



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

## AGENDA

January 27th, 2021

4:00 p.m. – 6:00 p.m.

A Virtual Meeting

1. Call to Order
2. Pledge of Allegiance
3. Welcome and Introductions – Barbara Heller, Strategic Plan consultant from BerryDunn
4. Review and Approval of Meeting Minutes from 12/3/20.
5. Presentations –
  - a. Strategic Plan update – Discussion of Draft Report comments - B. Heller
6. Executive and Subcommittee Reports
7. Old Business
  - a. Status of Recreation Programs – C. Colistra/M. Lane
  - b. Summer Intern 2021 – C. Colistra
  - c. Evaluation of Coordinator – M. Lenhart
  - d. Coordinator’s Job Description – C. Colistra
  - e. PARRC Reorganization –
    - 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
    - Confirmation of PARRC board members from each municipality - Members
    - MOU – C. Colistra
    - Treasurer Bond – C. Valentine
8. New Business
  - a. TREX Recycling Program for Benches – C. Valentine
  - b. Report on tasks completed to date by PARRC:
    - PARRC Research Project – Coordinate research study with C. Colistra & D. Schreiber.
    - PARRC Strategic Plan – Coordinate with consultant.
    - Update PARRC website.
    - Coordinate PARRC issues with M. Lenhart & C. Colistra.
    - Interview - PAHWF consultant identifying community needs & PAHWF contributions – 12/8/20
    - Attend Shared Use Agreements and Greening Schoolyards conference call – 12/9/20
    - Lead PPF meeting – 12/10/20.
    - Coordinate meeting with Rep. Pennycuicks office manager.
    - Contact CCPC about grant funding for projects.
  - c. Active implementation of projects utilizing PARRC assistance:
    - PBoro – Coordinate funding for projects/discuss with M. Lenhart.
    - DT - Coordinate DCNR progress report for Douglass Park.
    - UPT – Respond to Cathy Paretti emails; send trail sensor report; discuss projects with M.

Reddick; coordinate Hoffman Field/Inclusive Playground Project; coordinate Hollenbach Park Master Plan with consultants; coordinate Sunset Park trail project; coordinate hayfield/meadow info and meeting with county reps; develop PMRPC grant close out documents for Fox Hill Trail; coordinate removal of Shontz's Trail Easement Project from PECO grant funding consideration.

LPT - Coordinate Gerald Richards Park DCNR grant progress report; coordinate PAHWF award for Gerald Richards Park.

NCT – Coordinate Coventry Trail project; coordinate Riverside Park Boat Dock project; develop PMRPC grant close out documents for River Bend Park Playground; coordinate inspection of River Bend Park Playground; coordinate Nature Based Play Space with Cynthia & Jay.

ECT – Coordinate signage projects with Karen Nocella; coordinate Towpath Park Master Plan; coordinate proposals from consultant; coordinate PEC/DCNR grant close out forms; meet with Karen & Rachael to discuss projects; coordinate PMRPC grant closeout documents for trail Projects with Karen and Jill; meet with Karen to discuss funding strategy for projects.

WPT - Coordinate Murgia Park DCNR Bridge grant extension documents.

9. Grant Announcements & Partner Updates:

- 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; North Coventry Township –Coventry Trail Engineering project - \$10,000. Upper Pottsgrove Township – Shontz Trail Easement - \$5,000 – Removed from submission by owners; Grant award announcement this spring
- b. PAHWF Spring Grant Round – Possible projects for submission include: NCT Pickleball Courts at Riverside Park; ECT Towpath Park Phase I Engineering.
- c. DCNR C2P2 Spring Grant Round – Possible projects for submission include: Memorial Park Bridge & Streambank Stabilization Project.

Partner Updates:

- Douglass Township
- East Coventry Township
- Lower Pottsgrove Township
- North Coventry Township
- Pottstown Borough
- Upper Pottsgrove Township
- West Pottsgrove Township
- MCPC
- PAHWF
- CCPC

10. Public Comment

11. Action Items

12. Next PARRC Meeting Agenda Items – Guests: Representative Tracy Pennycuick; Andrew Frankenfield, Penn State Extension to discuss hayfields; Abigail Reiter, Agricultural Conservation Specialist to discuss meadows.

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: February 24, 2021    Location: Virtual Meeting 4:00 PM**