sent to organizations or individuals that were recommended for approval by the Board. Tim and Don advised that the Township Council takes care of assuring funds get the appropriate parties. Mareile added that any purchases made by the township are tax-exempt. Joe asked if there are records for past purchases made.
- **Cherry Street Field Use Applications** – Kevin Else and Council have asked the Rec Board to review the current permit application directions and offer any suggestions for improvement or modifications. Concern over the note of a 60-day limit on application submission. Joe and other members of the Board feel that there should be a cut off date within which all timely permits get considered together and after such date permit requests are considered if and as space is available.
- **Discuss Ray Roche upgrade and playground cover options raised by the constituent communication** – Don met with the engineer, JP Kelly, for the Ray Roche

Park upgrades. Discussion is still very much in the early stages of the process. The current budget is \$424,000, but Don advised that the funds would go quickly. Some of the current quotes for Park upgrades are over a year old, and Don expects that prices have risen, and costs will be greater. Don is planning on having an Open House for Upper Providence residents to showcase some of the possible renderings of the Park upgrades and improvements. Mareile offered that there are a lot of concerns regarding ADA compliance. Ultimately recommendations will be made by the Rec Board to the Township Council, and Council will make the final decision.

- **Update on Community Day and continue planning UPT Rec Board Table –** Joe asked if there were any updates on the Community Day events. Sylvie stated that we have 10 vendors, and Penncrest Band will be playing. Township is working on Website promotion and trying to get Venmo capability. Lessons from last year include needing more promotion for the Township member of the year. Rec Board needs to get a quote on the production of new UP Township Maps. Question was asked by Sylvie if we design the map, or do we just make a recommendation to the Council? Don feels that the Rec Board has the freedom to take care of the design of a new map to distribute on Community Day.
- **Continue Brainstorming & Discussion: 2024 Plan/Budget Allocation**
- **Summer Camp Options –** Mareile advised that all options for an alternative indoor venue for the camp have been exhausted. The next possible option is to hold the camp at Ridley Creek State Park, near the horse stables. Looking at mid-August as the time to hold the camp. Council is currently seeking someone that can run the camp and have it properly staffed, as prior contacts who have run the camp have not expressed interest this year. .

Motion to adjourn the meeting by at 8:45, motioned approved 5-0. Next scheduled meeting will be on Thursday, June 1, at 7:30pm. Meeting minutes recorded by Ryan McQuade.