



PARRC MEETING MINUTES

August 26, 2026

In attendance:

Bill Keohane, Lower Pottsgrove Township

Jay Erb, North Coventry Township

Mark Bedle, Washington Township

Mark McKinnie, Upper Pottsgrove Township

Tim Vey, West Pottsgrove Township

Karen Nocella, East Coventry Township

Tricia McCloskey, PARRC Regional Planner

Shelley Kriczky, Recreation Assistant

Craig Colistra, Pottstown Regional Community Foundation

Steve Buck, Chester County Planning Commission

Sherry Paup, Upper Pottsgrove Open Space & Recreation Board

Abby Cover, Montgomery County Planning Commission

1. Call to Order & Pledge of Allegiance. M. Lenhart called the PARRC meeting to order at 4:34pm, and the Pledge of Allegiance was made.
2. Welcome & Introductions. Introductions were made for Abby Cover from Montgomery County Planning Commission.
3. Review and approval of PARRC meeting minutes from July 22, 2026. M. Lenhart requested a motion to approve the minutes from the July 22nd meeting. T. Vey made the motion, and J. Erb seconded. The motion was approved to no opposition, and one abstention from M. Lenhart.
4. Public Comment. A. Cover gave a presentation on the DCNR mini-grant program. K. Nocella asked if townships outside of Montgomery County can apply. A. Cover stated that they can. T. Vey asked if he could have a copy of the presentation slides. A. Cover stated she would send them out.
5. Treasurer's Report. B. Keohane presented the Treasurer's Report. The PARRC Financial Report stated that the PARRC savings account balance contains \$77,619.13 in restricted funds and \$54.20 in unrestricted funds. The PARRC checking account balance has \$0.00 in restricted funds and \$57.20 in unrestricted funds. B. Keohane presented the PARRC Foundation financials, the PARRC Foundation's savings account balance has \$27,656.68 in restricted funds and \$1,806.60 in unrestricted funds. The PARRC Foundation's checking account balance has \$435.77 in restricted funds and \$1,276.45 in unrestricted funds. B. Keohane stated that he received seven out of eight of the municipal checks, and he is still waiting on Douglass Township's check. B. Keohane asked if C. Colistra has received payment. C. Colistra stated he will check. B. Keohane stated he has received the foam board for the PARRC poster, and reimbursed T. McCloskey for \$30.00. B. Keohane stated that they did receive two registrations for Putt for Parks through PayPal, and one Putt for Parks sponsorship through PayPal, for a total of \$435.77. B. Keohane stated he purchased an easel for the foam board with the Foundation debit card. B. Keohane stated he collected the PARRC Rack Cards and paid for that with the Foundation Debit Card. B. Keohane stated he purchased stamps and checks for the Foundation and reimbursed himself. B. Keohane asked if he brought the easel to T. McCloskey, T. McCloskey stated she did not have it. M. Lenhart asked for a motion to approve the financial report, M. Bedle

made the motion, T. Vey seconded the motion. The motion passed with no opposition, and an abstention from B. Keohane.

- a. Distribution of Yeck Foundation Grant. M. Lenhart stated that the checks were sent to the old address and suggested sending an updated W9 from PARRC to every municipality to update their records. T. McCloskey stated she sent the spreadsheet of all the offices. B. Keohane stated that he sent them to the right addresses and put the remittance in his name. M. Lenhart stated it was on their end, and an updated W9 would update the remittance. B. Keohane stated he will send the updated W9.
6. County Planner Update. S. Buck stated he wanted to congratulate Montgomery County on the completion of the Schuylkill River Trail in Pottstown. S. Buck stated that Chester County officially has a consultant for the design and engineering of the Chester Valley Trail P&T Phase 1 project. S. Buck stated they have an SOI out for Phase 2 of the Chester Valley Trail P&T project
7. Planner's Report. T. McCloskey presented the Planner's Report. T. McCloskey stated that she is still trying to get the Nature Based Placemaking Project back on track with the PA Downtown Center, with the aim to hold a steering meeting sometime in September or October. T. McCloskey stated she is still doing her AICP continuing education credits. T. McCloskey stated her and S. Kriczky are working on the summer newsletter, and S. Kriczky has also prepared the minutes, worked on blogs, and the seasonal events calendar. For Pottstown Borough, T. McCloskey stated visited Brookside Park to view construction progress on the basketball court. M. Lenhart stated they have got the equipment in, and they will install in shortly. T. McCloskey also coordinated the Public Arts Committee, attended meetings, and made site visits to mural locations. T. McCloskey spoke with M. Lenhart about potential LSA and PRCF Grants. For Douglass Township, T. McCloskey stated that she coordinated with Township Manager about scopes of work for PRCF and LSA grant applications. For Upper Pottsgrove Township, she stated she had a meeting with the Township manager, J. Geib, and A. Gryga from Chester Valley Engineers regarding Hollenbach Park Phase 1 construction schedule. For Lower Pottsgrove Township, T. McCloskey stated that she coordinated with Chester Valley Engineers on the Pleasantview Master Plan Project and coordinated with Township manager about LSA grant applications. T. McCloskey stated that for North Coventry Township, she coordinated with the Township Manager about potential PRCF and LSA grant applications and checked Riverside Park Boat Ramp progress. T. McCloskey stated that for East Coventry Township, she is working with Chester Valley Engineers on the remaining documents for DCNR and CCPP grants for Towpath Park Phase 1 closeout. T. McCloskey checked progress for sign installation, T. McCloskey asked K. Nocella if she knew of any progress, K. Nocella stated she knows the pillars are up. T. McCloskey stated she prepared an interim progress report for the boat ramp project and coordinated with the Township Manager about potential LSA grants T. McCloskey stated that for West Pottsgrove Township, she coordinated with Township Manager regarding potential LSA and PRCF grants and stated it is the same for Washington Township. T. McCloskey stated the day before the last meeting, East Coventry was awarded a \$250,000 grant for the Towpath Project. T. McCloskey stated there 19 grants pending totaling \$5M, and no grant applications are currently underway. T. McCloskey stated that PRCF's grant program closes 9/30/2026, LSA Category 4 closes 9/30/2026, and LSA Statewide closes 11/30/2026. K. Nocella asked if T. McCloskey inspects playgrounds, T. McCloskey does not anymore. K. Nocella stated there is something wrong with the rock-climbing wall, and if they should just replace it. T. McCloskey stated they should patch it until it is ready to be replaced. T. McCloskey stated she will look into it.
8. Volunteer Events. – No volunteer events.

9. Old Business.

- a. PARRC Rack Cards. M. Lenhart stated the rack cards are in. The cards were divided amongst members.
- b. Putt for Parks. M. Lenhart stated that it may be a good idea when asking for sponsors, ask if they would like to register a twosome or foursome as well. T. McCloskey asked if anyone had confirmation on sponsorship. Committee members stated they did not. B. Keohane stated there is not a field for the player to put a note on for the team name, but he can see their name. S. Kriczky added more sponsorships to contact. S. Kriczky stated she could do a raffle basket; B. Keohane stated one basket is good. S. Kriczky will send the updated sponsorship sheet. T. McCloskey asked how S. Kriczky will pay for the basket, M. Lenhart stated with the sponsorship funds. M. Lenhart will send T. Vey the sponsorship form link. B. Keohane will send the updated form link for PayPal. M. Lenhart asked if they wanted to have mimosas for a champagne breakfast. B. Keohane made the motion to serve mimosas at the event, K. Nocella seconded, the motion passed with no opposition or abstention.

10. New Business.

- a. M. Lenhart stated that at a Douglass meeting there was a concern brought up that since they left PRMPC, they would have to leave PARRC as well. M. Lenhart stated there is not a reason to leave, because we are independent of PRMPC.

11. Partner Updates.

- M. Bedle, Washington Township. M. Bedle stated that they are holding their second public meeting for the Barto Master Plan Project, on 9/22. M. Bedle said they are finishing up a trail in the next two weeks at Barto Community Park. M. Bedle stated their Fall Festival is 10/4. M. Bedle asked if anyone had rented a rock wall and asked of it was popular. B. Keohane stated this is Lower Pottsgrove's first year with one as well. M. Lenhart stated they had one for the Fourth of July, and he was told it was well received. M. Bedle stated they wanted to hold Bingo, but townships aren't allowed. C. Colistra said his School District had. C. Colistra suggested trying Tri-County Active Adult Center.
- M. McKinnie, Upper Pottsgrove Township. M. McKinnie stated that the Township is acquiring an easement on a private property. M. McKinnie asked T. McCloskey if there was anything different in writing the easement if they intended to get a grant to build a trail on the land. T. McCloskey stated that she will check with the County.
- J. Erb, North Coventry Township. J. Erb stated nothing new. T. McCloskey asked about the Coventry Bonfire, J. Erb stated that it is in November.
- T. Vey, West Pottsgrove Township. T. Vey stated there is nothing new.
- B. Keohane, Lower Pottsgrove Township. B. Keohane stated that they started the Pleasantview park master plan update. B. Keohane stated their Community Day is 9/12 and that they will be handing out the rack cards.
- C. Colistra, Pottstown Regional Community Foundation. C. Colistra stated their grant round opens 9/1, and to let him know of any questions.
- K. Nocella, East Coventry Township. K. Nocella stated their Fall Fest at Fricks Lock Village is on 10/10.
- M. Lenhart, Borough of Pottstown. M. Lenhart stated that Manatawny Greens is getting new carpeting. M. Lenhart stated the Pet Fair is 9/12. M. Lenhart stated that the Rickett's Center is getting renovations, and they are going through design proposals.

12. Action Items. B. Keohane will send the updated W9. T. McCloskey will look into the Ellis Woods Park rock wall. S. Kriczky will send the updated sponsorship spreadsheet. B. Keohane will send the updated link for PayPal. T. McCloskey will check with the County regarding Upper Pottsgrove's easement.
13. Next PARRC meeting. M. Lenhart stated that the next PARRC meeting will be September 23rd, and to send all agenda items to T. McCloskey.
14. Adjournment. A motion was made to adjourn by J. Erb and seconded by K. Nocella. The meeting was adjourned at 6:02pm.