



## POTTSTOWN METROPOLITAN REGIONAL PLANNING COMMITTEE

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

### PARRC Meeting Minutes

July 24th, 2019

5:00 p.m. – 6:30 p.m.

@PAHWF

#### In Attendance:

Jay Erb, North Coventry

Liz Willow, East Coventry Township

Bill Keohane, Lower Pottsgrove

Chuck Note, Upper Pottsgrove Township

Michael Lenhart, Borough of Pottstown

Pete Hiryak, Douglass Township

Charlie Valentine, West Pottsgrove Township

John Cover, MCPC

Marley Bice, MCPC

Craig Colistra, PAHWF

Karleigh Cimorelli, Recreation Research Assistant

#### Meeting notes:

1. Welcome and Introductions.
2. Meeting minutes from June 26th, 2019 were approved. C. Valentine & C. Note abstained.
3. Announcements –
  - Status of Interagency Agreement PPT presentation - B. Keohane will finalize timeline and present to PARRC in August. Present to each municipality in September & October with a fellow PARRC member.
  - Status of MOU with SRG & Status of PAHWF in MOU – C. Colistra will review with D. Kraybill to seek approval. September 1<sup>st</sup> is new funding stream for PARRC. Will agreement be with PMRPC or PARRC?
  - Status of revisions to IA – J. Cover has added ability to opt out from IA in 3/2019 version in Section 5 under 6 month Commitment. . He thinks it will take 3 months minimum to get final agreement; Month 1 – Presentations; Month 2 Solicitor review, if there are changes, PARRC needs to review: Month 3 Advertise for Agreement.
  - Status of revisions to procedures document – M. Lenhart to add review process and method for paying bills to the procedures document.
  - Discussion of PARRC consultant for strategic planning – C. Colistra discussed the issue with DCNR and there is RecTap funding that can be applied for any time. Craig will develop a history of PARRC & outline for next 5 years for consultant. DCNR will support using any consultant that PARRC wants to use. Craig has researched some already and has one in mind to contact. PARRC will revisit the issue next month.
4. Karleigh Cimorelli, Recreation Research Assistant, gave a presentation on Inventory/Observations in Parks to date. She discussed that the Inventory phase is complete. All the survey signs are up and she has been handing out cards for park users to take the survey on-line. There are details on the observation sheet of the park users demographics. It was discussed that Karleigh's last day is August 12<sup>th</sup> and we will need volunteers from each municipality to help finish the observations. It was suggested that there could be a training session to learn how to fill out the observation sheet at the next PARRC meeting. It was also suggested that we keep the survey up longer to get more data and do quarterly reports. Users who filled out the survey were eligible for a \$25 Amazon gift card. One winner has been notified and added to the PARRC Facebook page. J. Erb was contacted



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- by a park volunteer and stated that they could only use the survey once and couldn't use it in another park. C. Colistra has changed it so it can now be used in each park.
5. It was announced that the PMRPC grant round is open, will close October 18<sup>th</sup>, \$100,000 is available and the request limit is \$25,000. Award notification is at the end of the year. Closeout is mid-2021.
  6. Updates from the PARRC members:
    - a. PAHWF: No updates.
    - b. North Coventry Township – J. Erb stated that they would like to start on implementing the trailhead for the Coventry Trail at Kenilworth Park. The Kenilworth Disc Golf Classic charity event is this Saturday. Hanover Meadows Park is opening soon. They will have an Open House before the road crew moves in. The trail is .6 miles and is paved. There was a request for the cost of the park and maintenance facility.
    - c. Pottstown Borough: The flood on 7/11 put Memorial Park under almost 6' of water. Baseball in-fields were stripped of in-field mix, fences ruined, Spray Park pump house pumps flooded and the bridge over the Manatawny Creek was destroyed and is closed. Approximately \$500,000 in damages.
    - d. Lower Pottsgrove: The summer concert series was cancelled last weekend. Two more concerts left.
    - e. West Pottsgrove Township: Murgia Park was not severely damaged from flooding, a port-a-potty was swept down river. The Eastwood Car Show with 400 – 500 cars is this weekend.
    - f. Upper Pottsgrove Township: Trail repair needs to be done as a result of the storms in Sunset and Fox Hill Parks. They are finalizing their Open Space Plan. Althouse Arboretum has had huge success at their events, upwards of 700 to 800 people.
    - g. Douglass Township: Trail sensors will be installed in some of their parks. The annual Fall Bike Night was cancelled due to lack of organizers. The fire company will have a spring carnival with food trucks.
    - h. MCPC: They are undertaking the Keim Street study for new land uses and multi-modal trails. The goal is the beautification of Keim Street and the nearby community from the Borough to the SRT. Saturday there will be a community event highlighting the study.
    - i. East Coventry Township: They are undertaking the Parkerford Feasibility study. They received funding for the Wayfinding and Signage Project.

Adjournment: 6:40 PM

Recorder: M. Lane

***2019 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, 5<sup>th</sup> floor, Pottstown, PA 19464):

<i>January 23</i>	<i>February 27</i>	<i>March 27</i>	<i>April 24</i>	<i>May 22</i>	<i>June 26</i>
<i>July 24</i>	<i>August 28</i>	<i>September 25</i>	<i>October 23</i>	<i>December 5</i>	

***Next meeting: August 28, 2019 5:00 pm @PAHWF***