

**East Brandywine Parks & Recreation
Minutes, Sept. 14, 2020 – 7:00 PM
Webinar Meeting**

Attendees: Sandy Lammey, Dave Summers, Bob Smedley, Linda MacNeal, Kirk Fuhrman, Bob Smedley, Don Lynn, Gail Matthews, Luke Reven, Assistant Township Manager

Guests: Karen Anthony & Jeff Rolfe

Approval of August Minutes - Approved

Information Items: Sandy

- From Scott – DARC is interested in teaching tennis clinics for adults in September. They normally teach one on Sunday Mornings from 9am-10:30am and then one on Monday evenings from 6-7:30pm at East Brandywine Park. The dates for Sundays would be Sept 13, 20, 27 and October 4. Then Mondays would be September 14, 21, 28 and Oct 5. I responded that Parks and Recreation would have no conflicts with these dates.
- Donation received from Hannah Spatola of \$2,500 to the foundation and designated for use at Spatola Park. Luke sent a very nice “thank you” note.
- Reminder to Matthew VanLew of the two sugar maple trees to be planted at the Community Park this fall. One is a replacement of the Karen Hiller Memorial Tree and the other a new tree and plaque in memory of Edward Kokoszka.
- Purchased a case of white athletic paint to be used to for Memorial Day Flag Display and Fall Festival.

Financial Report – Luke

Activity does not include lining paint & tennis court sign purchases. Well under budget due to Covid related cancellations

Park Improvements - \$5,582 out of budgeted \$8,000

Events - \$643 out of \$16,500

Approval of Policies and Procedures Updates – Luke

No update

New Bathrooms Update – Luke

No update

Revised Sign for Tennis/Pickleball Courts – Luke

Purchase put in as noted in Financial Activity

Request from Pickleball Players that was tabled at our last meeting. - Sandy

Request to line the other tennis court for pickleball and to purchase two additional pickleball nets.

Sandy noted that the Public Works department does not have the paint in hand, and they are also short 1^{2/3} staff members

Gail Matthews expressed her support for the growing sport, especially for seniors.

Karen Anthony emphasized that pickleball is among the fastest growing sports. She expects Community Park pickle activity to remain at current higher levels post-pandemic. Karen indicated that Jeff suggests that one court can be labeled “Tennis” while multi-purpose to work in tennis players while the courts are busy with pickle ball.

Don and Bob recommend lining the courts and allowing the pickle ball players to manage the courts.

Gail made a motion to line the pickleball courts and purchase (2) nets. Linda seconded. Majority voted in favor. Mike Mize

2020 Park Inspections – Sandy

Sandy discussed if work can be completed this year given the Public Works staffing. Dust control, for example, may be contracted out which would require discussion with Matthew Van Lew. Per Luke – bidding threshold is \$20,000. Threshold for telephone bids is \$10,000.

Hopewell Park – parking lot expansion by EBYA within available area. EBYA also plans to level outfield. Dugout roofs need to be renovated. Don thinks it is a good opportunity to collaborate with EBYA on improvements.

Sandy – volunteer labor such as weeding and trimming bushes. At Hopewell Field for example – volunteer could clear the overgrowth.

Linda recommends prioritizing with safety in mind. Prior to next week, we should work in prioritization.

Potential Eagle Scout projects – refurb picnic tables, Whittaker Park – cleaning up trails after washout

Don – Clear grove at Spatola Park

Dave – dedicate a structure at Spatola Park using earmarked funds

2021 Events - Sandy

Scott shared the need for the following information: Chester County Department of Emergency Services and the Governor's Office of Homeland Security have requested the 2021 Special Event Data Call. The State is requesting your assistance in identifying special events that will take place in your municipality starting **December 1, 2020** through **November 20, 2021**. I shared the following estimated dates:

Estimated Dates

Easter Egg Hunt – March 21/28

Memorial Day Flag Display and Ceremony – May 25

Run for the Parks and Concert – June 19

Fore the Parks – June 21

Movies – June, July, August – Friday/Tuesday

Concerts - June, July – Thursday/Tuesday

Fall Harvest Festival – Oct. 10

Tree Lighting Ceremony – Dec. 4/5

2021 Budget – Luke

Draft for 2021 Budget

See 2020 budget attached

Per Luke – anticipate a similar budget as proposed in 2020. Most of Parks & Rec budget has been moved off of the General Fund where the Earned Income Tax is the most volatile. It does not appear that our community has been hit very hard. Capital Improvements come from “Fee in Lieu of Recreation” impact fee and that source of revenue has always been a finite source (not cyclical like the General Fund).

Fee in Lieu – need to provide reasonably accessible recreational facilities. Dowlin Station is proposing two Tot Lots, not guaranteed. Sandy noted an idea to purchase land adjacent to Hopewell Park.

Luke clarified Open Space funding – cyclical = .125% of earned income tax and Open Space impact fee. *Open Space must be purchased at appraised price. Luke noted that Township Road will be improved by the developer.

Dave – can we include a line item for the Hopewell Parking area.

Events budget – Dave suggested that we include a 9/11 20th anniversary ceremony. Ballpark \$500. Mike, Linda & Gail will assume concert responsibilities for Don. Thanks to Don for a great job!

Park Inspection Items – Trash receptacles (like at Whittaker Park), high-quality picnic tables with handi-cap access for each pavilion,

Don – Free Little Library – suggest (2) for Community Park with a volunteer willing to install and manage them. Don will bring more information to our next meeting.

EBYA Updates - *Mike*

Don – observed coaches were not wearing masks at baseball games at Spatola Park on Saturday, Sep 12th. EBYA will send a reminder to EBYA Baseball.
Dave & Sandy indicated that EBYA Soccer spectators & coaches were wearing masks and temperature screening volunteers were checking kids upon arrival.

2020 Events – *Sandy*

Tree Lighting Ceremony

Sandy asked Bob if we could hand out Tree Decorating Kits to Brandywine Wallace kids or have them available for pickup. Kids would make the decorations at home and visit the park to decorate the tree when convenient. Also, still have a food donation opportunity – consider driveby event with donations. Bob can assist with the communication via his daughter, teacher at Brandywine Wallace. Consider Beaver Creek as well. Plan is for Sandy and/or Linda to contact the principals at each school and assist with ornament distribution & delivery.

Sandy will contact Mr. Big Twigs right around Thanksgiving weekend and go through Don & Bob to put up the tree.

Other???

Work Day – Sunday, September 27th from 1pm to 4pm – Cleanup Memorial Garden by the main bathrooms

Next Meeting – Oct. 5, 2020 – 7:00 pm.