

# West Chester Parks Special Events Commission MEETING AGENDA

October 29<sup>th</sup>, 2025

Open Meeting at \_\_\_\_\_ pm

**Attendants:** Keith Kurowski, Director of Parks and Recreation, Joyce Neilan-Chair, John Fisher-Vice Chair, Jennifer O'Brien, Mike Reese, Ray Moran, Chantale Fieldhouse, Joshua Carter-Secretary (*Please cross off who was not present*)

**Guest:**       **Friends of Everhart Park**  
                  **Friends of Marshall Square Park**  
                  **Friends of Hoopes Park**

**Approval of Minutes –**

**September 2025**

- I.     **Chairperson's report:**
- II.    **Director's Report/Monthly report**
- III.   **501 C3 Report: Ray Moran**
- IV.   **Park assignments**
  - Bayard Rustin – Mike Reese
  - Everhart Park – Jennifer O'Brien
  - Fugett Park – Chantale Fieldhouse
  - Greenfield – Ray Moran
  - Hoopes Park – Ray Moran
  - Horace Phippen- Jennifer O'Brien
  - John O Green (phase I and II) – Josh Carter
  - McBratnie Park – Jennifer O'Brien

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## MEETING AGENDA

Marshall Square Park – Chantale Fieldhouse

Mosteller Park – John Fisher

Veterans Memorial – Josh Carter

Barclay Park – Mike Reese

### V. New Business

- a. Santa at the Square

### VI. Old Business

- a. PROS Plan Final is complete and here is the approval/adoption process.

#### **Procedural Requirements for Adoption of Comprehensive Plan**

- Section 302 - Planning Commission must hold one public meeting before forwarding the Comp Plan to the governing body (“public meeting” is defined in MPC and only requires a Sunshine notice- one ad placed at least 24 hours in advance of mtg)
- County PC must get a copy **45** days prior to hearing.
- Contiguous municipalities and School District must receive a copy **45** days prior to Borough Council hearing
- Borough Council must hold one public hearing pursuant to public notice
- Adoption is by Resolution approved by a majority of Borough Council
- Section 306 – within **30** days after adoption, Plan must be to Chester County Planning Commission

# **West Chester Parks Special Events Commission MEETING AGENDA**

**Adjournment \_\_\_\_\_pm motioned by \_\_\_\_\_; seconded by \_\_\_\_\_. All were in favor.**

**Meeting Minutes tracker**

**Feb. - Jenn**

**Mar. - Chantale**

**Apr. - Ray**

**May - Josh**

**Jun. - John**

**Jul. - Mike**

**Aug. - Jenn**

**Sep. – Chantale**

**Oct. – Ray**

**Nov. Josh**

**Dec. - John**