

**East Brandywine Parks & Recreation  
Minutes, March 4, 2019 – 7:00 PM**

**Attendees: Board: Sandy Lammey, Betsy Brown, Don Lynn, Mike Mize, Kirk Furhman, Sue Massimini, Dave Summers**  
**Township Assistant Manager, Luke Reven**  
**Guests: Jim Buczala, Sandy Moser**

**Approval of February Minutes –**

Dave Summers motioned to approve, Don Lynn seconded – unanimous approval.

**Financial Report – Luke**

Luke gave an overview of the accounts we may use for Parks & Rec.

**New Bathrooms Update – Luke**

No update.

**Community Park Trails Improvement Update – Luke**

There are ongoing discussions regarding the pedestrian bridge at Whitaker Park.

**Presentation by Jim Buczala, Chairperson, Bondsville Mill Committee**

Jim provided an overview of the gardens and phases of the project as well as the budget and potential grant funding.

Hud Voltz (Vice Chairman of Bondsville Mill and Grand Director) requested written support of the Bondsville Mill Park project. Dave Summers motioned that we support the project. Don Lynn seconded. Unanimous vote in favor. Sandy will complete the paperwork.

Jim Buczala also noted a future desire to coordinate dates/activities among the committees, including Bondsville Mill and Parks & Rec.

**Trager Brown Boys Scout Project –**

Scheduled to present to Supervisor's Board @ 8am on Thursday, March 7<sup>th</sup>, 2019  
Sandy created a form that Boy/Girl scouts can use to guide their project approval path.

**Concert/Movie Sponsors Updates – Don/Luke**

**Sponsors – Bonds Eye, DNB First, and Hughes & Hughes Family Dentistry**

**2019 Concerts – Don**

Saturday, June 1 – 6:00 pm – DNR  
Saturday, June 15 – 6:00 pm – Downingtown School of Rock  
Saturday, July 13 – 6:00 pm – Flatland Drive

**2019 Movies – Sue**

**Proposed choices**

Friday, June 7 – **Hotel Transylvania: Summer Vacation**  
Saturday, July 20 – **Wonder Park**  
Friday, Aug. 9 – **Dumbo**

**Optional 4<sup>th</sup> Choice - Grinch**

**2019 Food Vendor Agreement – Sandy**

Scott Piersol OK'd the food vendor agreement. Sandy requested that applications go to the Parks & Rec email address. Once paperwork has been compiled, Sandy will provide the documentation to Scott. Fee is \$50. Late fee is \$100.

Upon approval, food vendors will be presented with our event schedule, and they are welcome to attend. We will request advanced notice if vendor plans to attend Community Day & the Fall Festival.

### **Golf Outing – Dave, Bob**

Three prices. All include: greens fees, cart.

Downingtown Country Club - \$117 – Shotgun, lunch, dinner

Coatesville Country Club - \$95 – Shotgun, lunch, dinner

Honey Brook Golf Club - \$90 – Shotgun, continental breakfast, lunch

Applecross Country Club – no response

Voted to host the event at Coatesville Country Club. Don motioned, Mike seconded, unanimous vote in favor of Coatesville Country Club.

### **Run for the Parks – Sandy**

Leslie Winters/Dave Perme – Race Directors

Both will be race directors again this year.

### **Approval of Policies and Procedures Updates – Sandy**

Chapter 182: Article I

Exhibit A

Pavilion Reservation Form

Facilities Reservation Form

Sandy provided updated policies & procedures for review, and also provided two new reservation forms.

Sandy also created an abbreviated Rules list for both the permits and Park Signs.

Luke mentioned an outstanding need for Whole Park Rental and the group felt that those requests should get specialized attention from the Parks and Recreation Board (case-by-case basis) versus a routine field/pavilion rental request.

Sandy proposed the red flag poles be placed near the signs to minimize mowing concerns. We will need (3) red flags setup. The red flags will be a visual sign to all Park visitors indicating that the fields are not to be used because of wetness, etc.

### **Community Day – Sandy, Dave**

Partyman USA – Proposal

Category 1 comes with a trained attendant

Categories 2-4 – we provide volunteers or for \$25/hr. they will supply trained attendant.

Discussion of format for selecting rides/activities and extra attendants in lieu of volunteers. Note – Community Day budget is \$4,500 with our intent to pay \$2,000 for rides/activities and reduce cost for families to ~\$3/kid.

No mini-golf this year. Plan to pursue pony rides. Need to determine band (and cost).

### **Fall Festival – (chairperson needed)**

Children's Outgrown Sales – Bradford Heights – March 9 – 8:00-11:30, reopen at 12-1 for \$.50 sale

HopewellUMC – March 22 – 7:00 pm-9:00; March 23 – 9:00 am-11:00

Sue Massimini and Betsy Brown will be new co-chairs of the Fall Festival following Kevin Scalfaro's departure.

### **Newsletter Rough Draft for 2019 – Sandy**

Reviewed draft of newsletter and committee can provide feedback prior to the April meeting. Hope to recruit volunteers within the newsletter.

### **Website – Luke**

Luke described his plans to increase visibility of Parks & Rec events, forms, and facilities. Include a Season-Lineup at the top of the Parks & Rec page. Clicking on the lineup items will take you to their respective calendar item page.

### **New Signage/Flags**

Tennis/Pickleball Courts – Need new metal sign with rules

Parks Rules – Once we have the abbreviated rules

Red Flag System – EBYA will work on this

No Parking on Grass – May need to order a few more

### **American Flag Donation for Community Park – Sandy**

American Legion

Chaplain for American Legion – member passed away and in his memory, they wish to purchase flags for our parks – either via a donation to the foundation or purchasing them. We can possibly raise the new flag(s) in a small ceremony coordinated with the Memorial Day flags.

### **Other???**

Mike asked if we were still pursuing Wind Screens for the Tennis Courts? No – we are not. They were expected to be donated, but that donation has been delayed.

Mike asked if, in the future, we wish to create a sponsorship coordinator among our various fundraising efforts.

**Next Meeting – Monday, April 1, 2019 – 7:00 pm.**

**Kate Solomon, Girl Scout Silver Award**

**Newsletter 2019**

**Community Day**

**Memorial Day Flag Display**

**Respectfully Submitted,  
Mike Mize, Secretary**