UPPER FREDERICK TOWNSHIP Parks & Rec
February 17, 2026 - 7:00 PM

Agenda

- Call to Order
- Pledge to the Flag

REGULAR MONTHLY MEETING

- Public Comment Period

MEETING MINUTES

- Approval of January 27, 2026, Meeting Minutes

BUSINESS BEFORE THE BOARD

- New Business

- **Finalize time-sensitive decisions for Community Day 2026**
  - Date and time: September 26, 2026 from 11am to 4pm?
  - Elements to retain, eliminate, add?
    - Raffle?
    - Baking event? (if we keep, can we do a vegan and gluten-free theme?)
    - DJ vs. band? (Tracy has some band contact information)
    - Food trucks? (Tracy has some food truck contact information)
    - Water ice or ice cream?
    - Face painting?
    - Craft table
    - Presence of community organizations, leaders, elected officials (under “the big tent”?)
    - Shred truck (Aaron prefers not to include)?
    - Preston’s Pantry (AKA: Boyertown Multi-Service)
    - What else?

- Who will spearhead various elements and related tasks?
    - Music (band or DJ) - *Tracy has some contact information*
    - Food (ice cream or water ice? Food trucks? Moccia's) – *Tracy has some food truck contact information*
    - Adult beverages (*Tracy has done before*)
    - Amusements (inflatables, axe throwing, face painter (?), kids' crafts (?) - *Tracy has contact information for some inflatable companies and mobile axe throwing*
    - Vendors (artisans, produce, baked goods – people who bring tents/tables) - *Tracy has contact information*
    - Sponsors (CASH) - *Tracy has contact information*
    - Baking event? (*Tracy has done before*)
    - Raffle event?
    - Communicate with UF Fire Co. (*Tracy has done before*)
    - Communication with Public Works Dept (*Tracy has done before*)
    - Communication with volunteers for "day of" tasks
    - Advertising ((including event yard sign stickers ordering and placement)
    - Arrange for port-o-potties (*Township manager usually does this*)
    - Communicate with Preston's Pantry, Plymouth ambulance, JeffSTAT (booked), State Police, Fire Marshall (*Township manager does much of this*)

- What should be done before our March 2026 meeting?
    - Arrange for a band or DJ
    - Arrange for food trucks, Moccia's, ice cream or water ice
    - Arrange for breweries (and wineries?)
    - Arrange for amusements (axe throwing, inflatables, face painter?)
    - Communicate with fire company and public works about our needs, date, and relevant event changes
    - Begin contacting priority vendors (artisans, produce, baked goods – people who bring tents/tables)
    - Begin contacting priority sponsors (especially those who have made very generous contributions in the past)

- **What else do we want to begin prioritizing in addition to Community Day?**

    - Parks improvements?

Examples: Meadow for bottom field area at Wayland Park, Trail map – Wayland, Agility course for dog park, Frisbee golf, basketball/pickleball combo courts, solar lighting along township trail, rustic stage/band shell at either township or Wayland park

    - Event programming?

Examples: Historic homes tours, pub crawl, Summer Second Sundays Sip N' Stroll, paring with church for Trunk or Treat, holiday tree lighting with bonfire and s'mores, what else?

- Old Business
    - None

UPCOMING MEETINGS

Planning Commission Board – 2/19/2026 at 7:00PM
Parks & Rec Board – 3/17/2026 at 7:00 pm
Open Space – 02/19/2026 at 7:00PM
BOS Workshop Meeting – 3/04/2026 at 7:00pm
BOS Business Meeting – 3/11/2026 at 7:00pm

ANNOUNCEMENTS

-*None*

Adjournment