

HATBORO

PARKS, RECREATION, AND OPEN SPACE PLAN

MONTGOMERY COUNTY, PENNSYLVANIA

DRAFT February 2020



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Executive Summary

This Plan provides a comprehensive look at Hatboro's parks, recreation amenities and offerings, and public and private open space by:

- Examining the cultural, natural and built context of the community.
- Detailing the public engagement process undertaken to gather extensive community feedback.
- Studying the administrative workings of the borough.
- Describing, assessing, and providing recommendations for existing parks and open spaces, including conceptual plans and cost estimates for three parks.
- Reviewing recreational programming in nearby communities and providing recommendations for improving Hatboro's programming.
- Discussing the many funding options that can be sought to implement this plan step by step over time.
- Providing go-to reference charts that can guide the borough forward.

While the plan contains a tremendous amount of interesting background material and valuable information to reference, many readers will likely seek the answers to two questions: 1) what do Hatboro residents think of their parks, recreation, and open space and what changes do they want to see; and 2) what should be done to improve Hatboro's parks, recreation, and open space. Chapter 2 on Public Engagement will answer the first question and the two charts in the Appendix along with the three conceptual plans in Chapter 4 will answer the second.

The six general goals and all of the recommendations to achieve them complement the specific recommendations for each park. This information provides guidance for Hatboro's leadership regarding parks, recreation, and open space. Goals and recommendations range from improving accessibility for persons with disabilities and increasing connectivity between parks to enhancing natural riparian corridors. Park-specific recommendations range from adding more benches and, planting trees in specific areas to installing wayfinding and interpretive signage. The participants in this planning effort hope that Hatboro may grow and flourish as the mission and goals of this plan are realized.

Purpose of Plan

The purpose of this plan is to identify Hatboro's short and long term parks, recreation, and open space goals and to provide recommendations to reach each of those goals.

Hatboro adopted its existing *Open Space and Parks & Recreation Plan* in 2005. The intent of this current plan is to provide updated recommendations to meet the current needs of the community.

Throughout the planning process, the Montgomery County Planning Commission (MCPC) worked closely with Hatboro staff, the public, and a steering committee to assess

Hatboro's parks, recreation, and open space needs and develop the recommendations provided in this plan. Through this collaboration, a mission statement and a set of goals were agreed upon. The focus of this plan is recommendations that will accomplish these goals.

MISSION AND GOALS

Over the next 20 years, Hatboro will make improvements that enhance existing parks, provide safe and accessible recreation opportunities, improve the natural ecosystem, expand trail connectivity, and protect open spaces and other locations of public interest.

The goals of the plan are to:

- Enhance existing parks to meet community needs;
- Create a connected trail and open space network;
- Establish a green town image;
- Protect and improve the natural environment;
- Enhance recreational opportunities for a diverse demographic; and
- Enhance safety and accessibility.



Hatboro Station Townhomes trail.

Chapter I

Community Profile

The community profile introduces Hatboro's location and government, provides demographic information about its residents, and profiles the employment of residents and the economy of the town. This background data along with a description of the natural environment in Hatboro, including soils, topography, tree cover, and waterways, sets the scene for parks and recreation in Hatboro.

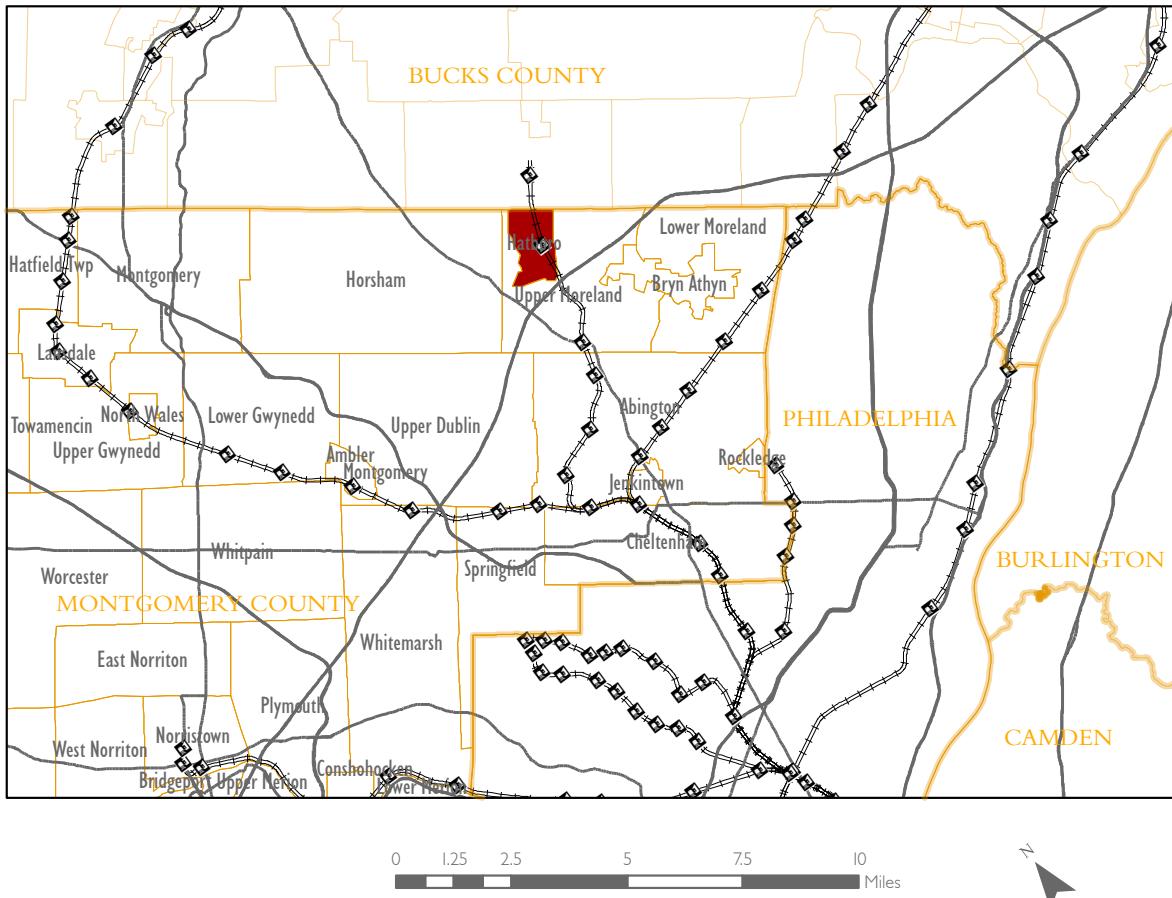
COMMUNITY SETTING

Hatboro is located in Montgomery County, Pennsylvania, in the Greater Philadelphia Region. Once a small stop-off on a toll road from Philadelphia to New York, the town of Hatboro has evolved into the pleasant, walkable community it is today. Industrial, retail, and office sector employers provide jobs in the borough, and quiet residential neighborhoods with a variety of housing types are home to approximately 7,500 residents. Hatboro's traditional main street, York Road, anchors the borough and is a focal point for residents. Hatboro is a stop on SEPTA's Warminster commuter rail line, which takes passengers into Center City Philadelphia. The Pennsylvania Turnpike runs immediately adjacent to the borough.



The York Road business district.

MAP 1: LOCATION



Community Character

Hatboro has a history of active community groups and volunteerism. Events such as the holiday parade, summer nights, and car show draw many people to town. Hatboro has a community theater company, Village Players. Store fronts in the York Road business district have a wide range of colors, materials, and styles.

Distinctive streetscape elements make the borough recognizable and differentiate it from other shopping areas. Standardized black and red metal benches, trash, and recycling containers are found along York Road. Distinctive wayfinding signage is present throughout the business district and the borough. Uniform light posts throughout the business district have top hats that light up at night. Shorter, pedestrian scale light posts mimic the appearance of gas lamps. Continuous sidewalks are present throughout the business

district and are mostly seven to eight feet in width. Sidewalks have two rows of inlaid decorative bricks adjacent to the curb; this decorative streetcapping element makes the York Road business district's appearance unique.

The architectural style, size, and appearance of the homes in Hatboro create character in its neighborhoods. Many Hatboro homes are modest in size, with affordable price points in a community with great appeal. Owner-occupied homes in Hatboro have a median value of \$254,800.¹ Countywide, that figure is \$299,300, making Hatboro a more affordable place to live. Renters in Hatboro pay a median rent of \$1,194 per month,² which closely mirrors the countywide median rent figure. Hatboro's senior housing and smaller single-family homes

¹ U.S. Census, American Communities Survey, 2013-2017

² U.S. Census, American Communities Survey, 2013-2017

appeal to senior citizens. With train and bus access and local retail areas, Hatboro is friendly to those who may have limited mobility or are unable to drive. Hatboro's housing units are 98.6% occupied, indicating that there may be a strong demand for housing in the borough.³

Government

Hatboro is incorporated under Pennsylvania Borough Code (Act 581 of 1965) and is governed by eight elected officials consisting of a seven-member council and a mayor. Everyday borough operations are run by a Borough Manager, Chief of Police, and their staffs. Several advisory boards and commissions are staffed with members appointed by Borough Council.

Hatboro's Public Works Department performs snow removal and park maintenance. A Code Enforcement Officer and Fire Marshal work to ensure that Hatboro's code is followed and its buildings are safe. Hatboro's office staff handles the day-to-day operations of the borough, including general questions and concerns, permit requests, zoning reviews, pool management, and right-to-know requests. The tax collector works out of the borough office and the finance manager tracks all cash flow. Finances are audited quarterly by a third party to ensure good financial practices.

Despite requests from the community, the borough does not have the capacity to run a recreation program or community center with current staffing levels. Additional employees and funding would be needed for either of those to exist.

In various places throughout the document, comparison data is provided for four other

municipalities in Montgomery County. Upper Moreland Township surrounds Hatboro on three sides and shares some demographic and development characteristics with the borough. Horsham Township is nearly adjacent and shares a school district with Hatboro. In addition to these neighboring municipalities, data for two other boroughs from Montgomery County is presented for comparison. Ambler Borough and Souderton Borough have similar populations and land areas to Hatboro, and both have a Main Street district with small shops and restaurants that has seen some revitalization in recent years.

History

Hatboro was settled in the early 1700s along what later became known as York Road. These early roads were difficult to traverse and often impassable during inclement weather. York Road was widened and graded gradually over time. The story of the town of Hatboro includes many important people, places, and events that have shaped in the community that exists today. A timeline of selected important events in Hatboro's history can be found on page 8.



Photo of horse-drawn bus provided by Millbrook Society.

³ U.S. Census, American Communities Survey, 2013-2017

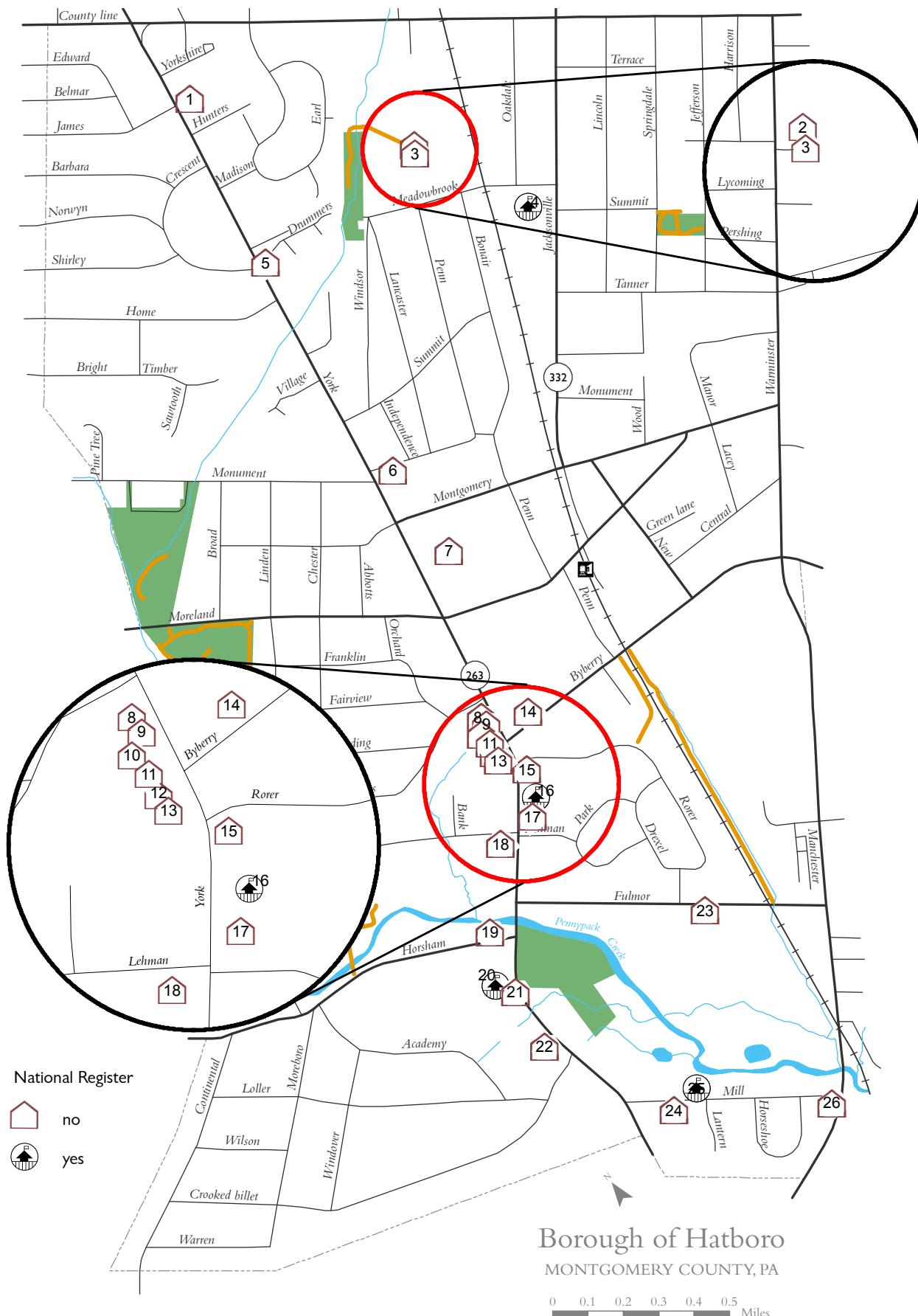
Below are some historic resources that have been identified in Hatboro. Some of them have been well-documented as listings on the National Register of Historic Places and others have not yet had that honor.

TABLE 1: SELECTED HISTORIC RESOURCES

MAP #	ADDRESS	NAME	ALTERNATE NAME	YEAR BUILT	NATIONAL REGISTER	MCPC 1975 PLAN ⁴	TYPE
1	560 N. York Rd.	Dr. Grove Mitchell House		1759	no	yes	building
2	101 Meadowbrook Ave.	Battle of Crooked Billet Monument	Crooked Billet Monument	1861	no	yes	object
3	101 Meadowbrook Ave.	Battlefield of Crooked Billet Battle	Crooked Billet Battleground	n/a	no	no	site
4	301 Jacksonville Road	Roberts & Mander Stove Company	Jacksonville Green	1915	yes	no	multiple
5	410 N. York Rd.	Samuel Shoemaker House		1933	no	yes	building
6	122 N. York Rd.	Isaac Newton Evans Residence		1888	no	no	building
7	32 N. York Rd.	Hatboro Baptist Church and Cemetery		1835	no	no	building
8	112 S. York Rd.	Miller & Cornell Clock			no	no	object
9	118 S. York Rd.	Second Alarmer's Rescue Squad Building	Enterprise Fire Company Original Building	1890	no	no	building
10	122 S. York Rd.	Stone's Bakery	Wood's Bakery	1880	no	no	multiple
11	132 S. York Rd.	Shield's Building		unknown	no	no	building
12	206 S. York Rd.	Burdick's	D. Stone House	1860	no	no	building
13	210 S. York Rd.	Ball's Counting House	Hatboro Federal	1875	no	no	building
14	12 Byberry Rd.	Episcopal Church of the Advent		1889	no	no	building
15	221 S. York Rd.	John Harrison House	Hatboro Federal	1741	no	yes	building
16	243 S. York Rd.	Union Library Company	Hatboro Library	1851	yes	yes	building
17	259 S. York Rd.	Civil War Era Brick House		unknown	no	no	building
18	300 S. York Rd.	Lehman Methodist Church		1836	no	no	building
19	18 Horsham Rd.	Old Mill	Dungworth Mill	1720	no	yes	building
20	414 S. York Rd.	Loller Academy	Borough Hall	1811	yes	yes	building
21	441 S. York Rd.	Cressbrook	Isaac Walton House	1724	no	yes	building
22	440 S. York Rd.	Nathaniel Boileau House	YMCA building	unknown	no	yes	building
23	36 Fulmor Ave.	Hatboro Cemetery		1875	no	no	site
24	104 Mill Rd.	Jacob Walton House		1763	no	yes	building
25	197 E. Mill Rd.	Fisher-Kahn House	Fisher House	1967	yes	no	building
26	328 Mill Rd.	Thomas Walton House		1794	no	yes	building

4 The Montgomery County Planning Commission inventoried historic resources in the county in 1975. Some of Hatboro's historic resources were included in that document.

MAP 2: HISTORIC RESOURCES



HATBORO HISTORICAL TIMELINE

- | | | | |
|-------|--|-------------|---|
| 1715 | Founding of Hatboro with first building - a log cabin by Lawrence Thompson. | 1871 | The borough was incorporated in Pennsylvania. |
| 1745 | John Dawson, a milliner (hat maker), settles in Hatboro, eventually giving the town its name. He turned his house, which was south of Moreland Avenue, into the Crooked Billet Inn. General George Washington dined there and the British used it as their Headquarters during the Battle of Crooked Billet. In 1954 it was torn down. | 1874 | The railroad came to town. |
| 1749 | Hatboro is known by several names, including Crooked Billet, after the tavern. The town is referred to as "the Billet" by George Washington in letters. Lewis Evans published a map referring to it as Hatborough. In 1809 Post Master John Wanamaker shortened it to Hatboro. | 1930s | York Road is widened, many trees and building frontages lost. |
| 1777 | General George Washington and his troops traveled through Hatboro numerous times. | 1938 | Major flood, center of town under two feet of water. |
| 1778 | May 1st Battle of Crooked Billet (Revolutionary War). British Major John Graves Simcoe surprised Pennsylvania Militia General John Lacey and his troops. Sustaining significant casualties, the Continental Army was forced to retreat into Bucks County. | 1940-1944 | Nearby Hatboro, the Willow Grove Air Base in Horsham and Johnsburg Air Base in Warminster attract residents to the area and provide employment for Hatboro residents. |
| 1800s | Hatboro was a stop on the Underground Railroad. | 1940s & 50s | Many of the town farmsteads bulldozed and new homes built for soldiers returning from World War II. |

POPULATION CHARACTERISTICS

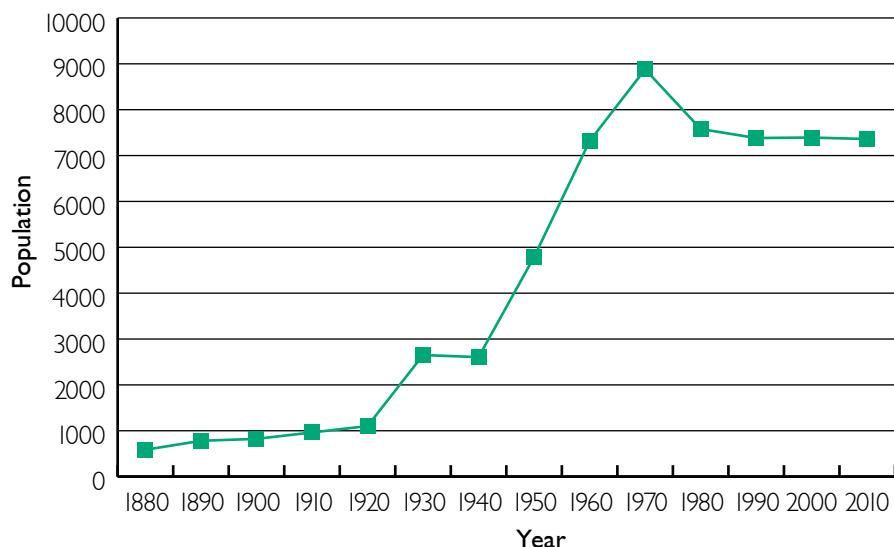
Understanding the characteristics of Hatboro's residents will inform the park amenities needed and influence the recreation programs the borough may choose to offer. This baseline demographic profile will also serve as a reference moving forward.

Population Trends

Hatboro's population in the year 1880 was only 586 residents. The population started to increase dramatically in the 1920s but slowed down for the depression years in the 1930s. The population continued to grow after that, with a peak in 1970 of 8,880 residents. Since then, the population has declined slightly and stabilized around 7,500 residents. The most recent data available estimates the borough's population at 7,436 people.⁵

⁵ U.S. Census Bureau, American Community Survey, 2013-2017.

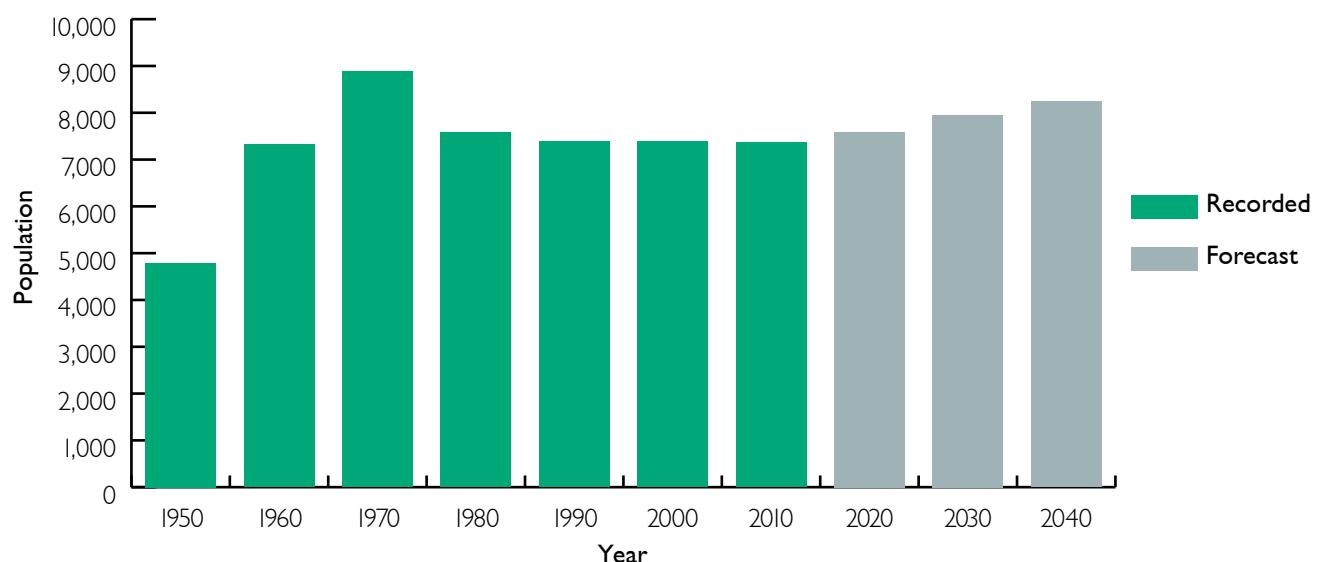
FIGURE 1: HATBORO POPULATION, 1880 - 2010



Population Forecasts

The Delaware Valley Regional Planning Commission (DVRPC) creates population forecasts at the municipal level. Hatboro's population is anticipated to increase slightly in the coming years, once again topping 8,000 residents by 2040.

FIGURE 2: RECORDED AND FORECAST POPULATION



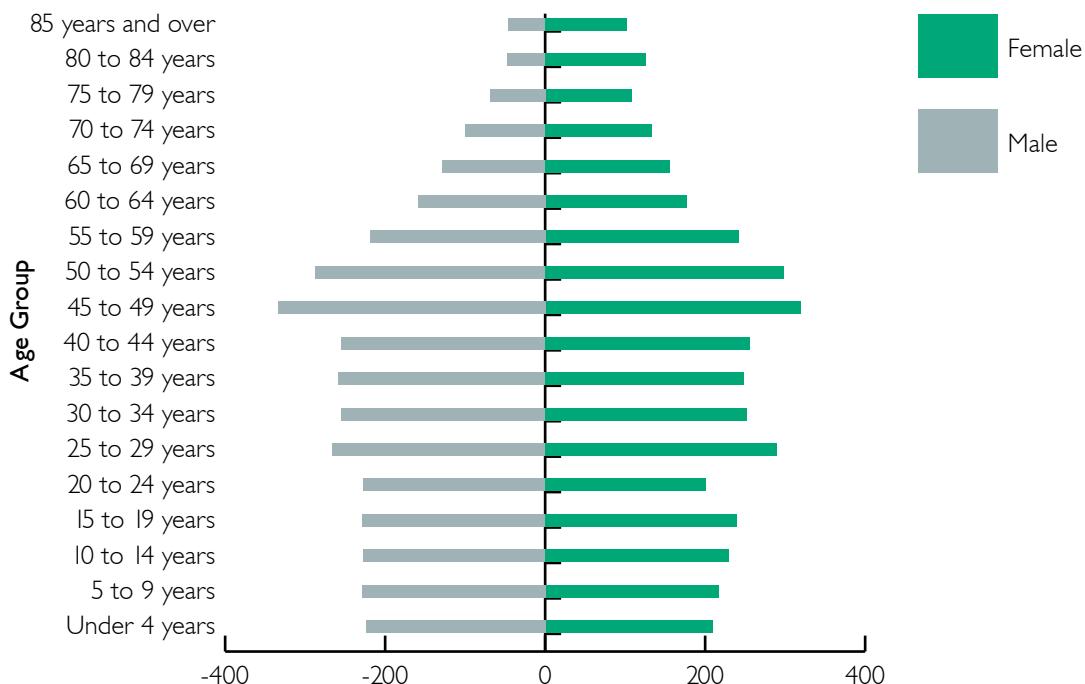
Source: U.S. Census Bureau and Delaware Valley Regional Planning Commission

Age and Sex

Hatboro has a fairly even population and sex distribution, as seen in Figure 3. The population broken into 5-year age groups and separated by male and female shows that residents in their upper 40s and early 50s have slightly greater numbers in the borough than other age groups.

Some municipalities see a drop in population in the 20-39 age range from young adults moving out of the community where they grew up. While Horsham sees a drop like this, Hatboro does not. There are more residents age 20-39 than there are age 0-19. This is a good sign, as younger adults see Hatboro as an attractive place to live.

FIGURE 3: FIVE-YEAR AGE DISTRIBUTION BY SEX



Source: U.S. Census Bureau, 2010 Census

The female population over 70 is nearly double the male population in that same age group. Nationwide, the female population does not come close to doubling the male population until age 80 and over.⁶ One out of every seven Hatboro residents is age 65 or older. With more than 1,000 residents ages 65 and over, Hatboro recognizes the importance of considering the needs of its aging population in its parks and recreation offerings.

The median age of Hatboro residents is 38.5 years old. This is slightly younger than the county average, 41.2 years.

TABLE 2: MEDIAN AGE BY MUNICIPALITY

GEOGRAPHY	MEDIAN AGE
Hatboro	38.5
Ambler	35.5
Souderton	36.6
Horsham	40.7
Upper Moreland	40.6
Montgomery County	41.2

Source: U.S. Census Bureau, American Community Survey, 2013-2017

⁶ U.S. Census Bureau, 2010 Census.

Educational Attainment

The vast majority of Hatboro's residents over 25 years old have graduated from high school (93 percent), and one third of them have gone on to receive a bachelor's degree or higher. When compared to surrounding municipalities and similar boroughs, Hatboro tends to have both more residents who have finished high school and fewer residents with an advanced degree. A higher percentage of Hatboro's residents fall into the middle – with a high school degree or some college, but without a bachelor's or graduate degree.

Although a smaller percentage of Hatboro residents over 25 years old have attained a bachelor's degree or higher than the average Montgomery County resident, it is worth noting that Montgomery County leads the Greater Philadelphia Region in educational attainment. Compared to the nation as a whole, Hatboro's residents have similar rates of higher education – the percentage of U.S. residents over 25 who attained a bachelor's degree or higher is 34.2 percent⁷ compared to Hatboro's 33.3 percent.

7 U.S. Census Bureau, Current Population Survey, 2017, Annual Social and Economic Supplement.

TABLE 3: EDUCATIONAL ATTAINMENT COMPARED TO OTHER MUNICIPALITIES

GEOGRAPHY	LESS THAN HIGH SCHOOL GRADUATE	HIGH SCHOOL GRADUATE (INCLUDES EQUIVALENCY)	ATTENDED COLLEGE: ASSOCIATE'S DEGREE OR NO DEGREE	BACHELOR'S DEGREE OR HIGHER
Hatboro	6.9%	28.9%	31.0%	33.3%
Ambler	8.9%	27.1%	21.7%	42.3%
Souderton	13.8%	39.1%	22.6%	24.6%
Horsham	4.9%	24.8%	23.0%	47.3%
Upper Moreland	4.8%	30.1%	26.1%	39.0%
Montgomery County	5.9%	24.1%	21.9%	48.2%

Source: U.S. Census Bureau, American Community Survey, 2013-2017



Moonlight Memories Car Show.

Racial and Ethnic Diversity

Hatboro's residents primarily identify as White, with over 90 percent reporting that as their only racial affiliation. Other racial groups are also represented. The largest group after White is African American, three percent, and there are also Asian and multi-racial residents. Hispanic residents add to the diversity of the community.

TABLE 4: RACE OF HATBORO RESIDENTS

RACE	NUMBER	PERCENTAGE
White	6,913	93%
Black or African American	232	3%
American Indian and Alaska Native	0	0%
Asian	71	1%
Native Hawaiian and Other Pacific Islander	0	0%
Some other race	66	1%
Two or more races	154	2%

Source: U.S. Census Bureau, American Communities Survey, 2013-2017

Hispanic or Latino residents may identify as any race on the Census data form, but then clarify that they are from a Spanish-speaking culture by responding affirmatively to the question of whether they are Hispanic or Latino. About six percent of Hatboro residents identify as Hispanic or Latino. Most of Hatboro's Hispanic or Latino residents indicate that they have Puerto Rican ancestry.⁸

TABLE 5: HISPANIC OR LATINO ORIGIN OF RESIDENTS OF HATBORO AND OTHER MUNICIPALITIES

GEOGRAPHY	HISPANIC OR LATINO (OF ANY RACE)	PERCENT
Hatboro	426	6%
Ambler	640	10%
Souderton	826	12%
Horsham	617	2%
Upper Moreland	1,373	6%
Montgomery County	39,971	5%

Source: U.S. Census, American Communities Survey, 2013-2017

Although Hatboro is not as diverse as many other municipalities, its diversity has been increasing over time, and is likely to continue increasing as the racial and ethnic composition of the population changes countywide and nationally. In 1990, only 1.5 percent of residents did not identify as "White alone," but in 2010 that increased to 7.6 percent.

EMPLOYMENT

This plan examines first the income and employment of Hatboro's residents, then summarizes employment at Hatboro businesses.

Income and Employment of Hatboro Residents

Per capita income is a metric that looks at income spread out among all people, including children. Although children are not significant wage earners, counting them in this metric shows how much money each individual person has available for food, housing, and other spending. Hatboro's per capita income of \$35,737 is 79 percent of the county's per capita income of \$45,048.

TABLE 6: INCOME

GEOGRAPHY	PER CAPITA INCOME
Hatboro	\$35,737
Ambler	\$34,200
Souderton	\$31,138
Horsham	\$46,530
Upper Moreland	\$35,978
Montgomery County	\$45,048

Source: U.S. Census Bureau, American Communities Survey, 2013-2017

8 U.S. Census, American Communities Survey, 2013-2017.

Approximately 72 percent of Hatboro residents ages 16 and over are in the labor force.⁹ Of the population ages 16 and over, 67 percent are employed; these 4,139 people live in Hatboro and have some type of full- or part-time job.¹⁰ The unemployment rate¹¹ is 5.5 percent. This is a bit higher than the county-wide rate of 3.6 percent, indicating that there are approximately 340 residents of Hatboro ages 16 and over who would like to be working but cannot find a job.

Approximately 28 percent of residents ages 16 and over are not in the labor force; they are not working nor are they actively seeking employment.

Hatboro residents work in a wide variety of industries. The primary industry sector of workers who live in Hatboro is Health Care and Social Assistance (17.8 percent of workers). Retail trade comes in second with 11.0 percent of workers.¹²

TABLE 7: EMPLOYMENT

GEOGRAPHY	POPULATION 16 YEARS AND OVER	IN LABOR FORCE (PERCENT)	EMPLOYED (PERCENT)	UNEMPLOYED (PERCENT)	NOT IN LABOR FORCE (PERCENT)
Hatboro	6,177	72.3	66.8	5.5	27.7
Ambler	5,215	74.5	68.2	6.3	25.5
Souderton	5,371	73.9	71.0	2.9	26.1
Horsham	20,778	74.9	71.5	3.0	25.1
Upper Moreland	19,545	70.2	66.7	3.5	29.8
Montgomery County	660,676	68.2	64.6	3.6	31.8

Source: U.S. Census Bureau, American Communities Survey, 2013-2017

⁹ "In the labor force" is defined by the Census Bureau as anyone who is either employed, has looked for work in the past four weeks, or is working 15 or more unpaid hours per week in a family business.

¹⁰ U.S. Census, American Communities Survey, 2013-2017.

¹¹ The unemployment rate is the percent of people ages 16 and over who are actively looking for work but not currently working.



Station Park Office Building.

Employment and Employers in Hatboro

A wide variety of commercial and industrial businesses operate in Hatboro. Industrial uses are concentrated in the eastern part of the borough along and near Jacksonville Road and Warminster Road. Retail uses in Hatboro are located primarily along York Road from Horsham Road through Summit Avenue. Office uses are found sporadically all along York Road and in one parcel along County Line Road. Some businesses operate in mixed-use buildings, with a store or office on the first floor and an apartment above. Mixed-use buildings are primarily located along York Road.

The jobs available in Hatboro are primarily in Retail (37.4 percent), followed by Other Services¹³ (10.6 percent), Health Care and Social Assistance (8 percent), Manufacturing (7 percent), and Administration & Support, Waste Management and Remediation (6 percent).¹⁴

The retail corridor on York Road has seen revitalization and investment, with new businesses opening and a low vacancy rate. Data from CoStar (a database of commercial real estate data) shows that the vacancy rate of retail properties within Hatboro's business district reached a ten year high of 9.2 percent in the third quarter of 2010. Following a significant drop in vacancies in 2013, the vacancy rate has stayed below four percent through the second quarter of 2019.¹⁵

In 2013, the most recent year for which a full count is available, National Establishments Time Series (NETS) counted 3,816 jobs located in Hatboro. The ten largest employers are shown below. Of these large employers, about one-third are located in Station Park – a large office and industrial complex on Warminster Road.

Station Park contains 93,000 square feet of warehouse space, over 300,000 square feet of office space, and a day care. The site offers a cafeteria and fitness center as amenities for employees. As of May 2019, the space was 91 percent occupied, with some warehouse and office space available.

TABLE 8: HATBORO'S LARGEST EMPLOYERS, 2017

NAME	NUMBER OF EMPLOYEES (2017)
YMCA	222
ROI ARC LLC*	176
Hatboro-Horsham School District	119
Financial Business and Consumer*	111
Borough of Hatboro	101
Bernie's Hatboro Restaurant	97
Linda's Stuff, Inc.*	77
Delaware Valley Concrete Company, Inc.	73
Zeo Brothers Productions, Inc.	65
Yarrington Milles Corp.	63

Source: Berkheimer Associates

*These businesses are located in Station Park.

As of the U.S. Census Bureau's 2012 Economic Census, there were 268 total business establishments in Hatboro. Retail stores make up 17 percent of the total business establishments in Hatboro (46 stores), which represents a higher percentage of business establishments in the Retail Trade Industry Sector than the comparison municipalities or the county as a whole. Hatboro also has a higher percentage of manufacturing (21 businesses) and Other Services¹⁶ (48 businesses) establishments than comparison municipalities or the county as a whole.

EXISTING LAND USE

The approximately 900,000 acres of land that make up Hatboro is used in a wide variety of ways. That use of land determines what exists and happens in the borough. Hatboro is approximately 1.5 square miles and is

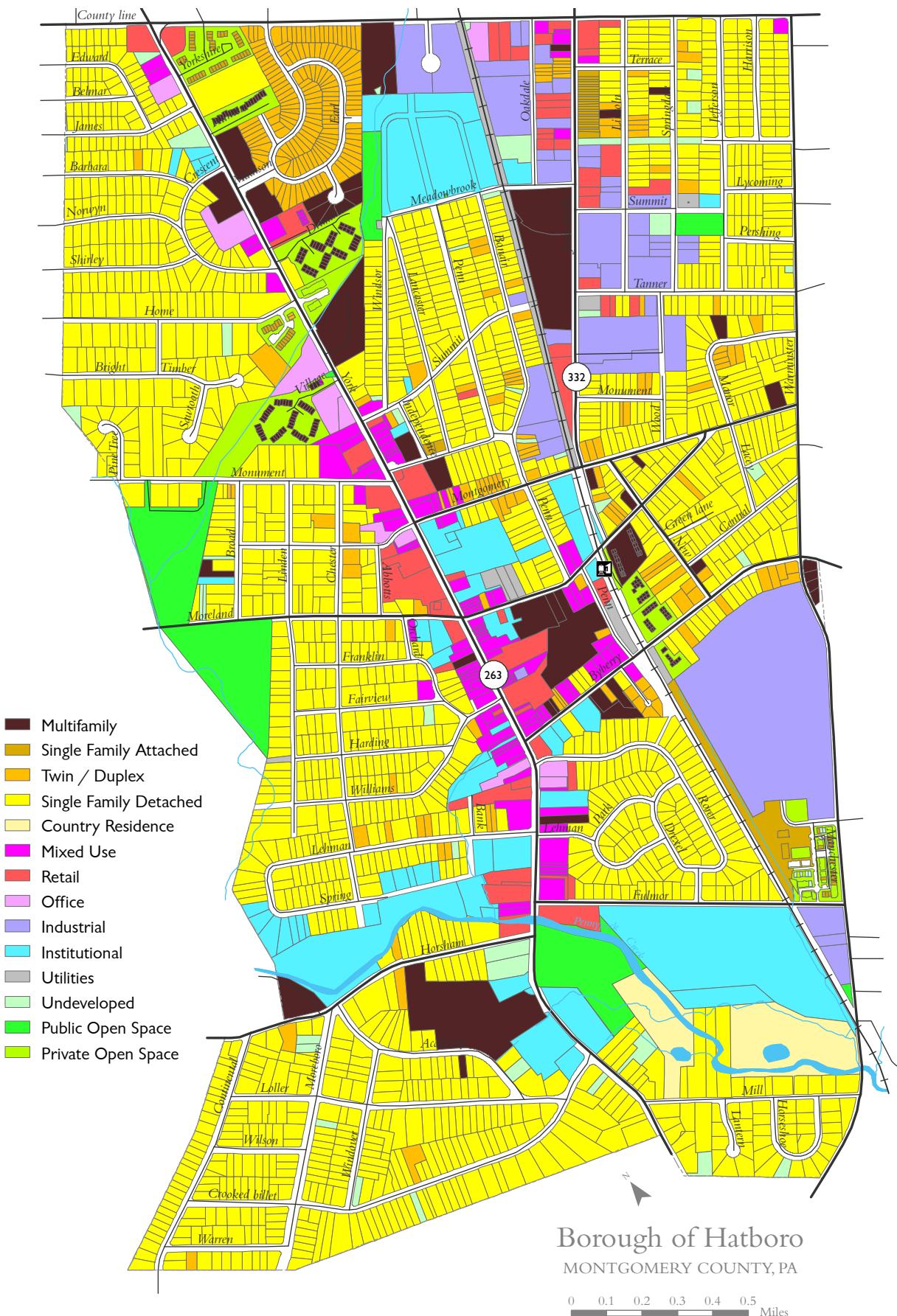
¹³ "Other Services" includes automotive repair and maintenance, personal services such as barber shops and salons, funeral services, religious organizations, and furniture repair.

¹⁴ All job sector data comes from U.S. Census Bureau's "On the Map" tool, and is from 2015.

¹⁵ CoStar proprietary data, accessed May, 2019.

¹⁶ "Other Services" includes automotive repair and maintenance, personal services such as barber shops and salons, funeral services, religious organizations, and furniture repair.

MAP 3: EXISTING LAND USE



predominantly built out. Only 3.8 percent of land is undeveloped which leaves little room for new development. Any future changes to land use will mostly be a result of infill development or changes in use of existing properties.

Hatboro's land area can be divided into some broad categories of land use types. The largest category is residential; about 66 percent of Hatboro's land area contains a **residential** use (multifamily, single-family attached, twin/duplex, single-family detached, or country residence¹⁷). Most land designated as **mixed-use** has a residential and commercial component on the same property; these make up about three percent of Hatboro's land area. **Commercial** uses such as retail and office constitute five percent, while **industrial** is about eight percent of land area. **Institutional** uses such as schools, cemeteries, and churches make up 10 percent of land area. Public and private **open space** and undeveloped land make up eight percent of land area. Land for roads, bridges, and railroad tracks are not separated out in the analysis of existing land use; rather, these aspects are included with the parcel with which they are best associated.

TABLE 9: PERCENT OF TOTAL LAND AREA USED FOR EACH PURPOSE

LAND USE CATEGORY	PERCENTAGE OF LAND
Residential	66%
Institutional	10%
Industrial	8%
Open or undeveloped	8%
Commercial	5%
Mixed-use	3%
Utilities	1%

Hatboro's existing land use patterns show a main street corridor with a variety of uses that runs north-south through the center of the borough along York Road (State Route 263). There is an industrial area in the east, and an east-west institutional corridor near

the southern end of the borough. Residential areas surround the other uses, constituting the majority of the land area throughout the borough. Multi-family housing is located close to the train station or other non-residential uses. The central location of the commercial and mixed-use corridor allows walkable access to this business district from all of the residential areas.

TERRESTRIAL FEATURES

Land features such as the underlying geology and soils, topography, slopes, and land surface – pervious or impervious – create the base for the built environment and our lived experiences.

Geology

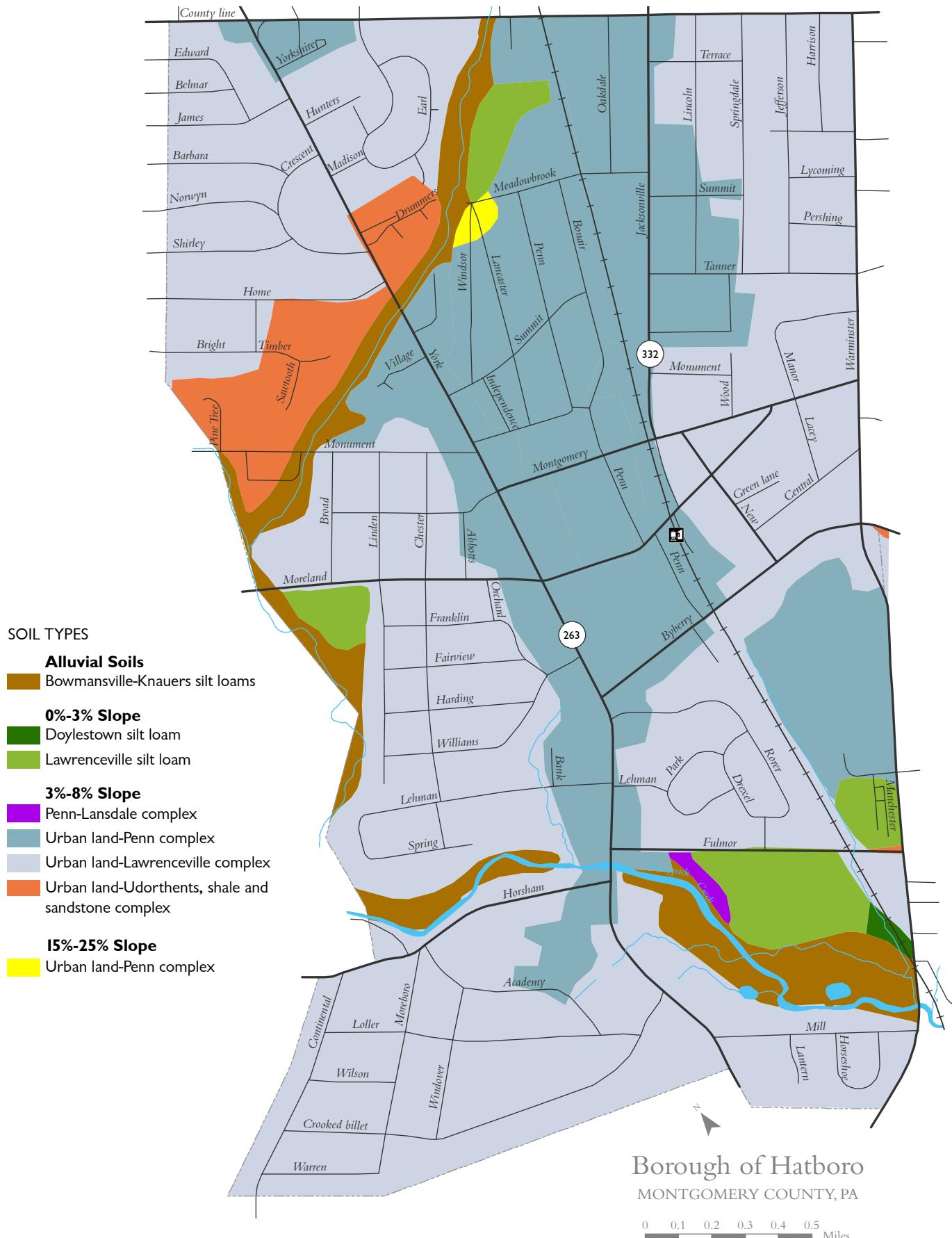
The entire borough of Hatboro is located over the Stockton Formation, a layer of sedimentary rock comprised of sandstones, siltstone, and shale deposited over 200 million years ago. Groundwater yield is high and sinkholes are rare in the Stockton Formation.

Soils

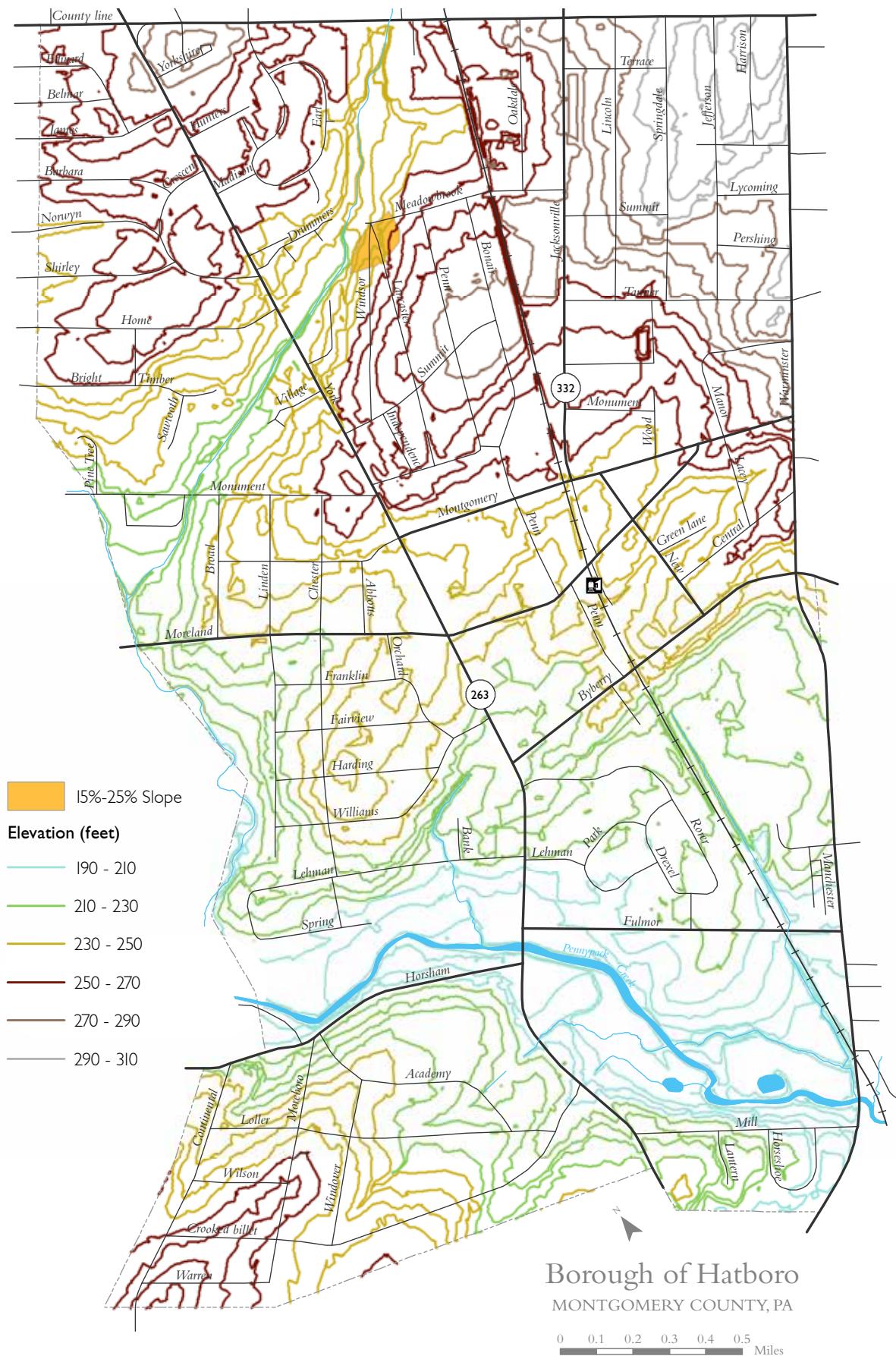
Soils naturally develop as local bedrock weathers, but they are also influenced by human activity, vegetation, and the activity of soil organisms. Soils differ in color, mineral characteristics, fertility, texture, erodibility, and depth to bedrock and groundwater. Alluvial soils, drain poorly and are prone to flooding. There are alluvial soils located along and under waterways in Hatboro. These soils have been deposited by flowing water and often form aquifer recharge areas. The Bowmansville soils noted in the map are alluvial soils. The Bowmansville series consists of very deep, poorly and somewhat poorly drained soils. They formed in recent alluvial deposits derived from upland soil materials weathered from dolerite or basalt. They are on floodplains with smooth slopes of 0 to 3 percent.

¹⁷ A country residence is a single-family home on a parcel of land that is five acres or greater in size.

MAP 4: SOIL TYPES



MAP 5: TOPOGRAPHY AND STEEP SLOPES



Soil structure is altered when development occurs. Other than the alluvial soils in Hatboro, most other soils are designated as “urban soils,” disturbed from their original composition.

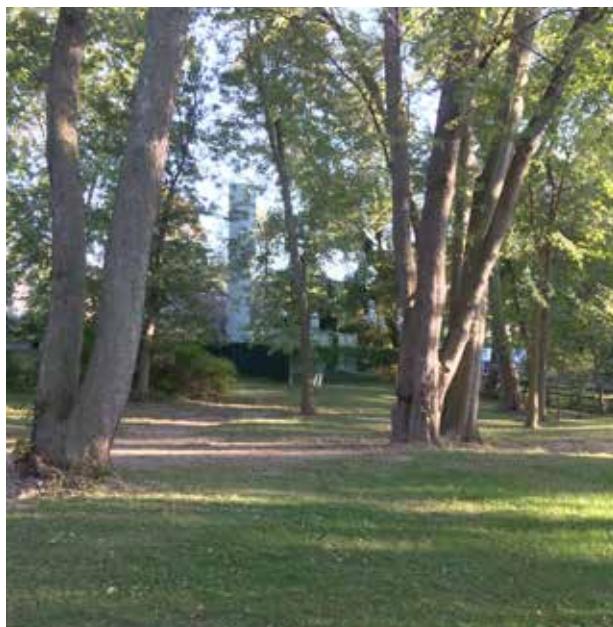
Topography and Slopes

Most of Hatboro contains only gentle slopes, with only one area of more steeply sloping land close to Crooked Billet Elementary School (see Map 5). Steeper slopes are undesirable for development because of the increased risk for erosion, water runoff, and the amount of grading needed for building stabilization. The area of steepest slope is already developed, but reducing the impervious surface near steep slopes will help avoid erosion in the area.

The highest elevations in the borough are found in the northeastern corner of Hatboro, in the neighborhood of Tanner Farms. Water drains from higher to lower areas during rainfall events, running across the land in between on the way.

Tree Cover

Trees provide many benefits to the borough including improving air quality, decreasing stormwater runoff, and countering the “urban heat island effect.” Trees have aesthetic benefits and serve as habitat for birds and other wildlife.



Mature trees at the south end of Eaton Park.

Studies show that shopping districts lined with trees have better sales than those without street trees.

The largest concentrations of trees in Hatboro are located along the Pennypack Creek and its tributary. Since this wooded area is almost entirely in the floodplain, it is unlikely to see significant development. Preserving other wooded areas, such as behind Crooked Billet Elementary School and on a large parcel on York Road, should be a priority.

Tree cover is minimal along York Road, though there are street trees in the central business district. Other areas of Hatboro that are especially in need of additional tree cover include:

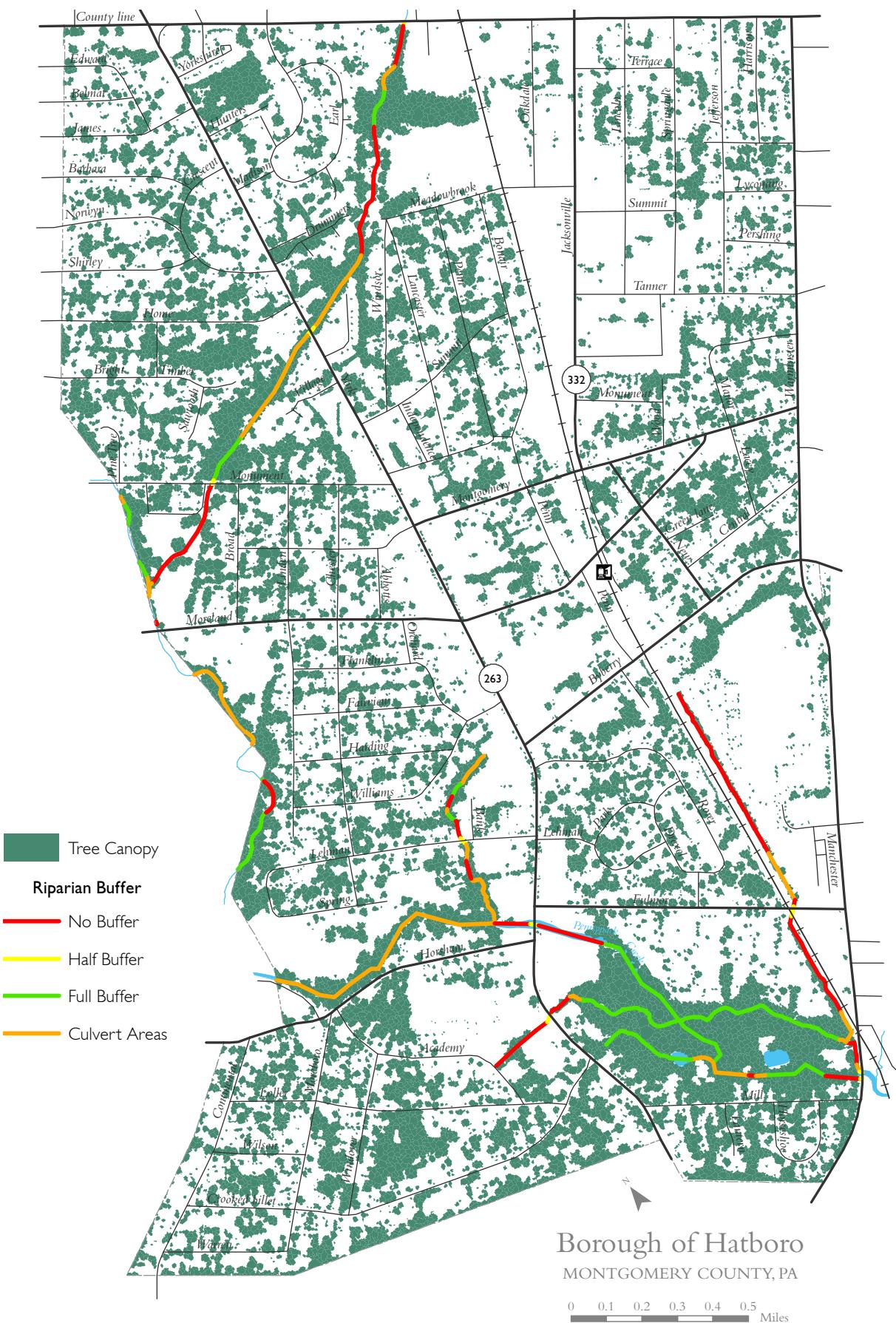
- Station Park
- Industrial areas
- Victorian Village, Loller Academy, and the YMCA

Hatboro has a Shade Tree Commission established by ordinance and charged with advising the borough on matters of environmental impact including land development, park development, and downtown revitalization. In practice, the Shade Tree Commission conducts an annual inventory of street trees in the business



Trees provide shade for shoppers on York Road.

MAP 6: TREE CANOPY AND RIPARIAN CORRIDOR ANALYSIS



district and advises the borough on issues related to tree cover in the borough.

Riparian Buffer

A riparian buffer is the forested or vegetated lands areas adjacent to waterways. Trees and shrubs along streams help protect water quality and reduce flood peaks. Riparian buffers protect streams from erosion, reduce water temperatures, and benefit the ecosystem in and around the stream.

Map 6 shows where riparian buffers of at least 50 feet in width are located on one or both sides of a waterway. Many areas along Hatboro's streams have inadequate or nonexistent riparian buffers. Although adding riparian buffers in some locations, such as along the railroad tracks, is nearly impossible there are many areas that have room for improved riparian buffers. These should be priority areas for planting native vegetation and for tree maintenance and protection.

Hatboro plans to install riparian buffers in Eaton and Memorial Parks in the near future.

Impervious Surface

Hatboro has large amounts of impervious surface due to the levels of development in the borough. Adding trees, removing pavement, and finding ways to encourage stormwater retention on site such as through rain barrels, downspout planters, or green roofs will help counter the negative effects of impervious surface coverage.

Impervious surface is any hard surface that does not allow water to seep directly into the ground at that spot. On undisturbed land, some infiltration of stormwater typically occurs. But on an impervious surface, all of the rainwater has to go somewhere else – it runs off towards storm drains and waterways. This stormwater runoff takes with it all of the pollutants that are found on these impervious surfaces, including automotive fluids and salt. As water flows over these impervious surfaces, it increases in temperature. Warm water doesn't hold as much dissolved oxygen and encourages nuisance algae growth. Large amounts of impervious surfaces increase

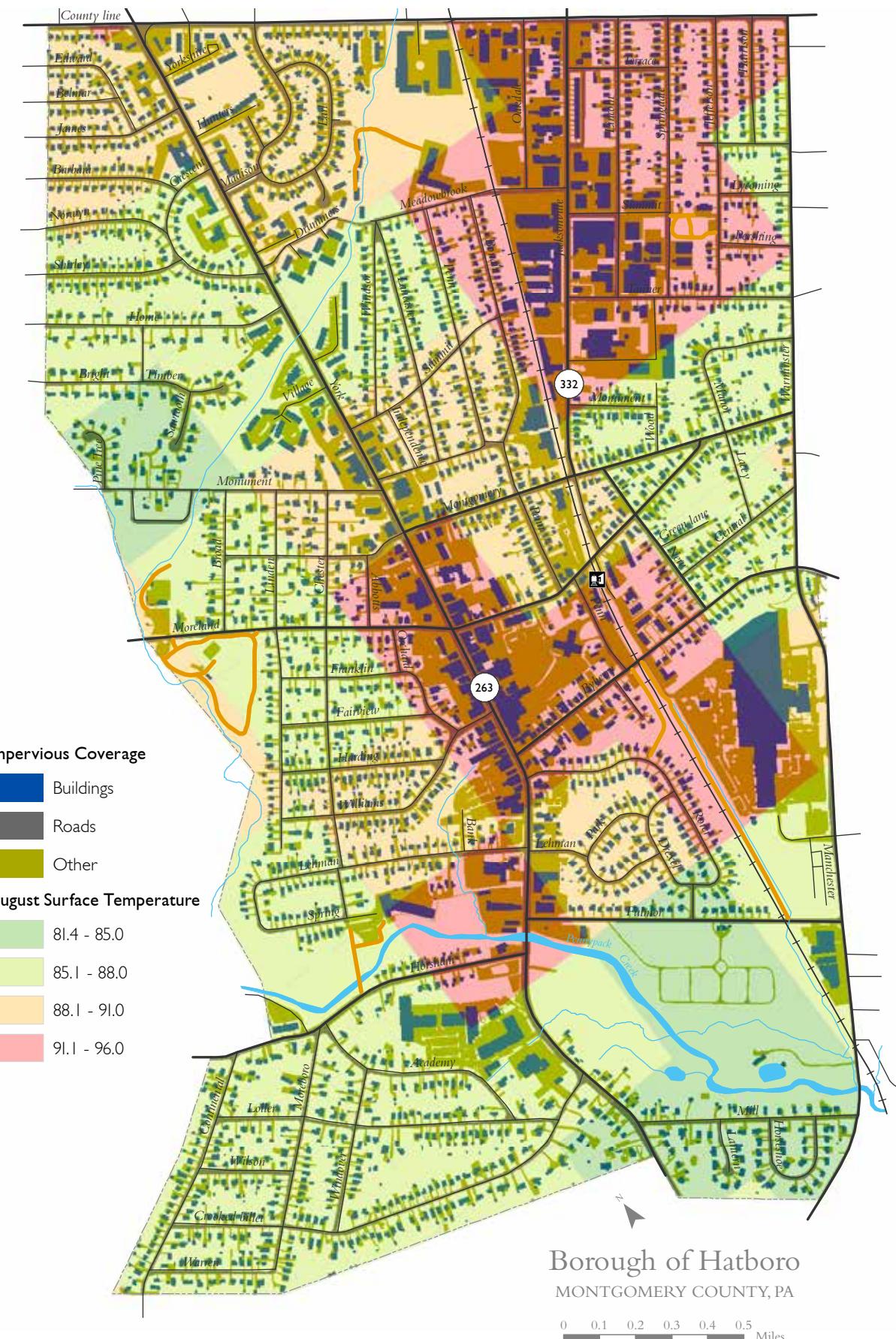


Riparian area along the Pennypack Creek.



Rainwater cannot infiltrate on impervious surfaces like this parking lot for the Garner House Apartments.

MAP 7: AREAS OF IMPERVIOUS SURFACE AND URBAN HEAT ISLANDS



Source: University of Vermont, Spatial Analysis Laboratory. Temperature samples from August 28, 2010.

water flows into streams, thus increasing the likelihood of flooding and stream bank erosion.

Urban heat island. Areas of impervious surface without trees are called “urban heat islands” because they have a much higher temperature in the heat of summer. A well-shaded area in the same town that has an “urban heat island” can be much cooler, decreasing the need for air conditioning and creating a much more pleasant environment. Shade trees make a big difference in the environment in the heat of summer. (See Map 7.)

WILDLIFE

Hatboro has large populations of Northern White-tailed deer and Canada geese; animals that can be nuisances and cause environmental problems. Land use and development patterns have encouraged their populations and there is also a lack of predators that would control their populations naturally.

Two distinct populations of Canada geese can be found in Montgomery County, both native to this area. Migratory Canada geese nest in localized areas and migrate annually to winter in the continental United States or northern

Mexico. Resident Canada geese nest and reside in the county and typically do not migrate to annual wintering grounds. Both migratory and resident Canada geese are legally considered migratory waterfowl and are afforded protection under the Migratory Bird Treaty Act. In Montgomery County, negative impacts are primarily attributed to the resident Canada goose population.

Negative impacts of geese include degraded water quality due to goose droppings washing into waterways when it rains. The organic material, nutrients, and pathogens are detrimental additions to the stream and can pose a health risk for people. Geese are also a nuisance in parks and along trails. Goose droppings reduce enjoyment of open space by people and geese can also be aggressive and territorial towards park users, especially when incubating eggs. Managing habitats in ways that discourage geese can help limit their numbers. Geese prefer access to waterways with short grass; restoring riparian buffers will help naturally discourage geese.

White-tailed deer are native to Pennsylvania, inhabiting woodland areas. Development reduces habitat, forcing them into remaining



areas which include stream corridors, parks, and even open space in neighborhoods. As deer habitat is reduced and deer populations or population density increase, negative impacts on vegetation and water quality may result.

Deer consume significant vegetation, and may have substantial impacts to landscaping on private or public lands. As populations increase, deer become less selective in what they eat. In addition, deer feeding in a woodland area can prevent adequate regeneration of the forest and reduce certain tree and shrub species over time. The long-term impact on eastern Pennsylvania's woodlands from deer-browsing is quite serious, as it disrupts the natural cycle of growth and maturation of native forests.

Deer crossing roadways present a danger to motorists, especially at night. According to the Pennsylvania Department of Transportation (PennDOT), over 4,000 vehicle crashes involving deer occur in Pennsylvania each year (about 3.2 percent of reportable crashes).¹⁸ And as with goose droppings, deer droppings degrade water quality of receiving streams, especially in isolated woodlands with smaller streams, which lack

assimilative capacity.

The presence of other native species such as opossums, foxes, and bats can have benefits for the borough and should be encouraged. Opossums eat ticks, bats eat mosquitoes, and foxes eat mice and rats. Encouraging these species, to an appropriate extent, can have major pest control benefits for the residents of Hatboro. Some problematic insect species can be found in Hatboro, and their spread can be impacted greatly by measures taken by private individuals. Mosquitoes are tested for West Nile Virus by the Montgomery County Office of Public Health (OPH), which will spray an area if West Nile is found. Educating the public about the dangers presented by ticks and Lyme disease is important public service. Many people are unaware that mice carry ticks and that they and their pets are at risk from these pests in their own back yards as well as other locations. Sharing information that encourages people to use insect repellent and check themselves and their pets for ticks will help keep residents safe from tick bites and tick-borne illnesses.

Invasive insect species that harm trees in the borough are also appearing in Hatboro. Educating the public about insects like the Spotted Lanternfly and the Emerald Ash Borer can help authorities with control measures and save trees in the borough.



Pennypack Creek near Pennypack Elementary School.

WATER

Water is perhaps our most important natural resource since clean water is essential for all life. This section discusses surface water features, stormwater, household water, and wastewater. Waterways within Hatboro include the Pennypack Creek and Blair Mill Run - a major tributary of the Pennypack. There are also smaller waterways and ephemeral drainage areas in several places throughout the borough. It is likely that other waterways and wetlands previously existed in the borough but have been drained or filled for development.

The National Wetlands Inventory identifies one area of wetlands in Hatboro at the back of Miller Meadow that continues east through several private properties. Wetlands are areas of land that are either permanently or seasonally saturated with water. They provide valuable ecological benefits including serving as riparian habitat, flood and erosion control, groundwater recharge, and as a filtration system for pollutant and sediment removal. In addition, certain aquatic and amphibious animals, and different species of grasses, sedges, and wild flowers rely on the wetland ecosystem for survival. The wetland area in and near Miller Meadow should be carefully preserved and protected.

All of the waterways in Hatboro are listed by the Pennsylvania Department of Environmental Protection as “impaired,” meaning they are polluted in some way. Urban runoff is a cause of siltation, or fine mineral particles in the water, for all of the waterways, but metals from industrial sources are listed as a source of impairment for the branch of Blair Mill Run that runs through Celano Park and crosses York Road.¹⁹

Watersheds

Watersheds represent the land area in a region that drains into a common body of

water. Hatboro is located in the Pennypack Creek Watershed, which in turn is part of the Delaware River watershed. The actions of the borough affect downstream residents of the watershed, just as those upstream affect Hatboro. Proper management of the Pennypack Creek Watershed reduces the risk of flooding and ensures that the water remains clean. This requires coordination with other municipalities who share the same watershed.

State law requires watershed level planning for stormwater management. In 2012, the Pennypack Creek Watershed Act 167 Plan was prepared by consultants from the Center for Sustainable Communities at Temple University. This plan calls for coordinated stormwater management throughout the watershed.

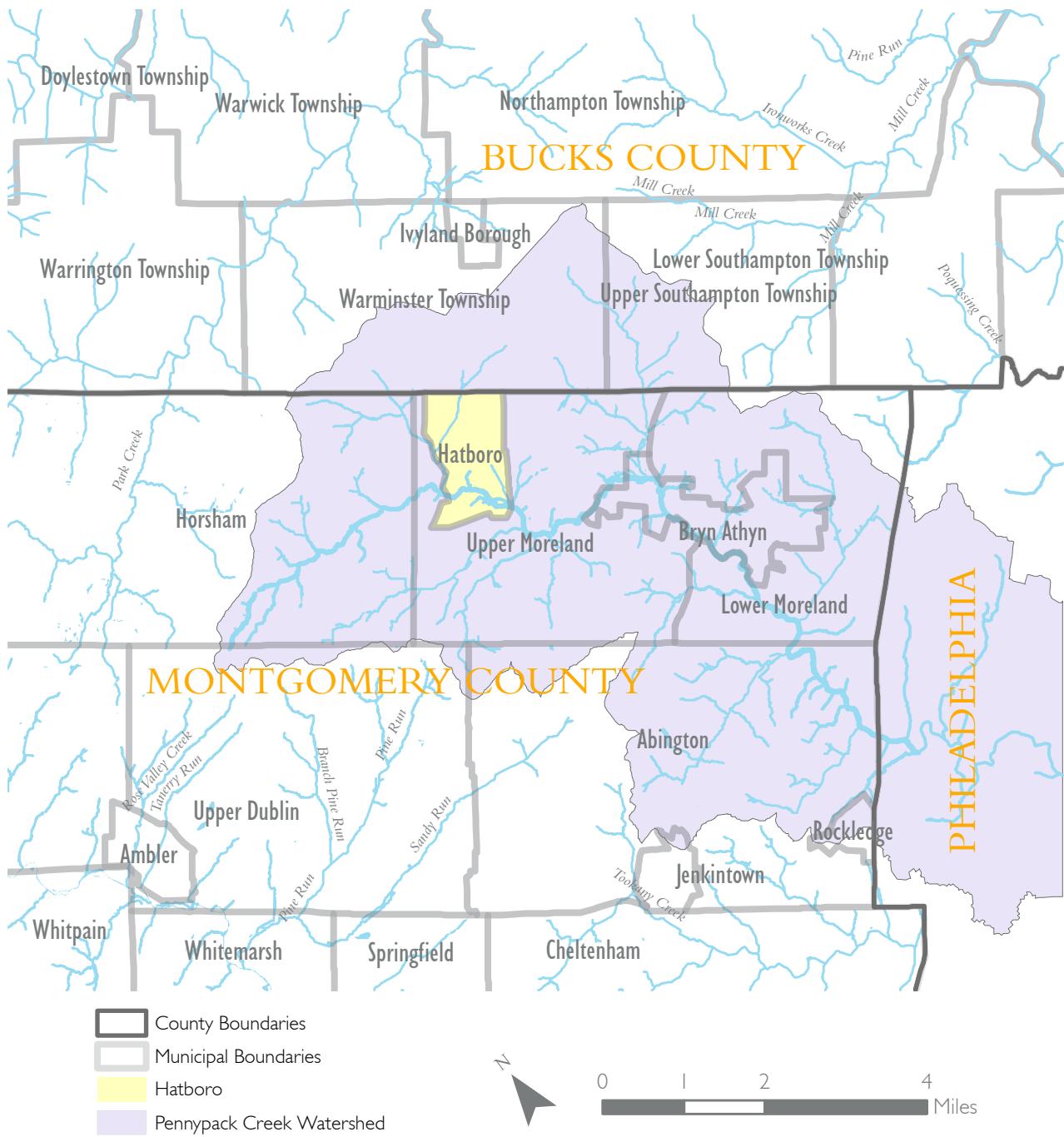
Floodplains and Flooding

Floodplain areas are designated by the Federal Emergency Management Agency (FEMA), and were most recently remapped in 2016. As defined by FEMA, land in the 100-year floodplain has a one percent chance of flooding each year. Land in the 500-year floodplain has a 0.2 percent chance of flooding each year. These flooding rates are based on past flood rates; a higher frequency of severe storms means that “100-year storms” occur much more often than they used to.

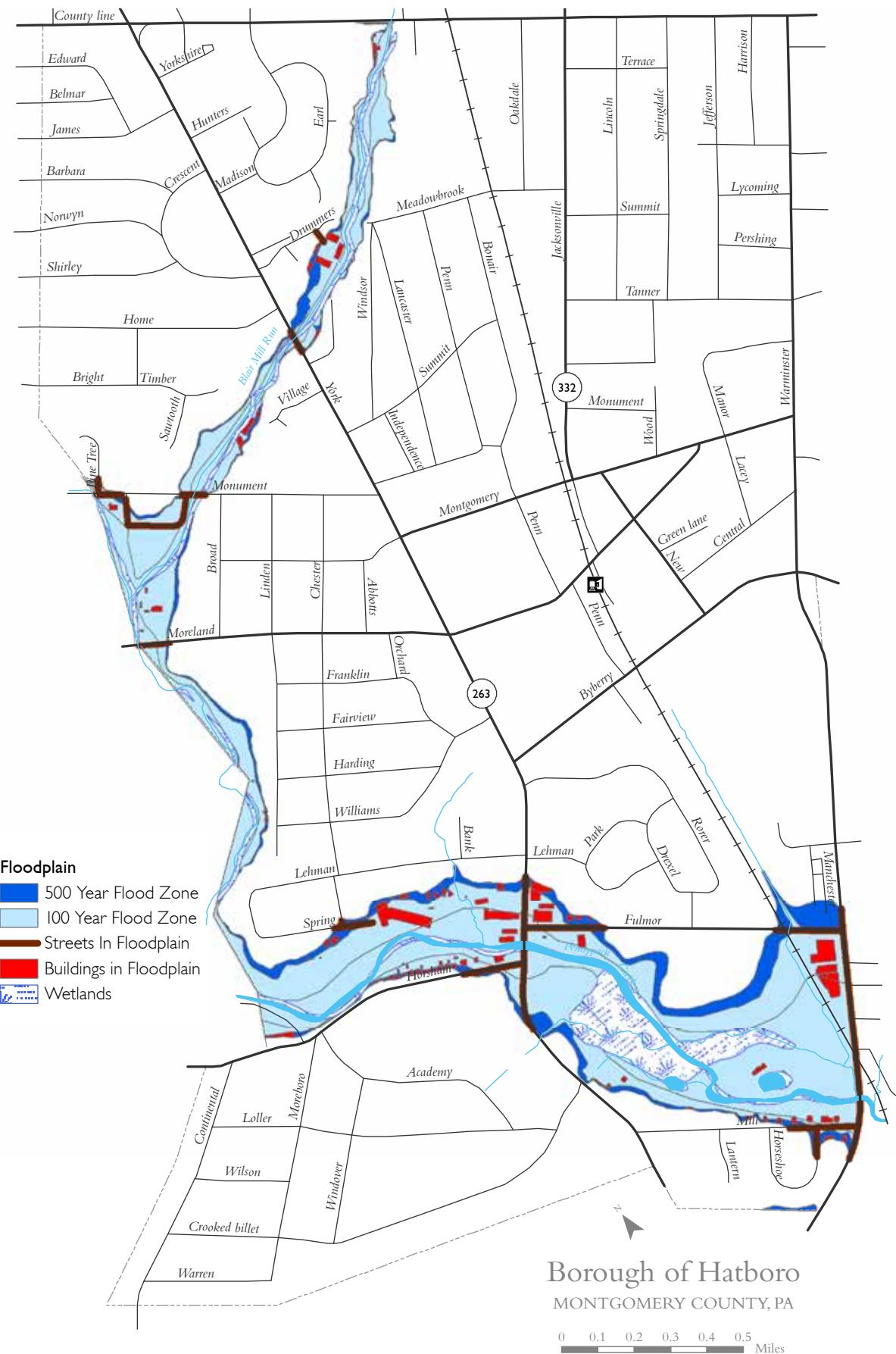
The *Montgomery County 2017 Hazard Mitigation Plan* identified numerous structures within the 100-year floodplain. Stream corridor restoration and the protection of riparian buffer zones can reduce the impacts of flooding. Additionally, routine inspection of waterways and culverts to remove any impediments will keep waterways moving during storm events. The county map from 2017 (Map 10, page 28) shows the number of structures in the 100-year floodplain throughout the county. Hatboro is a hotspot, with many structures located in floodplain areas. Buildings in the floodplain are at risk, and if roads in the floodplain become impassable, some residents may be cut off from access to emergency services. Strongly discouraging

¹⁹ PA Department of Environmental Protection 2016 Integrated Water Quality Report Map Viewer: <http://www.depgis.state.pa.us/integratedreport/index.html>

MAP 8: PENNYPACK CREEK WATERSHED



MAP 9: FLOODPLAINS, WETLANDS, AND BUILDINGS AND ROADS LOCATED IN FLOODPLAINS

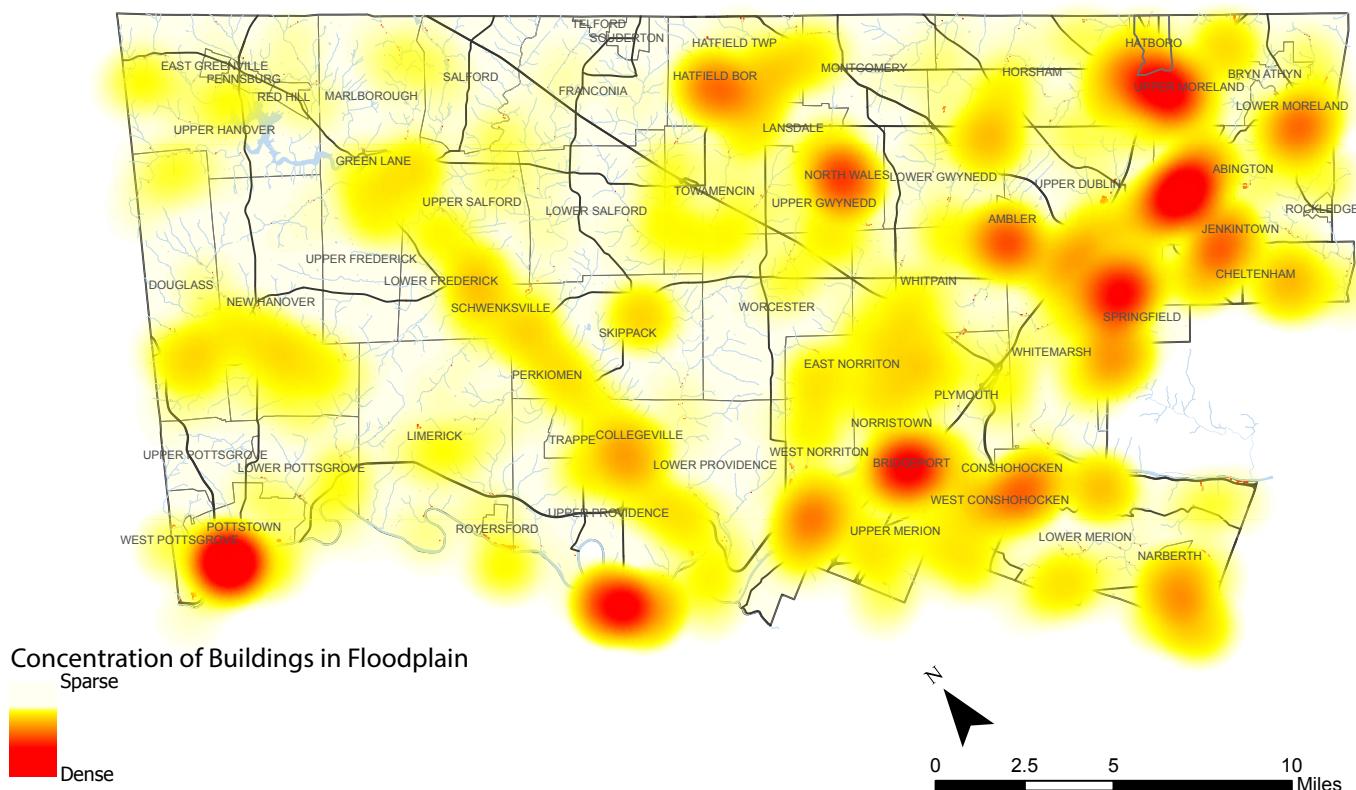


any future development from occurring in the floodplain will help with the borough's efforts to combat flooding problems.²⁰

Many residents and public officials in Hatboro have concerns about stormwater management because roads and private property flood during large rain events. Improving stormwater management in Hatboro is a large and difficult project, but an important one for the health and safety of its residents and infrastructure. Ideally, stormwater management should become an integral part of the thought process for any construction project in Hatboro.

²⁰ Montgomery County has developed a model ordinance that can be referenced to strengthen Hatboro's existing floodplain ordinance.

MAP 10: BUILDINGS IN THE 100-YEAR FLOODPLAIN IN MONTGOMERY COUNTY



CLIMATE CHANGE

In the Greater Philadelphia Region, climate change is causing increases in storm frequency and intensity and average temperatures are rising. Annual average temperature is predicted to rise anywhere between three and eight degrees Fahrenheit by the end of the century (2099), depending on how successful humans are in reducing the concentration of greenhouse gases in the atmosphere. The number of days over 95 degrees Fahrenheit could go from fewer than ten to more than 50 if serious action on climate change is not undertaken. Total annual precipitation is predicted to increase by about six inches by the end of the century, but extreme precipitation events are also predicted to increase, especially in winter.²¹

More heavy rain and snow events and more extreme heat days will have a myriad of effects on the built environment, the natural environment, and the health and welfare of people. Impacts on stormwater systems, municipal services such as snow clearing and refuse collection, transportation infrastructure, emergency services, and public health²² can be expected. Hatboro can proactively adapt to future climate change by planning with that in mind.

Resiliency to the effects of climate change will require infrastructure in good working order and strong community support and organization in the case of severe weather events. Emergency services will need to be locally available, highly trained, well-staffed, and have appropriate supplies and materials. In addition, anything that helps mitigate the impacts of severe weather is part of becoming more resilient. Actions such as planting trees, improving stormwater

management, and maintaining public spaces that can support those struggling in heat without air conditioning will help the borough be more resilient to the effects of climate change.

²¹ DVRPC Municipal Implementation Tool #31, "Municipal Management in a Changing Climate," July 2018. <https://www.dvRPC.org/Products/MIT031/>

²² Further information on the impact of climate change on public health is available at: <https://www.cdc.gov/climateandhealth/>

Chapter 2

Public Engagement

The public engagement process for this plan consisted of three public meetings, a public survey, monthly steering committee meetings, numerous field trips, interviews with key stakeholders, and public outreach at various community events. This planning effort was conducted concurrently with the development of a comprehensive plan for the borough. All public outreach conducted here also included the solicitation of input into the comprehensive plan. Adoption of that plan is expected around the same time as the adoption of this document.

PUBLIC SURVEY

A survey was open to the public for four months from October 2017 through February 2018 to gather information on park usage and community preferences. The survey was available on-line and in person and was advertised through the borough website, the borough newsletter, and at public events.

In total, 477 respondents completed the survey. The pertinent results of the survey are summarized on the following pages.



Community workshop at Pennypack School.

Community Focus Areas

More than half of respondents (56 percent) indicated that *Parks, Open Space, Trails, & Recreation* were a “very important” issue for Hatboro to focus on. Issues such as *Community Identity/Sense of Place, Stormwater Management, and Improving Conditions for Pedestrians and Cyclists* were also important to the community.

Park Usage

When asked which parks they visited in the past year, survey respondents indicated that they had visited *Hatboro Memorial Park* more than any other park. *Miller Meadow* was second, and *Eaton Park* and the *Hatboro Memorial Swimming Pool* were tied for third.

Over 60 percent of respondents indicated that they had also visited parks outside of Hatboro within the last year. The most common reasons

FIGURE 4: HOW IMPORTANT DO YOU THINK IT IS FOR HATBORO TO FOCUS ON EACH OF THE FOLLOWING ISSUES?
(3.0 = VERY IMPORTANT, 1.0 = NOT IMPORTANT)

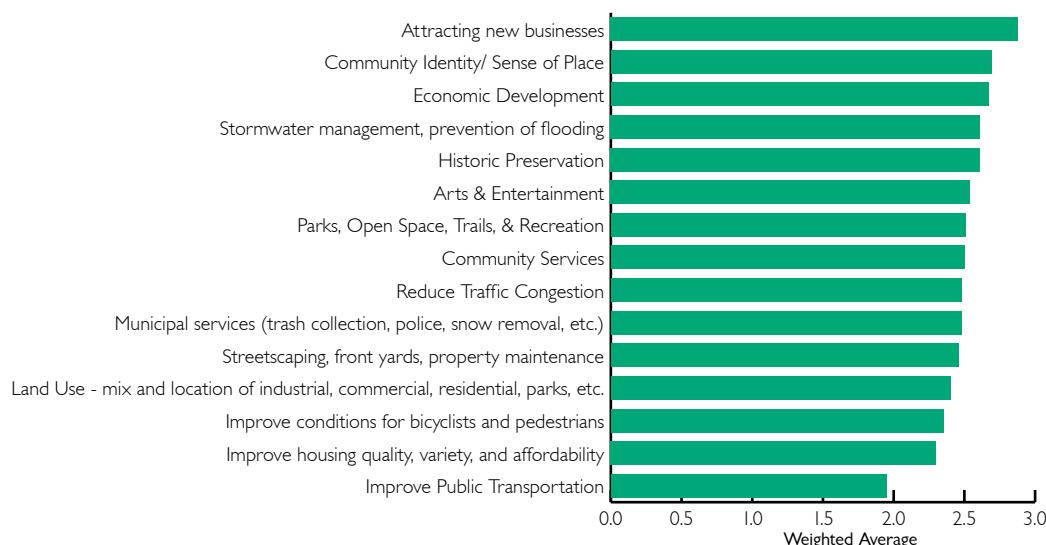
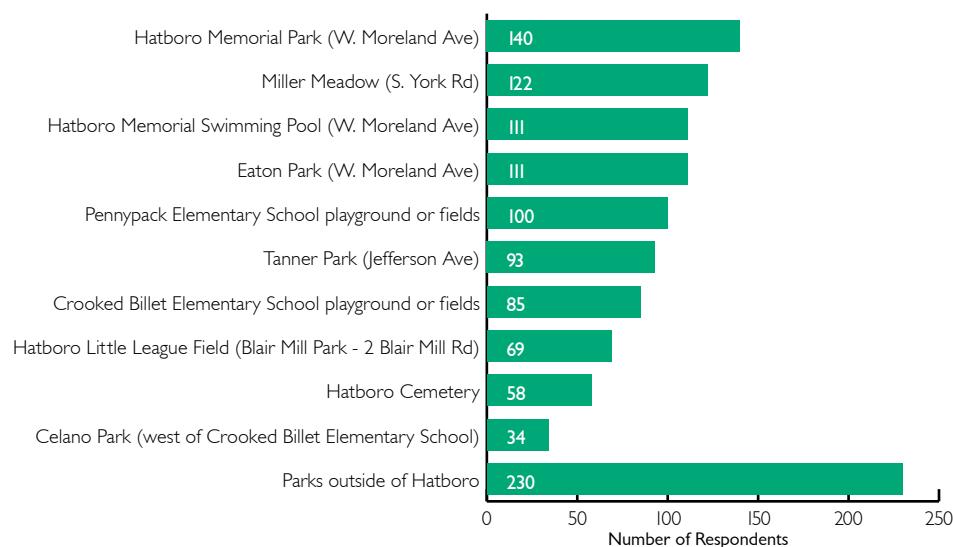


FIGURE 5: IN THE PAST TWELVE MONTHS, WHICH OF THESE PARKS AND OPEN SPACE AREAS HAVE YOU VISITED?
(CHECK ALL THAT APPLY)



cited for not visiting Hatboro parks were that there was nothing to draw them – no interest in visiting the space and the parks were not high quality. At the time of the survey, leashed dog walking was prohibited in all parks. Many survey respondents reported traveling to parks outside of Hatboro where they are permitted to walk their dogs. Several respondents also cited not knowing about all of the parks or safety concerns as reasons they did not use the parks. Some respondents traveled to access longer distance trails or cited a lack of safe pedestrian access as a factor keeping them away.

Dogs in Parks

When this planning process began, Hatboro did not allow dogs in any public parks. Even when leashed, residents could not take their dogs to the park. A question was included on the public survey about allowing dogs in parks,

and there was a lot of support for adding some type of dog-friendly area to one or more of the parks. Only 28 respondents (about 8 percent) supported the current policy of prohibiting dogs from all parks. As a result of receiving this data, Hatboro Borough Council changed their policy and has started allowing leashed dog-walking in some of the borough parks.

Desired Activities

The survey also asked about what potential activities could be offered as part of an expanded recreation program. *Yoga or Exercise Group Class*, *Running/Jogging/Walking Groups*, and *Plant/Nature Walks for Adults* were the top activities. *Pick-up Sports Games For Adults* were of interest for 34 percent of respondents. When asked to specify which sports, volleyball, baseball/softball, and tennis were mentioned most frequently, followed by flag football, hockey, soccer, and basketball.

**FIGURE 6: MANY HATBORO RESIDENTS OWN DOGS. SHOULD DOGS HAVE SPACE IN PUBLIC PARKS?
CHECK ANY BELOW THAT YOU WOULD SUPPORT.**

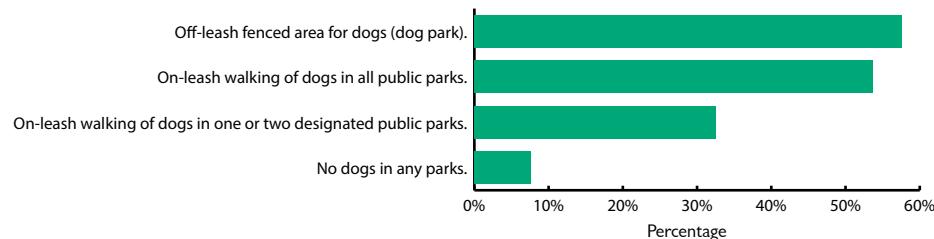
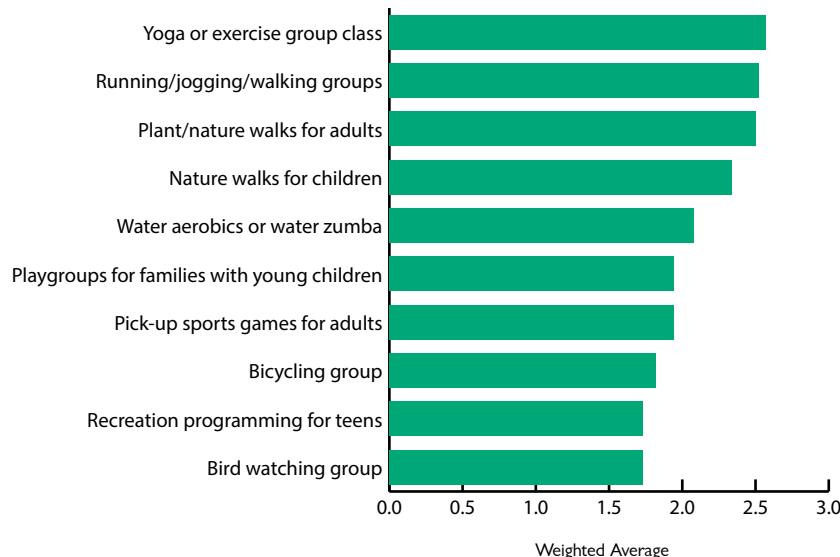


FIGURE 7: IF THESE ACTIVITIES WERE OFFERED IN HATBORO, HOW LIKELY WOULD YOU OR SOMEONE IN YOUR HOUSEHOLD BE TO PARTICIPATE? (4.0 = VERY LIKELY; 1.0 = UNLIKELY)

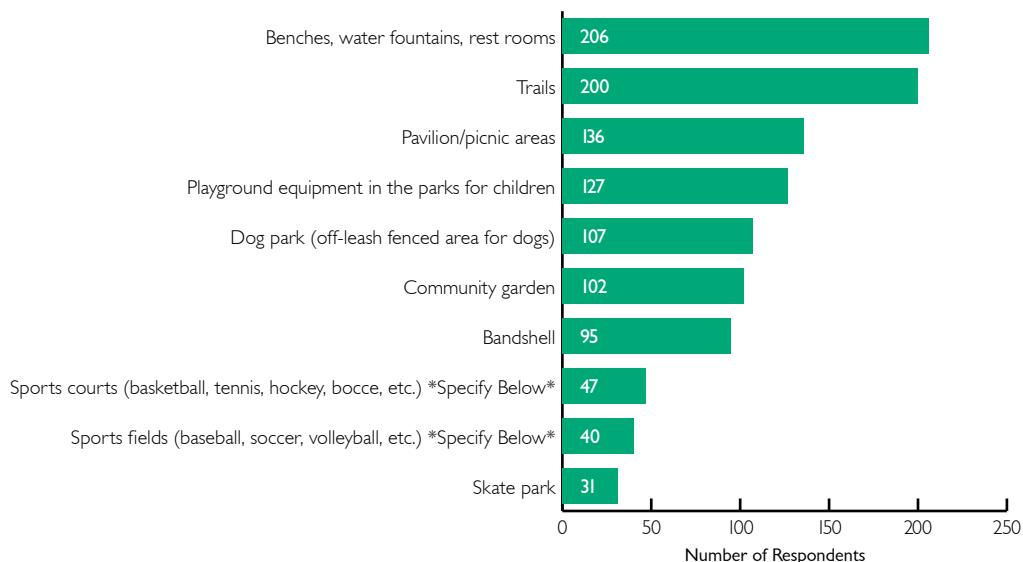


Desired Amenities

Overwhelmingly, respondents asked for *Trails, Benches, Water Fountains, and Restrooms* to be the top priorities to add to the Hatboro park system. *Pavilions/Picnic Areas* and *Playground Equipment* were also desired by the community. To a lesser extent *Dog Parks, Community Gardens, and a Bandshell* were also requested.

While *Sports Fields* and *Sports Courts* were not listed as one of the top priorities in the ranking, tennis, volleyball, hockey, and bocce ball courts were mentioned in the comments section of the survey by multiple respondents as desired amenities.

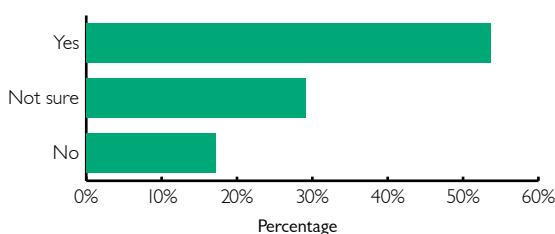
FIGURE 8: WHAT ARE YOUR TOP PRIORITIES TO ADD TO THE HATBORO PARK SYSTEM? (CHOOSE THREE)



Tax Revenue

More than half of respondents (54 percent) supported a small tax increase to improve parks, recreation, and open space. Another 29 percent of respondents indicated that they may support a tax increase for parks. Only 17 percent of respondents were definitely against raising taxes to support parks, recreation, and open space.

FIGURE 9: WOULD YOU SUPPORT A SMALL TAX INCREASE TO IMPROVE PARKS, RECREATION, AND OPEN SPACE?



Transportation Modes

Walking and driving were the most common means of transportation identified for how residents currently get to and from Hatboro's parks. Bicycling was the least common but is still used, at least occasionally, by 20 percent of survey respondents.

The survey also included many open-ended questions for respondents to share their ideas and suggestions. A full summary of all public outreach results is available as a companion to this document.

STEERING COMMITTEE MEETINGS

A 13-member Steering Committee met monthly with planners from Montgomery County to create appropriate community goals, review data and information, collect and review public input, and draft the recommendations of this plan. Steering Committee meetings began in 2017 and concluded in 2019.

Some members of Borough Council served on the Steering Committee, and the rest participated in all public meetings.

The Steering Committee is comprised of the following individuals, whose elected and appointed roles during the years of the meetings are specified:

Elle Anzinger, Hatboro Borough Council, 2018-2019

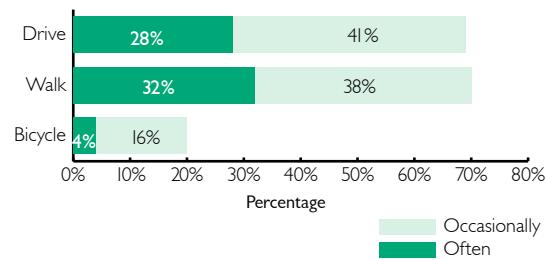
George Bollendorf, Hatboro Borough Council President, 2018-2019

Diane Hegele, Hatboro Borough Manager, 2018-2019; Hatboro Borough Assistant Secretary, 2017

Leslie Jones, Board of Directors of Hatboro Residents' Association

Jim Kinney, Business Owner; Main Street Hatboro Board Member, 2017-2018; Main Street Hatboro Board President, 2018-2019

FIGURE 10. HOW DO YOU GET TO PARKS IN HATBORO?



Robin Laufer, Board of Directors of Hatboro Residents' Association

Chuck McElroy, Hatboro Historical Commission Member, Enterprise Fire Company Life Member

Theresa McElroy, Hatboro Borough Council, 2017

Ron McKnight, Hatboro Planning Commission; Hatboro Shade Tree Commission

Denise (DJ) Schultz, H.A.T. Packs Co-Founder/Foundation Director; Hatboro Chamber of Commerce Volunteer

Marianne Shaeffer, Main Street Hatboro Volunteer; Borough Staff, 2019; Hatboro Planning Commission, 2019

Dave Stockton, Borough Council Vice President, 2018-2019

Bill Tompkins, Borough Council President, 2017; Hatboro Historical Commission, 2018-2019; Upper Moreland-Hatboro Joint Sewer Authority Board Member, 2019



Members of the Steering Committee with staff from the Montgomery County Planning Commission.

Field Visits

In addition to monthly meetings, planning staff and members of the steering committee went on numerous site visits during the course of writing this plan to assess and inventory field conditions, determine the use and state of the borough parks, and to meet with property owners within the borough.

Key Person Interviews

In addition to the steering committee, one-on-one interviews were conducted with eight key stakeholders to gain a better understanding of Hatboro's parks and recreation system including how it functions and how it can better serve the community. Stakeholders included the Borough Manager, the borough Main Street Manager, business owners, community volunteers, staff,

and numerous residents. A summary of the eight Key Person Interviews can be found in Appendix II.

PUBLIC WORKSHOPS AND OPEN HOUSES

Three public meetings were held to gather input. The first public meeting was held on January 29, 2018 at Pennypack Elementary School. The event was attended by over 60 people who had the opportunity to participate in an interactive discussion about the community's future. The meeting included a presentation about the plan followed by facilitated small group discussions. Maps displaying the existing trails and open space were available so that the community could provide their ideas and identify problems spatially. Two parks that had been previously



Presentation during public meeting held at Pennypack Elementary School.

identified as the most in need of redesign by the steering committee and the public survey were also displayed; participants were invited to draw on the park maps showing what improvements they would like to see. Attendees of this event provided significant input into the priorities, particularly for the improvement of existing parks.

The second and third public meetings were held on February 1 and 12, 2019 at the Union Library of Hatboro and the Borough Hall. These were open houses where attendees could provide comments on the proposed recommendations of the plan. Map displays, park designs and renderings, and posters with other goals, recommendations, and information related to specific chapters of the Hatboro Comprehensive Plan and Parks, Recreation, and Open Space Plan were on display.



Open house at Union Library.

Chapter 3

Administrative, Personnel, and Financial Analysis

Hatboro does not have a Parks Department. The Parks and Recreation System is managed through the office of the Borough Manager. Administrative functions are handled through the manager's office, and maintenance functions are handled by the Public Works Department.

The Hatboro Borough Manager's Office serves as the central point of contact for residents and businesses. The manager's office accepts park facility reservations, provides work orders to the Public Works Department, handles the daily activities of the borough, and responds to requests from community members. The manager and staff in the office handle financials of all borough operations, including parks and recreation.

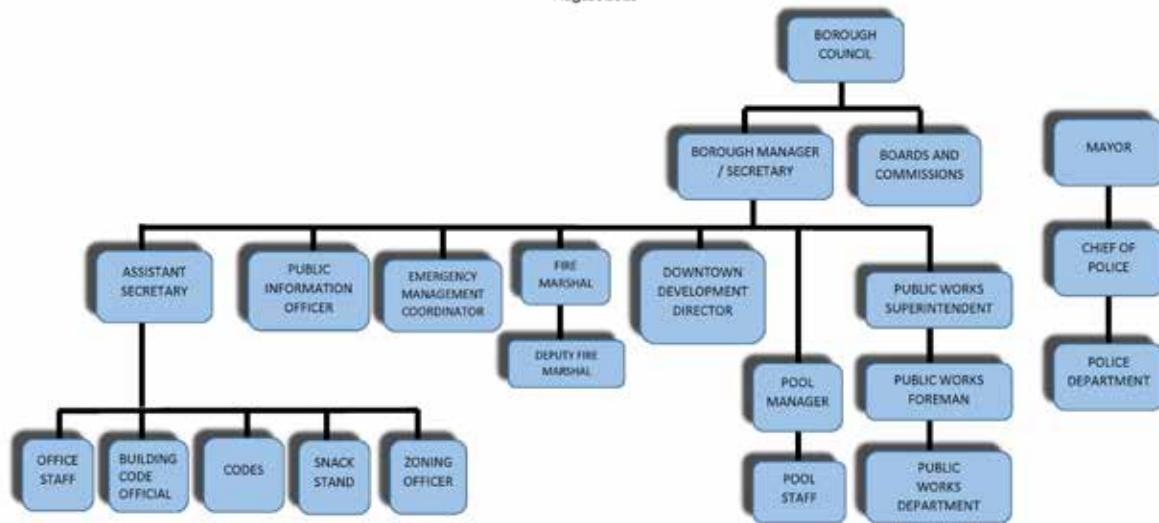
The Parks and Environmental Concerns Committee is a small subcommittee of Borough Council that meets occasionally to make big picture decisions concerning parks, recreation, and the environment. The establishment of a separate appointed Parks and Recreation Board that had a monthly meeting independent of Council could increase the profile of parks in

the borough and allow more opportunities for the public to provide input into borough-owned public spaces.

The Public Works Department consists of 10 full-time, five part-time, and three seasonal employees. The department's work includes solid waste removal, recycling, road repairs, park operations, snow removal, street light maintenance, landscaping, sidewalk and facility maintenance, and other miscellaneous maintenance tasks. The department also contracts work that cannot be performed in-house due to limitations in resources, work-hours, equipment needs, or technical skills. There is a need to increase contracted services related to parks due to limited work hours and limited expertise in some areas. This might include services for tree work, concrete work,

BOROUGH OF HATBORO ORGANIZATIONAL CHART

August 2019



field improvements, and the elimination of invasive plant species.

The Public Works Superintendent prepares all written correspondence, returns phone calls, communicates via email, and performs other clerical duties. The addition of a part-time clerical staff member would allow the Public Works Superintendent to utilize their time more efficiently. This position may be responsible for offering recreational programs, and would be responsible for communication with the Public Works Superintendent for maintenance issues and performance. Additional duties may also include brochure development, policy recommendations, social media communications, and communication with the residents.

Historically, the Gardeners of Crooked Billet have managed some garden areas in borough parks. They are scaling back on their ongoing management of public gardens and the borough is taking responsibility for these areas. Other than the garden club, there has been no use of volunteers for assistance with park maintenance or park programming. Hatboro has a very active and involved community in other areas, and input gathered for this plan indicated a lot of

interest in improving parks and recreation in the borough. There may be opportunities for park volunteer work days or “adopt a park” programs for businesses or organizations to provide park maintenance funding or volunteer hours.

RECOMMENDATIONS

- Establish an appointed Parks and Recreation Board to advise Borough Council and staff on parks and recreation.
- Increase contracted services for parks by \$25,000 per year for tree work, concrete work, field improvements, the elimination of invasive plant species, and other additional services.
- Provide clerical assistance for the Public Works Department.
- Utilize volunteers for park maintenance through community work days and other avenues.



Staff in the borough office are ready to respond to contact from the public.

STAFF TRAINING OPPORTUNITIES

Hatboro encourages and provides the opportunity for staff to attend a variety of professional seminars, workshops, and knowledge-based programs in a continued effort to support the workforce and to provide them with the tools necessary to be successful. These occasions afford staff the opportunity to learn, observe, and share knowledge with other professionals and industry leaders; and, in turn, those who attend the training sessions share information learned with other staff members and the public. Seminars provide new information concerning stormwater management and other environmental issues. Additionally, workshops offer employees opportunities to be well informed on current issues facing the community. These seminars and workshops are generally minimal in cost and provide borough staff with very useful skills and knowledge. Some of the recent informational sessions attended included information concerning the Spotted Lantern Fly and the Emerald Ash Borer invasions. Other opportunities have provided information related to human resource topics, anti-harassment efforts, and safe work environment concerns. The borough should continue offering professional development

opportunities to employees. These could include:

- Identifying common invasive plants
- Managing meadow areas
- Green stormwater infrastructure
- Erosion control
- Environmental maintenance
- Natural lands management
- Understanding and complying with ADA regulations
- Wildlife management
- Tree care
- Integrated pest management (IPM)
- Court and athletic field maintenance
- Trails and greenways
- Preventative maintenance of vehicles and equipment

Both office and public works staff may find it valuable to occasionally attend professional development events that are targeted towards parks and recreation staff, since they serve that role in Hatboro.

RECOMMENDATION

- Continue to provide opportunities for professional development for staff on best practices in grounds management, stormwater management, landscaping, and more.

PARKS AND OPEN SPACE MAINTENANCE

Hatboro's Public Works Department performs all park maintenance. While much of the maintenance work is more than adequate, there are areas for improvement including that environmentally sustainable best management practices be incorporated.

Maintenance employees utilize a variety of hand-held equipment including string trimmers, blowers, drills, saws, and other small equipment or power tools. All equipment, including hand-held tools and vehicles, is currently housed at the public works facility.

Equipment includes:

- Zero-turn mowers that are used by staff for daily grass cutting. The mowers are essential for typical park maintenance.
- Two walk-behind mowers also used to accommodate grass cutting in difficult areas.
- Two, 6-wheel dump trucks perform a wide variety of tasks.
- Two small dump trucks are used daily for routine maintenance.
- One front-end loader is in service for projects requiring earth moving and other various tasks.
- One open-air trailer is used to transport equipment.
- One bobcat is used frequently to perform park maintenance work.
- One small roller.

Park maintenance operations cover the necessary work to provide safe and clean parks. However, several park amenities have been removed in recent years due to maintenance issues. Survey results and resident comments revealed that the community desires more amenities in their park system. The extra care necessary to meet the needs and requests of the community will require additional work hours which cannot be provided with current staffing

levels.

During the staff interviews, employees showed enthusiasm and their desire to perform well was apparent. While the borough performs at a high level, many tasks are not performed or are underperformed due to the number of work hours available. Additional seasonal employees would increase the work capabilities and allow more park maintenance work to be completed. Maintenance personnel should be augmented to include one or two dedicated seasonal parks maintenance employees.

Additional staff from mid-March to October would provide additional work-hours required to perform the many tasks associated with park work. A seasonal maintenance employee, working 40 hours per week for 25 weeks equates to a total of 1,000 hours. This cost is approximately \$16,800 per employee; however, the cost would result in increased work performed, better maintenance practices, an enhanced experience for park users, and increased safety of park facilities.

RECOMMENDATION

- Hire two dedicated seasonal parks maintenance employees. Cost estimate: \$33,600 annually.

Record Keeping

The current practice of record keeping for park maintenance issues called in by residents is adequate and easily trackable but has room for improvement. Work orders are prepared by the borough office and forwarded to the Public Works Superintendent for action. Once completed, the maintenance records, including a description of the work performed, are returned to the Borough Manager for filing. After completion of the work task, the borough reaches out to the person registering the comment to ensure the requested work was performed adequately.

Since not all daily work tasks are prepared via a work order, routine park maintenance efforts and those identified by public works

staff are not recorded in an easily retrievable manner. Improvements could be made to the daily tracking of park maintenance activities. The current practice is informal. The Public Works Superintendent records the daily work performed by hand on activity sheets. Better tracking of work performed could improve work scheduling, task assignments, and daily results.

RECOMMENDATION

- Invest in software to better track ongoing park maintenance and work order requests. Purchase a software package that will also allow recreation registration, enhanced communication opportunities, and daily task logs. Cost estimate: \$3,000 start up and \$3,500 annually.

Instructors and third party providers could play a large role in the success of the borough to offer recreation programming (See Chapter 5 for more information). When selecting instructors and third party providers, a policy must be established to conform to the new Child Protective Services laws as adherence to these laws is mandatory.

Other policies should be reviewed to determine if the fees being charged are appropriate for field use and pavilion reservations. A policy for resident and non-resident fees could be established by Borough Council. Several examples of various fees structures exist through the PA Recreation and Park Society.¹ Such a policy would assist the manager when determining fees for future programs and would also provide the manager with written documentation when questions arise.

POLICIES AND FEES

The borough provides information, policies, and procedures for reservations of park amenities. These include pavilion rentals, ballfield reservations, and other park amenities within Hatboro. The procedures and policies that govern the use of those facilities are readily available for residents and thoroughly outline the procedure for rental and use. Since the borough provides limited organized recreational programming, there are limited current written policies and procedures that govern the borough's operations related to parks and recreation.

Additionally, some of the existing policies do not provide for a priority of use order. For instance, perhaps fields are provided to resident youth sports first, then resident teen activities, then resident adults use, and followed by non-resident groups (if permitted). These written policies would assist the manager's office in making decisions when multiple requests are made for a particular field and would provide a clear and transparent standard for making field assignments.

RECOMMENDATIONS

- Provide a policy for background checks/clearances for all third party recreation providers that complies with current laws.
- Review and revise the fee structure and current policies for field reservations and pavilion rentals.

¹ See, for example, the Department of Conservation and Natural Resources, Financing Municipal Recreation and Parks, Second Edition, 2012 (appendix B: pgs. I13-I23)

MARKETING EFFORTS

The borough utilizes their website, Facebook, flyers, brochures, newspapers, posters and signage, and their print newsletter to promote their services. These public relations efforts are found throughout borough-owned facilities, in some local businesses, at civic organization facilities, posted on signs, promoted via social media, and are also available at other community outlets.

The current level of public relations and marketing efforts by the borough to promote services is adequate for the number of programs and services provided. If and when additional programs are offered, the borough will need a greater ability, such as the use of direct marketing through social media, text, and email, to engage with residents and make them aware of recreational opportunities.

RECOMMENDATION

- Engage with residents through additional marketing and outreach efforts around new recreational programming.

FINANCIAL ANALYSIS

The annual operating budget for the borough as a whole is approximately \$1.4 million. Expenses related solely to Parks and Recreation are not tracked separately in the borough's budget. The Public Works Department maintains all the community parks with their staff and equipment. About 15 percent of their labor expenses are related to park maintenance. Their total annual expenditures for materials to maintain the parks is approximately \$8,000. Funds for capital improvements to the parks vary from year to year. In 2019, the borough budgeted \$20,000 for Miller Meadow Park project to match a county grant. They also budgeted \$10,000 for the Little League Complex improvements. The pool operation is included in the borough budget, but it is self-sustaining, relying on user fees and concession sales, and does not draw upon general borough funds.

HATBORO Highlights
MONTGOMERY COUNTY, PENNSYLVANIA

Hatboro Police Introduce Newest Member:

LOUIE

The Hatboro Police Department is proud to introduce their newest member of the force to the community: Hatboro, meet Canine Louie! The department's first canine program was made possible by generous donations from the community, including both businesses and citizens. Louie, a one-year old German Shepard, is being obtained and trained by the elite University of Pennsylvania Working Dog Center in Philadelphia.

Louie's handler will be Officer Ryan Allen. Officer Allen joined the Hatboro Police Department in 2013 after graduating from Penn State University with a bachelor's degree in Criminal Justice with a Political Science concentration. The team of Officer Allen and Louie have begun their formal training at the University of Pennsylvania. Louie will be trained and certified as both a patrol and narcotics detection dog.

The department will now have an enhanced ability to detect and locate dangerous drugs and remove them and those who distribute them from our community. Louie will also have tracking skills to not only efficiently track and locate suspects, but also locate missing persons and property.

It's expected that "Louie" will "hit the streets" this summer. We look forward to having Louie at many of our community events and the National Night Out. To demonstrate his skills, we look forward to bringing Louie to many community institutions and events to demonstrate his abilities.

Mayor Guenot, Chief Gardner and the entire police department thank all of those who donated and supported this exciting new initiative.

414 South York Road | Hatboro, Pennsylvania 19040
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www.hatborogov.org

The recommendations in this plan could increase the operating and personnel budget allocated to parks by up to \$100,000 per year. Capital recommendations are detailed by specific park, and can be implemented as funding permits. Some revenue may be recovered from fees charged for participation in recreation programming.

RECOMMENDATION

- Track expenses related to parks and recreation as separate line items in the borough budget.

Chapter 4

Parks and Open Space

Inventory and Analysis

The Borough of Hatboro owns five park areas within the borough limits and one park in Horsham Township. The borough's six public parks total approximately 48 acres. Hatboro-Horsham School District's two properties and the public library create more public open space. Several privately owned areas contribute to the open space tally in the borough, though not all of them are accessible to the public.

The National Parks and Recreation Association (NRPA) recommends that 10.1 park acres be provided for every 1,000 people. In order to follow this recommendation, Hatboro would need 74.79 acres of parks and currently they are short of this recommended amount by 26.75 acres. However, NRPA also recommends that a typical community offer one park for every 2,181 residents. That would require Hatboro to have 3.4 community parks. When using this metric, Hatboro exceeds the recommended number of parks.



Edge of Miller Meadow.

TABLE 10: PARKS AND OPEN SPACES

FULL PUBLIC ACCESS						
NAME	LOCATION	SIZE (ACRES)	OWNERSHIP	COMFORT AMENITIES	RECREATION AMENITIES	OPEN/NATURAL AREAS
Celano Park	Meadowbrook Avenue	2.4	Hatboro	n/a	Walking path	Lawn areas, some trees, waterway
Eaton Park	West Moreland Avenue	9.7	Hatboro	Benches, parking lot, picnic pavilion	Basketball courts, paved walking path	Lawn areas, small flower garden, some trees, waterway
Memorial Park and Pool	330 West Moreland Avenue	9.0	Hatboro	Benches, pedestrian bridge, two parking areas	Pool, ball field, playgrounds	Lawn, some trees, waterways
Miller Meadow	South York Road	8.1	Hatboro	Benches	n/a	Mowed grass, woods, creek, wetlands
Tanner Park	Jefferson Avenue	1.8	Hatboro	Benches, bicycle parking	Playground, basketball court, baseball backstop, walking path	Lawn area
Hatboro Little League Complex	Blair Mill Road (Horsham Township)	15.9	Hatboro	Restrooms, pavilion, picnic area	Ball fields	Waterway
Hatboro Station Townhomes	380 South Warminster Road	4.5	Private	n/a	Dog park, walking trail	Naturalized stormwater basin, Lawn area
Library Open Space	243 South York Road	1	Union Library	Picnic tables, benches, bicycle parking, parking	n/a	Lawn area

SOME PUBLIC ACCESS						
NAME	LOCATION	SIZE (ACRES)	OWNERSHIP	COMFORT AMENITIES	RECREATION AMENITIES	OPEN/NATURAL AREAS
Crooked Billet Elementary School	101 Meadowbrook Avenue	13.7	HHSD	Parking	Playground, walking path, pedestrian bridge	Lawn areas, woods, waterway
Hatboro Cemetery	36 Fulmor Avenue	21	Private	n/a	Walking paths	Large trees
Pennypack Elementary School	130 Spring Avenue	9.5	HHSD	Parking	Playground, walking path	Lawn, woods, creek
YMCA Camp Property	445 South York Road	2.6	YMCA	n/a	Sand volleyball court	Wetlands, woods, creek, historic buildings

PARKS AND OPEN SPACES CONTINUED

NO PUBLIC ACCESS

Environmental benefits such as stormwater management, riparian habitat, wetlands, and tree cover are positive for the borough, even without access to the property.

NAME	LOCATION	SIZE (ACRES)	OWNERSHIP	COMFORT AMENITIES	RECREATION AMENITIES	OPEN/NATURAL AREAS
Renaissance Trust Property	500 South Warminster Road	9.3	Private	n/a	n/a	Wetlands, woods, creek
Stonybrook Condominiums	333 North York Road	6	Private	n/a	n/a	Woods, waterway
9 Mill	9 Mill Road	5.3	Private	n/a	n/a	Wetlands, woods, creek
The Woodwinds	410 North York Road	4.7	Private	n/a	n/a	Woods, waterway
Wynfair Apartments	350 North York Road	3.7	Private	n/a	n/a	Woods, waterway
560 York	560 North York Road	2.9	Private	n/a	n/a	Woods
Livingstone Apartments	240 East County Line Road	2.8	Private	n/a	n/a	Woods, waterway
15 Mill	15 East Mill Road	1.5	Private	n/a	n/a	Wetlands, woods, creek
197 Mill	197 East Mill Road	1.5	Private	n/a	n/a	Wetlands, woods, creek
Cobblestone Circle	Cobblestone Circle	1.4	Private	n/a	n/a	Trees, waterway, lawn

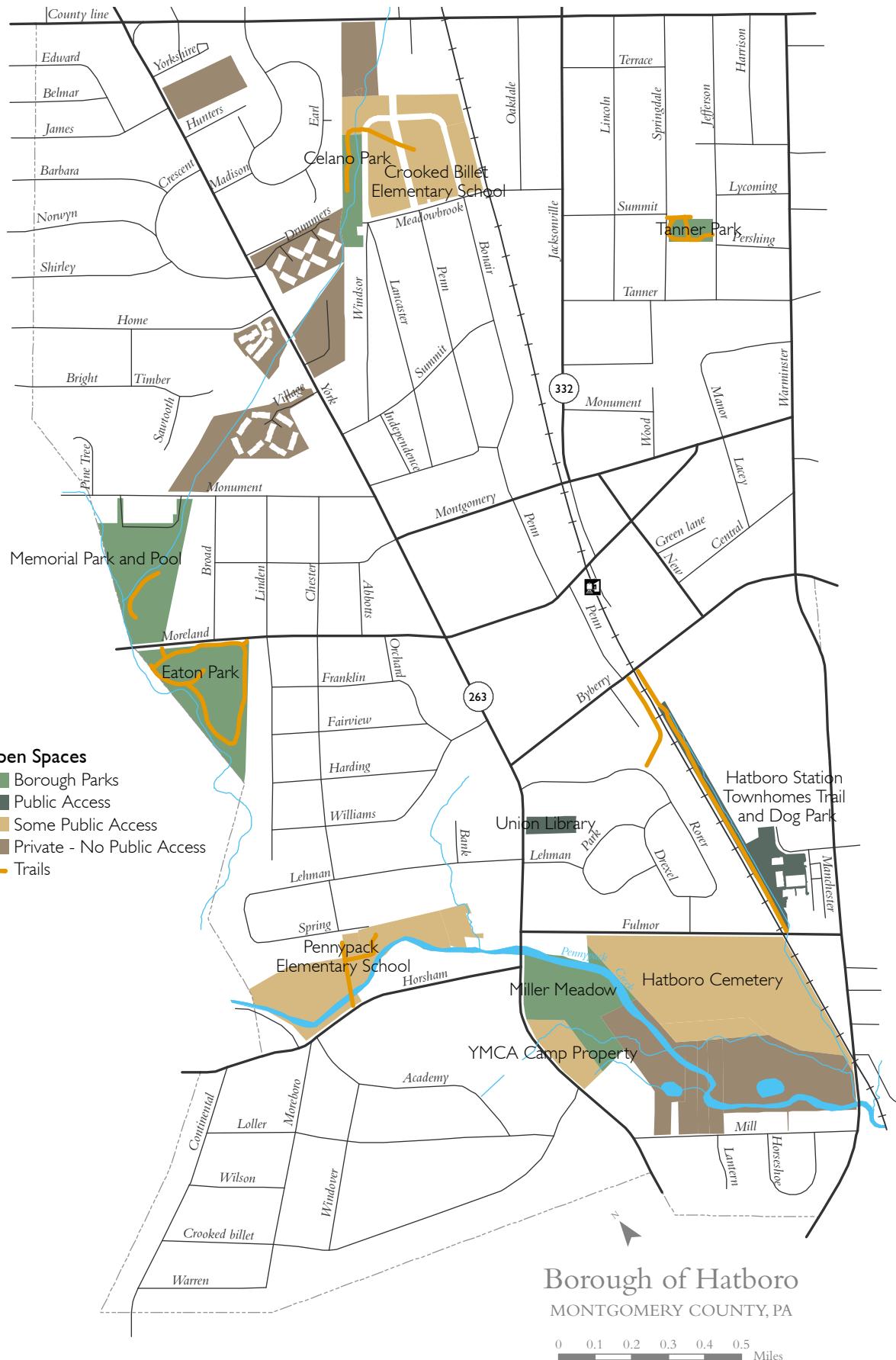
The borough has a recreational land requirement for development. For every new housing unit, a developer must provide 1,100 square feet of recreational land within the property, or pay a fee to the borough in lieu of providing that land. Monies paid to the borough for this purpose may only be used to improve existing parks or acquire new park lands. This requirement helps Hatboro to improve and maintain parks for the residents.

Hatboro has a good system of parks and open space, but public outreach for this plan indicates that the public parks are underutilized. Many of them do not draw residents to visit. Targeted improvements designed to attract more visitors to parks and increased information available about parks will increase park usage over time. The physical address of the park should be provided on the entrance signage to improve emergency response time.

RECOMMENDATIONS

- Add more recreational amenities to existing parks.
- Improve wayfinding, historical, and educational signage within the parks, including maps at the park entrances for larger parks and park street addresses on every park sign.

MAP 11: PARKS AND OPEN SPACES



REGIONAL PARKS AND OPEN SPACES

Hatboro is a small geographic area, and its residents access parks both in the surrounding communities and in the borough. Two nearby parks, Warminster Community Park (243 acres) and the Pennypack Ecological Restoration Trust (over 800 acres), offer something that Hatboro will never be able to offer within its borders – large open spaces (see map 12). Many smaller parks are also close to the borough, providing options for residents to access additional parks and open spaces. Warminster Community Park has five miles of paved trails, a skate park, playgrounds, and restrooms. Pennypack Trust has 11 miles of hiking trails, a visitor's center, and large wilderness areas. Additional park amenities in surrounding communities include two "Safety Towns" and two dog parks. Safety Towns are miniature towns with streets and stores that kids can walk or bike around in. These can be found at Warminster Community Park and Masons Mill Park (Upper Moreland). Off-leash dog parks are located at Warminster Community Park and Mill Creek Park (Upper Moreland).

As travelers enter Hatboro, the borough can evoke a green town image and invite visitors to the parks, shops, and streets of the borough with welcoming landscaped gateways. Ensuring that Hatboro has a healthy tree canopy, including street trees, will create a green and inviting atmosphere in the town. Buildings, trees, and signage should not block views of parks and open spaces.

RECOMMENDATIONS

- Create gateways that evoke a green town image at strategic borough entrances.
- Fill gaps in street tree coverage, especially in the central business district.
- Protect views and sight lines of the parks and open space.

HATBORO PARKS AND PARK ACCESS

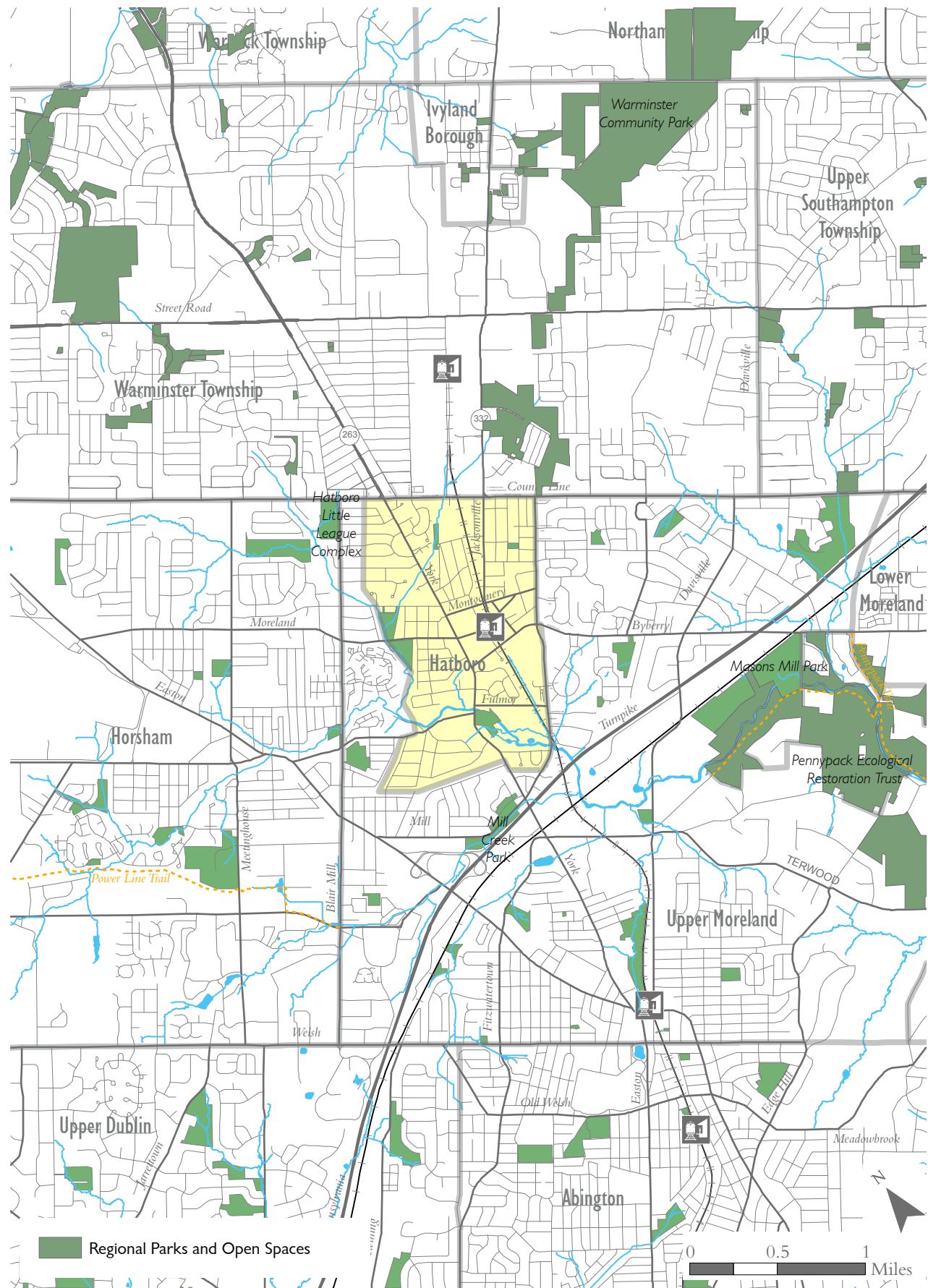
A thorough review of the Hatboro's parks was conducted in 2018 and 2019. The review evaluated current conditions, maintenance practices, possible future uses, recreational program opportunities, and provided a risk analysis. Specific recommendations for each park were developed from input received during the planning process and site visits by county and municipal staff. Each public space providing full public access is profiled below.

There is some uncertainty about the precise boundaries of some of Hatboro's parks. This presents a challenge to the borough when neighbors claim that a part of the park is their property, or that some of their private property is park land. The Borough of Hatboro could prevent these disputes by hiring a professional surveyor to produce land surveys of its parks that clearly delineate the property lines.

Conceptual plans were developed for three of the borough parks: Miller Meadow, Memorial Park, and Eaton Park. These plans relate directly to the written recommendations and provide a visual representation of how these spaces could be improved. Moreover, these plans can be used in grant applications to help secure funding to implement the improvements and help the borough reach the goals.

Although Hatboro has adequate outdoor park area, there is very little indoor space under the control of the borough that can be used for recreation. The borough can work to establish partnerships with other entities to provide locations for indoor recreation programming. If there is a summer day camp in the parks, having an indoor space for camp use would be very beneficial. Indoor board game or exercise class activities can provide social opportunities for residents that are beneficial to the community. In addition, music or art classes, juggling performances, and a wide variety of other types of events and classes can be held if an indoor space were available.

MAP 12: REGIONAL PARKS AND OPEN SPACE



The Hatboro-Horsham School District (HHSD) has informally discussed the possibility of allowing the borough to hold programming and events for the community in their facilities. Developing a clear written procedure that HHSD and the borough can rely on when events occur would help formalize the partnership and facilitate cooperation between the two entities.

Some of the parks present challenges for those with disabilities. Improving safe and ADA compliant access to the parks and improving parking are generally recommended for the park system. All comments for maintenance and accessibility are derived from information provided by the Consumer Product Safety Commission (CPSC) Guidelines for playground safety and from the Americans with Disabilities Act (ADA) handbooks. The CPSC guidelines are recommendations, not laws; however, courts have held that failure to comply with the guidelines usually results in a judgement for the plaintiff. The ADA regulations are law and must be followed.

RECOMMENDATIONS

- Perform land surveys of all park properties to better delineate the limit of responsibility. This information will permit the Public Works Superintendent to better determine the areas of responsibility in disputes with neighbors over tree care, shed placement, mowing responsibilities, etc.
- Work with outside organizations such as school districts, firehouses, churches, and businesses to provide additional indoor recreation space.
- Develop a formal use agreement with Hatboro-Horsham School District to permit indoor programs in their facilities.
- Provide safe and accessible recreation areas and parking for public events.
- Improve accessibility for persons with disabilities throughout the borough's park system.
- Enhance park and trail safety by improving and maintaining adequate access for emergency vehicles and services.



Bridge to Pennypack Elementary School.

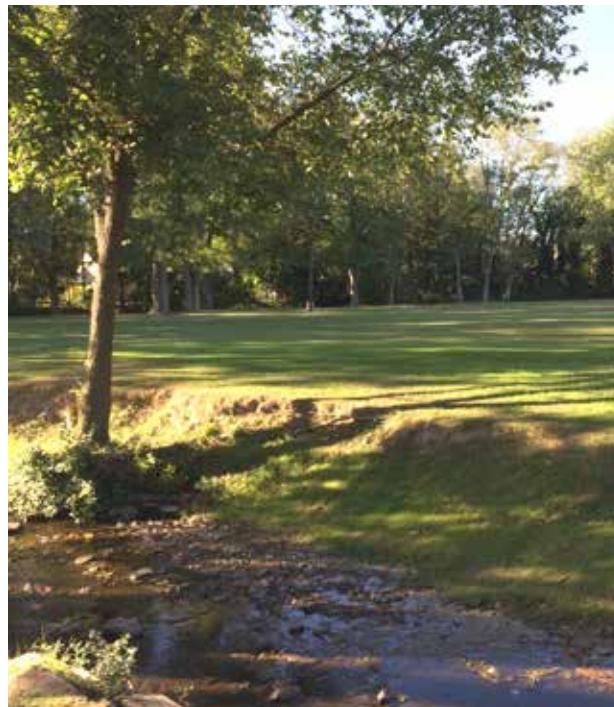
HATBORO OPEN SPACES AND NATURAL AREAS

Hatboro's park spaces provide environmental benefits that can be enhanced with a variety of types of green stormwater infrastructure. One possibility, native landscaping, supports beneficial native wildlife and improves stormwater management. The placement of educational signage in parks would serve to raise awareness and educate residents and visitors about the benefits of stormwater management improvements.

Privately owned open spaces in the borough also have many benefits, even if the public cannot access them directly. Trees on private property improve air quality, decrease the urban heat island effect, and improve property values for the surrounding areas. Riparian buffers, properly managed wetlands, and mature trees help manage stormwater for those downstream of the property. These privately owned open spaces also serve as habitat and corridors for wildlife movement and provide aesthetic benefits for neighbors and those simply passing by.

Education of property owners on the importance of their open space and collaboration on preserving and maintaining open space resources will help preserve those resources for the future. An Environmental Advisory Committee or similar organization may be able to provide education to private property owners on the value of their environmentally sensitive property and the best ways to care for it. The borough may be able to receive grant funding to help plant trees on private property or restore riparian buffers through a corridor that includes privately owned lands.

Each Hatboro park is profiled on the following pages. The first three parks have concept plans that lay out possible park improvements that were suggested during the planning process. These concept plans are accompanied by cost estimates for the improvements. Although there are also recommendations for other parks, Hatboro has indicated a desire to focus improvements on the first three parks in the near term.



Memorial Park.

RECOMMENDATIONS

- Enhance stream health and water quality through preservation and restoration of riparian zones.
- Capture stormwater through the use of rain gardens and infiltration basins to reduce flooding, remove pollutants, and provide wildlife habitat.
- Remove invasive species and replace with native vegetation to enhance biodiversity and to support a robust native wildlife population.
- Maintain and improve contiguous green spaces and greenways to allow for native wildlife movement through the borough.
- Preserve valuable unprotected open space for improvements to air quality and stormwater management.
- Direct landowners on how to create and maintain greener public spaces, streetscapes, and parking lots.



Basketball courts, pavilion, and trail at Eaton Park.

Eaton Park

- **Size:** 9.7 acres
- **Location:** West Moreland Avenue; across from Hatboro Memorial Swimming Pool.
- **Parking:** On-site parking lot.
- **Seating:** Park benches and a picnic pavilion.
- **Current Amenities:** Two basketball courts, open areas, a paved loop trail, and shuffleboard courts.

Eaton Park consists mainly of a large lawn area, with two basketball courts, a pavilion, and a dilapidated shuffleboard court. There are a number of mature trees in the park, especially towards the south end. Blair Mill Run passes along the western edge of the park, creating beautiful scenery along the waterway. A paved loop trail provides park visitors with an opportunity to walk or run around the park. A newly added dog bag station welcomes four-legged visitors to the park. Picnic tables in the pavilion provide ample picnicking opportunities for residents.

While gathering background data for this plan, several creative uses of Eaton Park were observed, including using it as a driving range and for slacklining (walking along a wide rope suspended between two trees a few feet off the ground). Eaton Park is frequently inundated with geese, creating a nuisance for park users. In 2019, the borough decided to hire a contractor to assist with geese control in the parks.

Eaton Park is a good location for partnering with recreation providers to activate the park with programming. Programs could include: basketball, soccer, lacrosse, educational and environmental programs, and other opportunities for flexible uses of the open field areas. Additional activities that could be offered at Eaton Park include activities free to the public such as Touch-a-Truck events, educational walks, scouting opportunities, and evening star gazing. Sponsors for these types of activities may be able to offset any associated costs.

There are no restroom facilities at Eaton Memorial Park. If extensive outdoor programming such as a day camp is considered here, they would be necessary.



Two views of Blair Mill Run in Eaton Park.

Maintenance Practices:

Over the course of several site visits, the park was found to be well maintained. Grass cutting, weeding, trash removal, and court care were all adequately provided. However, due to limited use, vandalism, and the high cost of capital improvements, many of the park amenities have been removed or are no longer in use. Tennis courts were removed due to poor conditions and lack of use. The shuffleboard courts would require restoration in order to be usable again.

Risk Analysis:

Several improvements could reduce risks for park users and decrease the borough's liability. While some improvements are easily remedied, others would require additional funding. Some simple tasks include: cutting back branches that overhang and/or interfere with the walking path; and adding the park address to the entrance sign. More significant improvements include: increasing the space between the basketball courts and adding a pad to the light pole between the courts in order to meet minimum safety standards; increasing the trail width to accommodate persons with disabilities; improving access to benches for persons with disabilities; and providing delineated parking spaces.

RECOMMENDATIONS FOR EATON PARK

- Provide more benches and areas to sit and enjoy the outdoors. It is recommended that benches be placed along the waterway and trail to take advantage of the existing shade trees.
- Provide a more diverse range of active recreation options, particularly near the pavilion. The leading requests for active recreation at this park include tennis, pickleball, and bocce ball.
- Improve the condition of the stream and adjacent riparian areas. The stream-banks are severely undercut and destabilized. The riparian buffer is narrow and choked with non-native plant species. It is recommended that the invasive non-native species be replaced with native ones and that a 50-foot-wide riparian buffer area be installed and maintained.
- Relocate portions of the walking path outside of the riparian area and repave and widen path slightly to increase ADA accessibility.
- Provide buffers to limit noise from the park to adjacent neighbors and increase park aesthetics.
- Improve the parking lot by delineating parking spaces and implementing environmentally sustainable best management practices.
- Cut back plants that overhang or interfere with the walking path.
- Add padding to the light pole between the basketball courts to improve safety.
- There are two opportunities to provide trail connections to Eaton Park: improve existing path connection between intersection of Williams Lane and South Linden Avenue and the park; and provide a continuous trail connection between Pennypack Elementary School and the park.
- Install a bicycle rack.
- Install interpretive signage at strategic locations along the trail to educate users about the different tree species, the importance of protecting streams and riparian areas, and the history of the site.
- Provide restrooms. Although there are restrooms at the pool, they are only available when the pool is open. Year-round access to restrooms would make the pavilion a more desirable destination for party reservations.
- Consider building a bandshell for concerts in the park.
- Install a fenced, off-leash dog park.
- Incorporate exercise stations periodically along the walking path.
- Provide low, bollard-style lighting along the walking path for safety.

Concept Plan:

Eaton Park presents a perfect opportunity to provide more active recreation in the borough. The amenities proposed for this park are designed to increase the appeal of the park and draw more park users. The addition of tennis/pickleball courts (striped for both tennis and pickleball) and a bocce court will provide the park with a more diverse range of amenities that park users have available. This would create an opportunity to encourage organized sports, such as a bocce league, which could generate revenue for the borough and are fun for the residents.

Improvements to the park's loop trail will assist in connecting all park amenities. This loop trail could include several stationary workout stations with bollard-style lighting for safety. Additional park benches along the loop trail are proposed, allowing those who may need to rest along the way and easy opportunity to do so.

The installation of vegetated buffering is recommended along the east side of the park to help screen the adjacent neighborhood from excessive park noise. The installation of a native rain garden and a 50-foot wide riparian buffer is also recommended. These improvements would enhance both the park's stormwater management and support the borough's Municipal Separate Storm Sewer System program (MS4).

A bandshell has been proposed for the south end of the park that would consist of a stage, but no permanent seating. A dog park, approximately a half-acre in size, is proposed to replace the existing shuffleboard courts. It is recommended that a "bullpen" be included. A bullpen, a fenced area attached to the entrance of the dog park, allows the dogs with space to warm up to each other and prevents crowding at the entrance to the dog park.



Eaton Park Concept Plan.

TABLE 11: PRELIMINARY COST ESTIMATE- EATON PARK

ITEM	DESCRIPTION	ESTIMATED QUANTITY/ AREA	UNITS	UNIT COST	ITEM SUBTOTAL
1	Bandshell/Performance Stage Restroom facility Construction/Installation	1		\$300,000	\$300,000
2	Rain garden	10,000	SF	\$5	\$50,000
4	Dog park	10,000	SF	\$20	\$200,000
5	Bocce court Furnish and installation	2/2,340	SF	\$25	\$117,000
6	Park bench Furnish and installation	2	EA	\$3,000	\$6,000
7	Bike parking rack Furnish and installation	1	EA	\$1,000	\$1,000
8	Trash/recycling receptacles Furnish and installation	2 (1 each)	EA	\$600	\$1,200
9	Proposed plantings Deciduous trees Evergreen trees Deciduous shrubs Evergreen shrubs	70 (14) (22) (18) (16)	EA	\$400	\$28,000
10	Multi-station fitness trail Furnish and installation*	7	EA	\$7,000	\$49,000
11	Illuminated bollard system Furnish and installation	39	EA	\$250	\$9,750
TOTAL					\$645,067
	10% contingency				\$64,507
	Permitting				\$7,500
	Engineering and inspection				\$64,507
FINAL					\$781,581

The Cost Estimate is based on a conceptual design and is subject to change depending on final design choices. Mobilization and Erosion and Sedimentation Controls have not been included.

* Electric service will be handled in house.



Hatboro Memorial Swimming Pool and bath house.

Memorial Park and Swimming Pool

- **Size:** 9 acres
- **Location:** Between Moreland Avenue and Monument Avenue.
- **Parking:** Two on-site parking lots, bicycle parking racks.
- **Seating:** Park benches, a pavilion, and chairs in the pool area.
- **Current Amenities:** Softball field, two playgrounds, pool, pavilion, grills, sand volleyball court and bath house.

The Memorial Pool is a seasonal public pool, open June through September, with membership options. The pool has a baby pool area, swim lanes, a large water slide, and is surrounded by a grassy area. The Hatboro Storm Swim Team is supported by the borough and swim lessons are offered. A concession stand is available and the pool holds special events for the community.

The bath house building was constructed in the 1950s and has not been substantially upgraded since that time. A feasibility study for renovating and upgrading the bath house and other facilities is a priority for the borough. Any upgrades would include ADA accommodations and the addition of a family changing room.

Memorial Park is well-utilized due to its proximity to the pool; pool users can easily access the park from the pool grounds. The park contains two small playgrounds, a softball field, sand volleyball court, and lawn areas for recreation. The ballfield is rented on a daily basis by a variety of community groups and organizations throughout the summer. Reservations are currently handled on a first-come, first-served basis.

There is very little seating available in the park. Additional seating is needed for the ball field and more benches near the playgrounds would also be beneficial. Despite the name there is no memorial garden, sculpture, wall, or other commemorative area in the park.



Ballfield at Memorial Park.

Two branches of Blair Mill Run Creek traverse Memorial Park. Trees are found throughout the park, especially along the western edge. There is little shade in the pool area. Most of the riparian area is mowed grass.

The parking area off of Monument Avenue is not well marked and may be underutilized. Motorists might mistake the entrance to the parking lot for a private driveway, parking spaces in the lot are not delineated, and the correct parking angle is unclear. A paved walking path is needed to connect that parking lot to the pool area.

The addition of a loop walking path throughout the park would be a nice amenity for park users, but this would require a second bridge over the creek.

Memorial Park provides opportunities for unstructured recreational activities, but also offers space for organized activities which could potentially produce a small revenue stream for the borough. Athletic or educational camps are possibilities at Memorial Park.

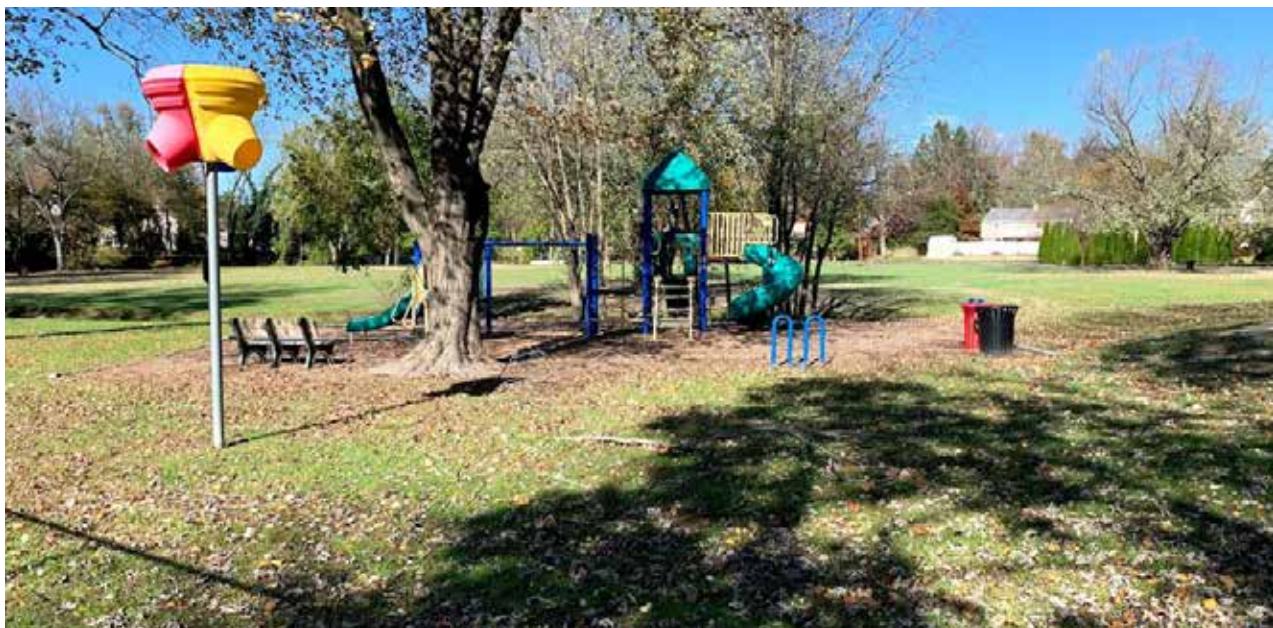
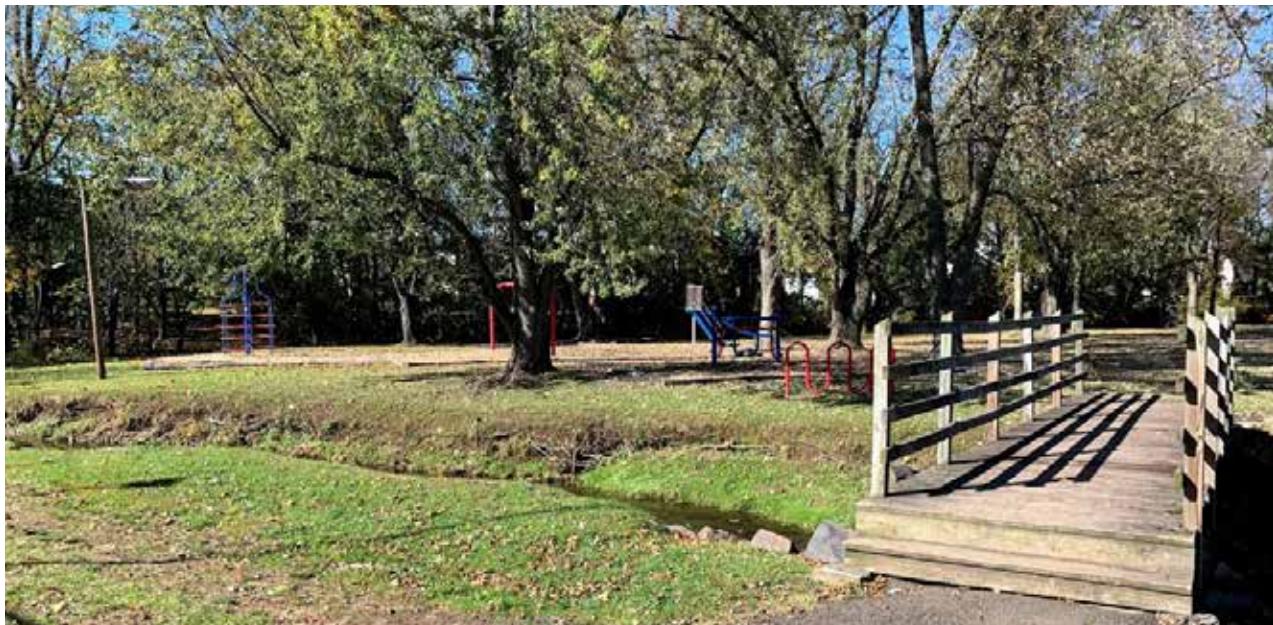
Maintenance Practices:

During site visits, Memorial Park and the pool were found to be maintained at a high level. Care was taken with mowing and trimming and the grounds were free from litter. The ballfield could be better maintained.

Risk Analysis:

While the park is well-maintained overall, it was noted that some areas require additional attention to meet the CPSC guidelines for playground safety and ADA requirements. The park is not ADA compliant because the railroad tie borders enclosing the playgrounds do not have ramps (one tie has been removed from the swing area to informally allow better

access), there are no ADA compliant swings, and the bridge over the creek which connects to additional play areas has steps that present a barrier to access for persons with disabilities. The addition of fencing at the ballfield between the players' bench and backstop would limit softball / hardball overthrows from entering the seating area. Additionally, metal slides are no longer recommended for play areas.



Two playgrounds in Memorial Park.

RECOMMENDATIONS FOR MEMORIAL PARK

- Improve the condition of the stream and the riparian area by removing invasive species and planting native species, allowing grass to grow longer along the immediate stream bank, and maintaining a 50-foot-wide riparian buffer.
- Install an ADA compliant playground.
- Work collaboratively with community partners to select a theme, design, and erect a memorial.
- Conduct feasibility study for renovation of pool bath house and associated facilities.
- Plant shade trees along the east side of the pool area.
- Improve wayfinding signage on Monument Avenue directing visitors to the park.
- Improve safety fencing at the ball field.
- Upgrade the playgrounds to remove metal slides and improve play equipment.
- Install a set of bleachers by the softball field to accommodate larger crowds.
- Install additional benches throughout the park.
- Provide a trail connection between the north end of the park at West Monument Avenue to Celano Park along Blair Mill Run.
- Create a loop walking path in the interior of the park, including ADA compliant bridges to cross the creek.
- Delineate spaces in Monument Avenue parking lot.

Concept Plan:

Memorial Park already contains some great amenities. Both the pool and the softball field are well-used. An improved parking lot by the softball field is needed as it is a gravel lot with no designated parking spots. It is recommended that an ADA accessible playground and ADA accessible bridges be installed so users with disabilities can easily access both sides of the park. A proposed loop trail around this park can connect to Eaton Park's trail, providing park users a full experience of both parks.



Memorial Park Concept Plan.

TABLE 12: PRELIMINARY COST ESTIMATE- MEMORIAL PARK

ITEM	DESCRIPTION	ESTIMATED QUANTITY/AREA	UNITS	UNIT COST	ITEM SUBTOTAL
1	Trail/pedestrian pathway (6' width/14,400' length)	1,600	SY	\$40	\$64,000
2	Bridge structure (ADA accessible) Construction/Installation	2	EA	\$125,000	\$250,000
3	ADA accessible playground Furnish and installation	1	EA	\$65,000	\$65,000
4	Softball field improvements Bleachers (4 rows/33' length) Chain link fence (6' height /120' length)	1 1	EA LF	\$5,000 \$12	\$5,000 \$1,440
5	Parking lot improvements Wheel stop/concrete bumper Signs/handicapped parking Furnish and installation	18 2	EA EA	\$75 \$250	\$1,350 \$500
6	Park bench Furnish and installation	2	EA	\$3,000	\$6,000
7	Trash/recycling receptacles Furnish and installation	2 (1each)	EA	\$600	\$1,200
8	Proposed plantings deciduous trees evergreen trees deciduous shrubs evergreen shrubs	28 (5) (15) (3) (5)	EA	\$400	\$11,200
9	Riparian buffer enhancements Site preparation Installation/planting Establishment/maintenance	.35	River Mile	\$60,000	\$21,000
10	Memorial Element	1	N/A	TBD	TBD
TOTAL					\$426,690
	10% contingency				\$42,669
	Permitting				\$10,000
	Engineering and inspection				\$42,669
FINAL					\$522,028

The Cost Estimate is based on a conceptual design and is subject to change depending on final design choices. Mobilization and Erosion and Sedimentation Controls have not been included. Cost for the memorial element will be subject to design as determined by the borough.



Pennypack Creek on northern edge of Miller Meadow.



S. York Road on western edge of Miller Meadow.

Miller Meadow

- **Size:** 8.1 acres
- **Location:** Intersection of York and Horsham Roads; directly across from Borough Hall.
- **Parking:** No parking is currently available.
- **Seating:** Park benches.
- **Current Amenities:** Open area, butterfly garden, and wildflower meadow.

Miller Meadow is a wide open grassy area that is fairly flat, with a backdrop of mature trees along its eastern and southern edges. Busy South York Road sits along its western edge and the Pennypack Creek runs along its northern and eastern sides. There is a row of trees set in from the street edge by about 30 feet. Besides this row of trees, there have been some minimal improvements, including a series of benches placed along the edge of the grass as well as two benches, trash and recycling receptacles, and a planter located at the bus stop. While in the space, one feels very exposed to the road and the traffic is nearly a constant presence. The other strong presence in this large wide

open space is the majestic sight of the historic Borough Hall that overlooks the meadow from the top of the hill across the road.

Miller Meadow was acquired with funding assistance from Montgomery County and the Hatboro Municipal Authority. In accordance with deed restrictions, Miller Meadow is limited to open space uses; use of the park as an active recreation area is not permitted. However, some permitted improvements include: adding educational signage about meadows and different species of butterflies; a multi-use structure to provide shade, seating, and small event space; and expanding the wildflower meadow. Due to the site's location near the heart of Hatboro's retail district and its isolation from residential areas, it is an ideal location for events.

The community expressed a strong desire for a trail system throughout this open space. A series of trails, such as those shown in the concept plan, will make the space more accessible and inviting to the community. Due to the periodic wetness of the ground, a resilient and well-draining trail surface is imperative to ensure usability throughout the seasons.

RECOMMENDATIONS FOR MILLER MEADOW

- Build a cohesive trail system that provides access to the site's diverse ecosystem. Given the site's location next to a waterway prone to flooding, trails should be constructed with proper drainage and infiltration to ensure resilience.
- Plant native trees and additional meadows to help reduce and clean stormwater, provide shade, increase aesthetics, and to protect against invasive non-native species that could disrupt the ecosystem.
- Provide a non-intrusive event space or structure that complies with the deed restrictions. A small gazebo would be ideal since it would fit well with the surrounding natural environment. The gazebo could be used as event space but also would provide shade and shelter for park users.
- Provide permeable parking such as grass pavers to enhance the accessibility of the park.
- Only allow leashed dogs on the trails since the open space may be used for event seating.
- Install gateway improvements that engage the public and welcome them into the meadow. Since York Road is a heavily traveled road, it is imperative to maintain clear ingress and egress visibility.
- Improve the sidewalk conditions along York Road by relocating the sidewalk away from the curb line and into the park slightly.
- Provide permanent restrooms or temporary portable toilets for park users.
- There are two opportunities to provide trail connections from Miller Meadow: provide a bridge across the creek to connect the meadow with Hatboro Cemetery; and provide a safe connection between the meadow and Pennypack Elementary School.

Concept Plan:

The concept for the Miller Meadow masterplan was to create an inviting and attractive public space; protect environmentally sensitive floodplain, wetland, and riparian areas; and create a space where community events are possible. A gazebo is proposed for the center of the meadow to take advantage of the views from all sides. A view of the Historic Borough Hall shall be maintained from the gazebo and new trees and landscaping shall be placed to the sides of the sight-line. A 6-foot-wide paved trail connects the existing and a newly proposed sidewalk along sidewalk along York Road with the gazebo. The trail also connects two proposed trailheads with the top of the creek bank, an expanded butterfly garden and a managed meadow. A grass block parking area with two driveways from York Road, one of which will connect to the signal at York and Horsham Roads, is also proposed. Additional street trees, other landscaping, many amenities including benches, and a possible bridge over the Pennypack Creek are also part of the concept, which has been divided into two phases.



Borough Hall viewed from Miller Meadow.



Phase 1

- Sidewalk
- Hard Trail (pedestrian, 6' wide)
- Hard Trail (vehicle, 8' wide)
- Gazebo
- Managed Meadow
- Proposed Tree

Phase 2

- Parking
- Trail Head
- Expanded Wild Flower Garden
- Improved Turf Surface if Necessary
- Woods Edge/Riparian Buffer
- Proposed Tree
- Proposed Shrub
- Proposed Bench/Signage/Bike Rack
- Future Trail

Existing Features

- Existing Tree
- Existing Bench

Miller Meadow Concept Plan

TABLE 13: MILLER MEADOW COST ESTIMATE:

ITEM	DESCRIPTION	UNIT COST	TOTAL	PHASE
1	Earthwork and grading		\$10,000	1
2	Paved trails		\$49,970	1
3	Gazebo, 20 feet in diameter, installed		\$37,000	1
4	Concrete slab and step for gazebo		\$10,000	1
5	ADA ramp and handrails for gazebo		\$7,500	1
6	Electric service to gazebo [handled in house]			1
7	Seeding and soil supplements for expanded meadow area		\$15,000	1
8	7 New trees		\$2,800	1
9	Permitting fees		\$2,000	1
10	Engineering & inspection		\$45,226	1
11	Erosion and sediment controls		\$10,000	1
12	Mobilization		\$10,000	1
13	Earthwork and grading		\$20,000	2
14	Parking lot and entrance driveways - paving and grass pavers		\$90,000	2
15	Paint for driveway and parking area		\$2,000	2
16	Lawn restoration in right-of-way (690 square yards)	\$5/sy	\$3,450	2
17	ADA ramps and detectable warning plates (60 square yards)	\$260/sy	\$15,600	2
18	25 New trees	\$1,000	\$25,000	2
19	Sidewalk demolition and removal		\$8,000	2
20	Expand wildflower/butterfly garden by 355 square yards	\$5/sy	\$1,775	2
21	Interpretive signage for butterfly garden		\$3,000	2
22	New gateway sign		\$3,000	2
23	7 New shrubs for parking lot	\$50	\$350	2
24	Install (pave) two new trailheads	\$9,400 per trail head	\$18,800	2
25	Dog stations for trail heads	\$500 each	\$1,000	2
26	Waste and recycling recepticals at trail heads	\$600 each	\$2,400	2
27	Rain garden		\$50,000	2
28	Improve wetland and riparian buffers		\$115,000	2
29	Bicycle parking rack		\$500	2
30	Maintenance and protection of traffic		\$20,000	2
31	Permitting fees		\$8,000	2
32	Engineering & inspection		\$75,000	2
33	Erosion and sediment controls		\$5,000	2
34	Mobilization		\$25,000	2
35	10% Contingency		\$69,237	both
TOTAL			\$751,608	

Implementation of this project has already been initiated by the borough, thus the cost estimates for the project are further along than for the other two concept plans.



Playground and basketball courts at Tanner Park.

Tanner Park

- **Size:** 1.8 acres
- **Location:** Between Jefferson and Springdale Avenues; north of Tanner Avenue.
- **Parking:** On-street parking, bicycle parking rack.
- **Seating:** Park benches and a picnic table.
- **Current Amenities:** Playground, one basketball court with two additional standards for play, a small ballfield with a backstop, and a paved walking trail.

Tanner Park is a well-utilized neighborhood park in an area where there is otherwise limited opportunity for recreational play. The small ballfield with a backstop is used for neighborhood activities. A high quality tot lot with popular playground equipment is well-utilized by neighborhood children. A short walking path provides access throughout the park, and from Springdale Avenue through to Jefferson Avenue. A basketball court provides

additional recreation options in this small park. A picnic table and landscaped areas make the park even more inviting to the neighborhood. A few mature trees can be found in the park.

As a neighborhood park, most park users access the park on foot. Gaps in the sidewalk network within 0.25 miles of the park should be prioritized for improvement.

This neighborhood park provides opportunities for spontaneous recreational activities. Currently, Tanner Park provides limited opportunities for organized recreational programs and activities. Due to space constraints, this park is not a good location for third-party activities.

Maintenance Practices:

During site visits, the park was found to be routinely well maintained. Care is taken with grass cutting and trimming in order to avoid blowing grass into the play areas. Trash removal, court care, and litter removal were all adequately provided.



Backstop and lawn area.



Basketball courts.

Risk Analysis:

While the park is well maintained and meets most safety guidelines, there are several areas that should be improved. These include:

- An additional safety surface is needed in the play area.
- The proximity of the field's backstop to home plate should be reviewed for safety.

- Shrubs are overhanging a play structure and should be cut back to maintain a six-foot safe zone.
- The narrow space between the basketball court and nearby fencing presents a potential danger for players.
- And additional trash and recycling receptacles are needed for refuse collection.

PARK

- Complete the sidewalk network within 0.25 miles of the park.
- Improve safety surfacing and trim overhanging plants around playground.
- Improve safety of basketball court and ball field.
- Consult park neighbors to determine if visual or sound buffers are needed since the park is very close to neighboring homes. Implement improvements if needed.
- Plant native species to reduce the visual impact of the adjacent commercial area and water tower and provide for a more natural experience for park users. In particular, it is recommended that a vegetated buffer be installed along Springdale Avenue to help shield the visual impact of the non-residential buildings.
- Provide improved sidewalk and crossing connections to the planned future Corinthian Trail north of Tanner Park and then continue these improved connections to Crooked Billet Elementary School.
- Add additional trash and recycling receptacles.

Hatboro Little League Complex

- **Size:** 15.9 acres
- **Location:** Intersection of Blair Mill and County Line Roads in Horsham Township.
- **Parking:** On-site parking lot.
- **Seating:** Bleachers.
- **Current Amenities:** Multiple baseball and softball fields, batting cages, restrooms, a pavilion, and picnic area.

While this property is not located within the borough limits, it serves as a major active recreation site for Hatboro residents and is owned by the borough. The complex is a heavily utilized facility that is active almost year round. Baseball and softball leagues are held in the spring, summer, and fall, and there are also several tournaments held at the complex throughout the year. When the fields and batting cages are not being used by leagues, the public is allowed to access them for recreational purposes. Although the property is owned by the borough, the complex is primarily managed by the Little League organization, which receives funding assistance from the borough for maintenance and improvements.

An ephemeral waterway traverses the property and flooding of the practice field closest to County Line Road and Blair Mill Road is common. Few trees are located on the property.



Outfield area with sponsors on fence.



Bleachers overlooking field.

RECOMMENDATIONS FOR LITTLE LEAGUE COMPLEX

- Incorporate stormwater management best practices. The complex is located within the flood-prone Pennypack Creek drainage area. Although there is not enough space for a recommended 50-foot-wide riparian buffer, the grass along the drainage area should be allowed to grow taller.
- Enhance aesthetics. Plant native trees along Blair Mill and County Line Roads. Replace the galvanized chain link fence with a darker colored fence such as a black vinyl coated chain link fence. Darker colored fences tend to disappear into the background and would cause less distraction for views into the park.

Celano Park

- **Size:** 2.4 acres
- **Location:** Adjacent to the Crooked Billet Elementary School.
- **Parking:** No parking is available currently.
- **Seating:** None.
- **Current Amenities:** Walking trail and a bridge.

Celano Park is a natural open space area that was once developed with townhomes, but due to repeated flooding, the structures were removed and the site was converted to a park. The park was dedicated to the borough in October 2017. The site includes a trail on the west side of Blair Mill Run and a pedestrian bridge at the north end of the park, which is on school district property. The park lies within the floodplain and is subject to the rules and regulations established by the Federal Emergency Management Agency (FEMA).



Creek in Celano Park.



Walking trail in Celano Park.

RECOMMENDATIONS

- Improve the riparian area. It is recommended that native riparian grasses and wildflowers be planted within a 35-foot-wide buffer on both sides of the stream. Access to the stream should be provided in designated areas only.
- Add benches.
- Provide signage at the two existing parking spaces to clarify if they are available for public parking.
- Add interpretive signage explaining the prior use of the site and the riparian buffer restoration when completed.
- Connect Celano Park to both Tanner Park and Memorial Park via improved sidewalks and trails.



Stormwater retention basin behind library.



Central green for townhomes.

Union Library

- **Size:** 1 acre
- **Location:** 243 South York Road.
- **Parking:** On-street parking and on-site parking lot.
- **Seating:** Picnic table and park benches.
- **Current Amenities:** Landscaping and bicycle parking.

Hatboro's library is an independent non-profit organization not under the direct purview of the borough government. The library has a grassy stormwater retention basin behind the building that functions as a public park. Families visiting the library can make use of this space for outdoor play. The 0.4 acre area has picnic tables and lawn area. Naturalization of part of the basin or other improvements such as a garden would make the space more inviting for library visitors.

RECOMMENDATIONS

- Work with the library to improve their outdoor space for public use.
- Improve pedestrian connection to the library through existing parking lot south of Rorer Avenue.

Hatboro Station Townhomes

- **Size:** 4.5 acres
- **Location:** 380 South Warminster Road.
- **Parking:** On-site parking lot.
- **Seating:** n/a
- **Current Amenities:** Dog park, walking trail.

This private townhome development includes a 0.4 mile paved walking trail linking the development to the train station. The trail runs along the railroad tracks and connects Fulmor Avenue to Byberry Road. Shared outdoor space at the development includes a small, fenced dog park that is open to the public, and an attractively naturalized stormwater basin. Although this area is in private hands, it provides some open space and amenities to the public.

RECOMMENDATION

- Work with the homeowners association to provide safety lighting for pedestrians along the trail.

TRAILS AND CONNECTIVITY

Trails were the second most desired amenity identified by the public to enhance the borough's existing parks and recreation system. Much interest was expressed at both the public and steering committee meetings for the development of trails outside of borough parks to connect green spaces, recreational facilities, and community assets.

The creation of a loop trail that would encircle the borough and connect all of the existing parks and numerous other destinations is the top priority for trails in the borough. Such a loop trail would range between three and four miles in length. Many of the recommendations mentioned throughout this chapter for potential trail connections to and from existing parks could help form parts of the desired loop trail. Map 13 provides a conceptual vision for how Hatboro's parks and other community locations could be connected to one another. Variation in the route is likely, as this is a preliminary concept.

In addition to the Loop Trail concept the steering committee identified other priority trail destinations that include: nearby regional trails such as the Pennypack, Powerline, and Cross County Trails; the Willow Grove YMCA; nearby parks and natural areas outside of the borough; and area schools including Keith Valley Middle School and the Upper Moreland Elementary/Middle School campus.

To study these connections, Hatboro Borough, in partnership with Upper Moreland Township, received a \$72,000 grant from Delaware Valley Regional Planning Commission's Transportation and Community Development Initiative (TCDI) to undergo a trail planning study. This study is in progress with a final plan document anticipated sometime in 2020.

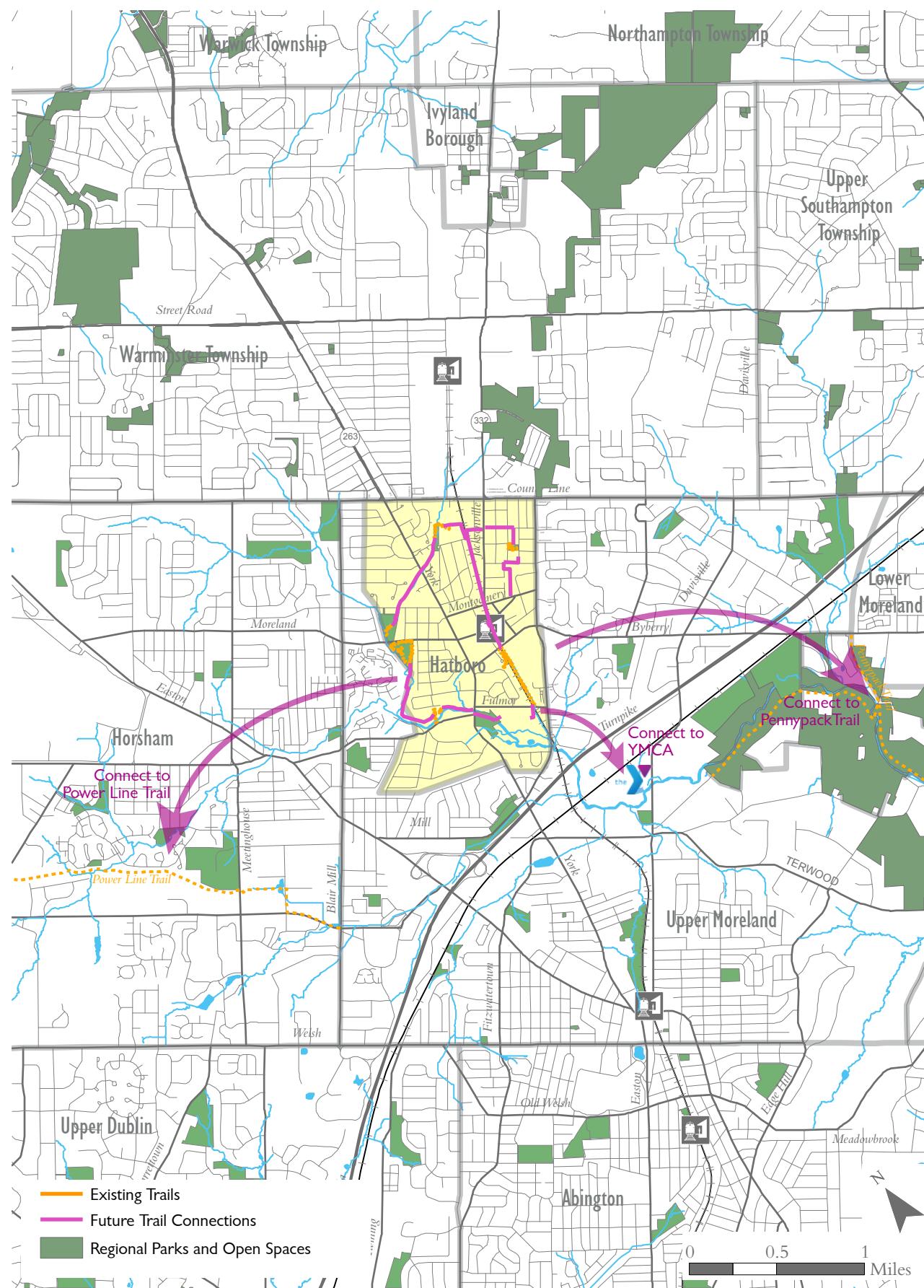
The goals of the TCDI study are to:

1. Identify connections between parks and open space in Upper Moreland and Hatboro's parks system;
2. Eliminate trail gaps to connect with the Montgomery County Primary Trail Network;
3. Decrease vehicular volume by providing viable transportation alternatives to residents;
4. Identify opportunities for residents to access the trail system via existing and new sidewalks and paths, eliminating the need to drive to a trail; and
5. Increase downtown accessibility and walkability, thereby stimulating economic growth.

RECOMMENDATIONS

- Participate in regional trail planning efforts.
- Develop a local trail plan to complement the regional system.
- Expand the sidewalk and trail system to increase pedestrian access throughout the borough.
- Facilitate pedestrian and bike access to the park system through the development and maintenance of accessible sidewalks, trails, and bike lanes.
- Hire a consultant to conduct a trail feasibility study along the Pennypack Creek.
- Develop clear and attractive signage to guide trail users and enhance usage of services and businesses.

MAP 13: POSSIBLE FUTURE TRAIL CONNECTIONS



Chapter 5

Recreation Analysis

COMPARISON TO OTHER COMMUNITIES

In order to analyze and make recommendations for Hatboro's recreational programming, it is useful to look at comparable communities in the area. What follows is a list of programming organized by the Parks and Recreation Departments of municipalities that are neighbors of Hatboro or have various aspects in common with Hatboro. Many of these communities offer unique and interesting programming, led by community members and community partners who have the skills and interests to offer these programs. Some of the partner organizations mentioned below collaborate with municipalities to offer programming. Although this information is instructive for comparison, Hatboro will need to assess the skills and interests of the local community to determine the best programs to provide locally. The population estimate for each municipality from the U.S. Census American Communities Survey (2012-2016) is provided for comparison. The information below may not be comprehensive.

Ambler (population estimate: 6,507)

Community: Family movie nights in the park
Summer: Day camp co-organized with YMCA

Jenkintown (population estimate: 4,426)

No programming is provided by the borough. The non-profit Jenkintown Youth Activities offers all programs without formal input from the borough.

Perkasie (population estimate: 8,495)

Classes/Clubs: Mah Jong, Zumba
Community: Concert series
Pool: Dog swimming day (annual event in September)
Summer: "Mondays in Menlo, a fun, family, summer morning; an outdoor program for parents and children to enjoy together"
Team sports: Basketball leagues (boys, girls, and adults)
Trips: NYC trip
Website: Online registration

Souderton (population estimate: 6,737)

Pool: Hydro trim (pool workout); swim lessons – group or private; Birthday parties

Other: Cemetery ownership/management

Community: Concerts in the park – bandshell; Community pool parties – Xmas in July, Luau, Movie night

Lansdale (population estimate: 16,454)

Classes/Clubs: Zumba; yoga; Motown line dancing; Printmaking/Collage; Pysansky (Ukrainian egg decorating); Karate (ages 5-11, once per week); Pottery (preschool-age with parent); Golf lessons jointly with Hatfield Township, ages 8-14

Community: Concerts, movie nights, and other events

Pool: Two pools; Aquatic fitness; Swim lessons; Diving lessons

Summer: Water polo camp (one week); science camp (two weeks); playground program (AM camp, two weeks)

Team sports: T-Ball; Soccer (3 and 4 year olds only)

Website: Interactive online map, online signup for joining pools and registering for activities

Horsham Township (population estimate: 26,516)

Classes/Clubs: Babysitter class for teens; Anti-cyber bullying presentation for kids/teens and their parents; Ice skating lessons – collaboration with private rink

Community: Easter egg hunt, 5K run/1 mile walk, Spooky story night at Jarrett Nature Center, Children's theater

Summer: 7 weeks of summer camp in collaboration with many private organizations

Tickets: Discounted tickets for sale to zoos, renaissance faire, museums, aquariums, amusement parks, ski areas, and movie theaters

Trips: Bus trips to DC, NYC

Website: Online registration

Upper Moreland (population estimate: 24,218)

Classes/clubs: Preschool classes (four different ones per week); Teen babysitting class; Karate (three age groups: preschool, kids, adults); Drawing; Drama; Self-defense

Community: Polar Prance Dance for grades 3-5; Evening childcare for date night (monthly pizza and activities for kids, 5:30 – 8:30 pm)

Summer: Playground supervised play camp

Team sports: Adult softball league

Tickets: Discounted ski tickets

Trips: Seniors group that takes various trips

Website: Online registration

Warminster Township (population estimate: 32,603)

Classes/Clubs: Bark park with classes; Partnership with YMCA to co-offer programming:

“Starting in January 2015, Warminster Township has partnered with the Central Bucks Family YMCA to provide the day-to-day programs that many residents have enjoyed through the Parks & Recreation Department. Many of our instructors have transitioned to the Y to provide the same quality activities that residents have come to expect. Many of the programs continue to be held at the WREC @ Warminster Community Park (WCP), 1100 Veterans Way.”¹

Community: Memorial bench and memorial tree programs; community garden

Tickets: Discount tickets to amusement parks, attractions, ski resorts, movie theaters

¹ <https://warminstertownship.org/recreation/>

HATBORO PARKS AND RECREATION PROGRAMMING

Hatboro's only recreational offerings take place at the Memorial Swimming Pool. Swimming lessons and a swim team are offered to area children. Results from the public outreach for this plan indicate that borough residents feel recreational programs are important and are desired in the borough. In the public outreach for this plan, a number of residents felt as if the parks were not for them because they did not have young children. Increasing opportunities for teens and adults to interact with the parks would be beneficial to the community. In addition, the large and growing number of seniors in the community should be considered as programming is developed. Exercise programs for seniors such as Silver Sneakers® are very popular, and may be valuable to include in any programs developed for Hatboro.

To incorporate a recreation program into Hatboro's park system, someone will need to be charged with developing programming, partnering with program providers, handling space and facility agreements, and many other aspects of establishing a new recreation program. Existing office and public works staff have limited capacity to add this role to their existing work. Hiring a half-time Parks and Recreation Director would allow the borough to begin to establish a borough recreation program.

Partnerships with recreation providers to deliver recreational activities in borough parks may lead to a modest revenue stream for the borough. The borough may contract with program providers who charge a fee for their program. To host the program at borough parks or through the borough recreation program, a portion of the fee charged would return to the borough. These providers are responsible for all aspects of the programs; the borough has

limited responsibilities when utilizing contracted vendors. The borough's responsibilities may include advertisements, registration, maintenance, and invoice payments. Providers would supply all equipment, instructors, and other supplies necessary for the success of the programs.

The current amount of public input needs to be enhanced to ensure the borough is meeting community needs or is, at the very least, aware of the desires of the community. Continual input from residents is needed and essential. The recent public survey provided information for the immediate future; however, additional and ongoing information needs to be obtained from the public.

RECOMMENDATIONS

- Create recreational programming within the park system for a variety of age groups.
- Actively recruit instructors to teach a variety of classes, camps, or other programs. This includes contracted service providers and third party organization providers.
- Develop and administer annual surveys that are designed to gather community information and feedback for programs and/or park enhancements. The surveys should be available through both free online survey services as well as paper surveys distributed at community events, local businesses, with other co-operative recreation providers (i.e. the swim club), and to school children.
- Hire a part-time Parks and Recreation Director. (\$30,000/year)
- Create opportunities for adults and teens to exercise by providing fitness equipment in the parks.

COMMUNITY PARTNERSHIPS

Due to limited borough staffing, partnerships are essential to the success of any recreation programming in Hatboro. The borough has had very limited partnerships for occasional recreational opportunities, such as partnering with the Union Library to host a tree lighting ceremony. Some cooperative verbal partnerships exist to assist the borough including youth sport organizations, civic organizations, and some private businesses. While limited, these partnerships have proven to be successful. There is no formal, written procedure in place for forming a partnership, which is an added challenge. A written procedure would outline who is responsible for what and the method in which a program would be advertised, held, and evaluated.

The Hatboro-Horsham School District (HHSD) could be an especially valuable and important partner for programming, due to their ownership of several indoor and outdoor spaces, and their ability to promote programs through the families that have children in the schools. The borough has been in discussion with the school district's superintendent regarding community use of Crooked Billet Elementary School's new facilities including the auditorium and basketball courts. Opportunities exist for an increased use of the school district to promote any borough recreation programming along with community information. A formal agreement with HHSD that would allow for use of facilities and promotion of programming would be valuable to put in place.

Because Hatboro is a small municipality, opportunities to improve the efficiency of government services may be realized by cooperating with other municipalities and entities. Joint planning efforts, especially in areas such as stormwater management and transportation, can yield more effective results than planning alone. Partnerships and



Pennypack Elementary School.

connections outside of the borough could deliver services to residents that might not otherwise be feasible. The joint trail planning effort underway with Upper Moreland Township is an example of a partnership that may yield infrastructure for residents that could not have been accomplished by Hatboro planning alone. (See page 74.)

RECOMMENDATIONS

- Create a written procedure for partnerships with recreation providers, vendors, the Hatboro-Horsham School District, non-profit and community groups, surrounding municipalities, and others to provide events, recreation activities, and services in the parks.
- Increase collaboration and cooperation with Hatboro-Horsham School District to provide recreation programming to the community after school hours and use of their properties after school for parks and recreation.
- Develop partnerships to enable services and commercial ventures within the parks such as food trucks, fairs, beer gardens, and farmers markets.

Chapter 6

Implementation

PRIORITIES

Priority levels have been set for each recommendation found in the plan in the tables located in Appendix I. A list of top priority items is provided here to assist in focusing implementation on items of greatest importance.

1. Add more recreational amenities to existing parks.
2. Enhance stream health and water quality through preservation and restoration of riparian zones.
3. Create recreational programming within the park system for a variety of age groups.
4. Add an ADA compliant playground in Memorial Park.
5. Develop a local trail plan to complement the regional system.
6. Continue to provide opportunities for professional development for staff on best practices in grounds management, stormwater management, landscaping, and more.
7. Direct landowners on how to create and maintain greener public spaces, streetscapes, and parking lots.
8. Provide a non-intrusive event space or structure in Miller Meadow that complies with the deed restrictions. A small gazebo would be ideal since it would fit well with the surrounding natural environment. The gazebo could be used as event space but also would provide shade and shelter for park users.
9. Conduct a feasibility study for renovation of pool bath house and associated facilities.
10. Improve accessibility for persons with disabilities throughout the borough's park system.

EARLY IMPLEMENTATION

The following recommendations for early implementation have been selected because they are easier to implement or because the borough has already secured funding to implement them. Early implementation items should be accomplished within three years of the plan's adoption.

1. Participate in regional trail planning efforts.
2. Improve wayfinding signage on Monument Avenue directing visitors to the Memorial Park.
3. Improve wayfinding, historical, and educational signage within the parks, including maps for larger parks and park street addresses on every park sign.
4. Build a cohesive trail system in Miller Meadow that provides access to the site's diverse ecosystem. Given the site's location next to a waterway prone to flooding, trails should be constructed with proper drainage and infiltration to ensure resilience.
5. Improve the condition of the stream and adjacent riparian areas in Eaton Park. The streambanks are severely undercut and destabilized. The riparian buffer is narrow and choked with non-native plant species. It is recommended that the invasive non-native species be replaced with native ones and that a 50-foot-wide riparian buffer area be installed and maintained.
6. Relocate portions of the Eaton Park walking path to be outside of the riparian area.
7. Improve safety surfacing and trim overhanging plants around Tanner Park playground.
8. Provide signage at the two existing parking spaces at Celano Park to clarify if they are available for public parking.
9. Provide a policy for background checks/clearances for all third party recreation providers that complies with current laws.
10. Work with the homeowners association at Hatboro Station Townhomes to provide safety lighting for pedestrians along the trail.

FUNDING

Most open space and recreation projects are funded through a combination of local dollars provided by the municipality or the county and state, federal, or private grants. In southeastern Pennsylvania, the primary sources of grant funding for trail development come from the Pennsylvania Department of Conservation and Natural Resources (DCNR), the Pennsylvania Department of Community and Economic Development (DCED), and the Delaware Valley Regional Planning Commission (DVRPC). Below is a summary of potential grant programs that may be utilized for completion of the trails and greenways. Many of the following grant program descriptions have been provided by DVRPC. See <https://www.dvRPC.org/asp/MCDResource/> for a full listing of possible grant programs. As is evident from the information below, there are many grant programs available that can assist in funding the implementation of this plan.

Montgomery County

Montco 2040 Implementation Grant

As part of the implementation of the new Montgomery County Comprehensive Plan, *Montco 2040: A Shared Vision*, a grant program has been established to allow municipalities to make targeted physical improvements that work to achieve goals of the plan. The maximum amount awarded is \$200,000 (although typical awards are closer to \$100,000) and the program requires a 20% local match. Projects must address a stated goal within one of the three themes of the Plan: Connected Communities, Sustainable Places, and Vibrant Economies and awarded funds may only be applied to physical improvements. Funding themes change slightly each year. Funds must be expended within two years of award.

More information can be found at: <http://www.montcopa.org/2453/Montco-2040-Implementation-Grant-Program>.

Pennsylvania Department of Conservation and Natural Resources (DCNR)

Community Conservation Partnership Program (C2P2)

The Community Recreation and Conservation Program through the DCNR Community Conservation Partnership Program provides funding for recreation, park, trail, and conservation projects. These projects could include planning for feasibility studies, trail studies, conservation plans, master site development plans, and comprehensive recreation park and open space and greenway plans. In addition to planning efforts, the program provides funding for land acquisition for active or passive parks, trails and conservation purposes, and construction and rehabilitation of parks, trails, and recreation facilities. Most of these projects require a 50% match, which can include a combination of cash and/or non-cash values.

Recreational Trails Program (PRT)

The Pennsylvania Recreational Trails Program, also through the C2P2 Program, awards grants to federal and state agencies, local governments, non-profit and for-profit organizations to assist with the construction, renovation and maintenance of trails and related facilities for both motorized and non-motorized recreational trail use, the purchase or lease of equipment for trail maintenance and construction, and the development of educational materials and programs. These grants require a minimum 20% match, which can include a combination of cash and/or non-cash values.

More information on DCNR grants can be found at: <http://www.dcnr.state.pa.us/brc/grants/indexgrantsinstruct.aspx>

Pennsylvania Department of Community and Economic Development (DCED)

Commonwealth Financing Agency - Greenways, Trails, and Recreation Program

The Greenways, Trails, and Recreation program provides funding for: public park and recreation area projects, greenway and trail projects, and river or creek conservation projects. The program requires a 15% local cash match of the total project cost and projects must not exceed \$250,000.

More information can be found at: <http://www.newpa.com/programs/greenways-trails-and-recreation-program-gtrp/>.

Commonwealth Financing Agency – Multimodal Transportation Fund

The Multimodal Transportation Fund provides grants to encourage economic development and ensure that a safe and reliable system of transportation is available to the residents of the Commonwealth. Funds may be used for the development, rehabilitation and enhancement of transportation assets to existing communities, streetscape, lighting, sidewalk enhancement, pedestrian safety, connectivity of transportation assets, and transit-oriented development. Grants are available for projects with a total cost of \$100,000 or more and grants shall not exceed \$3,000,000 for any project.

More information can be found at: <http://www.newpa.com/find-and-apply-for-funding/funding-and-program-finder/multimodal-transportation-fund>

Federal Highway Administration (FHWA)

Transportation Alternatives Set-Aside Program (TA Set-Aside)

The Transportation Alternatives Set-Aside Program (TA Set-Aside) is a Federal highway and transit funds set-aside under the Surface Transportation Program (STP) for community-based “non-traditional” projects designed to strengthen the cultural, aesthetic, and environmental aspects of the nation’s intermodal transportation system. The Transportation Enhancements (TE) funding category, which has historically funded many pedestrian and bicycle supportive projects such as streetscape improvements, was originally established by Congress in 1991 under the IS-TEA transportation authorization legislation, and was most recently affirmed as TAP under the Moving Ahead for Progress in the 21st Century Act (MAP-21).

The program seeks to provide funding for projects such as construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation. Non-motorized forms of transportation include sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990.

For more information on the PA Transportation Alternatives Set-Aside Program, visit the DVRPC website at: <http://www.dvRPC.org/TA/>

Delaware Valley Regional Planning Commission (DVRPC)

Regional Trails Program (RTP)

The Regional Trails Program, administered by the Delaware Valley Regional Planning Commission, with funding from the William Penn Foundation, aims to capitalize upon the region’s rich network of “rights-of-ways” by providing funding for targeted, priority trail design, construction and planning projects that will promote a truly connected, regional network of multi-use trails throughout the Greater Philadelphia region.

Pennsylvania Department of Transportation (PennDOT)

Multimodal Fund (MM)

PennDOT’s multimodal program seeks to improve freight and passenger mobility options, maximize benefits of capital investment in all modes of transportation, promote safety on all modes of transportation, use transportation improvements to spur economic development, and improve the effectiveness and efficiency of the transportation network. Projects eligible for funding include:

- projects related to streetscape, sidewalk enhancement, pedestrian safety
- transit-oriented development projects
- projects related to connectivity improvements
- projects that coordinate local land use with transportation assets to enhance existing communities

The PennDOT Multimodal fund is separate from the Multimodal Transportation Fund administered by the Pennsylvania DCED. A local match of at least 30% of the non-federal project costs is required for the PennDOT Multimodal fund grants. Upcoming deadlines and more information on the program can be found at: <http://www.penndot.gov/ProjectAndPrograms/MultimodalProgram/Pages/default.aspx>

PennDOT Infrastructure Bank Funds

More information can be found at: <http://www.penndot.gov/ProjectAndPrograms/Planning/Pages/PA-Infrastructure-Bank.aspx>

Pennsylvania Infrastructure Investment Authority (PennVEST)

PennVEST offers both grants and low interest loans for projects that help to manage stormwater and improve water quality. Several of the proposed recommendations will be of interest to PennVEST since they include stormwater best management practices.

More information can be found at: <http://www.pennvest.pa.gov/Pages/default.aspx#.Vcux3WfbJ9A>

PECO

Green Region

Green Region grants are funded by PECO and administered by Natural Lands. The grants can be used with other funding sources to cover a wide variety of planning and direct expenses associated with developing and implementing open space programs, including consulting fees, surveys, environmental assessments, habitat improvement, and capital improvements for passive recreation. Funding is available to municipalities in amounts up to \$10,000 and may cover up to 50% of the project cost. Grant deadlines are in the fall.

More information can be found at: https://www.peco.com/SafetyCommunity/Community/Pages/Environment_OLD.aspx

Pennsylvania Department of Environmental Protection (DEP)

Pennsylvania Environmental Education Grants Program

The Pennsylvania Environmental Education Grants Program awards funding to schools, nonprofit groups and county conservation districts to develop new or expanded current environmental education programming.

The funds are granted for projects ranging from creative, hands-on lessons for students and teacher training programs to ecological education for community residents. Educational resources, including exhibits, educational signage, and demonstration projects, also qualify for funding. Grant applications cannot exceed \$3,000 and require no match, however a match is recommended. Applications are due in December and awarded in April.

Other Funding Sources

Legislative Funding

State and federal elected officials can sometimes include items into legislation for worthy projects in their districts. A conversation between county and municipal officials and legislators is the way to begin this process. This type of funding should be targeted towards capital improvement projects.

Private Foundations

There may be regional corporations and foundations that support public works such as trail development. Competition for these funds is usually high, but opportunities should be explored and researched.

Foundations and institutions represent another potential source of funding for education-related site improvements and programming. Grants are available to support student field trips, provide teacher training in science, and provide other educational opportunities. Education tied to research can increase the pool of potential funds. The science community and research institutions are the logical starting points for solicitation foundation funds.

Appendices

APPENDIX I: RECOMMENDATIONS SUMMARY TABLE

The following tables summarize the goals and recommendations from throughout the plan, and serve as a guideline for the implementation process by identifying the priority, timeline, and partners related to the goals and recommendations discussed earlier in the plan. The priorities are classified as high, medium, or low. Some recommendations are also designated as a top priority or an early implementation task. The given timeline is a measurement for when work should ideally be completed. Ultimately, Hatboro Borough Council will make the final decision on when and how these recommendations will be implemented.



Borough Hall.

Acronym	Meaning
DDD	Downtown Development Director
DVRPC	Delaware Valley Regional Planning Commission
EAC	Environmental Advisory Council
EFC	Enterprise Fire Company
GCB	Gardeners of Crooked Billet
ENG	Hatboro Borough Engineer
HBS	Hatboro Borough Solicitor
HCOC	Hatboro Chamber of Commerce
HHC	Hatboro Historic Commission
HHSD	Hatboro-Horsham School District
HPC	Hatboro Planning Commission
HPD	Hatboro Police Department
HPWD	Hatboro Public Works Department
HSTC	Hatboro Shade Tree Commission
HT	Horsham Township
MBS	Millbrook Society (Historic organization)
MCPC	Montgomery County Planning Commission
MSH	Main Street Hatboro
PennDOT	Pennsylvania Department of Transportation
PSE	PennState Extension
SEPTA	Southeastern Pennsylvania Transportation Authority
ULH	Union Library of Hatborough
UMHJSA	Upper Moreland Hatboro Joint Sewer Authority
UMT	Upper Moreland Township
WT	Warminster Township

General Goals and Recommendations

ENHANCE EXISTING PARKS TO MEET COMMUNITY NEEDS.						
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Add more recreational amenities to existing parks.	High	8+ years	MCPC, ENG, HPWD	Capital	Top priority	see individual park concept plans
Continue to provide opportunities for professional development for staff on best practices in grounds management, stormwater management, landscaping, and more.	High	Ongoing	HPWD	Operating	Top priority	minimal beyond existing budget
Improve wayfinding, historical, and educational signage within the parks, including maps for larger parks and park street addresses on every park sign.	High	1-3 years	MCPC, HPWD, HHC, MBS	Planning, Capital	Early implementation	\$3,500 each
Hire a part-time Parks and Recreation Director.	Medium	1-3 years	HPWD	Operating		\$30,000/year
Track expenses related to parks and recreation as separate line items in the borough budget.	Low	1-3 years		Operating		n/a
Invest in software to better track ongoing park maintenance and work order requests. Purchase a software package that will also allow recreation registration, enhanced communication opportunities, and daily task logs.	Low	1-3 years	HPWD	Operating		\$3,500/ year plus \$3,000 start-up
Hire two dedicated seasonal parks maintenance employees (\$16,800/year each).	Low	1-3 years	HPWD	Operating		\$33,600/ year
Provide clerical assistance to the Public Works Department.	Low	4-7 years	HPWD	Operating		\$15,000/ year
Utilize volunteers for park maintenance through community work days and other avenues.	Low	4-7 years	HPWD	Operating		minimal beyond existing budget
Increase contracted services for parks for tree work, concrete work, field improvements, the elimination of invasive plant species, and other additional services.	Low	4-7 years	HPWD	Operating		\$25,000/ year

CREATE A CONNECTED TRAIL AND OPEN SPACE NETWORK.						
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Participate in regional trail planning efforts.	High	1-3 years	DVRPC, UMT, HT, MCPC	Planning	early implementation	\$10,000
Develop a local trail plan to compliment the regional system.	High	4-7 years	UMT, MCPC	Planning	Top priority	\$10,000
Expand the sidewalk and trail system to increase pedestrian access throughout the borough.	Medium	4-7 years	MCPC	Capital		depends on scope of improvements
Hire a consultant to conduct a trail feasibility study for a trail along the Pennypack Creek.	Low	4-7 years		Planning		\$40,000
Develop clear, attractive signage to guide trail users and enhance usage of services and businesses.	Low	8+ years	MCPC	Planning, Capital		\$15,000

ESTABLISH A GREEN TOWN IMAGE.						
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Direct landowners on how to create and maintain greener public spaces, streetscapes, and parking lots.	High	Ongoing	HPWD, MCPC, GCB, ENG	Outreach	Top priority	minimal
Fill gaps in street tree coverage, especially in the central business district.	High	1-3 years	HSTC	Capital		\$50,000 - \$200,000
Create gateways that evoke a green town image at strategic borough entrances.	Medium	4-7 years	EFC, GCB, MCPC, ENG	Capital		\$50,000
Protect views and sight lines of the parks and open space.	Low	Ongoing	HPWD	Operating, Policy		minimal

PROTECT AND IMPROVE THE NATURAL ENVIRONMENT.						
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Enhance stream health and water quality through preservation and restoration of riparian zones.	High	Ongoing	HPC, MCPC	Capital	Top priority	see individual park concept plans
Preserve valuable unprotected open space for improvements to air quality and stormwater management.	High	Ongoing	HPC, MCPC	Outreach, Planning, Capital		varies
Capture stormwater through the use of rain gardens and infiltration basins to reduce flooding, remove pollutants, and provide wildlife habitat.	High	Ongoing	ENG, HPWD, MCPC	Capital		varies
Remove invasive species and replace with native vegetation to enhance biodiversity and to support a robust native wildlife population.	Medium	Ongoing	HPWD	Capital		varies
Maintain and improve contiguous green spaces or greenways to allow for native wildlife migration through the borough.	Low	Ongoing	HPWD	Capital, Operating		varies

ENHANCE RECREATIONAL OPPORTUNITIES FOR A DIVERSE DEMOGRAPHIC.

RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Create recreational programming within the park system for a variety of age groups.	High	Ongoing	UMT, HPWD	Operating	Top priority	varies
Provide a policy for background checks/clearances for all third party recreation providers that complies with current laws.	High	1-3 years	HBS	Operating	Early implementation	minimal
Establish an appointed Parks and Recreation Board to advise Borough Council and staff on parks and recreation.	High	1-3 years		Operating		minimal
Provide safe and accessible recreation areas and parking for public events.	High	4-7 years	ENG, HPWD, MCPC	Capital		see individual park concept plans
Create opportunities for adults and teens to exercise by providing fitness equipment in the parks.	High	8+ years	ENG, HPWD, MCPC	Capital		see individual park concept plans
Work with outside organizations such as school districts, firehouses, churches, and businesses to provide indoor recreation space.	Medium	Ongoing	HPWD, community partners, DDD	Operating		varies
Develop partnerships to enable services and commercial ventures with parks such as food trucks, fairs, beer gardens, and farmers markets.	Medium	Ongoing	HCOC, HPWD, DDD	Operating		minimal
Increase collaboration and cooperation with Hatboro-Horsham School District to provide recreation programming to the community after school hours.	Medium	1-3 years	HHSD	Operating		varies
Create a written procedure for partnerships with recreation providers, vendors, the Hatboro-Horsham School District, non-profit and community groups, surrounding municipalities, and others to provide events, recreation activities, and services in the parks.	Medium	1-3 years	HBS, HHSD	Operating		minimal
Actively recruit instructors to teach a variety of classes, camps, or other programs. This includes contracted service providers and third party organization providers.	Medium	Ongoing	community partners	Operating		minimal

ENHANCE RECREATIONAL OPPORTUNITIES FOR A DIVERSE DEMOGRAPHIC (CONTINUED).

RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Develop and administer annual surveys that are designed to gather community information and feedback for programs and/or park enhancements. The surveys should be available through both free online survey services as well as paper distributed at community events, local businesses, with other cooperative recreation providers (i.e. the swim club), and to school children.	Low	Ongoing	MCPC, HHSD, community partners	Planning		minimal
Review and revise the fee structure and current policies for field reservations and pavilion rentals.	Low	1-3 years	HPWD	Policy		minimal
Develop formal use agreement with Hatboro-Horsham School District to permit indoor programs in their facilities.	Low	4-7 years	HHSD, HBS	Operating		minimal

ENHANCE SAFETY AND ACCESSIBILITY.

RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED	COST
Improve accessibility for persons with disabilities throughout the borough's park system.	High	4-7 years	HPWD	Capital	Top priority	varies
Enhance park and trail safety by improving and maintaining adequate access for emergency vehicles and services.	Medium	1-3 years	HPWD, EFC, HPD	Operating		varies
Facilitate pedestrian and bike access to the park system through the development and maintenance of accessible sidewalks, trails, and bike lanes.	Medium	8+ years	MCPC, ENG	Capital		varies
Perform land surveys of all park properties to better delineate the limit of responsibility. This information will permit the Public Works Superintendent to better determine the areas of responsibility in disputes with neighbors over tree care, shed placement, mowing responsibilities, etc.	Low	4-7 years	ENG	Operating		\$3,000
Engage with residents through additional marketing and outreach efforts around new recreational programming.	Low	8+ years	DDD	Operating		varies

Park-Specific Recommendations

MILLER MEADOW					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Build a cohesive trail system that provides access to the site's diverse ecosystem. Given the site's location next to a waterway prone to flooding, trails should be constructed with proper drainage and infiltration to ensure resilience.	High	1-3 years	MCPC, ENG, HPWD	Capital	Early implementation
Provide a non-intrusive event space or structure that complies with the deed restrictions. A small gazebo would be ideal as it would fit well with the surrounding natural environment. The gazebo could be used as event space but also provides shade and shelter for park uses.	High	1-3 years	MCPC, ENG, HPWD	Capital	Top priority
Plant native trees and additional meadows to help reduce and clean stormwater, provide shade, increase aesthetics, and to protect against invasive non-native species that could disrupt the ecosystem.	High	1-3 years	MCPC, ENG, HPWD	Capital	
Provide trail connections from Miller Meadow: 1) a bridge across the creek to connect with the cemetery; 2) a connection with Pennypack Elementary School	High	8+ years	ENG, MCPC	Capital	
Improve the sidewalk conditions along York Road by relocating the sidewalk away from the curb line and into the park slightly.	Medium	1-3 years	ENG, HPWD	Capital	
Provide permeable parking such as grass pavers to enhance the accessibility of the park.	Medium	4-7 years	MCPC, ENG, HPWD	Capital	
Install gateway improvements that engage the public and welcome them into the meadow. Since York Road is a heavy traveled road, it is imperative to maintain clear ingress and egress visibility.	Medium	4-7 years	GCB, HPWD, MCPC, ENG	Capital	
Only allow leashed dogs on trails since the open space may be used for event seating.	Medium	Ongoing	HPWD, HPD	Policy	
Provide permanent restrooms or temporary portable toilets to accommodate the needs of the park users.	Low	4-7 years	ENG, HPWD	Capital	

EATON PARK					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Improve the condition of the stream and the riparian areas as the streambanks have been severely undercut and destabilized by the water. The riparian buffer is narrow and choked with non-native plant species. It is recommended to replace the non-native species with the native ones and to maintain a 50 foot riparian buffer area.	High	1-3 years	ENG, HPWD	Capital	Early implementation
Relocate portions of the walking path outside of the riparian area and repave and widen path slightly to increase ADA accessibility.	High	1-3 years	ENG, HPWD	Capital	Early implementation
Provide a more diverse range of active recreation options, particularly near the pavilion. The leading requests for active recreation for the site include tennis, pickleball, and bocce ball.	High	1-3 years	MCPC, ENG, HPWD	Operating	
Provide more benches and areas to sit and enjoy the outdoors. It is recommended that benches be placed along the waterway and the trail to take advantage of the existing shade trees.	High	1-3 years	MCPC, ENG, HPWD	Capital	
Cut back plants that overhang or interfere with the walking path.	Medium	1-3 years	HPWD	Operating	
Provide buffers to limit noise from the park to adjacent neighborhoods and improve park aesthetics.	Medium	4-7 years	ENG	Capital	
Improve the parking by delineating spaces and implementing environmentally sustainable best management practices.	Medium	4-7 years	ENG	Capital	
Add padding to the light pole between the basketball courts to improve safety.	Medium	4-7 years	HPWD	Capital	
Provide trail connections from Eaton Memorial Park: 1) improve existing path connection between intersection of Williams Lane and South Linden Avenue and the park; 2) provide a continuous trail connection to Pennypack Elementary School.	Medium	8+ years	MCPC, ENG	Capital	
Install bicycle rack.	Medium	8+ years	HPWD	Capital	
Provide restrooms. Although there are restrooms at the pool, they are only available when the pool is open. Easy access to restrooms would make the pavilion a more desirable destination for party reservations.	Medium	8+ years	ENG	Capital	
Provide low, bollard-style lighting along the walking path for safety.	Low	4-7 years	ENG	Capital	
Incorporate exercise stations periodically along the walking path.	Low	4-7 years	ENG	Capital	
Install interpretive signage at strategic locations along the trail to educate users on the different tree species, the importance of protecting streams and riparian areas, and the history of the site.	Low	4-7 years	HPWD, MCPC	Capital	
Consider building a bandshell for concerts in the park.	Low	8+ years	community partners, ENG	Capital	
Install a fenced, off-leash dog park.	Low	8+ years	ENG	Capital	

MEMORIAL PARK					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Conduct a feasibility study for the renovation of the pool bath house and associated facilities.	High	1-3 years		Planning	Top priority
Add an ADA compliant playground.	High	4-7 years	ENG, MCPC	Capital	Top priority
Improve the condition of the stream and the riparian area by planting native species, allowing grass to grow longer on the immediate stream bank, and maintaining a 50 foot riparian buffer.	High	4-7 years	ENG, HPWD	Capital	
Work collaboratively with community partners to select a theme, design, and erect a memorial.	High	8+ years	MCPC, ENG, HPWD	Planning, Capital	
Improve wayfinding signage on Monument Avenue directing visitors to the park.	Medium	1-3 years	HPWD	Capital	Early implementation
Improve safety fencing at the ball field.	Medium	1-3 years	HPWD, ENG	Capital	
Plant shade trees along the east side of the pool area.	Medium	4-7 years	HPWD	Capital	
Create a loop walking path in the interior of the park, including an ADA compliant bridges to cross the creek.	Medium	4-7 years		Capital	
Install a set of bleachers by the softball field to accommodate larger crowds.	Medium	4-7 years		Capital	
Delineate spaces in Monument Avenue parking lot.	Medium	4-7 years		Capital	
Upgrade the playgrounds to remove metal slides and improve play equipment.	Medium	8+ years		Capital	
Provide a trail connection between the north end of the park at West Monument Avenue to Celano Park along Blair Mill Run.	Medium	8+ years		Planning, Capital	
Install additional benches throughout the park.	Low	8+ years		Capital	

TANNER PARK					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Improve safety surfacing and trim overhanging plants around playground.	High	1-3 years	HPWD	Operating, Capital	Early implementation
Complete the sidewalk network within 0.25 miles of the park.	High	1-3 years	ENG	Capital	
Provide improved sidewalk and crosswalk connections to the planned future Corinthian Trail north of Tanner Park and then continue these improved pedestrian connections to Crooked Billet Elementary School.	High	4-7 years	ENG	Capital	
Improve safety of basketball court and ball field.	Medium	4-7 years	HPWD	Capital	
Plant native species to reduce the visual impact of the adjacent commercial area and water tower and to allow for a more natural experience for park users. In particular, it is recommended that vegetation is planted along the southern fence to help shield the visual impact of the commercial building along Springdale Avenue.	Low	4-7 years	HPWD	Capital	
Add additional trash and recycling receptacles.	Low	4-7 years	HPWD	Capital	
Consult park neighbors to determine if visual or sound buffers are needed since the park is very close to neighboring homes. Implement improvements if needed.	Low	8+ years	HPWD, ENG	Planning	

LITTLE LEAGUE COMPLEX					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Incorporate stormwater management best practices - the complex is within the flood-prone Pennypack Creek drainage area. Although there is not enough room for a recommended 50-foot-wide riparian buffer, the grass up to the creek should be allowed to grow taller.	High	4-7 years	ENG	Capital	
Enhance aesthetics - Plant native trees along Blair Mill and County Line Roads. Also, replace the galvanized chain link fence with a darker colored fence such as a black vinyl coated chain link fence. Dark colored fences disappear into the background and would distract less from the views into the park.	Low	8+ years	HPWD, ENG	Capital	

CELANO PARK					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Improve the riparian area. It is recommended that native riparian grasses and wildflowers be planted within a 35-foot-wide buffer on both sides of the stream. Access to the stream should be provided in designated areas only.	High	4-7 years	ENG, HPWD	Capital	
Add benches.	Medium	4-7 years		Capital	
Connect Celano Park to both Tanner Park and Memorial Park via improved sidewalks and trails.	Medium	8+ years	ENG	Planning, Capital	
Provide signage at the two existing parking spaces to clarify if they are available for public parking.	Low	1-3 years		Capital	early implementation
Add interpretive signage explaining the prior use of the site and the riparian buffer when complete.	Low	8+ years	HPWD	Capital	

UNION LIBRARY					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Work with the library to improve their outdoor space for public use.	Low	4-7 years	ULH	Capital	
Improve pedestrian connection to the library through the existing parking lot south of Rorer Avenue.	Low	8+ years	ULH	Planning, Capital	

HATBORO STATION TOWNHOMES					
RECOMMENDATIONS	PRIORITY LEVEL	TIMELINE	PARTNERS	TYPE	FEATURED
Work with the homeowners association to provide safety lighting for pedestrians along the trail.	High	1-3 years	Hatboro Station Townhomes	Capital	Early implementation

APPENDIX II: KEY PERSON INTERVIEWS

Eight key-people were interviewed and responses are noted below

1. What is your relationship to Hatboro (youth group, staff, park visitor...)?
 - 30 year resident
 - Resident
 - Park visitor
 - Small Business owner
 - Pool Staff
 - Various positions in community
 - Citizen of Hatboro
 - Resident
2. Which parks have you visited or frequent?
 - All of the parks (5)
 - Eaton and Tanner (1)
 - Parks in other communities
 - Parks, little league, and pool (2)
3. What specific responsibilities do you have within Hatboro (if any)?
 - Make recommendations to borough council
 - Facility manager, does it all
 - Parent and fund raising
 - Community minded person who assists with all events
 - Business owner and borough supporter
 - Parent and volunteer
4. What has been your experiences with your park visitations / issues?
 - Parks and well maintained (6)
 - Enjoyable (4)
 - Parks lack enough to do (8)
 - Security concerns w/ unwanted behaviors (5)
 - Want to add dogs to park (3)
 - Need no mow zones around streams (2)
 - Baby swings needed (3)
 - More of everything – nothing to do (5)
 - Pavilion is in poor shape (4)
 - Need activities for all ages (3)
 - Need police presence (3)
5. What has been your experiences working with the administration?
 - Past has been good, ran into issues with pool funding
 - Admin is great, very supportive
 - Communication is good (social media)
 - The change has been wonderful
 - Progressive administration looking to make changes
 - Small staff works hard
 - Need a new Shade Tree Commission
 - Staff is wonderful but overworked
6. Would you like to see Hatboro offer recreation programming?
 - Yes, definitely (8)
 - More one day events (5)
 - More programming for kids (5)
 - Need a building for indoor programming (3)
 - Use the old YMCA?
 - Continue farmers markets
 - Something for kids to do after school
 - Summer camp needs (4)
 - Educational programs (2)
 - Offer what is offered in other communities
 - Continue the car show and similar events (4)

7. What opportunities are available to expand recreational opportunities and administration policies to better serve the residents?

 - Need a way to rid the drug use at Eaton Park
 - Police on bikes
 - Maybe partner with school district or businesses
 - More people in the park will reduce bad behavior
 - Better communication with committees and council
 - Increase opportunities for volunteering
 - Need friends of park groups
 - Use volunteers to run programs
 - Need someone to administer recreation
8. Additional Comments:

 - Continue the car show and farmers markets – great community events
 - Public Works is stretched too far
 - Keep going after grants to reduce taxpayer costs
 - Add new positions to help with parks and recreation
 - Security concerns need to be addressed in the parks
 - Need nature activities
 - Police do a great job, very fast to respond
 - Need a business development steering committee
 - Enjoy living in Hatboro
 - Great borough for kids
 - Feels safe
 - Hatboro has old town charm
 - Downtown store fronts need landscaping and better care
 - Hatboro provide great services
 - Need to add to our park inventory and amenities in the parks
 - Happy there is a plan to move forward
 - Utilize Miller Meadow more
 - Unique community
 - Downtown planters don't work
 - Pleased the borough is moving forward with this plan, need to implement the findings without increasing taxes

APPENDIX III: JOB DESCRIPTIONS

Borough of Hatboro Department of Public Works

MISSION STATEMENT

In the mission of the Borough of Hatboro Public Works to maintain streets, public storm sewers, and associated infrastructure, and all public buildings, parks and other public property within the Borough, in a serviceable condition to insure the health, safety and welfare of the community.

CHARGE

Within the parameters set by the Borough Council or Ordinance duly enacted by Borough Council, or any federal or state law, the Borough of Hatboro, Department of Public Works is charged with the following responsibilities:

1. Maintenance of all Borough streets in a safe and acceptable condition. Street maintenance includes, but is not limited to, repairing, paving, line painting, rebuilding, snow and ice removal, and cleaning of public streets and other public right-of-way.
2. Collection and removal of municipal solid waste, and recyclables as prescribed by Borough Ordinance.
3. Maintenance of all Borough owned buildings in useable condition. Building maintenance includes, but is not limited to, exterior and interior painting, exterior and interior repairs, maintenance and minor repair of electrical, plumbing, and HVAC systems.
Responsible for general janitorial services of all Borough facilities.
4. Responsibility for the maintenance of street signs, street lights, traffic signals and other related safety devices. Also responsible for maintenance of parking meters, Borough parking lots and related signs, and traffic control devices.
5. Responsible for the maintenance of all public parks and other public lands.
6. Responsible for maintenance of the public swimming pool and related facilities.

Borough of Hatboro Department of Public Works

FOREMAN

General description

The Foreman of Public Works is appointed by Borough Council. The Foreman receives assignments from and reports directly to the Superintendent of Public Works. The Foreman is responsible for the day to say supervision of assigned personnel and makes daily personnel assignments to accomplish the daily job requirements.

Experience and qualifications

The Foreman of Public Works must have experience in municipal public works or similar type job in the private sector for a period of time to have demonstrated an ability to comprehend the task at hand and supervise personnel to accomplish the tasks assigned. The Foreman shall have a working knowledge of all department equipment and be capable of learning the operation of the equipment. The Foreman shall become familiar with all federal and state regulations and local ordinances which govern the day to day operations of the Public Works Department.

Supervision received and given

The Foreman of Public Works is expected to perform his duties without supervision. The Foreman of Public Works is responsible for the general supervision of all department personnel and the direct daily supervision of work crews not under the direct daily supervision of Drivers or Senior Laborers.

Duties and responsibilities

1. Works with the Superintendent to compile weekly and daily work plans.
2. Makes job assignments to Laborers as required to accomplish the daily work plan schedule with available personnel.
3. Reviews the performance of work crews with Drivers and Senior Laborers, or assumes the direct supervision of work crews not under the supervision of a Driver or Senior Laborer.
4. Assists the Superintendent with the maintenance of daily attendance records, vacation schedules and off site training schedules. Investigates suspicious absences due to reported illness.
5. Makes assignments of work crews on a regular basis for collection on municipal waste, park maintenance and building maintenance.
6. Investigates performance discrepancies and makes report on findings to Superintendent.
7. Directs Public Works employees, while working with other Borough departments and civic organizations, to support community events such as the Car Show, Holiday Parade, etc.

8. Makes or supervises adjustments and minor repairs to HVAC systems, plumbing systems and electrical systems in all borough buildings.
9. Performs or supervises the general maintenance of public property.
10. Assists the Superintendent with inventory and purchasing of departmental supplies and minor equipment.
11. Supervises and provides training to department personnel in such areas as street and sidewalk maintenance, sign maintenance, snow and ice control, storm sewer maintenance, parking meter maintenance, swimming pool preparation, maintenance and closing, tree and vegetation maintenance, and other duties which may be assigned to department personnel.
12. Responsible for Borough compliance with Pennsylvania One Call System.
13. Assist the Superintendent with any special public works projects or department assignments made by the Borough Manager or Borough Council.

Licenses & Certifications (Minimal):

Class B CDL with air brake restriction removed

PA Department of Agriculture Pesticides licenses (Core, Categories #10 & #24) Category #23 preferred, but not required.

Supervisory Training in CDL Drug & Alcohol Awareness

Supervisory Training in Workplace Harassment awareness.

Borough of Hatboro Department of Public Works

PUBLIC FACILITIES TECHNICIAN

Classification Technician I/Technician 2

General description

An employees assigned as a Public Facilities Technician reports to the Superintendent of Public Works through the Foreman. The Public Facilities Technician is generally responsible for areas of expertise such as Municipal Waste and Recycling Collection, Swimming Pool Maintenance, Roads, Storm Drains, Facility, street light maintenance carpentry and construction, and hazardous materials handling and applications. Employees in this category will be expected to maintain levels of training to meet certification requirements for the jobs performed and the needs of the Borough. Public Facilities Technicians shall supervise work crews assigned to property maintenance and infrastructure maintenance and repairs.

Experience and qualifications

Public Facilities Technicians shall have a valid Pennsylvania Driver License with a CDL Certification and must demonstrate an ability to safely operate all Public Works vehicles and equipment normally used in the performance of the duties associated with this position. A Public Facilities Technician must have demonstrated an ability to perform special technical services by virtue of formal education, specialized training and seminars and classes recognized by the Commonwealth of Pennsylvania for purpose of providing training and certification. The Public Facilities Technicians shall provide direct supervision to other employees working in areas of their specialty and shall provide necessary basic training to department employees to ensure the proper maintenance and operation of Borough facilities.

Supervision received and given

Public Facilities Technicians receive assignments from the Superintendent and Foreman and work independently with little or no direct supervision. Public Facilities Technicians may be assigned crews to perform assignments made by the Foreman, and will be responsible for the direct supervision of those crews while performing the assigned task.

Duties and responsibilities

1. Maintain Borough street lights, indoor and outdoor lighting equipment at all Borough facilities. Including the replacement of bulbs and fuses, replacement of lenses and reflectors, maintenance of timers and general maintenance.
2. Perform routine maintenance and minor repairs of HVAC systems at Borough facilities. Including replacement of filters, lubrication and general maintenance.
3. Perform routine maintenance and preventative maintenance on all swimming pool equipment including pumps, drains, and filters.

4. Application of herbicides, pesticides, and other hazardous materials used by the department in performance of its duties to insure strict compliance with applicable codes and laws.
5. Arrange for and supervise the safe and secure storage of hazardous materials.
6. Maintain inventory records of supplies used in the performance of duties.
7. Responsible for the routine maintenance of Borough streets, storm drains, and other public infrastructure facilities.
8. Supervise work crews as assigned by the Foreman.
9. Be qualified to operate all Borough equipment needed for the performance of assignments, including the operation of snow removal equipment.
10. Perform such other duties as may be assigned and necessary to protect the health safety and welfare of the citizens of the Borough.
11. Assist in grant applications, solid waste/recycling studies as directed.
12. Assist the Foreman in departmental involvement with community events. Taking a primary role in Public Works coordination and operation to ensure a safe and clean event.

Licenses/Certifications & Training

Class B CDL with air brake restriction removed

PA Department of Agriculture Pesticides license Core and Category # 10 (6 months after hire) other categories as directed by the Superintendent.

Supervisory Training in Workplace Harassment awareness (Provided)

Supervisory Training in CDL Drug & Alcohol awareness (Provided)

APPENDIX IV: EMPLOYEE PERFORMANCE EVALUATION FORM



Borough of Hatboro Employee Performance Evaluation Form

Employee Name: _____ Employee ID Number: _____

Job Title: _____ Department: _____

Reviewing Supervisor: _____ Review Period: _____

Job Title: _____

Period Supervised by Reviewer: _____ Time in Position: _____
 1 Year or more Less than 1 Year years months

RATING CATEGORIES:

- Exceptional Performance (*outstanding achievements that far exceed goals in all performance elements*)
 - Exceeds Expectations (*performance that consistently goes beyond meeting goals*)
 - Fully Meets Expectations (*commendable performance that meets goals*)
 - Partially Meets Expectations (*inconsistent aspects of performance requiring improvement to meet some goals*)
 - Does Not Meet Expectations (*goals unmet, skills not demonstrated, improvement needed*)
-

PART ONE: REVIEW OF PERFORMANCE ELEMENTS

WORK QUALITY

Work products are professional, clear and comprehensive

SELECT RATING

PRODUCTIVITY:

Produces targeted outcomes and results efficiently and effectively.

SELECT RATING

CUSTOMER FOCUS (External and Internal):

Establishes and maintains good working relationships with customers, by understanding and responding promptly to customer needs and expectations.

SELECT RATING

FUNCTIONAL/TECHNICAL KNOWLEDGE:

Demonstrates expertise in the functional aspects of the job.

SELECT RATING

Proficient use of work-related equipment and tools

SELECT RATING

BOROUGH OF HATBORO – EMPLOYEE PERFORMANCE EVALUATION

Follows established guidelines and procedures. **SELECT RATING**

COMMUNICATION (Written, Oral and Presentation):

Uses clear and appropriate language in writing. **SELECT RATING**

Verbally conveys information in a clear, accurate and appropriate manner in a variety of situations. **SELECT RATING**

Produces and delivers formal presentations to a variety of audiences, where applicable. **SELECT RATING**

TEAMWORK/INTERPERSONAL RELATIONS/FLEXIBILITY:

Works collaboratively with fellow employees and colleagues to achieve identified goals and objectives. **SELECT RATING**

Builds productive rapport with employees at all levels within and outside the department. Treats others with respect, dignity, and fosters the value of diversity and inclusion. **SELECT RATING**

Adjusts performance to accommodate changes in departmental direction and processes. **SELECT RATING**

INNOVATION:

Explores and suggests new approaches and methods to achieve departmental goals and responsibilities. **SELECT RATING**

PROBLEM SOLVING:

Analyzes facts and data, using sound judgment, to arrive at effective solutions. **SELECT RATING**

DEPENDABILITY/SELF-MANAGEMENT:

Consistently adheres to work schedule and completes assignments in a timely fashion. **SELECT RATING**

Demonstrates initiative by setting priorities, regularly completing work on schedule, and fulfilling commitments. **SELECT RATING**

TRAINING REQUIREMENTS:

Completes mandatory training on a timely basis. **SELECT RATING**

BOROUGH OF HATBORO – EMPLOYEE PERFORMANCE EVALUATION

SUPERVISORY AND MANAGEMENT ELEMENTS:

Demonstrates leadership by creating a culture that supports individual motivation, high levels of individual and team performance, and quality of service. **SELECT RATING**

Fosters the value of diversity and inclusiveness, treating all employees with respect, dignity, and fairness in support of equal employment opportunity and affirmative action objectives. **SELECT RATING**

Supports staff development for employees supervised and maximizes existing skills in all employees. **SELECT RATING**

Provides employees with performance standards, expectations, and ongoing feedback regarding progress and constructively addresses performance issues. **SELECT RATING**

FINANCIAL/RESOURCE MANAGEMENT:

Manages financial performance in area of responsibility in accordance with budget and department goals. **SELECT RATING**

Manages assets effectively, including technology, equipment, budget and space, where applicable. **SELECT RATING**

BOROUGH OF HATBORO – EMPLOYEE PERFORMANCE EVALUATION

PART TWO: SUMMARY REVIEW OF EMPLOYEE PERFORMANCE

Supervisor describes employee's major assignments and accomplishments, key strengths, any performance shortfalls, and other performance elements that characterize the employee's performance during the review period. Please include examples or supporting information below.

PART THREE: OVERALL PERFORMANCE RATING

EXCEPTIONAL PERFORMANCE	EXCEEDS EXPECTATIONS	FULLY MEETS EXPECTATIONS	PARTIALLY MEETS EXPECTATIONS	DOES NOT MEET EXPECTATIONS
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PART FOUR A: PERFORMANCE GOALS FOR NEXT REVIEW PERIOD

Supervisor identifies goals for the upcoming review period to ensure continued contributions from the employee for success within the organization.

BOROUGH OF HATBORO – EMPLOYEE PERFORMANCE EVALUATION

PART FOUR B: GOALS FOR/AND PROGRESS ON PROFESSIONAL DEVELOPMENT

Supervisor lists goals related to the employee's professional (or managerial) development. Consider the employee's performance improvement needs and action plan, training recommendations, future goals and expectations.

REQUIRED SIGNATURES

REVIEWING SUPERVISOR: _____ DATE _____

NAME/TITLE: _____

MANAGEMENT REVIEWER: _____ DATE _____

NAME/TITLE: _____

I have received and reviewed this evaluation of my performance. My signature below indicates neither agreement nor disagreement with this evaluation.

EMPLOYEE: _____ DATE _____

EMPLOYEE'S COMMENTS

APPENDIX V: FINANCIAL DETAILS

GENERAL FUND	2015		2016	
REVENUE SOURCE	INCOME	PERCENT	INCOME	PERCENT
Real estate taxes	\$2,422,524	45.9%	\$2,609,049	47.5%
Act 511 taxes	\$1,464,989	27.8%	\$1,460,050	26.6%
Interest & grants	\$361,783	6.9%	\$379,227	6.9%
Parking meter, sanitation, & fire marshal fees	\$269,000	5.1%	\$314,000	5.7%
Licenses, registrations, & franchise fees	\$256,304	4.9%	\$267,691	4.9%
Transfers, TANs, and bank loans	\$97,887	1.9%	\$44,319	0.8%
Subdivision, building, & code enforcement fees	\$171,650	3.3%	\$164,775	3.0%
Non-revenue & miscellaneous	\$175,398	3.3%	\$203,804	3.7%
Fines from local/magistrate/state	\$53,500	1.0%	\$52,500	1.0%
TOTAL REVENUE	\$5,273,035	100.0%	\$5,495,415	100.0%

EXPENSES	COST	PERCENT	COST	PERCENT
Police	\$2,460,392	46.7%	\$2,485,313	45.2%
Public works	\$983,103	18.6%	\$992,445	18.1%
Executive administration	\$351,737	6.7%	\$371,749	6.8%
Liability insurance	\$220,196	4.2%	\$224,069	4.1%
Solid waste and recycling disposal	\$251,100	4.8%	\$188,000	3.4%
Street maintenance	\$155,854	3.0%	\$182,354	3.3%
Code enforcement	\$140,730	2.7%	\$149,901	2.7%
Tools and machines	\$165,198	3.1%	\$166,873	3.0%
Intergovernmental transfers	\$56,054	1.1%	\$268,177	4.9%
Tax Anticipation Note (TAN) debt service	\$0	0.0%	\$0	0.0%
Other general fund	\$544,725	10.3%	\$734,711	13.4%
TOTAL EXPENSES	\$5,273,035	100.0%	\$5,495,415	100.0%

2017		2018		2019	
INCOME	PERCENT	INCOME	PERCENT	INCOME	PERCENT
\$2,737,204	45.4%	\$2,650,877	44.2%	\$2,887,503	39.1%
\$1,598,850	26.5%	\$1,840,850	30.7%	\$1,568,500	21.3%
\$404,443	6.7%	\$410,578	6.8%	\$425,951	5.8%
\$323,000	5.4%	\$340,400	5.7%	\$344,155	4.7%
\$280,920	4.7%	\$276,182	4.6%	\$262,117	3.6%
\$52,500	0.9%	\$10,000	0.2%	\$1,286,563	17.4%
\$363,275	6.0%	\$194,800	3.2%	\$361,259	4.9%
\$205,826	3.4%	\$216,745	3.6%	\$191,966	2.6%
\$57,700	1.0%	\$59,500	1.0%	\$53,000	0.7%
\$6,023,718	100.0%	\$5,999,932	100.0%	\$7,381,014	100.0%

COST	PERCENT	COST	PERCENT	COST	PERCENT
\$2,633,436	45.5%	\$2,703,635	45.1%	\$2,961,810	40.1%
\$1,076,129	18.6%	\$1,167,819	19.5%	\$1,398,076	18.9%
\$407,905	7.0%	\$418,707	7.0%	\$441,421	6.0%
\$239,723	4.1%	\$257,278	4.3%	\$294,970	4.0%
\$184,000	3.2%	\$211,000	3.5%	\$244,922	3.3%
\$191,837	3.3%	\$202,203	3.4%	\$207,451	2.8%
\$269,473	4.7%	\$159,892	2.7%	\$157,295	2.1%
\$170,339	2.9%	\$171,369	2.9%	\$166,935	2.3%
\$90,373	1.6%	\$179,746	3.0%	\$197,000	2.7%
\$0	0.0%	\$0	0.0%	\$700,000	9.5%
\$529,809	9.1%	\$528,345	8.8%	\$611,134	8.3%
\$5,793,024	100.0%	\$5,999,994	100.0%	\$7,381,014	100.0%

APPENDIX VI: SAMPLE PROFESSIONAL SERVICES AGREEMENT



Township of Upper Moreland Department of Parks and Recreation

117 Park Avenue, Willow Grove, PA 19090-3274
Office (215) 659-3100 x 1039 Fax (215) 659-8899
website: www.uppermorelandrec.com

PROFESSIONAL SERVICE AGREEMENT with PRIVATE INDEPENDENT CONTRACTOR

The Township of Upper Moreland, Department of Parks and Recreation hereafter referred to as the Department, and [Independent Facility] hereafter referred to as the Professional, do enter into an agreement for Professional services in the capacity of [providing a facility for {program}] [providing recreation program at {township facility}][other].

It is hereby agreed that the Department will compensate the Professional at a rate of \$\$\$.00 for this Professional service. Fees are payable within fourteen (14) days after the completion of the program.

The Professional agrees to [use facility, host program, etc.], Dates and times are following:

[DATES, TIME RANGES]

In compliance with the PA Child Protective Services Law (CPSL), Upper Moreland Township requires those involved in the care, supervision, guidance or control of children or routine interaction with children to possess current original PA Criminal Record Check, Pa Child Abuse and FBI Criminal history report. In addition, Mandatory Reporters, as defined by CPSL, are required to provide proof of completion of CPSL approved training. The professional further understands and confirms that he/she has reviewed and is familiar with all of the requirements of the Child Protective Services Laws (CPSL 23 Pa. C.S. 6301, et seq) and meets all of the conditions and laws; including Pa Criminal Record Check, PA Child Abuse and FBI clearances and Mandatory Reporter Training Certification.

If an affidavit is attached to this contract, the Township has received, and is in possession, of your clearances within the past 60 months; and, according to the law only requires you to complete the attached affidavit. This affidavit requires an original signature and must be notarized and returned to the Department of Parks and Recreation.

The Professional acknowledges that they are being retained as an independent contractor and not as an employee for the Department and agrees to satisfy all local, State, and Federal taxes, and social security requirements as required by law, and waives any claim to Workman's Compensation Benefits.

This agreement will become operative when properly signed in duplicate and one copy is returned to the Department of Parks and Recreation, Township Building, 117 Park Avenue, Willow Grove, PA 19090.

The Department retains the right to condense or cancel camp due to inadequate enrollment or other special circumstances.

Professional Signature & Date

Parks and Recreation & Date

Social Security Number / EIN

Address

Specific Department policy related to activities, if needed, is attached to this agreement as addendum I.

APPENDIX VII: SAMPLE MEMORANDUM OF UNDERSTANDING WITH SCHOOL DISTRICT

ADMINISTRATIVE MEMORANDUM OF UNDERSTANDING (MOU) REGARDING THE ACCESS TO AND USE OF ATHLETIC COMPLEX (APLEX) located at UPPER DUBLIN HIGH SCHOOL

FINAL DRAFT r1 10/30/19

**BETWEEN
UPPER DUBLIN SCHOOL DISTRICT (UDSD),
UPPER DUBLIN HIGH SCHOOL ATHLETICS (UDHS), and
COMMUNITY-BASED PRIMARY USE PARTNERS**

UPPER DUBLIN TOWNSHIP - MUNICIPAL PRIMARY USE PARTNERS

- UDP&R UPPER DUBLIN PARKS & RECREATION
- UDPD UPPER DUBLIN POLICE
- FWFC FORT WASHINGTON FIRE COMPANY

UPPER DUBLIN RECOGNIZED YOUTH SPORT PROVIDERS -

YOUTH SPORT ORGANIZATION (YSO) - COMMUNITY PRIMARY USE PARTNERS

- UDJAA UPPER DUBLIN JR. ATHLETIC ASSOCIATION
- UDAC UPPER DUBLIN AQUATIC CLUB
- UDYWA UPPER DUBLIN YOUTH WRESTLING ASSOCIATION

This Memorandum of Understanding (MOU) is written for the purpose of memorializing basic agreements between Upper Dublin School District (UDSD) and Upper Dublin High School Athletics (UDHS) and the Primary Use Partners listed above for access to and use of facilities and resources located within the Upper Dublin High School Athletic Complex (APLEX).

By signing below, each partner acknowledges its commitments and responsibilities for APLEX scheduling, use, maintenance, and fees and charges; according to the following terms. Each partner agrees that adhering to and abiding by this MOU is integral to maintaining the APLEX for the benefit of the entire community.

I. FACILITY HISTORY and DESCRIPTION

Following a year-long facilities study and after months of deliberations in public meetings, the Upper Dublin School Board proposed to rebuild the Upper Dublin High School. On March 20, 2007, 62.5% of voters in a special election said "yes" to the Debt Act Referendum question of incurring up to \$119.2 million in debt for the purposes of financing the construction of a new Upper Dublin High School.

Designed by Gilbert Architects following a series of public input forums, the new building was tailored to meet Upper Dublin's educational program requirements offering enhanced music spaces, enlarged performing arts facilities, expanded science labs, up-to-date technology, greater safety, environmentally friendly HVAC systems. The design included an 82,721 SF Athletic Complex featuring an expanded swimming pool facility and additional physical education spaces along with general use and team locker rooms, an Athletic Training Room and a Wrestling Room.

Construction occurred in three stages on the site of the current building. Demolition of the older wing, dating to the 1950's, began in the summer of 2008 following an official Groundbreaking during a Community Day celebration held on May 22, 2008. The new Upper Dublin High School was completed four years later in the summer of 2012, on time and within budget, and was formally opened with a community ribbon-cutting ceremony as part of a Community Day Celebration on September 29, 2012.

The subject of this MOU (the APLEX) was completed in December 2009 as part of Phase I construction. It features a Main Gymnasium with seating for 1,500 spectators; a Natatorium with a 10-lane x 35 meter swimming pool and moving bulkhead along with an expanded balcony area seating over 400 spectators; and Auxiliary Gymnasium seating more than 200 spectators; a fully outfitted Weight Training/Fitness Room, a Wrestling Room, General and Team Rooms in Locker Areas, an Athletic Trainer Treatment Room and Office, a Large Lobby holding a Concession Stand and Ticket Booth, the Athletic Director's Office and the UDHS Athletic Hall of Fame.

Since 2009 the APLEX has had a positive civic impact by accommodating the needs of dozens of user groups. As intended, the APLEX has also succeeded in drawing district, regional, state and national level events through its doors.

II. FUNDING

Construction of the APLEX was funded through the 2007 Debt Referendum. Debt service is repaid by the taxpayers of Upper Dublin through annual taxes. At the time of construction and in years since, YSOs especially and UDHS Athletic Booster Clubs contribute to the outfitting of the APLEX with equipment (new, refreshed, replaced, relocated) and enhancements that benefit their organizations.

III. RESPONSIBILITY for SCHEDULING

Scheduling of non-academic uses of the APLEX is the responsibility of Upper Dublin School District through the Facilities Office. UDHS administrators and supervisors collaborate with the Facilities Office to schedule UDHS practices, games, events and activities. Seasonal Master Schedules created and maintained by the Facilities Office will be shared with seasonal users and the Township. Seasons of use will be established using PIAA sports seasons as guidelines. Specific starting and ending dates will be established on an annual basis.

IV. SCHEDULING & USE - further defined in Administrative Addenda

- | | |
|---|---------------|
| A. NATATORIUM | Addendum IV- |
| A | |
| B. GYMS (MAIN Gym + AUXILIARY Gym) + WRESTLING ROOM | Addendum IV-B |

All scheduling and use shall adhere to **Board Policies 707** and **Administrative Regulation AR-707**.

User groups will adhere to any amended or new board policy or AR impacting facility use or scheduling. Due to their long histories of use of district athletic facilities, Municipal and Community

Primary Use Partners will have priority over other Outside Use Groups (OUGs). Additionally, district scheduling and related uses will be attuned to and accommodating of these groups' usual and customary schedules.

Scheduling will be set seasonally and follow the intent set forth in approved Administrative Addenda to this MOU. Addenda will be reviewed annually and requests for change given due consideration, although no change will be implemented that disadvantages one or more existing users. Adjustment to an addendum will not require School Board approval, but will be agreed to administratively by designated partner representatives.

An approved Facility Use Form (permit) is required for use of the APLEX by user groups. AR-707 states at least 15 days are needed for review and approval of an application for use of any district facility; requests will be approved in less time, if possible. The review and approval time period will be greater

(a) for any event requiring review or special consideration by the Director of Operations, the Chief Financial Officer and/or Board of School Directors; or (b) for any event requiring special arrangement for district staff, custodial, grounds and/or maintenance support.

V. APPROVED PERMITS & USE OF APLEX AMENITIES

- A. A fully executed "**Facility Use Form**," with a control number and required signatures, will be distributed to the permit holder, plus other stakeholders. Areas and amenities approved for use are marked. Fees and charges will be noted.
 1. Sub-agreements specific to space setup and use are identified in Addendums.
- B. Requests for changes to issued permits, including but not limited to: time, areas and amenities, subsequent impact on staff support; must be submitted to and approved in advance by the Facilities Office.
- C. A **Certificate of Insurance** meeting School District requirements must be on file for the duration of the permit.* The cost to repair damaged property or equipment will be assessed to and recovered from the permit holder. *This requirement may apply to some but not all authorized School District user groups.
- D. The School District reserves the right to enforce all rules and regulations, which could result in fines, penalties, canceled or restricted permits, and/or direct costs to the permit holder or one or more people associated with the permit holder (e.g. towing of illegally parked vehicles; repair of broken or damaged equipment; vandalism).

VI. SCHEDULE OF FEES & CHARGES

- A. The Upper Dublin School Board does not intend for the APLEX to be a profit-making facility.
- B. **FEES & CHARGES** will be established annually by motion of the Upper Dublin School District Board of School Directors as part of the "Schedule of Fees and Charges." APLEX hourly use rental fees and service charges will be set for the 12-month period of September 1st through August 31st.
 1. The intent is to set fees and charges for the use of the APLEX that are (a) consistent with all other district fees and charges; (b) consistent with fees and charges assessed for use of other districts' facilities; (c) help offset APLEX operating costs.
 2. District groups, Municipal and Community Primary Use Partners will be charged according to current district agreements related to custodial reimbursement, staff reimbursement and/or net revenue sharing.
 3. Groups/Events requiring and receiving Special Services, including district groups, Municipal and Community Primary Use Partners with permits for activities beyond their usual and customary scope of seasonal practices/games, may be charged for the following, including but not

limited to: (a) custodial services - including open, set-up, event, clean, close; (b) utilities and maintenance supplies; (c) staff: lifeguards, supervisors, scoreboard, clock and timing system operators, security, parking lot attendants; SiteWatch, game/event/meet management, others; (d) use of the snack bar; (e) access to special electrical hookups; (f) items such as additional or special technology, risers/staging, etc.; and, (g) other items identified when a permit is issued.

- C. The School District reserves the right to require Special Services for proper delivery or management of a permit.

VII. INVOICING

All fees and charges for the use of the APLEX will be invoiced monthly by the Upper Dublin School District Facilities Office and collected by the district Business Office.

The Facilities Office may elect to require single use permit holders present payment(s) on the day of the event.

VIII. MAINTENANCE, OPERATION & REPAIRS

The School District is responsible for all regular and seasonal maintenance and operation of the APLEX.

The School District is responsible for all repairs to the APLEX.

IX. AMENITIES & ENHANCEMENTS

Any recommendations for donation or purchase and installation of amenities and/or enhancements to the APLEX must be presented to the Facilities Office and approved/accepted by the Business Office and the Board of School Directors.

X. PARTNER SIGNATURES

Those listed below have been authorized by their respective organizations to sign this Administrative Memorandum of Understanding (MOU) that will be in effect unless amended.

date: _____
date: _____
Steven M. Yanni, Superintendent of Schools
Manager

Paul A. Leonard, Upper Dublin Twp.

date: _____
date: _____
Michael Klein, President, UDJAA

Daniel Fichter, President, UDAC

date: _____
Thomas Sirianni, President, UDYWA

CC Distribution:

- UDSD Business Office
- UDSD Facilities Office

- UDSD Facility & Community Affairs Manager
- UDHS Principal
- UDHS Athletic Director
- UDHS Activities Office
- UDHS HPE Supervisor
- UDTwp Manager's Office
- UDP&R Director
- UDPD Chief
- FWFCo Chief
- Others as appropriate

SIGNATURE SHEET

By signing and dating below, the undersigned acknowledge they have received, read, will share with, and will direct individuals associated with their organization to uphold all aspects of the (1) ADMINISTRATIVE MEMORANDUM OF UNDERSTANDING (MOU) REGARDING THE ACCESS TO AND USE OF UPPER DUBLIN SCHOOL DISTRICT'S UDHS ATHLETIC COMPLEX "APLEX" BETWEEN UPPER DUBLIN SCHOOL DISTRICT, UPPER DUBLIN TOWNSHIP, and COMMUNITY PRIMARY USE PARTNERS; and (2) ADMINISTRATIVE ADDENDA, IV-A and IV-B.

1. UDSD Business Office
2. UDSD Facilities Office
3. UDHS Principal
4. UDHS Athletic Director
5. UDSD Facility & Community Affairs Manager
6. UDP&R Director
7. UDAC Program Director
8. UDPD Chief or Designee

9. FWFCo Chief

10. UDHS Physical Education Supervisor

11. Other: _____

