



PARRC MEETING MINUTES

April 22, 2026

In attendance:

Michael Lenhart, Borough of Pottstown	Shelley Kriczky, Recreational Planner
Bill Keohane, Lower Pottsgrove Township	Craig Colistra, Pottstown Regional Community Foundation
Mark Bedle, Washington Township	Jay Erb, North Coventry Township
Mark McKinnie, Upper Pottsgrove Township	Karen Nocella, East Coventry Township
Tim Vey, West Pottsgrove Township	Philip Johnson, Lower Pottsgrove Township
Tricia McCloskey, PARRC Regional Planner	

1. Call to Order – M. Lenhart called the PARRC meeting to order at 4:32pm, and the Pledge of Allegiance was made.
2. Welcome & Introductions – No Introductions were needed.
3. Review and approval of PARRC meeting minutes from March 25, 2026 – M. Lenhart asked for a motion to approve the minutes, J. Erb made the motion, and B. Keohane seconded. The motion was approved with no opposition and one abstention from M. Lenhart. M. Lenhart also asked for a motion to approve the PARRC Foundation Minutes. M. Bedle made the motion, and J. Erb seconded. The motion was approved with no opposition and one abstention from M. Lenhart.
4. Public Comment. – No Public Comment.
5. Treasurer's Report. - B. Keohane presented the Treasurer's report. The Financial Report stated that the PARRC savings account balance is \$23,616.06 in restricted funds and \$45.92 in unrestricted funds. The PARRC checking account balance is \$0.00, in restricted funds, and \$87.20 in unrestricted funds. M. Lenhart asked for a motion to approve the report. T. Vey made the motion, M. McKinnie seconded. The motion was approved with no opposition and one abstention from B. Keohane. B. Keohane presented the PARRC Foundation Financial Report. The Foundation Financial Report stated that the PARRC Foundation's savings account is \$27,656.68 in restricted funds, and \$1,802.97 in unrestricted funds. M. Lenhart asked for a motion to approve. M. Bedle made the motion, and J. Erb seconded it. The motion was passed with no opposition and one abstention from B. Keohane. M. Lenhart asked for a motion to reimburse B. Keohane for the filing of the 990-tax form for \$79.99. The motion was made by T. Vey, and seconded by J. Erb. The motion passed with no opposition and one abstention from B. Keohane. B. Keohane asked, since the PARRC credit card is only used for purchases for Putt for Parks, should they use the credit card for expenses like filing. M. Lenhart stated he will give B. Keohane the credit card for filing expenses.
6. County Planner Update – T. McCloskey presented the County Planner update on behalf of S. Buck from Chester County. **T. McCloskey stated that she will forward the email S. Buck sent with the updates.**
7. Planner's Report
 - a. Monthly Report, Grants Report, and Quarterly Report – T. McCloskey stated that she continues to work on grant applications, continuing to meet weekly with S. Kriczky, coordinating with Pennsylvania Downtown Center on Nature-Based Place Making, S. Kriczky is

working on calendar and newsletter. T. McCloskey stated that she has (6) grant applications that are due, (2) for Pottstown, (1) for Lower Pottsgrove, (1) for East Coventry, and (1) for Washington. T. McCloskey is also working on (6) grants due next month. T. McCloskey stated that (9) grants were received, which brings the total to \$10.1M, not including grants working on. T. McCloskey stated there are (19) grants submitted and pending. T. McCloskey stated that PRCF Community Voices grant is due 4/30, the Chester County Preservation Partnership Program is due 4/30, DCNR (C2P2) is due 4/30, and the DCED (GTRP) is due 5/29. T. McCloskey presented the Quarterly Report. She stated she spent most of her time on grants (19%) and on regional projects. T. McCloskey stated that they had \$553,165 of grants awarded. T.

McCloskey presented projects that will be underway this spring and summer. Pottstown has the Pollock Park Soccer Mini pitch project, Washington Township has the Niantic Road Pedestrian Crossing Project, Upper Pottsgrove has the Gilbertsville Road Pedestrian Crossing Project and the Hollenbach Park Phase 1 Trail Project, and North Coventry has the Riverside Park Boat Ramp Redevelopment project. T. McCloskey presented what S. Kriczky is working on, which includes blog posts, newsletter, calendar, and general outreach and tasks. T.

McCloskey presented a 5-year grant analysis, which went from \$2M to \$10M in five years.

8. Volunteer Events. M. Lenhart stated that two weekends ago, Pottstown had a Perkiomen Watershed Conservancy cleanup event, and Diamond Credit Union staff did work last weekend at Memorial Park. T. Vey stated West Pottsgrove held a Keep Pennsylvania Beautiful cleanup event. K. Nocella said East Coventry did a cleanup last Saturday.

9. Old Business – No old business.

10. New Business.

a. 2026 Putt for Parks Minigolf Tournament – M. Lenhart stated that they should change the registration payment mechanism. M. Lenhart asked when the event would be held. M. Lenhart stated that currently the golf course is under a recarpeting project. T. McCloskey asked if they have a card reader. M. Lenhart stated they do have a card reader. B. Keohane asked if he should make a Venmo account. A discussion was held regarding setting up a Venmo account for the PARRC Foundation checking account. M. Bedle stated that a PayPal business account will have to set up. M. Lenhart stated it will be investigated again before a decision is made. B. Keohane stated that he will research it.

b. Drafted donor letter for PARRC Foundation – T. McCloskey presented the draft donor letter and said if anyone has any revisions, let her know. T. McCloskey will also create a list of people to send to.

11. Partner Updates.

- S. Kriczky, Recreation Assistant – S. Kriczky stated that she attended the Schuylkill Highlands Legislative Breakfast. S. Kriczky stated that the breakfast included a panel with panelists that included Senator Tracy Pennycuick and Representative Paul Friel, who discussed topics such as trail users, safety concerns, and data centers.
- M. Bedle, WT – M. Bedle stated that they had their first Master Plan meeting for Barto Community Park. M. Bedle stated the Spring Plant sale in May 2nd and May 9th.
- C. Colistra, PRCF – No updates.
- M. McKinnie, UPT – M. McKinnie stated that Althouse Arboretum is having a ribbon cutting on Saturday for their farmhouse.

- J. Erb, NCT – J. Erb stated that the Coventry Woods Festival will be held May 17th.
 - M. Lenhart, PB – M. Lenhart stated that they are still closing out South Street Park. M. Lenhart stated that if you are doing rubberized surface handle through the contractor. M. Lenhart stated that it would be beneficial to host a symposium in the future. M. Lenhart stated the Pow Wow on the Manatawny is this weekend, and the first carnival in a long time will be held in four weeks.
 - T. Vey, WPT – T. Vey stated that the first payment for resurfacing the basketball court at Veterans Memorial park.
 - K. Nocella, ECT – K. Nocella stated the Township held the 5k/10k race. K. Nocella stated they are walking Ellis Woods Park in order to discuss setting up a conservation easement on the property.
 - B. Keohane, LPT – B. Keohane stated that they had their Easter Egg hunt and had a bigger turnout. B. Keohane attended a meet and greet with Senator Pennycuick and received a book on grants programs. B. Keohane stated the Township had the grand opening of the new Township building. P. Johnson stated they will be having a bird walk at Ringing Rocks Park.
12. Action Items. – T. McCloskey will send out the Chester County Planner update. T. McCloskey will create a list of individuals of potential corporate donors. B. Keohane will investigate creating a Venmo/PayPal account. Everyone must read the draft donor letter and let T. McCloskey know of any revisions.
13. Next PARRC meeting - M. McKinnie stated that the next PARRC meeting will be held on May 27th, and to send all agenda items to T. McCloskey.
14. 15. Adjournment- A Motion to Adjourn was made by T. Vey and seconded by J. Erb, and the meeting was adjourned at 5:46pm.