



**AGENDA**  
**HILLTOWN TOWNSHIP**  
**PARKS & RECREATION BOARD**  
**REGULAR MEETING**  
**TUESDAY, OCTOBER 8, 2024**

Meeting Called to Order: Pledge of Allegiance:

- MS \_\_\_\_\_
- CM \_\_\_\_\_
- SK \_\_\_\_\_
- AS \_\_\_\_\_
- BC \_\_\_\_\_

1. Announcements:

- a. None

2. Consent Agenda:

*[Items of business and matters listed under the Consent Agenda are considered to be routine and non-controversial and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired by Board Members, that item will be identified and removed from the Consent Agenda and will be considered separately at the appropriate place on the agenda.]*

- a. Minutes of September 10, 2024, Parks & Recreation Meeting

As Written: \_\_\_\_\_ With Corrections: \_\_\_\_\_

MS: \_\_\_\_\_ AS: \_\_\_\_\_ CM: \_\_\_\_\_  
SK \_\_\_\_\_ BC \_\_\_\_\_

3. Treasurers Report:

- a. Caitlin Metzinger

4. Confirmed Appointment:

- a. None

5. Unfinished Business:

- a. Discuss options for ARPA money (\$175,000) that will need to be assigned (contracted) by end of year.

6. New Business:

- a. Discuss developing a SWOT (Strengths, Weaknesses Opportunities and Threats) for each of the Hilltown Parks. Possibly split this up amongst the Board for a report by the end of the year.
- b. Discuss development of a Mission Statement for the Parks and Recreation Board.

- c. Discuss the development of short-term and long-term Parks and Recreation Strategic Plan to present to the Board of Supervisors.

7. Parks & Recreation Board Comments:

8. Public Comment:

9. Press Conference:

10. Adjournment:

\_\_\_\_\_Time

## **HILLTOWN TOWNSHIP PUBLIC COMMENT RULES**

All Hilltown residents are encouraged to make comments to the Board of Supervisors. An individual has several opportunities to comment:

- “Public Comment on Agenda Items Only” (2 ½ minutes per individual)
- Immediately following any presentation and before possible Board action (2 ½ minutes per individual)
- “Public Comment” (5 minutes per individual)

Any person desiring to make public comment shall have only one comment period for each of the opportunities regardless of actual time used for public comment. Any person desiring to make public comment shall be required to abide by the following rules:

- The Chairperson of the Board shall preside over Public Comments.
- Once acknowledged by the Chairperson, the individual shall proceed to the podium and speak clearly into the microphone and shall identify himself/herself by name and location of residences or by firm.
- Written record of “Public Comment” can only be produced when speaking into the microphone. Written record of “Public Comment” will not be produced when speaking to public assembled at meeting.
- The individual shall address their comments to the Board as a whole entity. The polling of or debating with an individual Supervisor is not permitted.
- The individual shall address their comments to the professional appointees of the Board or Township employees only with the permission of the Chairperson.
- The Township Manager shall enforce these public comment rules by announcing “One (1) Minute Remaining” and “Time Expired.”
- The only exception to these procedures is Press and Media Time and/or Press Conference. Detailed minutes are not provided for Press Conference.

- i. Adopted: January 2, 1997
- ii. Revised: November 23, 1998
- iii. Revised: August 9, 1999
- iv. Revised: June 26, 2006