

**East Brandywine Parks & Recreation
Minutes, March 2, 2020 – 7:00 PM**

Attendees: Sandy Lammey, Kirk Fuhrman, Luke Reven, Don Lynn, Mike Mize
Guests: Gail Matthews

Approval of January and February Minutes

Don motioned to approve January minutes, Kirk seconded. All voted in favor.

Don motioned to approve February minutes, Kirk seconded. All voted in favor.

Information Items: Sandy

- **Karen Hiller Memorial Tree** - Unfortunately the Sugar Maple tree (purchased from Conestoga Nurseries - reopens at end of March) has died of unknown causes (Public Works will send pictures of the tree to the nursery to determine cause. The nursery will replace the tree at 50% of cost) and will need to be replaced.
- **Interest in providing Art Classes in the Park** - Julie Pook (pottery artist) is interested in running classes at the park and Sandy talked with Julie and suggested that she contact DARC.
- **Rachel Dawson** - possible Girl Scout project - trail marker project. She will be present at our April meeting to ask some questions about this possible project.

Financial Report – Luke

Minimal activity. Maggie Moo food vendor application payment has been received.

Follow-up on post-hole digger rental listed on Parks and Rec budget versus Trails. Luke explained that the \$71 rental did not have an assignment available on Trails budget, thus it was applied to Parks and Rec.

Community Park Trails Improvement Update – Luke

All that remains on the Ferndale extension is leveling, raking and seeding. Sandy indicated that the trail repairs did not match our expectations in the project's scope of work on the northwest section of the trail in Phase III. Luke confirmed that there was no Change Order for spot repairs. The public works department may be able to help with this section of trail so we will pursue that possibility.

Bondsville Mill Grant Application, Support Letter - Sandy

Luke indicated that this 4th grant requires no local match. Mike motioned that Parks and Rec submit the letter in support of the Bondsville Mill grant application. Don seconded. All voted in favor.

Approval of Policies and Procedures Updates – Luke

Luke will contact the township secretary to have this topic and advertising added to the agenda for the March 16th meeting with adoption in April.

Revised Sign for Tennis/Pickleball Courts – Sandy

Sandy will send Luke the updated revisions and Luke will order the sign.



Updated Revisions
East Brandywine
Community Park
Tennis/Pickleball Court Rules

1. **No Dogs** allowed on the courts!!
2. **Only Tennis or Pickleball** may be played on the courts
3. Play is limited to one hour if others are waiting.
4. Keep courts clean...use trash cans.
5. Keep noise to a minimum.
6. Township programs take precedence over all other uses.

No skateboards, in-line skaters, hockey, lacrosse, bicycles or similar equipment are permitted on the courts.

Chapter 182, Parks and Recreation Areas
Code of the Township of East Brandywine

Food Vendor Application – Sandy

Emailed Maggie Moo's, Sabatinos Grille, Rita's Italian Ice and Zac's Burger Bus on Feb. 16.

Maggie Moo's will come to the West Chester Swing concert and the Run for the Park/Concert. Maggie Moo's has all their required paperwork/fee in. Sandy will check with Scott for final approval. Sabatinos Grille has begun the application process.

DHS Band Service Hours - Sandy

Shelly Ardle, representative of DHS Band parents, looking for opportunities for the students to serve their community as a thank you for community support. One opportunity is to assist with the Memorial Day flag display and possibly play the national anthem. Offered 5K run as another opportunity. Also, offered the Harvest Festival.

2020 Events

- **Easter Egg Hunt – Mike**
 - Mike reviewed event with the group and everyone can help fill eggs in advance of the event and distribute them on Sunday late-morning in advance of the event
 - Submit for reimbursements as needed, two week turnaround. Township can directly order from Oriental Trading
- **Movies – Additional Suggestions from Linda**
 - Luke indicated that we can contact the licensing company and get the price, which varies by date of showing and studio
 - Sandy suggested Toy Story 4 and Frozen 2, which the group agreed with and we will identify the 3rd movie at our April meeting.
 - Willy Wonka and the Chocolate Factory
 - Mary Poppins
 - The Incredibles Series
 - Up
 - Finding Nemo/Dory
 - Moana
 - Dumbo
 - Beauty and the Beast (new one)
 - Big
 - Monsters Inc.
 - The Lion King (new one)
 - Aladdin (new one)
- **Concerts - Don**

- Regarding band payments, Luke recommended waiting until the township has a Treasurer on staff (anticipated by April), otherwise, there is typically a 2-week turnaround
- We need to firm up logistics of band for Run for the Parks. DNR will be the band performing.
- **Golf Outing - Bob**
 - We already have a foursome and several sponsors
- **Military Appreciate Ceremony - Sandy** is starting to put together participants for the events
- **Fall Harvest Festival Events**
 - Party Man USA - he will reserve the trackless train if we decide well in advance of the event. We have selected Party Man USA as the vendor of choice and Sandy will contact Party Man USA for pricing
 - Zip and Bounce
 - DJ – Ben Campbell, TealTuesday – Saving the date

Lending Library - Don

Don's neighbor would be willing to sustain a lending library if it were constructed by Parks & Rec. Mike will check with local woodworkers but also noted that there are \$300 kits on the Free Little Library website.

Newsletter - Discussion about printing & mailing newsletter. We decided to costly even for a one page mailer and that we would go through email, website and social media to advertise our events.

New Parks and Rec Board Member - Gail Matthews - Parks and Rec - Mike motioned that we recommend appointing Gail Matthews to our Parks and Rec Board to the Township Board of Supervisors. Kirk seconded. All voted in favor. Luke will have the appointment added to an upcoming Township Board of Supervisors meeting.

Other???

Next Meeting – April 6, 2020 – 7:00 pm.

Continue Planning of Events for 2020