



140 College Drive, Pottstown, PA 19464 | PARRCoordinator@gmail.com | 484-945-0200

## AGENDA

December 3rd, 2020

4:00 p.m. – 6:00 p.m.

A Virtual Meeting

1. Call to Order
2. Welcome and Introductions – Bill Hartmann, MCPC Open Space Section Chief; Donna Fabry, MCPC Senior Open Space Planner; Barbara Heller, Strategic Plan consultant from BerryDunn
3. Review and Approval of Meeting Minutes from 10/28/20.
4. Announcements –
  - Review of MCPC Open Space – B. Hartmann
  - "Montgomery County Trail Access, Diversity, and Awareness Plan" – D. Fabry
  - Research Project: Status of Recreation Programs – D. Schreiber/C. Colistra/M. Lane
  - Strategic Plan update – Discussion of Strategy Framework - B. Heller
  - PARRC Reorganization –
    - Nomination of Officers – Chair: M. Lenhart, Vice-Chair: B. Keohane and Treasurer: C. Paretti
    - Discussion of Procedures – M. Lenhart
    - Discussion of Officers job descriptions to be drafted – M. Lenhart
    - Securing bank account – C. Paretti
    - Investigation of non-profit status/501(c)3 – C. Paretti
    - Venue for meetings – Virtual for now
    - Meeting time – 4:00 PM
    - Agenda format – add Pledge of Allegiance after Call to Order?
    - Meeting dates – Approved for 2021
    - Confirmation of PARRC board members from each municipality - Members
    - MOU – C. Colistra
  - CCPC Collaboration – M. Lane
  - Keystone Fund – M. Lane
  - District 147 Representative Marcy Toepel (Retirement) – M. Lane
  - District 147 New Representative Tracy Pennycuik (Outreach) – M. Lane
5. Report on tasks completed to date by PARRC:
  - a. PARRC Research Project – Coordinate research study with C. Colistra & D. Schreiber.
  - b. Webinar – SCORP: Health and Wellness Objectives – 11/10/20
  - c. Coordinator transition meeting – 11/11/20.
  - d. Lead PPF meeting – 11/12/20.
  - e. Webinar – NRPA Covid19 response – 11/13/20
  - f. PRPS Virtual mini-conference – State of Parks - 11/18.
  - g. Diversity Webinar – 11/18/20.
  - h. Attend Yearly Evaluation – 11/23/20
6. Active implementation of projects utilizing PARRC assistance:
  - a. PBoro – Coordinate projects/meet with M. Lenhart.
  - b. DT - Send PMRPC email/develop grant close out documents.

- c. UPT – Coordinate several easement/boundary proposals for Township; respond to Cathy Paretti emails; discuss projects with M. Reddick; Coordinate Hoffman Field/Inclusive Playground Project; meet with contractor about Sunset Park trails; Send PMRPC email/develop grant close out documents.
- d. LPT - Coordinate Gerald Richards Park construction project.
- e. NCT – Coordinate Coventry Trail project; coordinate Riverside Park Boat Dock project; Send PMRPC email/develop grant close out documents; coordinate inspection of River Bend Park Playground.
- f. ECT – Coordinate signage projects with Karen Nocella; coordinate Towpath Park Master Plan; relocate trail sensor to Ussler Tract; coordinate proposals from consultant; send PEC email about closing out grants.
- g. WPT - Send PMRPC email/develop grant close out documents
- h. PARRC – Send coronavirus/Spotted Lanternfly information; send Pottsgrove Rec Board playground info; send Trails Survey info to CycleForward; Strategic Plan - send information to/discussion with Strategic Plan consultant to review strategic framework plan and outline for report; contacted CCPC and arranged for planner to attend PARRC meetings; send letter to elected officials to support Keystone Fund; manage PARRC website; send Strategic Plan documents to Sue Landes.

7. Grant Applications submitted/developing/awarded:

- a. PECO Fall Grant Round - \$10,000 max request – Developed and submitted on 10/21/20, grant applications for: East Coventry Township – Park Signage project - \$10,000; Upper Pottsgrove Township – Shontz Trail Easement - \$5,000; North Coventry Township – Coventry Trail Engineering project - \$10,000.
- b. PAHWF Fall Grant Round – Pre-approval for: Pottstown Boro – Spruce Street Park Renovations - \$15,000; Lower Pottsgrove Township – Gerald Richards Park Renovations - \$50,000; Upper Pottsgrove Township – Hollenbach Park Master Plan - \$17,000; West Pottsgrove Township – Murgia Park Bridge Engineering project - \$25,000. *Not Approved* - East Coventry Township - Ellis Woods Bridge Engineering Services project - \$40,000.

8. Partner Updates:

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| <ul style="list-style-type: none"> <li>• Douglass Township</li> <li>• East Coventry Township</li> <li>• Lower Pottsgrove Township</li> <li>• North Coventry Township</li> <li>• Pottstown Borough</li> <li>• Upper Pottsgrove Township</li> </ul> | <ul style="list-style-type: none"> <li>• West Pottsgrove Township</li> <li>• Montgomery County Planning Commission</li> <li>• PAHWFoundation</li> </ul> |
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9. Public Comment

- 10. Next Meeting Date – January 27, 2021 & Held Virtually
- 11. Executive Session
- 12. Adjournment

**2021 Meeting Schedule**

(All meetings to be held at 5:00 PM in the Pottstown Area Health and Wellness Foundation Conference Room, 152 East High Street, 5th floor, Pottstown, PA 19464 unless otherwise noted):

*January 27      February 24      March 24      April 28      May 26      June 23      July 28      August 25      September 22*  
*October 27      December 1*

**Next meeting: January 27, 2021      Location: Virtual Meeting 4:00 PM**