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Warwick Region Comprehensive  
Recreation, Park, and Open Space Plan  
(WRCRPOS 2010)

Prepared for  
Elizabeth Township  
Warwick Township  
Lititz Borough  
Lititz recCenter  
Warwick School District

Prepared by  
Warwick Regional Recreation Commission  
(WRRRC)

[www.gowrrc.com](http://www.gowrrc.com)

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## **Tab 1**

### **Executive Summary**

The municipal governments of Lititz Borough, Elizabeth Township, and Warwick Township with the Warwick School District and Lititz recCenter recognize the benefits a well-rounded public recreation system can provide. In addition, they acknowledge the need to work together to provide the level of services desired by citizens of the region.

The Warwick Region Comprehensive Recreation, Park, and Open Space Plan (2002) has been used as a guide and a learning document for the region, but an updated version was needed to meet the park and recreation demands of a growing and diverse population.

The 2010 Warwick Regional Comprehensive Recreation, Park and Open Space Plan (WRCRPOS) was the undertaking of the Warwick Regional Recreation Commission (WRRC) in conjunction with its five partners Warwick Township, Elizabeth Township, Lititz Borough, the Lititz recCenter, and the Warwick School District. The Plan would never have been achieved without the help of local, Civic Organizations, Parochial Schools, Retirement Communities, Sports Youth Organizations, Private Recreation Providers, Lancaster County Non-Profit Organizations, Regional Conservancies, and the Lancaster County Parks Department.

The purpose of the plan was to;

- Inventory and analyze the region's existing parks, recreation facilities, trails/greenways, conservation areas and open space.
- Inventory existing recreation programs.
- Assess existing administrative procedures and staffing structure for the maintenance of parks and recreation facilities and the provisions of recreation programs within the region and recommend improvements.
- Propose regional solutions to the area's recreation, park, and open space needs that can be undertaken jointly and individually.
- Provide an organized and planned approach to undertaking parks and recreation improvements; providing open space; developing, operating, and maintaining parks and recreation facilities.
- Protect and preserve existing and future parkland, natural areas, and wildlife against encroachment by development.
- Identify ways to connect community neighborhoods, developments, schools, parks, and services with a trail system.
- Increase public knowledge and support of parks and recreation facilities, programs by placing an emphasis on how they contribute to the quality of life and benefit the individual and community as a whole.
- Concentrate on the goals, objectives, and inventory of the recreation facilities and an extension of the long range planning from the original study in 2002.
- Identify the new or renovated recreational facilities in the region.
- Provide a cost analysis of new/renovated facilities.
- Provide a maintenance cost for outdoor facilities.
- Update regional mapping.
- Put in place a five year Action Plan for region.

As stated in the 2002 WRCRPOS Plan the prioritization of developing the goals and policies is an important distinction for the region to understand. The Plan can only be successful if the foundation building blocks known as Cooperation and Partnership is achieved. An action plan was set forth taking into account: Recreation Administration; Recreation Programming; Finance; Parkland Development and Open Space Conservation; Maintenance, Safety, and Security; Accessibility and Public Relations.

The 2010 WRCRPOS Plan will look in-depth at the proposed action plan from the original 2002 WRCRPOS Plan examining the goals that were met or are still in progress, and providing an updated inventory list on 300+ programs and 60+ facilities in the region. Also included will be updated maps, cost analysis of new or renovated facilities since 2002, partner's maintenance costs to maintain facilities, the listing of amenities at each facility, and appendices to support the study. The document would not be complete unless there were planned objectives and goals for the future. The WRRC partners have provided a list of objectives/goals that are supported in the 2010-2015 Action Plan.

## **Background Profile**

The background profile provides an inventory and assessment of the existing conditions in the region related to planning for future recreation and open space needs. Planning studies were reviewed to provide summary information to address the regional community.

- Lititz/Warwick Joint Strategic Comprehensive Plan (2006)
- Lititz recCenter Strategic Plan (2006)
- Ephrata/Warwick Rail/Trail Feasibility Study (2006)
- Greenway and Trail Feasibility Study for Lititz (2004)
- Historic Resources Survey Report (2008)
- Warwick Region Comprehensive Recreation, Park and Open Space Plan (2002)
- US Bureau of Census (2000)

## ❖ **Analysis of Demographic/Socio-Economic Profile**

- Changes in Population 1990 - 2000
  - Total Population increase - 4,744
  - Municipality with largest increase in population – Warwick Township 3,853
  - Median Age has increased in all municipalities
  - 0-5 year olds has decreased in all municipalities – 2.7% decrease in the region
  - 25-44 year olds has decreased in all municipalities – 4.2% decrease in the region with Elizabeth Township experiencing a 7.3% decrease
  - 45-64 year olds has increased in all municipalities – 5.2% increase in the region with Elizabeth Township experiencing an 8.1% increase
- Changes in Households 1990 – 2000
  - Total households increased in all municipalities
  - Warwick Township increased – 1,598
  - Family households increased in all municipalities
  - Warwick Township increased – 1,139
  - Married Couples Families decreased by 22.3% in the region – with all municipalities experiencing a decrease
- Income
  - Median household income increased in the region by \$10,937
  - Elizabeth Township increased by \$13,912 and Warwick Township increased by \$13,669
  - Families in poverty increased by 1.3% in the region with Lititz Borough experiencing the highest increase of 2.4%

❖ **Demographic/Socio-Economic Profile**

<b>Characteristics</b>	<b>Region</b>	<b>Elizabeth</b>	<b>Lititz</b>	<b>Warwick</b>
<b>Total Population</b>				
1990	23,593	3,691	8,280	11,622
2000	28,337	3,833	9,029	15,475
<b>Median Age</b>				
1990		31	37	33
2000		36	40	36
<b>Under 5 years</b>				
1990	9.50%	10.20%	10.20%	8.20%
2000	6.80%	7.20%	6.40%	7%
<b>5-17 years</b>				
1990	19.20%	21.30%	16.20%	20.70%
2000	19.90%	22.30%	16.60%	21%
<b>18-24 years</b>				
1990	7.80%	7.90%	7.80%	7.70%
2000	6.80%	7.90%	6.10%	6.50%
<b>25-44 years</b>				
1990	34.10%	37%	31%	35.40%
2000	29.90%	29.70%	28.80%	31.30%
<b>45-64 years</b>				
1990	18%	16.80%	17.20%	19%
2000	23.2	24.90%	20.90%	23.80%
<b>65 years over</b>				
1990	13%	6.80%	21.40%	9%
2000	13.20%	8%	21.20%	10.40%
<b>Minorities</b>				
1990	1.80%	1.40%	1.40%	2.30%
2000	2.30%	1.40%	2.70%	2.80%
<b>Household/Family</b>				
<b>Total Households</b>				
1990	8,308	1,206	3,132	3,970
2000	10,603	1,303	3,732	5,568
<b>Family Households</b>				
1990	6,578	1,040	2,229	3,309
2000	7,943	1,088	2,407	4,448
<b>% Family Households</b>				
<b>Married Couples Families</b>				
1990	89.20%	92.60%	83.70%	91.30%
2000	66.90%	76.70%	52.90%	71.30%
<b>Avg. Person Per Household</b>				
1990	2.81	3.06	2.46	2.91
2000	2.67	2.94	2.32	2.75%
<b>Income</b>				
<b>Median Household Income</b>				
1990	\$37,777	\$36,808	\$35,187	\$41,338
2000	\$48,714	\$50,720	\$40,417	\$55,007
<b>% of Families in Poverty</b>				
1990	2.70%	4.80%	1.70%	1.60%
2000	4%	4.40%	4.10%	3.60%
<b>% 65 and over in Poverty</b>				
1990	5.60%	6.40%	4.90%	5.40%
2000	4.20%	0%	8.70%	3.90%
<b>% Child under 18 in Poverty</b>				
1990	5.70%	7.90%	5.80%	3.40%
2000	4.70%	5.50%	3.90%	4.90%

Source: US Bureau of the Census, 1990 & 2000

## **2010 – 2015 Action Plan**

The Action Plan is accumulative information provided by Warwick Township, Elizabeth Township, Lititz Borough, the Lititz recCenter (LrC), the Warwick School District (WSD), and the Warwick Regional Recreation Commission (WRRC).

The Plan follows the seven criteria for a regional comprehensive park and recreation system: Cooperation and Partnership; Recreation Administration; Recreation Programming; Finance; Park Development and Open Space Conservation; Maintenance, Safety, Security, and Accessibility; Public Relations and Communication.

### **Cooperation and Partnership**

**Goal** - Strengthen existing relationships and develop partnerships among municipalities, the school district, churches, private schools, non-profit organizations, community groups, individual volunteers, and local businesses through greater coordination and cooperation, that expand and improve park facilities and recreation program opportunities for the region's citizens.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Encourage the school district to supply field maintenance to elementary fields.	WSD
➤ Coordinate road safety plan with WESA and other Fire Police in the region for road/bike races and rides.	WT – LB - WRRC
➤ Develop a neighborhood watch program at Lion's Park in Rothsville.	WT – WRRC
<b><u>Three Year Plan</u></b>	
➤ Apply for grants to improve park facilities, recreation programs, trail networks and open space areas.	WRRC – LrC - WT - LB
➤ Work with youth organizations to up-grade facilities at; <ul style="list-style-type: none"><li>▪ Wilbur Field (lighting)</li><li>▪ Practice area at Forney Field</li></ul>	WRRC – LB - WLL WRRC – WT - LYSC Polo Club WSD - WYGSA
▪ Renovate concession area at Ambucs Field	
▪ Up-grade ball fields/softball infields at Bonfield and Kissel Hill Elementary Schools.	WSD – WRRC – WLL
<b><u>Continuous Action</u></b>	
➤ Continue to forge close working relationship between WRRC partners, Lititz Library and all recreation providers.	All Partners
➤ Promote and identify opportunities for collaborative efforts and sharing of resources.	All Partners
➤ Provide the public with better access to public taxed facilities both indoor and outdoor.	WSD-WT-LB-ET
➤ Utilize Linden Hall, Millport Conservancy, County Parks, State Game Lands, Wildlife Sanctuary's and other private and publicly owned facilities as sites for community recreation programs and special events.	All Partners

## **Recreation Administration**

**Goal** - Within a regional system, operate existing and plan for future park and recreation facilities and programs that make efficient use of all resources.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Publish a regional park and trail/greenway map, including amenities, trails heads, and historical sites.	WRRC
<b><u>Continuous Action</u></b>	
➤ Work with existing providers to enhance community special events	All Partners
➤ Recruit volunteers for recreation programs and park enhancement and clean-up projects.	WRRC – WT – LB – ET

## **Recreation Programming**

**Goal** - Meet community recreational needs by integrating existing recreation providers into a comprehensive regional system.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Start a youth and adult in-line skating league	WRRC/LrC
➤ Expand low cost youth programs at municipal and school facilities.	All Partners
➤ Encourage all youth groups to put in there bi-laws a set of rules for criminal and child abuse background checks, coaching education, clinics, and injury prevention.	WRRC
➤ Provide a network of trails and community access roads for bike and road races.	WRRC – WT – ET - LB
➤ Encourage youth and adult tournaments in the region	WRRC
<b><u>Three Year Plan</u></b>	
➤ Provide support services to all parks (doggie bags, benches, signage, weather shelters)	WRRC – WT – ET
<b><u>Continuous Action</u></b>	
➤ Encourage recreation providers to allow access to programs regardless of ability to pay, using fund raising or volunteerism as a source of payment	WT – LB – ET – LrC

## **Finance**

**Goal** - Pursue the region's appropriate allocation of funds and development of income sources to maintain existing parks, trails, and greenways; acquire and develop additional neighborhood, community, and linear parks; and offer recreation programs for its citizens.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Develop a pavilion and facility fee schedule for Elizabeth Township.	WRRC – ET

### **Three Year Plan**

- Encourage the municipalities to use land development fees for recreational facilities. WT – LB – ET
- Construction feasibility study for Rail/Trail Project. WRRC – WT
- Transfer the Norfolk Southern rail crossing at route 501 to a site west. This will open up the rail corridor for a trail from route 501 to Oak Street. WRRC – LB

### **Continuous Action**

- Encourage the WRRC Partners to continue to provide in-kind and financial support to the WRRC. All Partners
- Encourage the municipalities to provide contributions to the LrC and Lititz Library, reflecting their long range planning objectives WT – LB - ET

## **Parkland Development and Open Space Conservation**

**Goal** - Acquire and develop new park and recreational areas, also update existing facilities that will meet the needs of the region's citizens, protect significant cultural and historic resources and sensitive natural resources, and provide a system of open space linkages between communities and facilities.

### **One Year Plan**

- Establish a site for ice skating rink in Lititz Borough

### **Responsibility**

WRRC – LB

### **Three Year Plan**

- Finish Phase II of the Elizabeth Township Park. WRRC - ET
- Up-grades to skate park fencing. LB
- Construct a Frisbee golf course in Lititz Borough. LB - WRRC
- Rail/Trail linkage from route 501 to Oak Street. WRRC - LB
- Greenway connection from Riparian Park to Millport Conservancy. WT - WRRC
- Install equipment shed at Municipal Campus, financed by the youth organizations. WRRC – WT - Youth Org.

### **Five Year Plan**

- Up-grade the Forney Field practice area and look to finance a press box area for the Polo Club. WT – WRRC – LYSC Polo Club
- Up-grade bathhouse and concession area at Lititz Springs Pool. LB
- Stone dust trail from Warwick Township to the Cocalico Bridge – have solar pedestrian crossing at Newport and Rothsville Road. WT - WRRC
- New skating surface and dasher boards at Lion's Park in-line skating rink. WT – WRRC – Skate
- Build a pavilion at Linear Park. WT

## **Maintenance, Safety, Security, and Accessibility**

**Goal** - Ensure that the public parks and recreational facilities and programs are accessible to all individuals. Meet current safety and security standards, and provide an enjoyable environment for participation and encourage private facility and program providers to do the same.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Use organic applications on all outdoor fields or open space areas.	All Partners
➤ Work with youth organizations in educating best field management practices.	WRRC – WSD – ET – WT

### **Continuous Action**

- |  |              |
|--|--------------|
| ➤ Encourage municipalities, school districts and youth organizations to purchase bulk supplies or equipment when needed.                       | All Partners |
| ➤ Encourage police departments to actively patrol all recreation facilities and take an active role with youth.                                | WT/LB        |
| ➤ Regional support to local conservation groups, landowners and watershed alliances to protect water quality for the watersheds in the region. | All Partners |

## **Public Relations and Communication**

**Goal** - Promote the value and importance of recreation and park services to the quality of life in the region and encourage awareness and use of facilities and programs by the region's citizens.

<b><u>One Year Plan</u></b>	<b><u>Responsibility</u></b>
➤ Use social sites to promote volunteerism, community service projects, and promote tourism and historical sites.	WRRC
➤ Print trail map and park amenities in the region.	WRRC
➤ All recreation providers have a web site linkage.	All Partners
➤ All recreation providers have web site linkage to Civic Groups.	WRRC
➤ Promote community service projects for youth in the region.	All Partners
➤ Use print media to promote programs, special events, wellness/fitness programs.	WRRC - LrC



## **Park Land and Recreation Facilities**

The Warwick region has a diversity of park land and recreational facilities available to residents shown on the Regional Recreation, Park and Facilities Map.

All of the regional parkland is located in Elizabeth Township. Lititz Borough provides a public outdoor swimming pool, while the Lititz recCenter has an indoor pool and is in the process of constructing a second indoor pool. There are a number of private facilities/schools/churches that are primarily used by the youth organizations. The Warwick School District allows the public use at their facilities. The municipalities and School District have been active in renovating and acquiring parkland and trails in the region.

### ❖ **Park Categories**

The Warwick region is classified into eight categories for analysis.

- (1) Neighborhood Parks which are generally areas of 10 acres or less that are developed for both active and passive recreation activities. They are geared specifically for residents living within half-mile radius.
- (2) Community Parks are larger in size, usually containing 20 – 50 acre. Their focus is to meet active and passive recreation needs as well as preserving unique landscapes and open spaces. The service area is a two-mile radius.
- (3) Public School Parks are facilities that could serve as a neighborhood or community parks.
- (4) Private Parks are those owned by for-profit enterprises
- (5) Regional Parks are large areas usually covering over 200 acres used for outdoor recreation. They include county parks, game lands, lakes, and wildlife management areas
- (6) Churches/Private Schools Parks are owned by church congregations and parochial schools
- (7) Greenways/Trails are linear park areas that focus on passive recreation and natural environment. These areas form connections throughout the region.
- (8) Non-Profit Parks/Facilities that owned by civic organizations or 501 C3 organizations. They can be non-profit membership exclusive to member.

Table 1

**Warwick Region Park Land Acreage by Category**

	Neighborhood Park (1)	Community Park (2)	Public Schools (3)	Private Park (4)	Regional Park (5)	Priv/School Church (6)	Greenway Trails (7)	Non-Profit Park (8)	Total
<b>Elizabeth Township</b> Population: 3,833	1.3	21			2,335		4.74 acres 13.2 miles	988.5	3,350.5 13.2 miles
<b>Lititz Borough</b> Population: 9,029	14.1	24.7	117.3	9.7		41	.04 acres .1 miles	12.5	219.3 .1 miles
<b>Warwick Township</b> Population: 15,475	7.1	86.8	72.5	48.3		34	4.66 acres 12.95 miles	85.6	339 12.95 miles
<b>Warwick Region</b> Population: 28,337	22.5	132.5	189.8	58	2,335	75	9.5 acres 26.25 miles	1,086.6	3,908.8 26.25 miles

**(1) Neighborhood Parks**

Butterfly Acres (6) (LB)  
 Lititz Lions (2.2) (LB)  
 New Street (5.9) (LB)  
 Lions Park Roth (7.1) (WT)  
 Elizabeth Township (1.3) (ET)

**(2) Community Parks**

Forney Field (15) (WT)  
 Lititz Springs Park (18.1) (LB)  
 Lititz Springs Swimming Pool (3.4) (LB)  
 Skate Park (.2) (LB)  
 Linear Park (46) (WT)  
 Linear Park (3) (LB)  
 Municipal Campus (20) (WT)  
 Riparian Park (2.3) (WT)  
 Elizabeth Township Park (21) (ET)  
 Lititz Library (3.5) (WT)

**(3) Non-Profit Parks**

Lititz recCenter (12.5) (LB)  
 Millport Conservancy (80) (WT)  
 Rothsville Firemen's Park (5.6) (W)  
 Brickerville Firemen's Park (2.5) (ET)  
 J. Edward Mack Boy Scout (984) (ET)  
 Penn Elm Lion's Park (2) (ET)

**(4) Private Parks**

Bombergers (3.5) (WT)  
 Clair Brothers (2.1) (WT)  
 Gerhart Fields (9.3) (WT)  
 High Sports (30) (WT)  
 NTN/BCA (1.4) (LB)  
 Rohrs Quarry (2.9) (WT)  
 Tim's Gym (.25) (LB)  
 Weiser's Market (.5) (WT)  
 Cargill (3) (LB)  
 Woodridge Pool (5) (LB)

**(5) Regional Parks**

Middle Creek Wildlife Area (1,093) (ET)  
 Speedwell Forge County Park (415) (ET)  
 Speedwell Forge Lake (256) (ET)  
 State Game Lands (472) (ET)  
 Rannels-Kettle Run Preserve (91) (ET)  
 Upper Hopewell Forge Sanctuary (8) (ET)

**(6) Private Schools/Church**

Evangelical Free (12) (WT)  
 Linden Hall (34.5) (LB)  
 Lititz Area Mennonite School (10) (WT)  
 Lititz Christian School (12) (WT)  
 Lititz Church of the Brethren (4) (LB)  
 Lititz Moravian Church (.5) (LB)  
 St Paul's Lutheran Church (2) (LB)

**(7) Greenways/Trails**

Conestoga Trail (8.5) (ET)  
 Conestoga Trail (6.5) (WT)  
 Crosswinds Trail (1.3) (WT)  
 Heart of Lancaster Trail (1) (WT)  
 Highlands Trail (.75) (WT)  
 Bonfield Trail (.2) (WT)  
 Newport Square Trail (1) (WT)  
 Shoppes at Kissel (.2) (WT)  
 Linear Park Trail (1) (WT)  
 Elizabeth Township Park Trail (.7) (ET)  
 Horseshoe Trail (4) (ET)  
 Pebble Creek Trail (.5) (WT)  
 Lititz/Warwick Trail (.5) (WT)  
 Lititz/Warwick Trail (.1) (LB)

**(8) Public Schools**

Buch Farm Complex (48) (WT)  
 Middle School Complex (69) (LB)  
 John Beck (14.5) (WT)  
 John Bonfield (26.4) (LB)  
 Moores Run (10) (WT)  
 Lititz Elementary (2.5) (LB)  
 Pierson's Playground (1) (LB)  
 Kissel Hill (18.4) (LB)

**❖ Distribution and Ownership of Park Land**

The Warwick Region has 3,908.9 acres of parkland and recreation area and 26.25 miles of greenways/trails. Distribution and ownership as follows:

Neighborhood Parks	22.5 acres	0.58%
Community Parks	132.5 acres	3.40%
Non-Profit Parks	1,086.6 acres	27.8%
Private Parks	58 acres	1.50%
Regional Parks	2,335 acres	59.7%
Private Schools/Church Parks	75 acres	1.90%
Greenways/Trails	9.5 acres/26.25 miles	0.25%
Public Schools	189.8 acres	4.90%
Total	3,908.8 acres/26.25 miles	100%

### ❖ Park Land Acreage Standard

The Lancaster County's Regional Open Space recommends that each municipality should have 10 acres of Neighborhood, Community, and Public School Park Land for every 1,000 residents and five acres of regional park land for every 1,000 residents.

Table 2 compares the existing Warwick region Neighborhood, Community and Public School Park Land with the County's Regional Open Space Plan recommendations.

Table 2 **Comparison of Available Park Land to County Standard**

	Existing Neighborhood Community, School Parks	Lancaster County Standard 10 acres/1,000 population	Excess (+) Deficit (-)	Existing Regional Parks	Lancaster County Standard 5 acres/1,000 population	Excess (+) Deficit (-)
<b>Elizabeth Township</b> Population: 3,833	22.3	38.3	(-) 16	2,335		(+) 2,193
<b>Lititz Borough</b> Population: 9,029	156.1	90.3	(+) 65.8			
<b>Warwick Township</b> Population: 15,475	166.4	154.8	(+) 11.6			
<b>Warwick Region</b> Population: 28,337	344.8	283.4	(+) 61.4	2,335	141.7	(+) 2,193

### Neighborhood Parks - Community Parks - Public Schools Park Land

Butterfly Acres (6) (LB)	Lititz Library (3.5) (WT)	Lititz Lions (2.2) (LB)
New Street (5.9) (LB)	Middle School Complex (69) (LB)	Lions Park Roth (7.1) (WT)
Elizabeth Township (1.3) (ET)	John Bonfield (26.4) (LB)	Forney Field (15) (WT)
Lititz Springs Park (18.1) (LB)	Kissel Hill (18.4) (LB)	John Beck (14.5) (WT)
Skate Park (.2) (LB)	Lititz Elementary (2.5) (LB)	Linear Park (46) (WT)
Linear Park (3) (LB)	Moores Run (10) (WT)	Mun. Campus (20) (WT)
Riparian Park (2.3) (WT)	Elizabeth Township Park (21) (ET)	Buch Farm Com.(48) (WT)
Lititz Springs Pool (3.4) (LB)	Pierson's Playground (1) (LB)	

### Analysis

The analysis reveals an existing deficiency of park land in Elizabeth Township 16 acres. Warwick Township exceeds the park standard by 11.6 acres. Lititz Borough exceeds the standard by 65.8 acres.

### ❖ Neighborhood/Community Parks

Neighborhood Parks serve residents within ½ mile radius. These are parks that can be easily accessible by walking and usually used by local residents. Community Parks serve the public within a 2 mile radius. These parks serve a diverse range of users from within the community.

### Neighborhood Parks (1/2 mile radius)

Butterfly Acres (6) (LB)  
 Lititz Lions (2.2) (LB)  
 New Street (5.9) (LB)  
 Lions Park Roth (7.1) (WT)  
 Elizabeth Township (1.3) (ET)

### **Community Park/Public Schools (2 mile radius)**

Forney Field (15) (WT)

Lititz Springs Swimming Pool (3.4) (LB)

Linear Park (46) (WT)

Riparian Park (2.3) (WT)

Lititz Library (3.5) (WT)

Middle School Complex (69) (LB)

John Bonfield (26.4) (LB)

Lititz Elementary (2.5) (LB)

Kissel Hill (18.4) (LB)

Lititz Springs Park (18.1) (LB)

Skate Park (.2) (LB)

Municipal Campus (20) (WT)

Elizabeth Township Park (21) (ET)

Buch Farm Complex (48) (WT)

John Beck (14.5) (WT)

Moores Run (10) (WT)

Pierson's Playground (1) (LB)

### **Analysis of Neighborhood Parks and Community Parks**

The neighborhood parks in Lititz Borough and Warwick Township are located in the dense populated areas. Depending on future growth patterns the northwest and southeast portions of Warwick Township would be the next areas for neighborhood park expansion.

The Elizabeth Township area has one neighborhood park that is located in a relative high populated area. The population in Elizabeth Township is spread throughout the Township in clustered areas.

The entire Borough of Lititz and all of Warwick Township are within the community park radius of two miles. The new Elizabeth Township Park covers the Township except for the southwestern portion where Warwick Township covers this area.

# Warwick Region Comprehensive Recreation, Park, and Open Space Plan







Warwick Township / Lititz Borough  
Pennsylvania



Scale - 1" = 3000'

ID	SITE NAME
2	*Buch Farm - MS / HS Complex (wt)
3	*Butterfly Acres (lb)
7	*Forney Field (wt)
12	*John Beck Elementary School Complex (wt)
13	John Bonfield Elem. School-Moores Run Complex (lb-wt)
15	*Kissel Hill Elementary School Complex (lb)
18	*Lititz Lions Park (lb)
22	Lititz Elementary School Complex (lb)
24	Lititz Public Library (wt)
26	Lititz Springs Park (lb)
27	Lititz Springs Swimming Pool (lb)
30	*New Street Park (lb)
34	Pierson's Playground (lb)
38	Skate Park (lb)
41	Warwick Township Linear Park (wt)
43	*Warwick Township Lions Park-Rothsville (wt)
44	Warwick Township Municipal Campus (wt)
46	Warwick Township Riparian Park (wt)
	Neighborhood Parks - 1/2 Mile Radius
	Community Parks - 2 Mile Radius
	* Represents locations designated for radius

### Legend

-  Municipal Boundary  
 River, Pond, Stream  
 Property Boundary  
 Community Parks - 2 mile radius  
 Neighborhood Parks - 1/2 mile radius  
 Roadways

### Recreational Land Classification

- Neighborhood
  - Community
  - Regional

LIMITATION OF LIABILITY:

While Warwick Township has no indication or reason to believe that there are any inaccuracies or defects in information incorporated in this work, the Township makes NO REPRESENTATIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, NOR ARE ANY SUCH WARRANTIES TO BE IMPLIED OR INFERRED, WITH RESPECT TO THE INFORMATION OR DATA FURNISHED HEREIN.



# Warwick Region Comprehensive Recreation, Park, and Open Space Plan

Elizabeth Township  
Pennsylvania

Scale - 1" = 3000'

ID	SITE NAME
51	Elizabeth Township Municipal Park (et)
52	Elizabeth Township Park (et)
56	Middle Creek Wildlife Management Area (et)
57	Speedwell Forge County Park (et)
58	Speedwell Forge Lake (et)
59	State Game Lands 156 (et)
61	Rannels-Kettle Run (et)
62	Upper Hopewell Forge Wildlife Sanctuary (et)
	Neighborhood Parks - 1/2 Mile Radius
	Community Parks - 2 Mile Radius
	Regional Parks

**Legend**

Municipal Boundary

**Recreational Land Classification**

Community

Neighborhood

Regional

Neighborhood Parks - 1/2 mile radius

Community Parks - 2 mile radius

River, Pond, Stream

Roadways

Property Boundary

**LIMITATION OF LIABILITY:**  
While Warwick Township has no indication or reason to believe that there are any inaccuracies or defects in information incorporated in this work, the Township makes NO REPRESENTATIONS OF ANY KIND, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, NOR ARE ANY SUCH WARRANTIES TO BE IMPLIED OR INFERRED, WITH RESPECT TO THE INFORMATION OR DATA FURNISHED HEREIN.

### ❖ **Mandatory Fee-In-Lieu Dedication**

The Pennsylvania Municipalities Planning Code provides local governments with a financial tool to assist with the capital expense of creating parks and recreational areas and facilities to serve the future residents of new housing developments. Sub-dividers and land developers can be required to provide an amount for land for recreation or pay fees in lieu of dedication under specific conditions. Warwick Township and Lititz Borough have each enacted a mandatory dedication/fee-in-lieu ordinance establishing that .04 (Warwick Township) and .05 (Lititz Borough) acres of land or equivalent fee-in-lieu be set aside for each new dwelling unit constructed. In the event a fee-in-lieu of dedication is provided, the fee is determined by assessing the value of land that was required for dedication.

Warwick Township deposits all money received as a result of this ordinance into a special Parks and Recreation Fund. Lititz Borough deposits the monies into its General Fund. The Municipalities Planning Code requires that this income be deposited into an interest bearing account, clearly identifying the specific recreation facilities for which the fees were collected. Interest earned on such accounts becomes funds of these accounts.

Elizabeth Township enacted a fee-in-lieu resolution in 2002 that was amended in 2004 and again in 2006, stating that \$1,800 per individual residential lot or dwelling unit shall be considered per se an acceptable fee-in-lieu of dedication of land in accordance with Section 610.04 of the County Ordinance. This resolution and Resolution from 2002 and 2004 shall be applicable to all subdivision and land development plans submitted to the Lancaster County Planning Commission to subdivide or develop land within the Township unless such subdivision or land development is specifically exempted from the requirement to dedicate land or pay a fee-in-lieu thereof by the Lancaster County Subdivision and Land Development Ordinance.

## **Tab 2**

### **Inventory of Facilities**

The citizens of the Warwick region have a variety of recreational areas available for public access. These include municipal owned, county owned, and state owned facilities located within the Warwick School District boundaries, as well as school district and commercial recreation facilities, and private business recreational facilities.

This section will inventory each facility by site, acreage, ownership, location and amenities, plus provide aerial pictures and a map key of the sites.



Key Site	Acres	Ownership	Location	Facilities/Amenities
1 Bomberger's Soccer Field	3.5	Private	555 Furnace Hills Pike Warwick Township	soccer field
2 Buch Farm MS/HS Complex	117	Warwick School District	W. Orange Street Warwick Township Lititz Borough	Varsity Baseball Field - JV Baseball Field Batting Cage - Hockey Field - 6 Soccer lacrosse fields - All weather track - Football stadium (turf) - Football practice field - 3 softball fields - lit soccer field - 10 tennis courts - concession stand - restrooms - storage sheds - 3 gyms - weight room - 2 libraries - 2 auditoriums
3 Sixth Street Butterfly Acres	6	Lititz Borough	East Sixth Street Lititz Borough	paved trail - wetlands area - benches signage - lit trail - open space
4 Clair Brothers Baseball Field	2.1	Private	Rt 501 & Eden Avenue Warwick Township	baseball field
5 Conestoga Trail	14.5	Semi-Private Public is allowed	Rt 322 Elizabeth Township Newport RD Warwick Rt 772 at Cocalico Creek	Hiking Trail
6 Crosswinds Trail	1.3	Private	Crosswinds Development Warwick Township	paved hiking trail
7 Forney Field	15	Warwick Township	Church Street Rothsville - Warwick Township	Polo and soccer fields - parking agreement w ith church equipment shed - announcers booth -
8 Gerhart Field	9.3	Private	Brunnerville Rd	soccer fields - storage shed
9 Heart of Lancaster Trail	1	Semi-Private Public is allowed	1500 Highlands Dr Warwick Township	paved hiking trail
10 High Sports	30	Private	Rt 501 & Newport Rd Warwick Township	batting cages - miniature golf course - concession stand - vending areas - restrooms - paved parking
11 Highlands Trail	0.75	Private	Highlands Development Warwick Township	paved hiking trail
12 John Beck Elementary School Complex	14.5	Warwick School District	Brunnerville Rd & Lexington Rd. Warwick Township	basketball court - paved play area - paved playground - multi-use open - space area - 1 ballfield - paved parking restrooms
13 John Bonfield/ Moores Run Elementary Complex	36.8	Warwick School District	N. Oak & Front St Warwick Township Lititz Borough	5 ballfields - Playground apparatus 2 basketball courts - open space - cold storage facility - 2 ADA bridges paved parking area - gym

Key Site	Acres	Ownership	Location	Facilities/Amenities
14 John Bonfield/ Moores Run Trail	0.2	Warwick School District	N. Oak & Front St Warwick Township Lititz Borough	paved hiking trail Connector trail to Lititz/Warwick Trail and Newport Square Trail
15 Kissel Hill Elementary School	18.4	Warwick School District	Landis Valley Rd & Owl Hill Rd Lititz Borough	2 ballfields/open space areas - 2 basketball courts - paved playing surface - playground apparatus - paved parking - gym
16 Lancaster Evangelical Free Church	12	LEF Church	419 Pierson Rd Lititz Borough	open space area - gym
17 Linden Hall School for Girls	34.5	Linden Hall	212 E. Main St Lititz Borough	horse stables - indoor/outdoor riding rings - softball field - 6 tennis courts - indoor swimming pool - gym - dance studio - library - dining hall
18 Lititz Lion's Park	2.2	Lititz Borough	W. 2nd St & Spruce St Lititz Borough	60' Ballfield - playground apparatus equipment shed
19 Lititz Area Menonite School	10	LAMS	1050 E. Newport Rd Warwick Township	gymnasium - multi-use open space - playground equipment - paved parking - restrooms - 1 ballfield -
20 Lititz Christian School	5	Grace Brethren Church	501 W. Lincoln Ave. Warwick Township	gym - ballfiel ballfield apparatus - basketball court - paved parking
21 Lititz Church of the Brethren	4	LCB	2nd Ave & W. Orange St Lititz Borough	baseball field - pavilion - gym
22 Lititz Elementary School	2.5	Warwick School District	S. Cedar St & E. Orange St Lititz Borough	gymnasium - paved play area - playground apparatus - paved parking - basketball court -
23 Lititz Moravian Church	0.5	Moravian Church	8 Church Square Lititz Borough	open space
24 Lititz Public Library	3.5	Lititz Library Warwick Township	651 Kissel Hill Rd Warwick Township	open space - children's activity room - story-time room - young adult room - board room - kitchen - restrooms - office area - reference area - paved parking

Key Site	Acres	Ownership	Location	Facilities/Amenities
25 Lititz recCenter		recCenter Lititz Borough Land	301 W. Maple St Lititz Borough	Paved parking - outdoor storage shed - lit parking area - playground apparatus - 1/2 basketball court - office rooms - front desk with seating - teen/senior rec zone - day care room - 2 multi-use rooms - fitness class room - gym with 2 basketball/volleyball courts - walking track - 2 uni-sex changing areas - janitorial room - fitness center - lap/ competitive swimming poc pool/bleacher seating - zero entry pool - kitchen -
26 Lititz Springs Park	18.1	Lititz Moravian Church	N. Broad St Lititz Borough	bandshell - picnic tables - playground equipment - basketball court - restrooms - 3 pavilions - softball field (Ambucs) - log cabin - train station welcome center - caboose train museum - open space area - sand volleyball court - parking area - paved paths
27 Lititz Springs Swimming Pool	3.4	Lititz Borough	W. Maple Street Lititz Borough	swimming pool - lap pool - kiddie pool bathhouse - pavilion - concession stand basketball court - two slides
28 Lititz Warwick Rail/Trail	0.9	Warwick Township Lititz Borough	Clay Rd & S. Oak St Warwick Township Lititz Borough	paved hiking trail connector trail to Bonfield Trail and Newport Square Trail
29 Millport Conservancy	80	Millport Conservancy	737 E. Millport Rd Warwick Township	18th century grain mill - meeting room - barns - grass parking lot - nature trails - fishing - camping pond - stream (Lititz Run) -
30 New Street Park	2.5	Lititz Borough	N. Water St & New St & N. Locust St Lititz Borough	Basketball court - playground apparatus pavilion - paved path - off road parking - ADA bridge - signage
31 Newport Square Trail	1	Warwick Township	Newport Square Development Warwick Township	paved hiking trail connector trail to Lititz/Warwick Trail Bonfield Trail
32 NTN/BCA Field	1.4	Private	401 W. Lincoln Ave Lititz Borough	softball field

Key Site	Acres	Ownership	Location	Facilities/Amenities
33 Pebble Creek Trail	0.5	Semi-Private public is allowed	Clay Rd Warwick Township	paved hiking trail Connector Trail to Lititz/Warwick Trail
34 Pierson's Playground	1	Warwick School District	E. Orange St Lititz Borough	paved playground area
35 Rohrer's Quarry	2.9	Private	70 Lititz Rd Warwick Township	ice skating pond
36 Rothsville Firemen's Memorial Park	5.6	Rothsville Fire Company	772 Rothsville Warwick Township	ballfield - volleyball court playground equipment - pavilion - bb pit - parking lot
37 Shoppes at Kissel Hill	0.2	Warwick Township	Kissel Hill Square Warwick Township	paved hiking trail business connector
38 Skate Park	0.2	Lititz Borough	W. Maple St Lititz Borough	paved skating area - skate apparatus - fencing - signage - lockable gate
39 St. Paul's Lutheran Church	2	St. Paul's Lutheran Church	200 W. Orange St Lititz Borough	open space area
40 Tim's Gym	11,000 sq. ft	Private	105 Warwick St Lititz Borough	cardio equipment - cardio theater - circuit training - spinning room - locker rooms - weight training equipment - free weights - weight machines
41 Linear Park	46	Warwick Township 3 Lititz Borough	Market St & Newport Rd Warwick Township Lititz Borough	2 ballfields - sand volleyball court - open space - paved trail - paved parking lot - restrooms - playground apparatus - walkway under Newport Road - ADA handrails - stone dust trail - Wetlands area - viewing area
42 Linear Park Trail	1	Warwick Township 0.1 Lititz Borough	Market St & Newport Rd Warwick Township Lititz Borough	paved hiking trail - .2 stone surface

Key Site	Acres	Ownership	Location	Facilities/Amenities
43 Lion's Park Rothsville	7.1	Warwick Township	Warwick Township Twin Brook Dr & Church St Rothsville Warwick Township	Basketball court - in-line skating court - 2 sand volleyball courts - ballfield -tennis court - open space - benches - signage- pavilion - restrooms - playground apparatus - storage shed - paved walking path
44 Municipal Campus Park	20	Warwick Township	315 Clay Rd Warwick Township	3 ballfields - multi-use open space field - paved trail - solar pedestrian crossing - pavilion - restrooms - 2 volleyball courts - paved parking lot - sheltered bike rack - concession stand - kitchen - amentities - playground apparatus - batting cage - safety fencing - storm water basin - rain garden - signage - bocce court - horseshoe pit
45 Muncipal Campus Trail	1	Warwick Township	315 Clay Rd Warwick Township	paved hiking trail - connector trail to Lititz/Warwick Trail - Bonfield Trail - Newport Sq. Trail - Ephrata/Warwick Trail
46 Riparian Park	2.3	Warwick Township	Clay Rd & Rt 772 Warwick Township	trail - fishing pier - kiosk - signage parking lot picnic tables - greenway
47 Weiser's Market	0.5	Private	680 Furnace Hills Pike Warwick Township	soccer field
48 Wilbur Chocolate Fields	3	Private	48 N. Broad St Lititz Borough	2 baseball fields - t-ball field - restrooms concessions stands - proposed lights parking - batting cage
49 Woodridge Swim Club	5	Private	W. 7th St Lititz Borough	swimming pool - bathhouse - concession stand - kiddie pool - basketball court - 2 volleyballcourts - play equipment - picnic area - tables -
50 Brickerville Fire Co.	2.5	Brickerville Fire Co.	Rt 322 & Hopeland Rd Elizabeth Township	playground equipment - pavilion - softball field
51 Elizabeth Township Municipal Park	1.3	Elizabeth Township	South View Dr & Sleepy Hollow Rd Elizabeth Township	basketball court - picnic tables - restrooms - playground equipment - parking lot - open space
52 Elizabeth Township Park	21	Elizabeth Township	Rt 322 and Keener Drive Elizabeth Township	ballfield - playground apparatus - open space fields - paved trail - paved parking signage - rain garden - bio basin

Key Site	Acres	Ownership	Location	Facilities/Amenities
53 Elizabeth Township Park Trail	0.7	Elizabeth Township	Rt 322 and Keener Drive Elizabeth Township	paved hiking trail
54 Horseshoe Trail	4	Private	Elizabeth Township	hiking and equestrian trail
55 J. Edward Mack Boy Scout Reservation	984	Boy Scouts of America Pennsylvania Dutch Council	Rt 501 Elizabeth Township	swimming pool - bathhouse - hiking trails - restrooms - pavilions camping - fishing/boating - pond - bike trails - archery area - shooting range - climbing area
56 Middle Creek Wildlife Management	1,093	Pennsylvania Game Commission	Rt 322 & Hopeland Rd Elizabeth Township	open space
57 Speedwell Forge County Park	342	Lancaster County	Speedwell Forge Rd Elizabeth Township	hiking trails - open space
58 Speedwell Forge Lake	256	Pennsylvania Fish and Boat Comm.	Rt 501 Elizabeth Township	pavilion - boating/fishing lake - hiking trails - parking lots
59 State Game Lands 156	472	Pennsylvania Game Commission	Seglock Rd Elizabeth Township	open space
60 Penn-Elm Area Lions Club Park	2	Penn-Elm Area Lions Club	Newport Rd & Oak Lane Elizabeth Township	playground & equipment   pavilion restrooms
61 Rannels - Kettle Run	91	Lancaster County Conservancy	Rt 501 Elizabeth Township	open space
62 Upper Hopewell Forge Wildlife Sanctuary	8	Lancaster County Conservancy	Rt 501 Elizabeth Township	open space



## Warwick Region Comprehensive Recreation, Park, and Open Space Plan

### Warwick Township / Lititz Borough



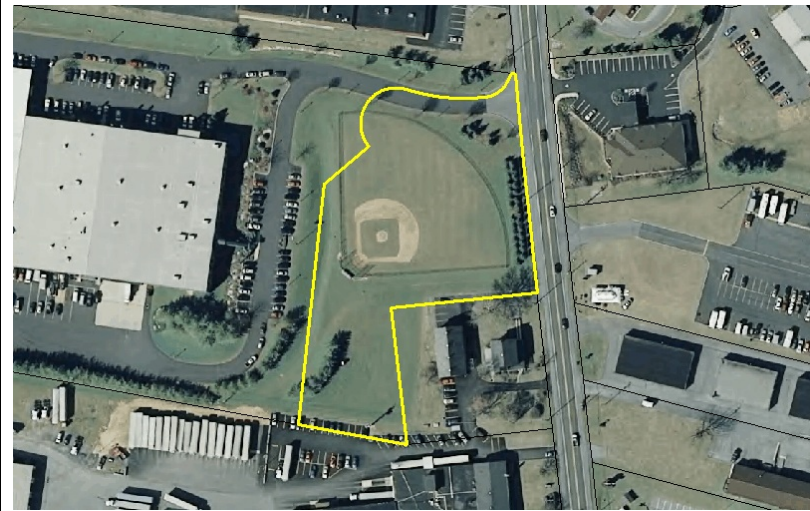
1 - Bomberger's Soccer Field



2 - Buch Farm MS/HS Complex



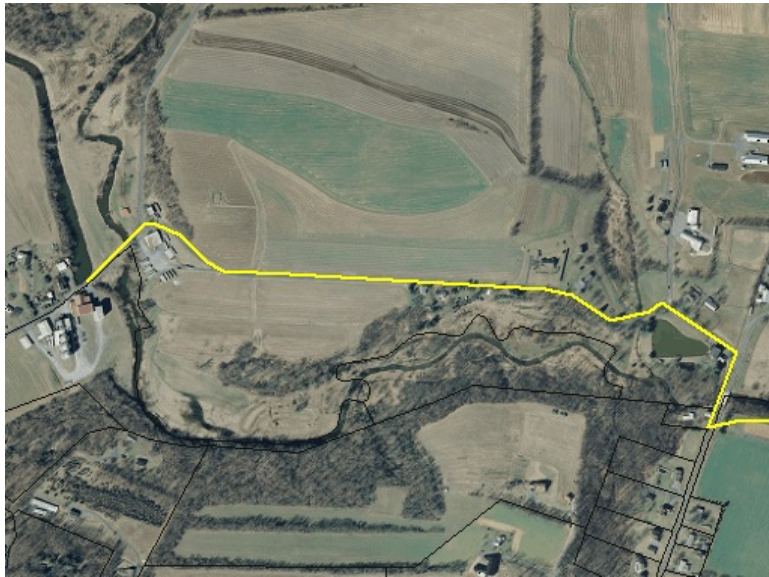
3 - Butterfly Acres



4 - Clair Brothers Baseball Field



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



5 - Conestoga Trail



6 - Crosswinds Trail



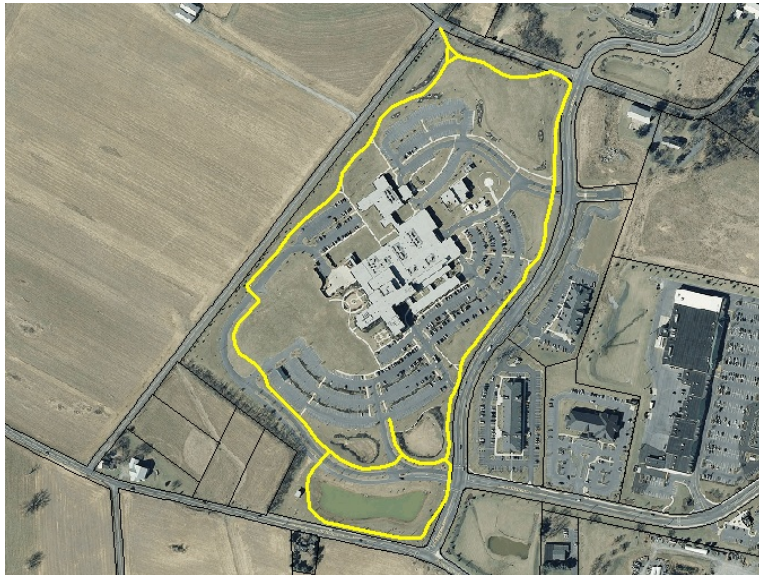
7 - Forney Field



8 - Gerhart Field



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



9 - Heart of Lancaster Trail



10 - High Sports



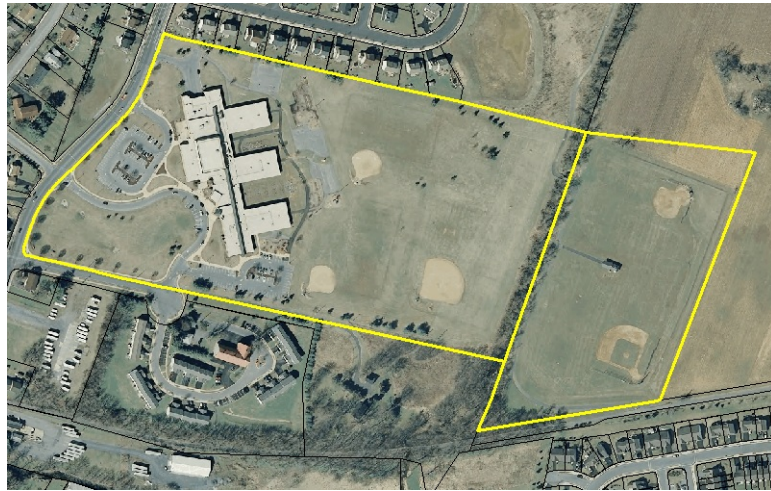
11 - Highlands Trail



12 - John Beck Elementary School Complex



## Warwick Region Comprehensive Recreation, Park, and Open Space Plan Warwick Township / Lititz Borough



13 - John Bonfield/Moores Run Elementary Complex



14 - John Bonfield/Moores Run Trail



15 - Kissel Hill Elementary School



16 - Lancaster Evangelical Free Church



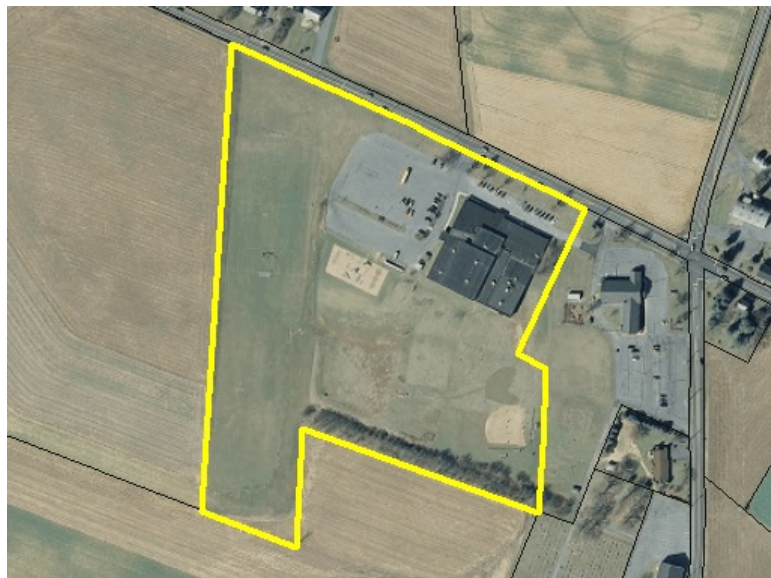
**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



17 - Linden Hall School



18 - Lititz Lion's Park



19 - Lititz Area Mennonite School



20 - Lititz Christian School



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



21 - Lititz Church of the Brethren



22 - Lititz Elementary School



23 - Lititz Moravian Church



24 - Lititz Public Library



## Warwick Region Comprehensive Recreation, Park, and Open Space Plan Warwick Township / Lititz Borough



25 - Lititz RecCenter



26 - Lititz Springs Park



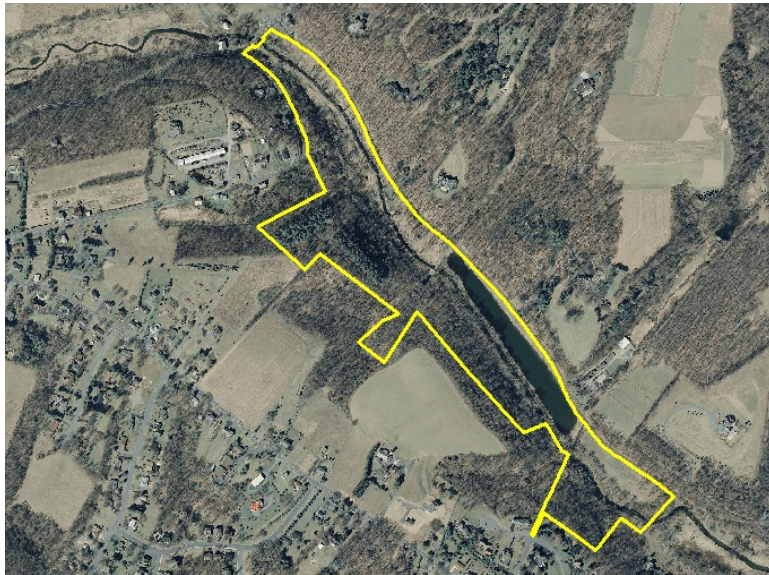
27 - Lititz Springs Swimming Pool



28 - Lititz/Warwick Trailway



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



29 - Millport Conservancy



30 - New Street Park



31 - Newport Square Trail



32 - NTN/BCA Field



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



33 - Pebble Creek Trail



34 - Pierson's Playground



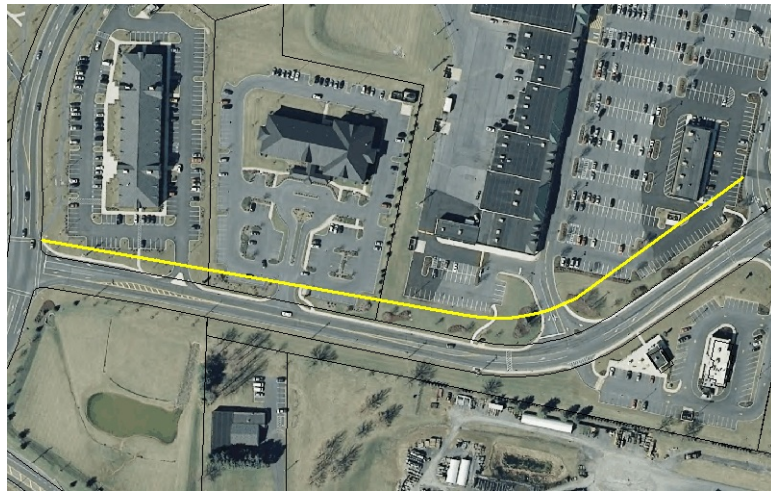
35 - Rohrer's Quarry



36 - Rothsville Firemen's Memorial Park



## Warwick Region Comprehensive Recreation, Park, and Open Space Plan Warwick Township / Lititz Borough



37 - Shoppes at Kissel Village



38 - Skate Park



39 - St. Paul's Lutheran Church



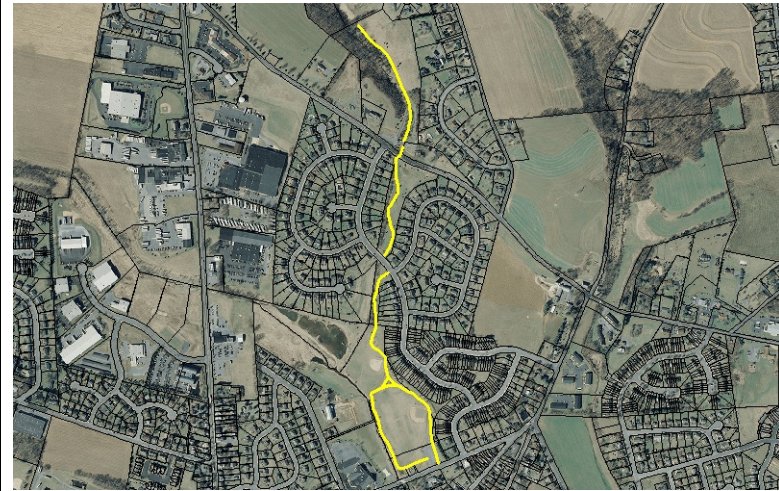
40 - Tim's Gym



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



41 - Linear Park



42 - Linear Park Trail



43 - Lion's Park - Rothsville



44 - Municipal Campus Park

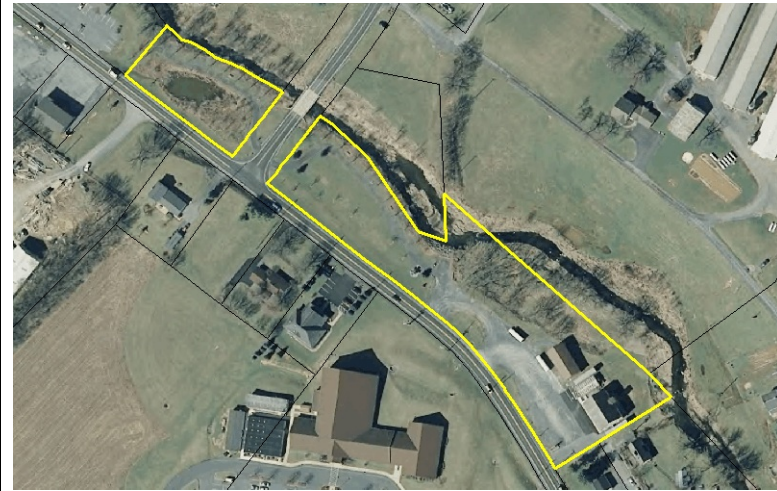


# Warwick Region Comprehensive Recreation, Park, and Open Space Plan

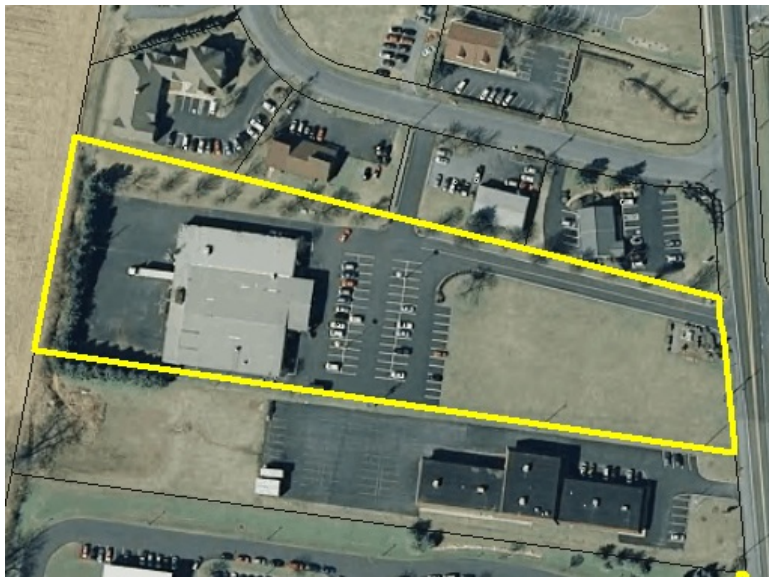
## Warwick Township / Lititz Borough



45 - Municipal Campus Trail



46 - Riparian Park



47 - Weiser's Market



48 - Wilbur Chocolate Fields

**Warwick Region Comprehensive Recreation, Park, and Open Space Plan**  
**Warwick Township / Lititz Borough**



49 - Woodridge Swim Club



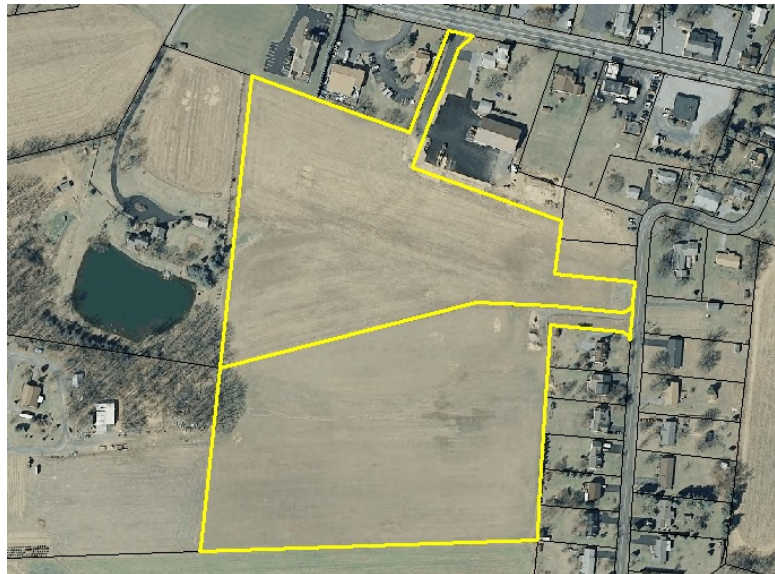
## Warwick Region Comprehensive Recreation, Park, and Open Space Plan Elizabeth Township



50 - Brickerville Fire Company



51 - Elizabeth Township Municipal Park



52 - Elizabeth Township Park



53 - Elizabeth Township Park Trail



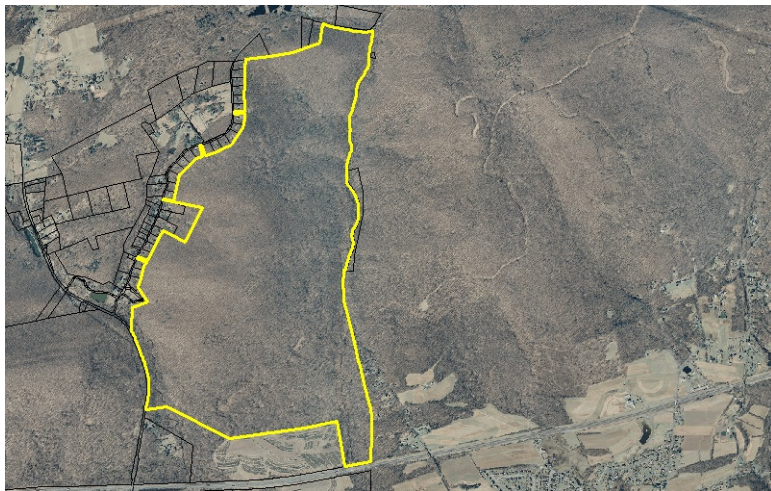
## Warwick Region Comprehensive Recreation, Park, and Open Space Plan Elizabeth Township



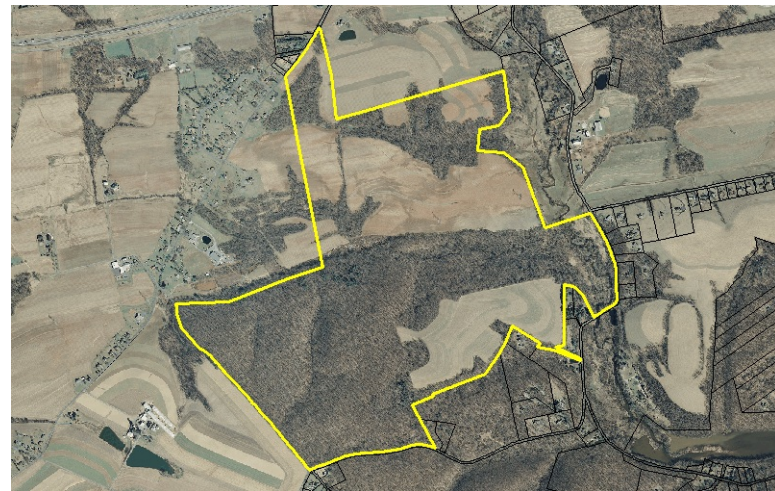
54 - Horseshoe Trail



55 - J. Edward Mack Boy Scout Reservation



56 - Middle Creek Wildlife Management Area



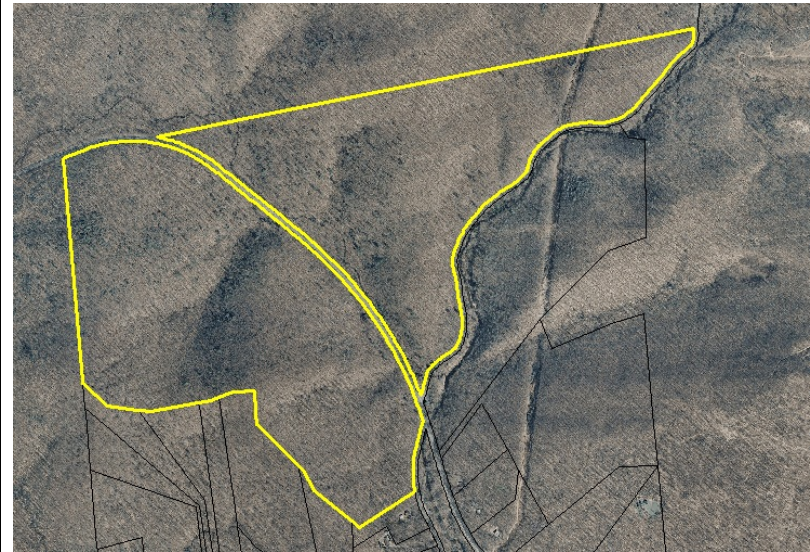
57 - Speedwell Forge County Park



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan  
Elizabeth Township**



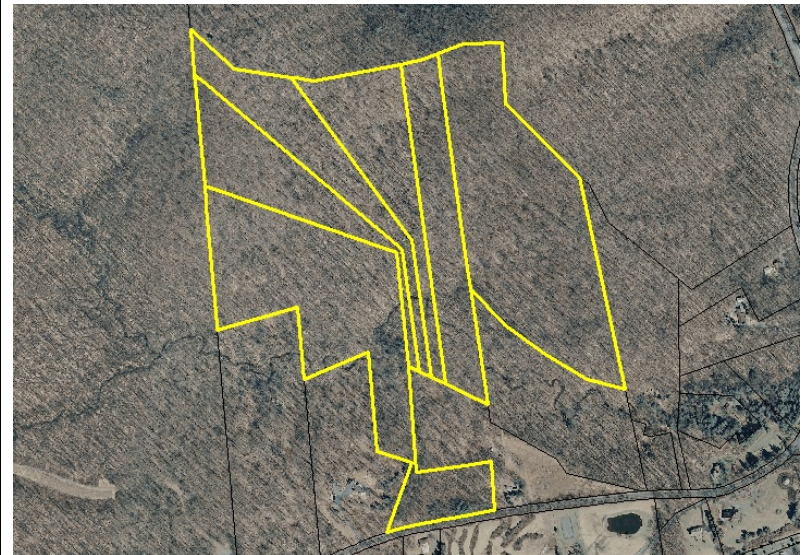
58 - Speedwell Forge Lake



59 - State Game Lands 156



60 - Penn-Elm Area Lions Club Park



61 - Rannels - Kettle Run



**Warwick Region Comprehensive Recreation, Park, and Open Space Plan  
Elizabeth Township**



62 - Upper Hopewell Forge Wildlife Sanctuary

						FACILITIES KEY									
Private	Fields	Courts	Concess	Cages	Equip Shed	Parking	Signs	trail	playground	restroom	Golf	Skating	Weights	Fit. Rms	Pool
Bombergers	*					*									
Clair Brothers	*					*									
Gerhart	*				*	*									
High Sports			*	*Bat	*	*	*			*	*Min.				
NTN/BCA	*					*									
Rohrer's											*				
Tim's Gym							*						*	*	
Weiser's	*														
Wilbur	*		*	*Bat	*	*	*			*					
Woodridge			*		*	*	*		*	*					*

					FACILITIES KEY										
Mun Facilities	restrooms	Parking	Meet Rm	Office Sp	Kitchen	Act Rm	gym	Fit. Center	Multi rms	storage	day care	locker rooms	dance rooms	pool	playground
Library	*	*	*	*	*	*			*	*					
Warwick Twp.	*	*	*	*	*					*					
Lititz Borough	*	*	*	*	*					*					
Elizabeth Twp	*	*	*	*	*					*					
LrC	*	*	*	*		*	*	*	*	*	*	*	*	*	*

						FACILITIES KEY						
Churches	Fields	Courts	Concess	Gym	Equip Shed	Parking	Signage	Trail	playground	restrooms	Open Space	Pavilion
Evangel Free				*		*					*	
LCB	*			*		*	*		*			*
Moravian	*			*		*			*		*	*
St. Paul's				*		*					*	

							FACILIITES KEY							
	<i>pool</i>	<i>rest rooms</i>	<i>parking</i>	<i>fields</i>	<i>fishing</i>	<i>camping</i>	<i>open space</i>	<i>courts</i>	<i>trails</i>	<i>pavilion</i>	<i>archery</i>	<i>Playground</i>	<i>boating</i>	<i>climbing</i>
Millport Conservancy			*		*	*	*		*					
Lancaster Conserv.							*							
Rothsville Fire			*	*				*		*		*		
Brickerville Fire			*	*						*		*		
Ed Mack	*	*	*		*	*	*		*	*	*		*	*
Speedwell Park			*				*		*					
Speedwell Lake			*		*				*	*			*	

						FACILITIES KEY												
Mun. Parks	Fields	Courts	Concess	Sand-VB	Equip Shed	parking	signs	trail	playground	restroom	Picnic	bandshell	pavilion	Skating	Kitchen	Fishing	Pool	Bench
6th Street						Off Rd.	*	*										*
Forney	*		*		*	*	*			Portable								
Lititz Lions	*		*			Off Rd.	*		*									*
Lititz Sprgs			*	*	*	*	*		*	*	*	*					*	*
New Street		*				Off Rd.	*		*		*		*					*
Skate Park														*				*
Linear Park	*			*	*	*	*	*	*	*								*
Roth Lions	*	*		*	*	*	*		*	*	*		*	*				*
Mun. Camp.	*	*	*	*	*	*	*	*	*	*	*		*		*			
Riparian						*	*	*								*		*
ET Park	*					*	*	*	*	*	*		*		*			*
ET Mun		*				*	*		*		*							*
Penn-Elm	*					*	*		*	*	*		*					*

				FACILITIES KEY					
Trails	paved	connector	equestrian	bikes	trail heads	private	public	semi-private	
Conestoga		*			*			*	
Crosswinds	*					*			
Heart Lan.	*	*						*	
Highlands	*	*				*			
Litz/War.	*	*		*	*		*		
Newport	*	*		*	*		*		
Pebble Cr.	*	*		*			*		
Shoppes KH	*	*		*			*		
Linear Park	*			*			*		
Mun Camp.	*	*		*	*		*		
ET Park	*			*			*		
Horseshoe		*	*		*	*			
Speedwell							*		

						FACILITIES KEY						
SCHOOLS	Fields	Courts	Concess	gyms	weight rm	parking	signs	trail	playground	restroom	Track	equestrian
Buch Farm	*	*	*	*	*	*	*	*		*	*	
John Beck	*	*		*		*	*		*	*		
JR Bonfield	*	*		*		*	*	*	*	*		
Lititz EI				*		*	*		*	*		
Kissel Hill	*			*		*	*		*	*		
Linden Hall	*	*		*	*	*	*			*		*
LAMS	*			*	*	*	*		*	*		
LCS	*	*		*	*	*	*		*	*		

### **Tab 3**

### **Inventory of Programs**

The Warwick region is fortunate to have an agency that provides a wide variety of recreation programs for the community. The 66 year old non-profit Lititz recCenter (LrC) in the last five years has seen an increase in active membership, program delivery and facility up-grades. These up-grades include a complete renovation of the facility, plus new fitness center addition (7,000 square feet) and in 2011 a completed second indoor splash pool.

The Lititz Library holds many community recreation programs in addition to its primary purpose of providing access to recreational and educational print and non-print materials. It services the Warwick School District.

A number of private, civic, church, and parent organizations provide recreational programs in the region. This section inventories the recreational programs that are offered in the region.



Recreation Program Inventory										
Organization	Description	Gender	Age	Length	Fee	# part.	Residence	Facilities		
<b>YOUTH</b>										
Warwick Little League	Youth Baseball	M/F	5 - 16 yrs.	Mar-July	1 = \$75	445 Spring	WSD	Wilbur Complex (2)		
				Sept-Oct	2 = \$65	135 Fall		Bonfield El (4)		
					3 = \$60			Lion's Park (Lititz)		
					Family Cap = \$200			Lion's Park (R) (Rothsville)		
					Fall = \$35			Clair Brothers		
								Kissel Hill El (2)		
								Linear Park		
								Moore's Run (2)		
								<a href="http://www.warwickll.com">www.warwickll.com</a>		
Warwick Travel	Youth Baseball	M	8-16 yrs.	Mar-July	\$100 Sp.	83 Spring	WSD	Municipal Campus(2)		
Baseball Association				Aug-Oct	\$55 Fall	45 Fall		WSD Varsity Field		
								Elizabeth Township		
Odd Fellows	Youth Baseball	M	15 - 17 yrs	May-Aug	\$100 Sp	20 Spring	WSD	WSD Varsity Field		
				Sept-Oct		14 Fall		Moore's Run		
				Sept-Oct		14 Fall		Moore's Run		
American Legion	Youth Baseball	M	15-19	June-Aug	Free	18-20 players	WSD	WSD Varsity Baseball Field		
Lititz Post 56				June-Aug	Returning					
					Players \$5 for					
					first yr. players					
Warwick Youth Softball	Youth Softball	F	5 - 18 yrs.	Apr-July	\$50 per season	180 Sp/Fall	WSD			
Association				Aug-Oct						
								<a href="http://www.warwickgirlssoftball.com">www.warwickgirlssoftball.com</a>		
Warwick Boys	Youth Lacrosse	M	3rd-8th	Mar-June	\$65-\$100	75 players	WSD	Municipal Campus		
Lacrosse Club								Bonfield El		
								Kissel Hill		
Warwick Girls	Youth Lacrosse	F	3rd - 8th	Mar-June	\$45 for season	45 players	WSD	Kissel Hill		
Lacrosse Club										
								<a href="mailto:hms@paonline.com">hms@paonline.com</a>		

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Organization	Description	Gender	Age	Length	Fee	# part.	Residence	Facilities		
	PIYO	M/F	Adult	7 weeks	\$30-\$60	14 ind	Lan County	Group Fit. Room		
	Rep Reebok	M/F	Adult	7 weeks	\$30-\$60	46 ind	Lan County	Group Fit. Room		
	Spin & Abs	M/F	Adult	7 weeks	\$49-\$85	51 ind	Lan County	Group Fit. Room		
	Strength Step	M/F	Adult	7 weeks	\$30-\$60	45 ind	Lan County	Group Fit. Room		
	Barbell Spin	M/F	Adult	7 weeks	\$30-\$60	20 ind	Lan County	Group Fit. Room		
	Zumba Express	M/F	Adult	7 weeks	\$30-\$60	15 ind	Lan County	Group Fit. Room		
	Belly Dance	M/F	Adult	7 weeks	\$30-\$60	12 ind	Lan County	Group Fit. Room		
	Yoga	M/F	Adult	7 weeks	\$30-\$60	8 ind	Lan County	Group Fit. Room		
	<b>Youth</b>									
	Goshi Shun Karate	M/F	Youth	7 weeks	\$45-\$55	20 ind	Lan County	Gym - Multi-Purpose Room		
	Kids Hip Hop	M/F	Youth	7 weeks	\$30-\$60	5 ind	Lan County	Group Fit. Room		
	Preschool Power	M/F	Youth	7 weeks	\$30-\$60	5 ind	Lan County	Group Fit. Room		
	Speed-Agility-Strength	M/F	Youth	7 weeks	\$40-\$75	10 ind	Lan County	Group Fit. Room		
	Youth in Motion	M/F	6-12 yrs	7 weeks	\$74-\$89	7 ind	Lan County	Group Fit. Room		
	<b>Family</b>									
	Family Zumba	M/F	Family	7 weeks	\$35-\$60	8 families	Lan County	Group Fit. Room		
	Family Fit Zone	M/F	Family	7 weeks	\$35-\$60	4 families	Lan County	Group Fit. Room		
	<b>Personal Training</b>						Lan County	Fitness Center		
	Fitness Orientation	M/F	Adult	Daily	\$20-\$40	20 weekly	Lan County	Fitness Center		
	Personal Training	M/F	Adult	7 weeks	1 hr - \$35-\$55	60 ind.	Lan County	Fitness Center		
					3 hr - \$90-\$125					
					5 hr - \$150-\$200					
					8 hr - \$245-\$300					
	Running/Triathlon	M/F	Adult	7 weeks	\$50-\$80	8 ind	Lan County	Fitness Center		
	<b>Wellness</b>									
	Nutrition Counseling	M/F	Adult		\$50-\$60		Lan County	Conference Room		
	<b>Programs</b>									
	<b>Pickup Sports</b>									
	Badmitton	M/F	Adult/Teens	Yearly	0-\$4		Lan County	Gym		
	Basketball	M/F	Adult/Teens	yearly	0-\$10	1000+	Lan County	Gym		
	Volleyball	M/F	Adult/Teens	Yearly	0-\$10	500+	Lan County	Gym		
	<b>Adult Programs/Leagues</b>									
	Pickle Ball Clinic	M/F	Adult		0-\$5		Lan County	Gym		
	Pickle Ball	M/F	Adult	yearly	0-\$5	800+	Lan County	Gym		
	Basic WaterColoring	M/F	Adult	7 weeks	\$45-\$55	10 ind	Lan County	Multi-Purpose Rooms		

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Organization	Description	Gender	Age	Length	Fee	# part.	Residence	Facilities		
	T-Ball	M/F	6-8 yrs	week	\$74-\$89	10 ind	Lan County	Open Space		
	Soccer	M/F	6-8 yrs	week	\$74-\$89	9 ind	Lan County	Open Space		
	Art Camp	M/F	6-8 yrs	week	\$74-\$89	8 ine	Lan County	rec Zone		
	Floor Hockey	M/F	6-8 yrs	week	\$74-\$89	7 ind	Lan County	Gym		
	Soccer	M/F	9-15 yrs	week	\$74-\$89	8 ind	Lan County	Open Space		
	Sports of Sorts	M/F	9-15 yrs	week	\$74-\$89	8 ind	Lan County	Gym		
	Volleyball	M/F	9-15 yrs	week	\$74-\$89	7 ind	Lan County	Gym		
	Lacrosse	M/F	9-15 yrs	week	\$74-\$89	5 ind	Lan County	Open Space		
	Draw	M/F	9-15 yrs	week	\$74-\$89	6 ind	Lan County	Multi-Purpose Room		
	Tennis	M/F	9-15 yrs	week	\$74-\$89	7 ind	Lan County	WSD		
	Track & Field	M/F	9-15 yrs	week	\$74-\$89	4 ind	Lan County	WSD		
	Cheerleading	M/F	9-15 yrs	week	\$74-\$89	5 ind	Lan County	Open Space		
	Football	M/F	9-15 yrs	week	\$74-\$89	6 ind	Lan County	Open Space		
	Tennis	M/F	9-15 yrs	week	\$74-\$89	8 ind	Lan County	WSD		
	<b>Annual Events</b>									
	Golf Tournament	M/F	Adult	Day	\$90 ind	144 players	Lan. County	Iron Valley Golf Course		
	Youth Triathlon	M/F	7-15 yrs	Day	\$10 ind	80+	WSD	LrC - Gym - Aquatics - Parking Lot		
	Run for Fitness	M/F	k-6 grade	Day	Free	500+	WSD	LrC - Open Space Area		
	Pretzel Twist	M/F	All	Day	\$18-\$22	250+	Lan. County	Lititz Borough - Warwick Township		
	5th Quarter	M/F	Youth	Day	Free	500+	WSD	LrC Gym - Multi Purpose Rooms		
	Supper with Santa	M/F	Youth	Day	\$8-\$10	120+	Lan. County	Multi-Purpose Rooms		
	Rectric Bike Ride	M/F	All	Day	\$25 ind	100+	Lan. County	Lan County roadways		
	reckids Family Adventu	M/F	Family	Day	\$10 ind	50+	WSD	United Baptist - Linear Park		
	<b>RecZone</b>									
	Youth Center	M/F	Youth	Daily	Jr Mem-\$5 guest	110+	WSD	rec Zone		
	Big Screen TV's - Foosball Tables - Stereo System - Computers -					Wii/Xbox				
	<b>Memberships</b>									
		Resident	Joiners Fee		Non-Resident	Joiners Fee				
	Family	\$625	\$50		\$720	\$50				
	Individual	\$415	\$50		\$480	\$50				
	Adult/Student	\$280	\$50		\$325	\$50				
	Senior	\$260	\$50		\$300	\$50				
	Junior	\$150	\$50		\$186	\$50				
	<b>Guest Passes</b>									
	Adult	\$10			University Pass	\$80				
	Child/Senior	\$5								



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Organization	Description	Gender	Age	Length	Fee	# part.	Residence	Facilities		
<i>Municipalities</i>	Summer Playground	M/F	5-12 yrs	June - Aug	Free	1,200+	WSD	Elizabeth Township Park		
<i>Lititz recCenter</i>	Program				\$2 charge for			Linear Park		
<i>Warwick School Dist.</i>					non-members at			Lititz Elementary		
<i>WRRC</i>					Lititz Springs pool			Lititz Springs Pool		
								Lion's Park (Rothsville)		

## **Tab 4**

### **New or Renovated Facilities 2002 – 2010**

The municipal governments of Lititz Borough, Elizabeth Township, and Warwick Township, with the Warwick School District and the Lititz recCenter, make up the Warwick Regional Recreation Commission (WRRC). To achieve the success from a comprehensive recreation system, the WRRC was formed on the principle of Cooperation and Partnerships. In forming this partnership, the region has seen an upward trend in new or renovated facilities from 2002 – 2010.

This trend coincided with the 2002 Warwick Region Comprehensive Recreation, Park, and Open Space Plan (WRCRPOS). From 2002 – 2010 there were twenty one (21) new or renovated facilities with a projected cost of \$10,138,295. The projected cost is based on public bid, but most of the projects were done by in-house maintenance departments with a savings of \$770,000. State and county grants contributed \$1,504,265 and there was \$2,269,167 in in-kind and financial contributions to these projects. The actual savings by the WRRC Partners was \$3,773,432 with the net cost \$5,594,856 close to ½ the projected cost! A major savings was achieved for the local tax payers, in addition to providing the either new or renovated state-of-the-art facilities for the future.

These projects met the needs for the region in a number of ways: a) creates a model for the Cooperation and Partnerships b) meets the needs of the constituents in the region with passive and active recreational opportunities c) uses state and county grants, in-kind contributions and public donations to reduce the burden on tax payers d) protects the open space areas in the region e) creates an integrated, unique public space that serves multiple users f) up-grades old facilities g) provides healthy outlets for the public h) provides safe, secure, and accessible facilities i) increases the economic growth and development in the region j) provides increase tourism opportunities to the region.

This section looks in depth at these facilities and the cost associated with each project.

## **Warwick School District**

1. Buch Farm/Middle School Complex
  - New Middle School – parking area – multi-use artificial sport turf, light standards and landscaping at Grosh Field – new light signal at Campus Drive – reconfiguration of campus drive – walking path (sidewalk network) – junior varsity baseball and softball field – movement of lights from Grosh Field to varsity softball field.
2. John Beck Elementary
  - New softball field – open space area – playground equipment and surface.
3. John Bonfield Elementary/Moores Run
  - 10 acre add on to Bonfield Elementary (Moores Run) – two ball fields, benches, backstop and baseline fencing – drainage system – open space area – cold storage facility – wellhead – trail connector to the Bonfield Elementary parking lot, Lititz/Warwick Trail and Newport Square Trail..

## **Elizabeth Township**

1. Elizabeth Township Park
  - 21 acre land purchase – paved trail and parking area – rain garden – bio basin – benches – tot lot and play apparatus – ball field with backstop/baseline fencing and storage shed – open space area – landscaping.
2. Proposed Phase II
  - Pavilion attached kitchen and restroom – basketball court – ball field – volleyball court – horseshoe pits – gaga pit – weather shelter – protective bollards.

## **Warwick Township**

1. Forney Field
  - Improved and extended practice area to the west – landscaping work at entrance including signage.
2. Municipal Campus
  - Ten acre expansion – ball field and netted batting cage – open space area with protective netting – bio basin and rain garden – porous concrete sidewalks – porous asphalt parking lot – bocce courts – horseshoe pits – sand & grass volleyball court – paved hiking trail connector to Lititz/Warwick Trail and proposed Ephrata/Warwick Rail/Trail – signage – bike shelter – landscaping and mounding on the south end of facility.
3. Linear Park
  - Obtained 2 acres from united Methodist Church – sand volleyball court – open space area – trail connection to church.
4. Lion's Park in Rothsville
  - Storage shed – upper and lower paved parking areas – split rail fencing – up grades to in line skating area.
5. Ephrata/Warwick Rail/Trail
  - Completed the rail/trail feasibility study – rail corridor purchase with Akron Borough and Ephrata Township.



## **Lititz Borough**

1. Skate Park
  - Developed a new site adjacent to the Lititz Springs Swimming Pool – chain link fencing – asphalt surface – movable apparatus.
2. Butterfly Acres
  - Changed the water movement through planting vegetation, current reconstruction – installed benches and lighting.
3. New Street Park
  - Basketball court re-surfaced – ADA bridge repair.
4. Lititz Springs Pool
  - New skimmers installed two new water slides.
5. Rail/Trail
  - Feasibility for rail/trail development was completed.

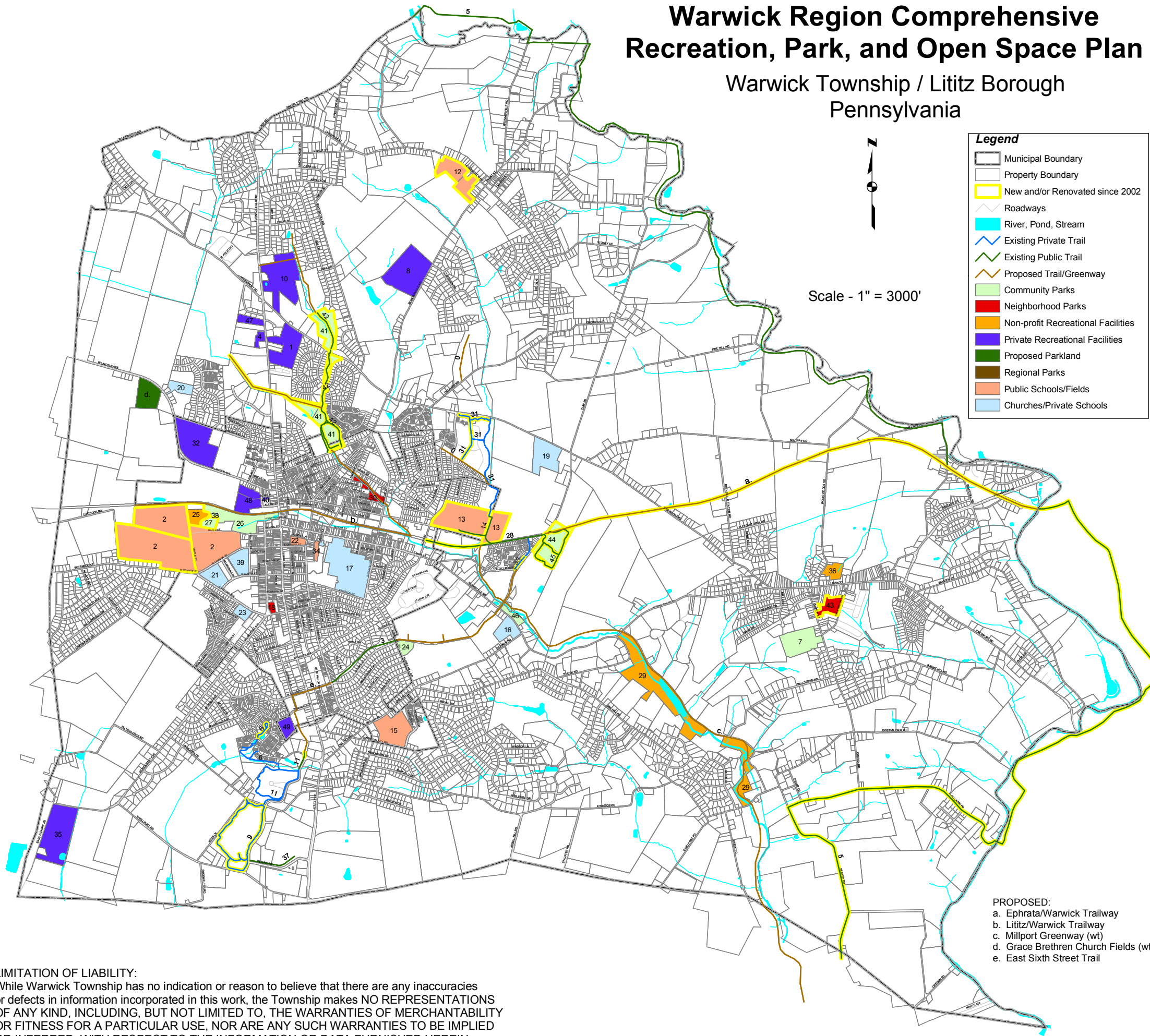
## **Lititz recCenter**

1. 2006 Renovation and Expansion
  - Expanded and paved parking lot – installed parking lot lighting – landscaping – entrance sign – entrance awning – vestibule at front entrance – reconfigured front desk and seating area – controlled access and scan swipe entry system – installed rec zone and daycare rooms with restrooms – renovated multi-use rooms with new flooring/athletic surface – renovated the old fitness room into active fitness class area – installed storage areas in each room – office space was centralized – renovated gymnasium, painted walls, newly poured floor, up graded sound system, curtains to divided the space into quadrants, new scoreboards, four new glass backboards, expanded storage area, new lighting system, walking track – uni-sex changing areas – new lockers, fixtures, paint, benches – 3,500 square foot fitness center, new flooring, mirrors , office space, sound system, televisions, aerobic equipment, weight lifting machines, adjacent restrooms.
2. Expansion of Fitness Center
  - Added 4,000 square feet of space in 2010 – free weight equipment – mirrors – office space – sound system - flooring
3. Expansion of Aquatic Area
  - Zero entry pool with water features and slides – four lap lanes – two adult locker rooms – multi-purpose room adjacent to pool – three changing areas.

# Warwick Region Comprehensive Recreation, Park, and Open Space Plan

## Warwick Township / Lititz Borough

### Pennsylvania



KEY	SITE NAME	ACRES	FACILITIES/AMENITIES
1	Bomberger's Soccer Field (wt)	3.5	soccer field
2	*Buch Farm MS/HS Complex (wt)	11.7	baseball field - track - lighted soccer field - grandstands - concession - restrooms - cinder track - football facility - 10 tennis courts - softball field - batting cage - 3 gymnasiums - weight room - 2 auditoriums - 2 libraries - paved parking - equipment sheds
3	*Butterfly Acres (lb)	6	paved trail - wetland area - benches - signage - lighted trail
4	Clair Brothers Baseball Field (wt)	2.1	baseball field
5	Conestoga Trail (wt - et)	14.5	Hiking Trail
6	Crosswinds Trail (wt)	1.3	paved hiking trail
7	Fomey Field (wt)	15	Polo and soccer fields - parking agreement with Church - equipment shed - announcers booth
8	Gerhart Field (wt)	9.3	soccer fields - storage shed
9	*Heart of Lancaster Trail	1	paved hiking trail
10	High Sports (wt)	30	batting cages - miniature golf course - restrooms - concession stand - vending areas - paved parking
11	Highlands Trail (wt)	0.75	paved hiking trail
12	*John Beck Elementary School Complex (wt)	14.5	basketball court - paved play area - paved playground - multi-use open space area - 1 ballfield - paved parking - restrooms
13	*John Bonfield/Moores Run Elementary Complex (lb - wt)	36.4	5 ballfields - playground apparatus - gym - 2 basketball courts - open space - cold storage facility - paved trail - paved parking area - restrooms - 2 ADA bridges
14	*John Bonfield/Moores Run Trail (wt)	0.2	paved hiking trail - connector trail
15	Kissel Hill Elementary School (lb)	18.4	2 ballfields/open space areas - 2 basketball courts - paved playing surface - playground apparatus - paved parking
16	Lancaster Evangelical Free Church (wt)	12	open space area - gym
17	Linden Hall School (lb)	34.5	horse stables - indoor/outdoor riding rings - softball field - 6 tennis courts - indoor swimming pool - gym - dance studio - library - dining hall
18	Lititz Lion's Park (lb)	2.2	60' Ballfield - playground apparatus - equipment shed
19	Lititz Area Mennonite School (wt)	10	gymnasium - multi-use open space - restrooms - playground equipment - paved parking - 1 ballfield
20	Lititz Christian School (wt)	12	gymnasium - ballfield - multi-use open space - playground equipment - paved parking - basketball court
21	Lititz Church of the Brethren (lb)	4	baseball field - pavilion - gym
22	Lititz Elementary School (lb)	2.5	gymnasium - paved play area - playground apparatus - paved parking - basketball court
23	Lititz Moravian Church (lb)	0.5	open space
24	Lititz Public Library (wt)	3.5 16,200sf building	open space - children's activity room - story-time room - young adult room - board room - reference area - kitchen - restrooms - office area - paved parking
25	*Lititz recCenter (lb)	12.5 54,000sf building	Indoor swimming pool - locker rooms - restrooms - unisex changing rooms - gymnasium - storage areas - fitness center - dance studio - multi-use rooms - day care facility - teen rec zone - senior rec zone - paved parking - outdoor equipment shed - office areas - playground apparatus - paved play area
26	Lititz Springs Park (lb)	18.1	bandshell - picnic tables - playground equipment - basketball court - restrooms - 3 pavilions - softball field (Ambucs) - log cabin - train station welcome center - caboose train museum - open space area - sand volleyball court - parking area - paved paths
27	*Lititz Springs Swimming Pool (lb)	3.4	swimming pool - lap pool - kiddie Pool - basketball court - bathhouses - pavilion - concession stand
28	Lititz/Warwick Trailway (wt)	0.6	paved hiking trail - connector trail
29	Millport Conservancy (wt)	80	18th century grain mill - meeting room - bams - grass parking lot - nature trails - fishing - camping - pond - stream (Lititz Run)
30	New Street Park (lb)	5.9	basketball court - playground apparatus - pavilion - paved path - off road parking - bridge - signage
31	*Newport Square Trail (wt)	1	paved hiking trail - connector trail
32	NTN/BCA Field (lb)	1.4	softball field
33	Pebble Creek Trail (wt)	0.5	paved hiking trail - connector trail
34	Pierson's Playground (lb)	1	paved playground area
35	Rohrer's Quarry (wt)	2.9	ice skating pond
36	Rothville Firemen's Memorial Park (wt)	5.6	ballfield - volleyball court - playground equipment - pavilion - BBQ pit - parking lot
37	Shoppes at Kissel Village (wt)	0.2	paved hiking trail - business connector
38	*Skate Park (lb)	0.2	paved skate area - skate apparatus - fencing - signage - picnic tables
39	St. Paul's Lutheran Church (lb)	2	open space area
40	Tim's Gym (lb)	.25 11,000sf building	cardio equipment - cardio theater - circuit training - spinning room - locker rooms - weight training - equipment - free weights - weight machines
41	*Linear Park (wt) (lb)	46 3	2 ballfields - sand volleyball court - open space - paved trail - parking lot - restrooms - playground apparatus - multi-use fields - walkway under Newport Road - ADA handrails
42	*Linear Park Trail (wt)	1	paved hiking trail
43	*Lion's Park Rothville (wt)	7.1	Sand Volleyball court - tennis court - basketball court - in-line skating rink - playground apparatus - pavilion - bathroom - ballfield - equipment shed - signage - water fountain - paved path - parking
44	*Municipal Campus Park (wt)	20	3 ballfields - multi-use open space field - paved trail - solar pedestrian crossing - pavilion - signage - restrooms - 2 volleyball courts - paved parking lot - sheltered bike rack - concession stand - kitchen amenities - playground apparatus - batting cage - safety fencing - storm water basin - rain garden
45	*Municipal Campus Trail (wt)	1	paved hiking trail - connector trail
46	Riparian Park (wt)	2.3	trail - fishing pier - kiosk - signage - parking lot - picnic tables
47	Weiser's Market (wt)	0.5	soccer field
48	Wilbur Chocolate Fields (lb)	3	baseball fields
49	Woodridge Swim Club (lb)	5	swimming pool - bathhouse - concession stand - kiddie pool - basketball court - 2 volleyball courts - play equipment - picnic area - tables - grills

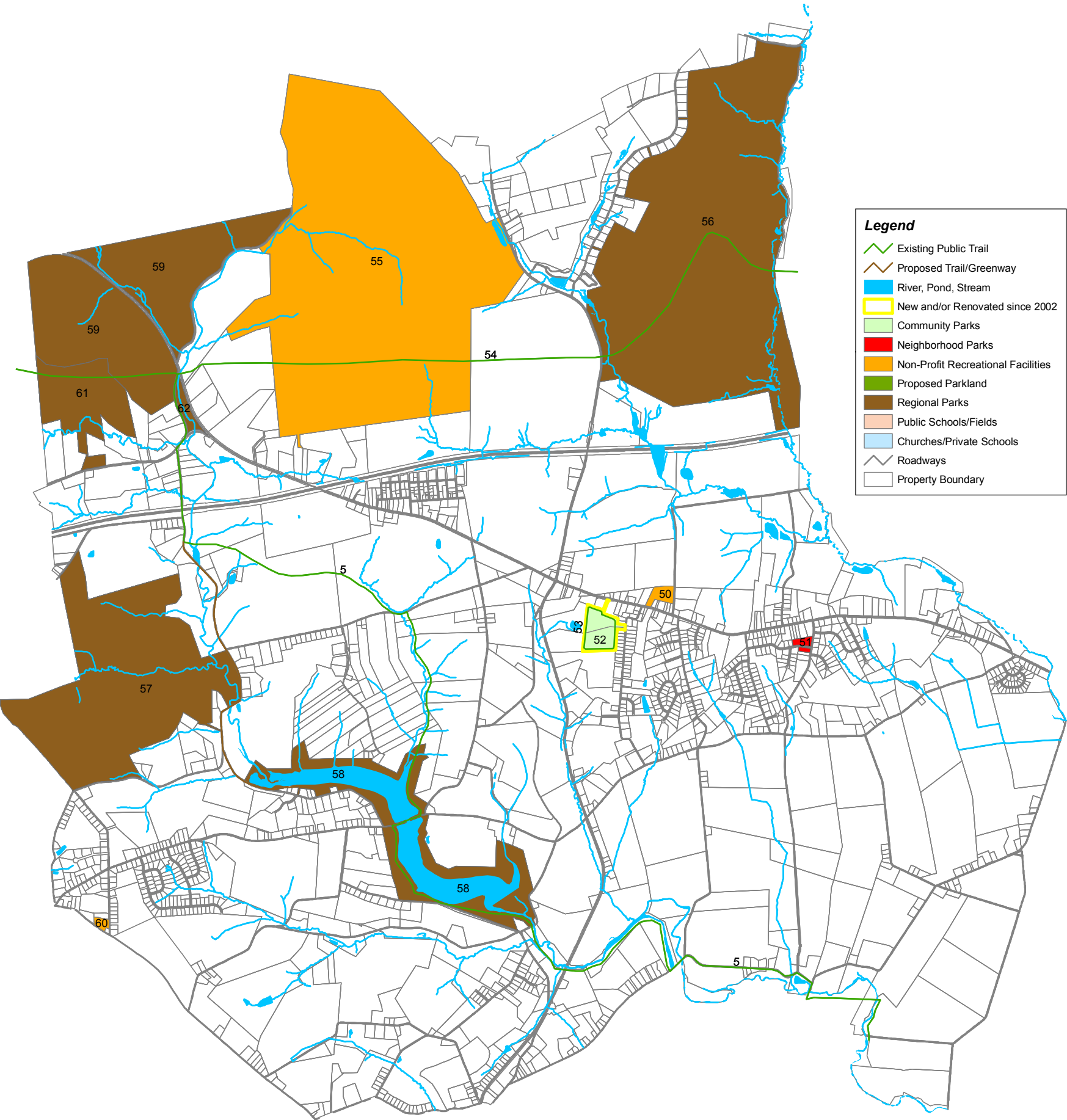
\*Facilities are new and/or renovated since 2002.

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# Warwick Region Comprehensive Recreation, Park, and Open Space Plan

Elizabeth Township  
Pennsylvania



KEY	SITE NAME	ACRES	FACILITIES/AMENITIES
50	Brickerville Fire Co.	2.5	playground equipment - pavilion - softball field
51	Elizabeth Township Municipal Park	1.3	basketball court - picnic tables - restrooms - playground equipment - parking lot - open space
52	*Elizabeth Township Park	21	open space - rain garden - storm water basin - benches - paved parking lot - signage
53	*Elizabeth Township Park Trail	0.7	paved hiking trail
54	Horseshoe Trail	4	hiking and equestrian trail
55	J. Edward Mack Boy Scout Reservation	984	swimming pool - bathhouse - hiking trails restrooms - pavilions -camping - fishing/boating - pond - bike trails -archery area -shooting range - climbing area
56	Middle Creek Wildlife Management Area	1,093	open space
57	Speedwell Forge County Park	415	hiking trails - open space
58	Speedwell Forge Lake	256	pavilion - boating/fishing lake - hiking trails - parking lots
59	State Game Lands 156	472	open space
60	Penn-Elm Area Lions Club Park	2	playground equipment - pavilion – restrooms
61	Rannels - Kettle Run	91	open space
62	Upper Hopewell Forge Wildlife Sanctuary	8	open space

\*Facilities are new and/or renovated since 2002.



Scale - 1" = 3000'

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## **Cost Analysis of New/Renovated Facilities 2002 - 2010**

\*These figures are based on Projected Cost of the Facility (public bid)

\*Actual cost of the facility

\*Grants that were obtained for the project

\*Contributions for the project

\*Construction Methods (bid – in-kind contribution – public works - volunteers

### **Lititz Borough**

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
489,000	327,212	80,000	79,300

Subtract Grants/Contributions from Actual

**Total = 167,912**

### **Warwick Township**

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
2,177,540	1,600,183	587,389	303,425

**Total = 709,369**

### **Elizabeth Township**

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
1,009,414	1,009,414	346,000	20,442

**Total = 642,972**

### **LrC**

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
3,455,000	3,455,000	307,000	1,716,000

**Total = 1,432,000**

### **WSD**

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
3,007,341	2,976,479	92,318	150,000

**Total = 2,734,161**

### **WRRC**

Grants  
91,558

Totals

<u>Projected</u>	<u>Actual</u>	<u>Grants</u>	<u>Contributions</u>
10,138,295	9,368,288	1,504,265	2,269,167

**Savings 3,773,432**

**Net Cost 5,594,856**



Warwick Regional Recreation Commission (WRRC) Facility Costs, Actual vs. Projected  
(2002-2009)

Warwick Regional Recreation Commission (WRRC) Recreational Facility Capital Costs, 2002-2009							
Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Lititz Borough	Skate Park	\$ 150,000	\$ 92,264	\$ 60,000	\$ 17,500	Private - \$17,500 Public Works, Volunteers Contractors as required	
	Butterfly Acres (Bio-Swales, Plants, Benches)	\$ 100,000	\$ 61,800	\$ -	\$ 61,800	Public Works and Volunteers Contractors as required	
	New Street (Bridge Restoration, Basketball Surface Backboard/Poles, Picnic Tables)	\$ 70,000	\$ 53,763	\$ -	\$ -	Public Works Contractors as required	
	Lititz Springs Pool (Slides, Skimmers)	\$ 125,000	\$ 75,385	\$ -	\$ -	Public Works Contractors as required	
	Rail /Trail (Feasibility Study)	\$ 44,000	\$ 44,000	\$ 20,000	\$ -		
	<b>SUB-TOTAL</b>	<b>\$ 489,000</b>	<b>\$ 327,212</b>	<b>\$ 80,000</b>	<b>\$ 79,300</b>		
Lititz Borough					<b>Savings</b>	<b>\$</b>	<b>321,088</b>
					<b>Net Cost</b>	<b>\$</b>	<b>167,912</b>

Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Warwick Township	Moore's Run* (Fields, Bridge, Trail, Backstops, Bases, Fences) (Turn-key to WSD)	\$ 255,000	\$ 153,425		\$ 153,425	Contributions - \$153,425 Partial Bid, Developer In Kind Public Works	
	Forney Field (Purchase of property, Parking Lot, Access Drive, Storm Water Facilities, Fields, Design, Landscaping)	\$ 450,000	\$ 375,000	\$ 100,000	\$ 150,000	Contributions - \$150,000 Partial Bid, Public Works, Sports Club Volunteers	

Warwick Regional Recreation Commission (WRRC) Facility Costs, Actual vs. Projected  
(2002-2009)

Warwick Regional Recreation Commission (WRRC) Recreational Facility Capital Costs, 2002-2009											
Warwick Township	Municipal Campus (Parking Lot, Access Modifications, Clay Road Modifications, Trail, Bio-basin Porous Concrete and Pavement. Bocci and Volleyball Courts, Ball fields, Solar Ped. Crossing and Open Space Batting Cage, Signage, Bike Shelter, Back Stops, Lacrosse End Zone Netting)	\$	1,230,000	\$	851,567	\$	416,264	\$	-	Partial Bid, Public Works, Volunteers(Sports Clubs, LRWC, Boy Scouts, Etc.	
	Linear Park (Land Acquisition, Asphalt Overlay, Sand Volleyball Court) (2ac addition)	\$	25,000	\$	15,000	\$	-	\$	-		
	Lion's Park (Upper and Lower Parling Lots, Split Rail Fence, Storage Shed Skating Rink Upgrade, Sand Volleyball Courts)	\$	25,000	\$	14,451	\$	10,000	\$	-		
	Ephrata /Warwick Rail Trail (Rail Corridor Purchase, Feasibility Study)	\$	171,410	\$	171,410	\$	45,000	\$	-		
	Solar-Powered, Motion-Activated Cross Alert System - Lititz-Warwick Trailway at Clay Rd	\$	21,130	\$	19,330	\$	16,125	\$	-	Public Works provided \$1,800 in in-kind labor (included)	
	SUB-TOTAL	\$	2,177,540	\$	1,600,183	\$	587,389	\$	303,425		
Warwick Township									Savings	\$	1,468,171
									Net Cost*	\$	709,369

Warwick Regional Recreation Commission (WRRC) Facility Costs, Actual vs. Projected  
(2002-2009)

Warwick Regional Recreation Commission (WRRC) Recreational Facility Capital Costs, 2002-2009							
Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Elizabeth Township	Elizabeth Twp. Park (Land Purchase, Asphalt Trail, Storm Water Facilities, Benches, Fields, Parking Lot, Play Equipment, Retaining Wall)	\$ 1,009,414	\$ 1,009,414	\$ 346,000	\$ 20,442	In-Kind - \$20,442 Bid Process	
	<b>SUB-TOTAL</b>	<b>\$ 1,009,414</b>	<b>\$ 1,009,414</b>	<b>\$ 346,000</b>	<b>\$ 20,442</b>		
					<i>Savings</i>	\$	366,442
Elizabeth Township					<i>Net Cost</i>	\$	642,972

Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Lititz recCenter	Lititz Rec. Center (Fitness Room Additions, Equipment)	\$ 555,000	\$ 555,000			Design/ Build	
	Lititz Rec. Center (2006-2007 Renovations)	\$ 2,900,000	\$ 2,900,000	\$ 307,000	\$ 1,438,000 \$ 133,000 \$ 145,000	Cap. Camp. Corp. - \$1,745,000 Cap. Cam. Indiv. - \$133,000 Cap. Cam. In-Kind - \$145,000 Design/ Build	
	<b>SUB-TOTAL</b>	<b>\$ 3,455,000</b>	<b>\$ 3,455,000</b>	<b>\$ 307,000</b>	<b>\$ 1,716,000</b>		
Lititz recCenter					<i>Savings</i>	\$	2,023,000
					<i>Net Cost</i>	\$	1,432,000

Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Warwick School District	Buch Farm (Fields)	\$ 2,200,000	\$ 2,200,000	\$ 92,318	\$ -	Bid Process Grant value is projected.	
	Middle School (Fields, Landscaping)	\$ 300,000	\$ 300,000	\$ -	\$ -	Bid Process	
		\$ 130,000	\$ 130,000	\$ -	\$ 130,000	For lighted field, from Parents' Group	



Warwick Regional Recreation Commission (WRRRC) Facility Costs, Actual vs. Projected  
(2002-2009)

Warwick Regional Recreation Commission (WRRRC) Recreational Facility Capital Costs, 2002-2009							
Warwick School District	John Beck (Play Equipment, Play Area Surface Softball Field)	\$ 194,151	\$ 194,151	\$ -	\$ 20,000	Bid Process	
						\$20,000 from Youth Girls Softball	
	Kissel Hill (Athletic Field)	\$ 29,000	\$ 29,000	\$ -	\$ -	Bid Process	
	John Bonfield (Play Surface, Trail, Ball Fields)	\$ 60,000 * was not bid: what would bid have cost?	\$ 29,138	\$ -	\$ -	Bid Process, In-house services Warwick Twp provided labor WSD paid for materials	
	Lititz EL. (Play Equipment, Play Surface)	\$ 94,190	\$ 94,190	\$ -	\$ -	Bid Process	
	<b>SUB-TOTAL</b>	<b>\$ 3,007,341</b>	<b>\$ 2,976,479</b>	<b>\$ 92,318</b>	<b>\$ 150,000</b>		
Warwick School District						<i>Savings</i>	\$ 273,180
						<i>Net Cost</i>	\$ 2,734,161

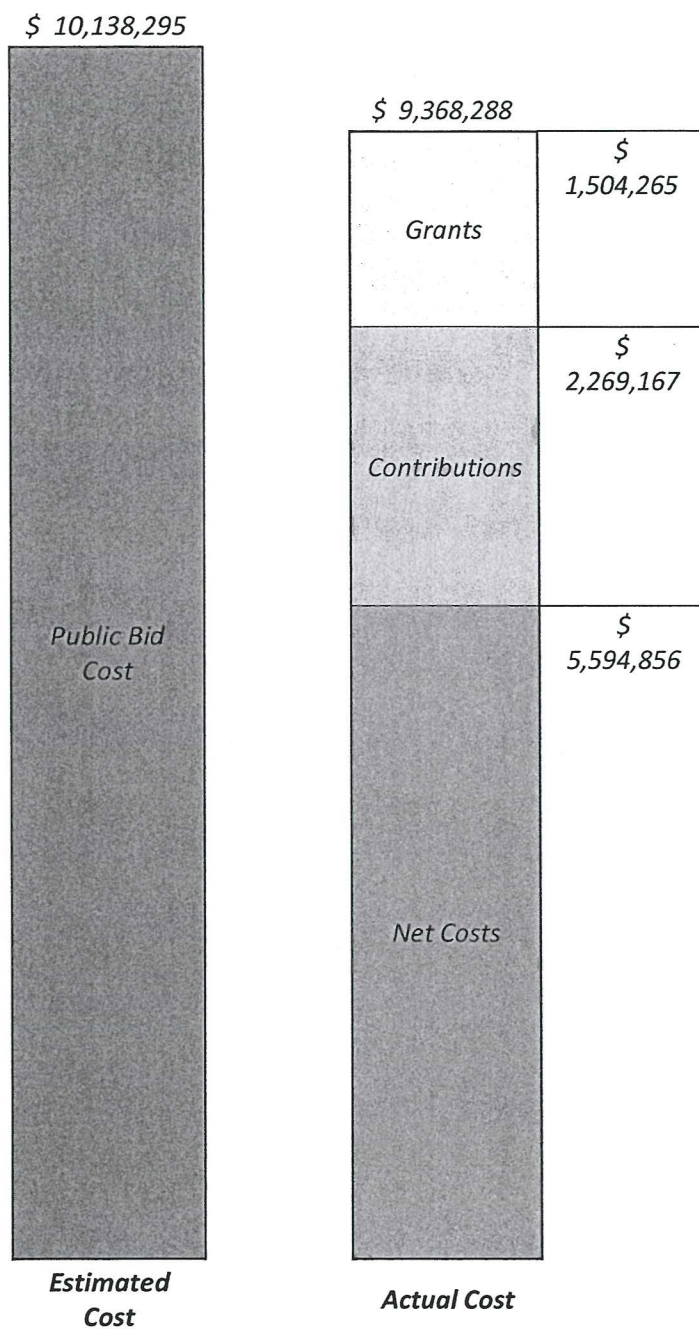
Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
WRRRC	WRRRC Operating Cost	\$ -	\$ -	\$ 91,558	\$ -		
	<b>SUB-TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 91,558</b>	<b>\$ -</b>		
						<i>Savings</i>	\$ 91,558
WRRRC						<i>Net Cost</i>	\$ (91,558)

Governing Entity	Name of Facility	Public Bid - Projected Cost	Actual Cost of Facility	Grants	Contributions	Construction Method	
Region	<b>TOTAL</b>	<b>\$ 10,138,295</b>	<b>\$ 9,368,288</b>	<b>\$ 1,504,265</b>	<b>\$ 2,269,167</b>		
						<i>Savings</i>	\$ 4,543,439
						<i>Net Cost</i>	\$ 5,594,856

Notes:

- (1) WSD and municipalities frequently share equipment.
- (2) Warwick Township collects recreation fees from developers.
- (3) Regionalization of the Moores Run facility (Pfizer, Newport Square Developers, WSD, Warwick Township, Lititz Borough)
- (4) Many regional facilities are maintained by youth groups.
- (5) Not included in these costs are those associated with salaries of municipal or regional employees.

Warwick Regional Recreation Commission (WRRC) Facility Costs, Actual vs. Projected  
(2002-2009)



## **Tab 5**

### **Maintenance of Outdoor Facilities**

The goal of park maintenance is to provide areas and facilities that are safe, usable and accessible. Maintenance is performed in the region by a variety of sources. All WRRC Partners have a maintenance department that do a majority of the work, but the youth organizations provide a significant amount of time and money to maintain the ball fields they use on a daily basis. This allows the Partners to reduce there costs, but still provide a quality facility.

This section will look at maintaining the existing facilities and the long term cost effects of public facilities in the region.



## Maintenance Budgets 2010

	<b>Warwick Township</b>	<b>Lititz Borough</b>	<b>Elizabeth Township</b>	<b>Warwick School Dist.</b>	<b>Lititz recCenter</b>
<b>Turf Applications</b>	<b>9,975</b>	<b>500</b>	<b>21,625</b>	<b>45,184</b>	<b>93</b>
Fertilizer	*3,400 organic		8,500	4,737	70
Pesticides	250	500		4,034	
Nutrients				2,500	
Seed	1,825			5,825	23
Aeration				1,398	
Top Dressing	4,500			4,501	
Watering				870	
Mowing			13,125	21,319	
<b>Ball Fields</b>	<b>1,450</b>		<b>125</b>	<b>11,580</b>	
Diamond Texture	1,450		125	4,501	
Chalking				7,079	
<b>Playgrounds/Parks</b>	<b>3,730</b>	<b>15,500</b>	<b>1,660</b>	<b>7,472</b>	<b>272</b>
Grooming				810	27
Repair/Vandalism	500	3,000		216	35
Installation				122	
Mulch		2,000	1,660	5,805	210
Paint				519	
Signs	300				
Sidewalks		5,500			
Benches		500			
Bug Control		1,500			
General Maintenance	550	3,000			
Landscaping	1,000				
Mutt Mitts	1,380				
<b>Courts</b>	<b>1,750</b>				
General Maintenance	500				
Materials/Sand	1,250				
<b>Trails</b>	<b>2,350</b>				
Grooming	1,850				
Signage	500				
<b>Restrooms/Pavilions</b>	<b>2,400</b>				
Trash/Supplies	1,200				
Spraying Pests/Materials	900				
Paint	300				
<b>Equipment</b>	<b>2,250</b>	<b>2,000</b>			
Maintenance	2,000	2,000			
Tools/Rentals	250				
<b>Swimming Pool</b>		<b>23,930</b>			
Chemicals		8,717			
R & M Build/Land		4,362			
R & M Equipment		9,351			
R & M Pool		1,500			
<b>Cost</b>	<b>\$23,905</b>	<b>\$41,930</b>	<b>\$23,410</b>	<b>\$64,236</b>	<b>\$365</b>
<b>Acreage</b>	<b>92.5</b>	<b>17.7</b>	<b>22.3</b>	<b>189.8</b>	<b>12.5</b>
<b>Cost per Acre</b>	<b>\$258.43</b>	<b>\$2,368.92</b>	<b>\$1,049.77</b>	<b>\$338.44</b>	<b>\$29.2</b>
<b>Total Partners Cost</b>	<b>\$153,846</b>				
<b>Total Acreage</b>	<b>334.8</b>				
<b>Cost Per Acre</b>	<b>\$459.51</b>				

## **Maintenance Analysis**

The Warwick Region has 334.8 acres of outdoor recreation facilities, maintained by the individual WRRC Partners. The total cost of maintenance is \$153,846 which averages out to \$459.51 per acre. A majority of the costs for the Warwick School District and Warwick Township are in turf applications and playground maintenance. The Warwick School District maintains seventeen fields and four playground areas. Warwick Township maintains seven fields and three playgrounds.

Lititz Borough's cost per acre is considerably higher because of the maintenance of the Lititz Springs Swimming Pool. The chemical applications, plus repair and maintenance of the pool is over half of the total budget for the Borough.

The new Elizabeth Township has contracted out their mowing and turf applications for 2010. This cost will be reviewed on a yearly basis. A pavilion with a bathroom and concession area will be installed for use in 2011 adding to the future maintenance costs. Phase II of the project will also add maintenance costs.

The Lititz recCenter has very little outside maintenance costs.

## **Outdoor Facilities**

### **Warwick Township**

<b><u>Municipal Campus (20)</u></b>	<b><u>Linear Park (47)</u></b>	<b><u>Rothsville Lion's Park (7.1)</u></b>	<b><u>Riparian Park (2.3)</u></b>
ball fields (3)	ball fields (2)	ball field	fishing deck
sand volleyball	sand volleyball	sand volleyball (2)	kiosk
grass volleyball	equipment shed	tennis court	trail
pavilion/kitchen	signage	basketball court	parking lot
restrooms	trail	in-line skating rink	
equipment shed	restrooms	restrooms	
signage	benches	equipment shed	
playground	wetlands	playground	
trail	observatory deck	pavilion	
bocce court	playground	picnic tables	
horseshoe pit	parking lot	parking lot	
picnic tables		signage	
parking lot			
bio-basin/rain garden			
batting cage			
concession stand			
<b><u>Forney Field (15)</u></b>	<b><u>Lititz/Warwick Trail (.6)</u></b>	<b><u>Pebble Creek Trail (.5)</u></b>	
soccer/polo fields	signage	macadam	
concession stand	macadam		
announcer booth			
parking lot			
restrooms (portable)			
equipment shed			
signage			

\*Ball field maintenance at Municipal Campus/Linear Park/Lion's Park is provided by the youth groups that use the facility. All mowing/aeration and field applications are done by the Township. Equipment sheds are purchased by the youth groups. Batting cage was erected and purchased by Travel Baseball.

## **Warwick School District**

<b><u>Buch Farm/Middle School (117)</u></b>	<b><u>John Bonfield/Moores (36.4)</u></b>	<b><u>John Beck El (14.5)</u></b>	<b><u>Kissel Hill El (18.4)</u></b>
multi-purpose fields (3)	ball fields (5)	ball field	ball field
softball fields (3)	lacrosse field	soccer field	lacrosse field
soccer fields (4)	soccer fields (2)	playground	playground
baseball fields (2)	basketball court	parking lot	signage
field hockey	playground	basketball court	parking lot
band field	equipment sheds	signage	
track	trail		
football field	bridges (2)		
signage	parking lot		
concession stands (3)	signage		
maintenance Sheds (3)			
parking lots (2)			
walking path			
lit fields (5)			

## **Lititz El/Pierson Park (3.5)**

playground  
open space  
parking lot  
signage

\*Field maintenance and field applications at all elementary fields are provided by the regional youth organizations. All mowing is done by the School District.

## **Lititz Borough**

<b><u>New Street Park (5.9)</u></b>	<b><u>Lion's Park (2.2)</u></b>	<b><u>Butterfly Acres (6)</u></b>	<b><u>Skate Park (.2)</u></b>
basketball court	ball field	trail	skate apparatus
pavilion	playground	bridge	fencing
bridge	equipment shed	benches	signage
playground	signage	signage	
signage	sidewalk		
sidewalk			

## **Swimming Pool (3.4)**

Pools (3)  
basketball court  
slides  
signage  
pavilion

concession  
bathhouse  
open space  
equipment shed  
ticket booth

## **Lititz recCenter (12.5)**

playground  
equipment shed  
signage  
basketball court  
parking lot

## **Elizabeth Township**

### **Municipal Office (1.3)**

basketball court  
open space  
playground  
parking lot  
signage  
benches  
picnic tables

### **ET Park (21)**

multi-use fields  
ball field  
playground  
parking Lot  
signage  
trail  
bio- basin/rain garden  
restrooms (portable)



## **Tab 6**

### **2002 Action Plan Recommendations**

This section looks at the recommendations and accomplishments that were met from the 2002 Warwick Region Comprehensive Recreation, Park, and Open Space Plan.

The 2002 Action Plan was built around seven criteria that would lead to a regional comprehensive park and recreation system:

- Cooperation and Partnership
- Recreation Administration
- Recreation Programming
- Finance
- Park Development and Open Space Conservation
- Maintenance, Safety, Security, and Accessibility
- Public Relations and Communication

## **Cooperation and Partnership**

**Goal** - Strengthen existing relationships and develop partnerships among municipalities, the school district, churches, private schools, non-profit organizations, community groups, individual volunteers, and local businesses through greater coordination and cooperation, that expand and improve park facilities and recreation program opportunities for the region's citizens.

### **A. Promote and improve communications, identify opportunities for collaboration and establish network of providers.**

- The communication and identification of recreation opportunities is being achieved through the Warwick Regional Recreation Commission (WRRC) and its five partners (Lititz Borough, Warwick Township, Elizabeth Township, Warwick School District, Lititz recCenter) plus numerous civic groups, private businesses, private schools, and youth sports organizations. The cooperation and partnerships are formed to incorporate a regional comprehensive plan that looks at accumulative balance rather than a singular entity for future growth and expansion where the need arises.
- These cooperative efforts have resulted in creating partnerships that can be supported through;
  - Shared equipment usage between the partners to avoid duplication;
    - Aerators, rollers, seeders, lifts, diamond soil applications
  - Use of private land for recreational and sports organizations;
    - Wilbur Fields (Cargill) - Youth Baseball
    - Clair Brothers – Youth Baseball
    - Gerhart Fields, Bomberger Field, Weiser's Market - Youth Soccer
    - Woodridge Swimming Pool (private) – Youth Swim Team
  - Use of public facilities
    - Warwick Township – Youth Softball - Youth Rugby - Youth Lacrosse - Travel Baseball - Summer Playground Program - Youth Soccer - Youth Soccer Tournament - Adult Soccer - Adult Volleyball Tournament - Polo
    - Lititz Borough – Youth Baseball - Youth Rugby - Summer Playground Program - Youth Swimming
    - Elizabeth Township – Youth Soccer - Youth Baseball - Adult Soccer
    - Warwick School District – Youth Soccer - Youth Softball - Youth Baseball - Youth Soccer Tournament - Youth Football - Youth Basketball - Adult Sports Leagues
    - Lititz recCenter – Youth Swimming - Youth Field Hockey
    - Summer Playground Program – Lititz Borough - Warwick Township - Elizabeth Township - Lititz recCenter - Warwick School District - WRRC
  - Use of Private Schools
    - Linden Hall – Youth Soccer - Youth Lacrosse
    - Lititz Area Mennonite School (LAMS) – Youth Softball - Youth Soccer
  - Use of Private Parks
    - Lititz Springs Park – Arts & Crafts Festivals - Holiday Celebrations
- Multiple entities have come together to develop/renovate and finance recreational facilities;
  - Bonfield Elementary School/Moores Run Complex – Pfizer Inc., Newport Square Developers, Warwick School District, Warwick Township, Lititz Borough
  - Ephrata/Warwick Rail/Trail – Ephrata Borough, Ephrata Township, Akron Borough, Warwick Township
  - Warwick/Lititz Trail – Warwick Township, Lititz Borough
  - Bonfield Trail – Warwick School District, Warwick Township
  - Forney Field – Warwick Township, Jerusalem Lutheran Church, Lititz Youth Soccer Club, Lancaster Polo Club
  - Middle School Complex (soccer lights) – Warwick School District, Lititz Youth Soccer Club

- John Beck Elementary School (softball field) – Warwick School District, Warwick Youth Girls Softball Association
- Millport Conservancy – Millport Conservancy, Trout Unlimited, F&M University, Lititz Run Watershed Alliance, Pheasants Forever, Chesapeake Bay Foundation, Audubon Society
- Lititz recCenter – Warwick Township, Lititz Borough, Elizabeth Township, Warwick School District, Local Businesses
- Newport Square Trail – Newport Square Developers, Warwick Township
- Facilities developed with the aid of State/County Grants
  - Lititz Borough
    - Skate Park (\$60,000)
    - Rail/Trail Feasibility Study (\$20,000)
  - Warwick Township
    - Forney Field (\$100,000)
    - Municipal Campus (\$851,567)
    - Linear Park (\$15,000)
    - Lion's Park Rothsville (\$14,451)
    - Ephrata/Warwick Rail/Trail Feasibility Study (\$171,410)
    - Solar Powered Pedestrian Crossing Signal (\$21,130)
  - Elizabeth Township
    - Township Park (\$346,000)
  - Lititz recCenter
    - Addition/Renovation (\$307,000)
  - Warwick School District
    - Buch Farm (\$92,318)
  - Warwick Regional Recreation Commission
    - Peer Grant (\$91,558)
- Facilities developed/renovated with In-Kind Contributions and Donations
  - Lititz Borough
    - Skate Park (\$17,500) - public works - community volunteers
    - Butterfly Acres (\$61,800) - public works - community volunteers
  - Warwick Township
    - Moores Run (\$153,425) - developer in-kind - public works
    - Forney Field (\$150,000) - public works - sports organizations
  - Elizabeth Township
    - Township Park (\$20,442) - in-kind
  - Lititz recCenter
    - Capital Campaign (\$1,438,000) - corporations
    - Capital Campaign (\$133,000) - individuals
    - Capital Campaign (\$145,000) - in-kind
  - Warwick School District
    - Buch Farm Soccer Lights (\$130,000) - parents soccer group
    - John Beck Softball Field (\$20,000) - Lititz Youth Softball Association

**B. Consolidate reservation and scheduling of recreation facilities to improve community access.**

- The WRRC schedules all municipal ball fields and open space areas. A priority of usage has been established;
  - Youth Sports Organizations based in Warwick School District
  - Adult Sports Organizations based in Warwick School District

- Residents in Warwick School District
- Church's and Private Schools in Warwick School District
- Organizations outside of the Warwick School District
- The WRRC schedules all municipal pavilion rentals.
  - This includes one pavilion at Warwick Township Municipal Campus and one at Lion's Park in Rothsville. Elizabeth Township is in the process of constructing a pavilion that will be available for renting in the spring of 2011.
- Warwick School District (WSD) Scheduling
  - The Warwick School District developed a software program, Facility Use System (FUS) in 2008. This system allows on-line reservations of all facilities within the WSD. All facility requests go through FUS, this includes WSD sponsored activities and individuals or community organizations that are non-affiliates with the WSD. The non-affiliates go through the WRRC to reserve outdoor and indoor sports facilities. This system allows a quick, efficient method of scheduling for both WSD sponsored events and non-affiliated groups.
  - Chain of command for non-affiliates through FUS
    - Non-affiliates will contact WRRC about facility usage. WRRC will request on-line usage.
    - The request goes via e-mail to the WSD Business Office and Athletic Director. Those departments review WSD sponsored activities for any conflicts.
    - If the request is for the Middle School or Elementary School's facilities, it is sent via e-mail to the Principals of those respect schools for action.
    - When the chain is satisfied through the WSD, the request comes back via e-mail to the WRRC with a not approved, approval, or partially approved.
    - The system improves the speed and efficiency of the requests and eliminates the cumbersome paper work that was previously used to reserve a facility.

### **C. Opportunities for joint grant funding**

- Regionalization and cooperation has allowed the region opportunities for grant funding. The Department of Natural Resources and Conservation (DCNR) has an established points system when awarding state grants. If the potential grant dollars will be used regionally the application will received in a more favorable light! Approved grant applications since 2002;
  - Lititz Borough
    - Municipal Skate Park - \$60,000 used for the surface, fencing and skate apparatus. The facility consistently has 20-30 participants daily.
    - Rail/Trail Feasibility Study - \$20,000 used to determine the economic, health, and quality of life benefits to connect the trail from Route 501 west to the existing Warwick/Lititz Trail at Oak Street.
  - Warwick Township
    - Forney Field - \$100,000 used for the purchase of property, access drive, storm water facilities, landscaping, and fields. This facility is used by Lititz Youth Soccer Club from March – June and holds a soccer tournament in July and by the Lancaster Polo Club using the facility from June – November. The Polo Club has matches at the facility on Sundays open to the public.
    - Municipal Campus - \$851,567 this 10 acre park was added to the existing 10 acres of park land. The grant was used for a parking lot, hiking trail, bio-basin, rain garden, porous concrete sidewalks and asphalt parking lot, volleyball and bocce courts, ball fields, open space multi-use area, signage, and covered bike shelter.
    - Linear Park - \$15,000 used for acquisition of 2 acres from United Methodist Church. This acquisition extended the existing trail, added a sand volleyball court, and provided an open space area.



- Lion's Park in Rothsville - \$14,451 used for two additional parking lots, split rail fencing, and in-line skating rink upgrades.
- Ephrata/Warwick Rail/Trail - \$171,410 used for feasibility study and rail corridor purchase. The grant recipients include: Ephrata Borough, Ephrata Township, Akron Borough and Warwick Township. The study determined the feasibility of the 7.1 mile trail with the potential of connecting the downtown areas of Lititz and Ephrata.
- Pedestrian Crossing Signal - \$19,330 used for a motion activated solar powered alert system. This crossing signal is a proto-type that could be used in the region, especially for the six at grade crossings on the Ephrata/Warwick Rail/Trail.
- Elizabeth Township
  - Township Park - \$200,000 used for an asphalt trail, storm water basin, rain garden, turf seeding, parking lot, and landscaping.
  - Township Park - \$146,000 used for land acquisition
- Lititz recCenter
  - \$307,000 used for renovations to existing facility. This facility is the largest regional recreation provider for youth, adults and seniors.
- Warwick School District
  - Buch Farm - \$92,318 used to renovate and construct new fields.
- Warwick Regional Recreation Commission
  - Circuit Rider Grant - \$91,558 used for the Directors salary.

### **Recreation Administration**

**Goal** – Within a regional system, operate existing and plan for future park and recreation facilities and programs that make efficient use of all resources.

#### **A. Develop and strengthen municipal park boards**

- Elizabeth Township Park Board was formed in 2005 for the purpose of exploring the possibility of a community park. The Elizabeth Township Park Board is made up of five volunteer residents and one non-voting Elizabeth Township Planning Commission member. The Board meets monthly on the second Thursday. Their purpose is to recommend opportunities, ideas, and solutions for park and recreational development in Elizabeth Township. There are sub-committees within the Park Board assigned to;
  - Fund raising
  - Park beautification through landscaping, tree planting, shrub rows and flower beds.
  - Research cost and construction of playground equipment, a pavilion with kitchen and bathroom attached.
  - Outreach to local civic and sports groups for volunteer and maintenance usage.
- The Lititz Borough Park Board was revived in 2007 with the purpose to make recommendations to the Lititz Borough Council on park and recreational opportunities within the Borough. The Lititz Park Board is made up of five volunteer residents and one non-voting member of the Borough Council. The Board meets monthly on the third Monday.
- Warwick Township Park Advisory Committee goals are to provide park and common open space facilities, to provide for the preservation of areas and structures of historic, cultural or environmental significance, to provide a diversified system of parks and recreation facilities for active and passive leisure pursuits, and to provide recreation programs that meet the needs of the all residents. The Committee is made up of five Township volunteers. The Committee meets quarterly on the fourth Monday of the month.

## **B. Establish Regional Recreation Commission**

- An Inter-governmental Agreement of Cooperation was signed in 2005 by five participating partners. Lititz Borough – Warwick Township – Elizabeth Township – Lititz Community Center (Lititz rec Center) – Warwick School District. **APPENDIX A**
- The Commission develops a strategic plan based on the 2002 Warwick Recreation Comprehensive Recreation, Park and Open Space Plan (WRCRPOS). The plan should include specific tasks with desired results with an evaluation process to monitor the progress. The Commission established the benefits of hiring a Parks & Recreation Professional for the region as:
  - Will provide coordination to many of the existing community recreation organizations and groups, most of which are volunteers. A recreation commission would improve communications among these important groups and help to identify ways to share resources and work together.
  - The Director would give the region someone who:
    - Works with park and recreation facility providers both public and private, to ensure proper upkeep and care of facilities with adherence to safety standards
    - Coordinates grant opportunities through participating partners
    - Has oversight on park and recreation facility use and scheduling
    - Works with municipalities on expanding the greenway and trail network
    - Seeks funding for recreation and park projects
    - Promotes all recreation opportunities in the region
    - Fosters public-private partnerships
    - Helps enhance community special events
    - Recruits volunteers for park enhancement and clean-up projects
    - Assists municipalities with park acquisition and development projects
    - Finds ways to fill gaps in the recreation system and eliminate duplication
    - Implements the recommendations of the 2002 WRCRPOS Plan
    - Works with the WSD to open more buildings and grounds for community use. Improved access of these tax-supported facilities expands the number of parks and recreation areas available for the region
    - Potential for more grant dollars for the region. Inter-governmental efforts rank higher during grant application review, and regional entities have more grant sources to apply
    - Becomes a central source of information about recreation opportunities available for residents. A regional recreation commission operates as a clearinghouse, a “one-stop shop” for all recreation and parks information to better promote recreational opportunities being provided in the region.
    - Shares indirect costs and administrative expenses. None of the municipalities has an adequate population to financially support the full-time recreation commission by themselves. By pooling funds together, municipalities save money and avoid duplication of services.
- The Commission applied and received a four year Circuit Rider Grant from DCNR in 2005.
- The Circuit Rider Grant is based on the salary of the Director.
  - First year of the grant is based on 100% of the Directors salary
  - Second year of the grant is based on 75% of the Directors salary
  - Third year of the grant is based on 50% of Directors salary
  - Fourth year of the grant is based on 25% of Directors salary
- The Circuit Rider Grant funded the Director’s salary, but the three municipal partners also provided funding to the Commission. This funding allowed the Commission to be on solid financial footing after the four year Circuit Rider Grant had expired in 2009. The level of funding from the partners is based on a formula that uses percentage of total population in the Warwick School District. The total amount funded by the municipalities was \$60,000 per year.

- Warwick Township was responsible for 55% or \$33,000 per year
- Lititz Borough was responsible for 32% or \$19,200 per year
- Elizabeth Township was responsible for 14% or \$7,800 per year
- Lititz recCenter and the Warwick School District provide in-kind services to the Commission
- The goal of the Commission was to integrate all recreation providers in the region and produce a comprehensive park and recreation system. By organizing, coordinating and efficiently streamlining these recreation providers the Commission will ensure quality experiences for participants.
- The Commission set a list of priorities to help launch the department in the right direction. These priorities are reviewed and up-dated yearly to meet the ever changing demands of the regions parks and recreation needs.
  - Commission Priorities
    - Developing relationships with an understanding of the histories and traditions of various stakeholders.
    - Establish standardization and centralization of year round schedule for fields and facilities. The schedule should reflect both maintenance and field/facility use.
    - Standardized rules, regulations, and inspections for the parks within all participating entities.
    - Solicit quotes for liability insurance on behalf of the recreation commission.
    - Establish a public relations program to better inform the public of recreation opportunities.
    - Review options to expand recreation opportunities for all age groups, including the over 45 age group.
    - Secure funding to finish the fields at John Beck and Kissel Hill Elementary Schools
    - Research funding options for the construction of the Lititz/Warwick Trail.
    - Establish a capital plan and secure possible funding for the repair and maintenance of the Lititz Springs Pool.
- The Commission developed a job description for the Recreation and Parks Director position.
  - Coordinate acquisition and development of the new park areas and improvements to existing park areas.
  - Expand the number of grant applications submitted for park and trail acquisitions, development and renovation projects and program funding.
  - Work to ensure that all park areas and recreation facilities meet safety and accessibility guidelines and develop a standardized inspection schedule and forms.
  - Develop and adopt standardized rules and regulations and fee schedule for use of park areas and recreation facilities across the region.
  - Alleviate usage and over-use problems by coordinating the reservation, scheduling and permitting of field and park facility use regionally, including rotating field use from heavy to light when necessary.
  - Develop and implement consistent standards of maintenance for park areas and facilities across the region. Establish a year-round maintenance schedule for fields and facilities for items such as weed control, fertilizing and mowing.
  - Spearhead the expansion of the trail and greenway network connecting schools, parks and neighborhoods throughout the region.
  - Coordinate the purchase of park maintenance equipment for use by the region. Standardize inspection program for park maintenance equipment.
  - Establish capital plan for repair and maintenance of the Lititz Springs Pool and research funding.
  - Work to expand recreation opportunities for all age groups.
  - Coordinate the implementation of the Warwick Regional Comprehensive Recreation, Park and Open Space Plan recommendations.

- Establish a central source where residents can get information on all recreation opportunities in the region. Develop a regional map and listing of all park areas and recreation facilities and a website that includes all recreation activities offered.
- Communicate and coordinate with volunteer-run sports associations and pull them together to share resources.
- Establish a network of park facility and recreation program providers to improve communication and help them understand their role as part of the regional recreation and parks system.
- Work with existing community special event providers to enhance and improve the events.
- Prepare the annual budget and submit to the Recreation Commission for approval.
- Direct the expenditure of funds in accordance with budget appropriations.
- Study conditions, needs and trends affecting the recreation requirements of the region.
- Serve as technical advisor to the Recreation Commission and keep careful and complete records of its activities and services.
- Prepare and recommend adoption of long-range goals and short-term objectives to meet needs for recreation programs and facilities
- Warwick Regional Recreation Commission (WRRC) Director was hired in 2005.
  - The Director was hired on a part-time basis
  - The Commission joined in 2005 the Pennsylvania Recreation and Parks Society (PRPS) and the National Park and Recreation Association (NRPA) in 2005.
- WRRC Mission Statement
  - The Warwick Regional Recreation Commission (WRRC) is an inter-governmental agency committed to providing information, knowledge, and enhancement of parks and recreation opportunities for residents of the Warwick School District.
- WRRC has representation from all partners (drawn up in the inter-governmental agreement) and meets bi-monthly on the third Tuesday. A Partners Meeting is on the opposite months as the Commission meeting, also meeting on the third Tuesday. This meeting is attended by the Warwick Township Manager, Lititz Borough Manager, Elizabeth Township Manager, Executive Director of the Lititz recCenter and Athletic Director of the Warwick School District.
- A bi-monthly administrative report is done by the Director. This report includes:
  - Goals/Objectives and Accomplishments
- A bi-monthly financial report is done by the Finance/Human Resources Director at the Lititz recCenter. This report includes:
  - Monthly bank statements – Bank reconciliation – Account balances – Income/expenses
- Finance/Human Resources duties for WRRC:
  - Billing invoices – Bill payments – Quarterly invoices to the municipalities – Check preparation for bills and reimbursement to the Lititz recCenter
- The WRRC fiscal year runs from July 1<sup>st</sup> – June 30<sup>th</sup>. A budget is prepared by the Director and approved by the Commission. A cost review of finances is done every July.
- The WRRC evaluates the Director yearly. **APPENDIX B**
- Narrative Reports were provided yearly to the Department of Natural Resources as a requirement for the Circuit Rider Grant. **APPENDIX C**

### **C. Lititz rec Center**

- Organizational Chart **Appendix D**
- Name/logo changed to Lititz recCenter in 2007
- Employees
  - 12 Full-Time – 90 Part-Time – 10 Contracted
- Lititz recCenter Board of Directors



- Purpose
  - To determine policies, procedures and regulations for the conduct of the agency; to raise funds to finance the organization and its programs; and to monitor organizational performance.
- Responsibilities and Powers of the Board of Directors
  - Establish policies for administering the program and services which are in harmony with the purpose of the agency.
  - Employ the Executive Director
  - Secure funds required for current expenses by mobilizing the entire volunteer and staff forces for active participation in funding efforts.
  - Ensure that the financial affairs of the agency are conducted on a responsible basis in accordance with established policies.
  - Ensure that the property of the agency is maintained in a reasonable state of repair.
- LrC Executive Committee
  - General Function
    - The Executive Committee has the power and authority to assist the employees and the volunteers of the Center in the day-to-day operations. This committee will oversee the Board Members and Executive Director, providing direction and support and coordinating actions and initiatives.
  - Duties of the Executive Committee
    - To provide support, direction and guidance for the Executive Director.
    - To provide support, direction and guidance for the Board of Directors.
    - To evaluate the Executive Director on a yearly basis.
    - To guide and maintain the mission and philosophy of the LrC.
    - To collaborate with the Community agencies/groups to address needs, reduce/prevent duplication of efforts and to enhance resources.
- LrC Committees
  - Child Services Committee
    - Pursue additional revenue sources to support the “Healthy Snack” program
    - Evaluate the fee schedule for children’s programs.
    - Explore options for increasing space to operate Children Services Department programs.
    - Increase public awareness of services provided by the Children Services Department by engaging in promotional activities.
  - Development Committee
    - Assist the Executive Director and development staff with creating annual and long-term development plan.
    - Continually build and maintain a list of current and former donors and new prospects.
    - Apply the mission of the LrC to develop marketing tools to put the LrC at the forefront of donors’ charitable giving choices.
    - Develop strategies for securing the long-term financial future of the LrC through planned giving programs, campaigns, endowments, etc.
    - Plan regular and ongoing donor cultivation activities and events.
    - Provide oversight of investment/endowment programs and all fundraising programs.
    - Work in conjunction with the Legal/Finance and Membership/Marketing Committees on specific development projects.
  - Membership/Marketing Committee
    - Identify resources for the committee
    - Promote the LrC within the community

- Develop yearly and monthly membership goals and initiatives
- Develop a yearly marketing plan
- Legal/Finance Committee
  - To provide ongoing evaluation of the LrC budget and maintain expenditures and income within budgetary guidelines with the goal that yearly operations are completely funded by current income, planned pledges and gifts.
  - To recommend appropriate cash reserve and proper cash management, loans and other bank services.
  - To monitor the yearly budget preparation process and recommend the yearly budget to the LrC Board of Directors.
  - To monitor major expenditures.
  - To review annual audit and make appropriate recommendations.
  - To monitor and review legal issues, making recommendations to the Board of Directors as necessary.
- Program Committee
  - To promote programs for the LrC
  - To oversee the implementation of the LrC missions, visions and values in all LrC programs and committee services
  - To aid in the promotion of special events
  - To investigate and recommend new ideas, programs and community services annually.
  - To oversee proper use of the facility.
- Property Committee
  - To provide oversight, support and recommendations for facility issues throughout the LrC.
  - To review the LrC for changes, updates and other interior/exterior expansions and renovations.
  - To investigate and make recommendations for the proposed expansion and renovations.
  - To provide recommendations to the Board of Directors on expansion and renovation.
  - To explore potential for additional parking on the property.
- Resource/Nominating Committee
  - To provide recruitment, support and recommendations for candidates of the LrC Board of Directors.
  - To nominate the Officers of the Board yearly.
  - To investigate and have in place a salary administration plan designed to increase retention and competence.
  - To conduct a review of the management staff structure to evaluate effectiveness.
  - To investigate, expand and implement a comprehensive staff benefits plan.
- Aquatics Committee
- Golf Tournament Committee
- Road Race Committee
- recAlliance of Lancaster County:
  - Members of the recAlliance are: Lititz recCenter – Ephrata recCenter – Hempfield Area Recreation Commission – New Holland Recreation Center
  - The recAlliance is a group of recCenters in Lancaster County that provide families with recreation, fitness and wellness programs at affordable rates. All facilities provide a fitness center, indoor swimming pool, gymnasium and programs for all ages.

## **D. Lititz Library**

- Mission Statement
  - The mission of the Lititz Public Library is to provide materials, services and programs for educational, recreational and cultural enrichment to residents of Lititz Borough, Warwick Township and Elizabeth Township
- 2009 Fact Sheet Report
  - The Library has a collection of 82,906 books, audio books, films and music CD's
  - The Library is open 60 hours per week and has a paid staff equivalent of 13 full-time employees. Over 100 volunteers provide 6,000 hours of service annually.
  - The average number of items borrowed per capita is 19. The state average is 6 per capita.
  - Over 5,000 people visit the Library weekly.
  - Operating Funding Sources
    - Commonwealth of Pennsylvania
    - Lancaster County
    - Warwick Township
    - Lititz Borough
    - Elizabeth Township
    - Warwick School District
    - General Contributions
    - Friends of the Library
    - Fines, Printer and Copier
    - Endowment Earning
  - Ten Year Comparison (1999 – 2009)
    - Library Cardholders
      - ✓ 1999 – 8,492
      - ✓ 2009 – 19,996
    - Collection Size
      - ✓ 1999 – 30,680
      - ✓ 2009 – 82,906
    - Items Borrowed
      - ✓ 1999 – 167,074
      - ✓ 2009 – 559,407
- 2009 Achievements
  - 10<sup>th</sup> Anniversary – 2009
  - The Library received a Best Practices in Early Learning award from the Pennsylvania Library Association
  - Through a grant from Lititz VFW Post 1463 the Library purchased patriotic resources for children
  - The Library's Homebound Delivery Service made 173 visits to 28 homebound patrons
  - The Library staff were honored with a Commonwealth Libraries marketing for Lifelong Learning award showcasing a successful effort in promoting library programs
  - The Library hosted hundreds of community events including monthly concerts sponsored by Susquehanna Bank and the annual Summer Reading Program kick-off sponsored by Lititz Mutual Insurance Company
  - Events included 242 programs for youths attended by 6,646 children and their families and 155 adult programs with 5,634 attendees.

## **E. Historic Resources Inventory**

### ➤ Executive Summary

- The Warwick Historical Survey for Warwick Township, Elizabeth Township, and Lititz Borough was contracted by RETTEW and stipulated a cultural resource study of the three municipalities encompassing the Warwick School District. It was the intent of the study to better determine the extent and significance of the historic resources in the municipalities and to assist in further planning.
- Goals for the Project
  - Complete a comprehensive survey of historic resources in Warwick Township, Elizabeth Township, and Lititz Borough.
  - Identify significant historic resources of interest to each municipality and to assist with future planning activities.
  - Provide results of the historic survey in GIS and database formats for immediate use by the municipalities and Lancaster County.
  - The Historic Survey summarizes the methodology, and justification for the survey portion of the deliverables. It is the intent of the report to describe the project and need, identify the survey methodology, create a historical overview, summarize the results, and develop recommendations for the use of the survey results. The study expands the current perception of historic resources within municipalities, which initially included only a small portion of the actual numbers of properties in the study area recorded at the state and national level. The report develops the known history of the area and creates a platform for identifying and protecting historic resources within the municipalities.
- The Historic properties could be an identifiable recreation opportunity through:
  - Trail and Greenway connections with signage or kiosks at the historic properties
  - Interpretive areas
  - Passive recreation areas
- The Historic Survey is currently available to the public on-line at the Lititz Public Library

## **Recreation Programming**

**Goal** – Meet community recreational needs by integrating existing recreation providers into a comprehensive regional system.

### **A. Expand recreation programming in the areas identified in the plan**

#### ➤ Youth Programs

- The Lititz recCenter which is the largest recreation programmer in the region has consistently for the last six years offered a variety of youth programs of all demographics.
  - Goshi Shun Karate – Girls Dance Fitness – Kids Hip Hop – Pre-school Power – Speed, Agility, Strength – Youth in Motion – Variety of Swim Programs from beginner to advanced – Pre school Mini Movers – Half Pints Soccer – Sports of Sorts – Little Tennis – Yoga Tales – Mini Boot Camp
- Private Dance Clubs offer:
  - Ballet – Tap – Poms – Baton Twirling – Jazz – Hip Hop – Ashtanga – Yoga – Zumba
- Trinity Church
  - Youth Fun Nights
- Lititz Library
  - Little Steps Story Series – PAWS Reading – Chess Club – Gardening – Art - Astoronomy
- Lititz Sportsmen's Club
  - Handicap Fishing Derby – Kids Fishing Derby



- Cultural /Fine Arts - Adults
  - United Zion
    - Rotating Artist Gallery
  - Lititz Library
    - Literary Travelogue – Great Designs – Civil War Round Table – Scrapbooking – Surviving the Holocaust – Youth Art Show – Greek Isles
  - Lititz recCenter
    - Basic Water Coloring – Pen/Ink Coloring
  - Village Art Association
    - Monthly Art Show
- Outdoor Concerts
  - Moravian Manor
    - Music at Mid-Month
  - Lititz Library
    - Concert series in the Winter
  - Oehme Gardens
    - Evening of Music
  - Historical Foundation
    - Carol Sing in December
  - Friendship Community
    - Concerts/Art Auction
- Adult Fitness/Wellness Activities
  - Trinity Evangelical Church
    - Walking Club – Men’s Basketball & Ping Pong Leagues
  - Lititz recCenter – Aquatics/Fitness
    - Deeper Power – High Intensity – Hydro Rep – Joints in Motion – Rockin Deep Water – Wet Workout – Arthritis/Fibromyalgia – Open Lap Swim – Nutrition Counseling – Pickle Ball
- Sports Camps and Clinics
  - Warwick School District
    - Field Hockey (Youth/Teen) – Basketball (Girls/Boys) – Soccer (Girls/Boys) – Track & Field (Girls/Boys) – Flag Football (Youth/Teen)
  - Lititz recCenter – Pre-school
    - T-Baseball – Soccer – Adventure Sports – Sports of Sorts – Fun Camp – Basketball – Tennis – Skate Boarding
  - Lititz reCenter Youth Camps
    - T-Ball – Soccer – Art Camp – Floor Hockey – Skate Boarding
  - Lititz recCenter Teen Camps
    - Soccer – Sports of Sorts – Volleyball – Lacrosse – Drawing – Tennis – Track & Field Cheerleading – Football – Skate Boarding
- Teen Recreation
  - The “Rock” in Rothsville – Sponsored by the Ministerium
  - Trinity Evangelical Church
    - Miniature Golf
  - Lititz recCenter
    - 5<sup>th</sup> Quarter at LrC (sponsored by Grace Brethren) – Babysitting Training – Open Gym (basketball/volleyball/badmitton) – Skate park Clinic

- Community Service/Volunteerism
  - Library - 120 Seniors Volunteers
  - United Zion
    - Spring Clean-up Day
  - Lititz Run Watershed Alliance
    - Stream Clean-up
  - Lititz Garden Club
    - Community Flower Planting
  - Meals on Wheels
    - Community Volunteers
  - Womens Club
    - Plant and maintain flowers on the Lititz Square
  - LrC
    - Johnson & Johnson Clean-up Day – United Way Day of Caring – Inter-Act Junior Rotary
    - Special Events – Supper with Santa – Pretzel Twist Road Race – Youth Triathlon – Kids Fun Run – Golf Tournament
- Family Programs
  - Trinity Evangelical Church
    - Family Story time – Community Yard Sale
  - Moravian Manor
    - Movie Night at Lititz Springs Park
  - Venture Lititz
    - Farmers Market – Loving Lititz every 2<sup>nd</sup> Friday
  - Very Merry Lititz Christmas
  - LrC –
    - Family Zumba - Family Fit Zone – rec Kids Family Adventure
  - Rothsville Days
  - Lititz Police Department – Lititz Borough – WRRC
    - Endless Summer

## **B. Nature and Education Programs for the Region**

- Environmental Education Programs
  - Millport Conservancy
    - F&M – Conservancy Grounds
    - Audubon Society – Bird Count
    - Chesapeake Bay Foundation – Water Testing
    - CREP – Switch Grass Planting
    - LRWA – Watershed Days
    - Pheasants Forever – Stocking
    - Donegal Chapter of Trout Unlimited – Catch and Release
    - Watershed Awareness Days
      - ✓ 5<sup>th</sup> Grade Students in the Warwick School District go to three sites for environment and animal education.

## **C. Development of Youth Sports/Arts & Crafts Programs at local parks Appendix E**

- Summer Playground Program
  - Partnership program between LrC – Warwick Township – Lititz Borough – Elizabeth Township – Warwick School District - WRRC

- This program is free for 5-12 year olds
- LrC hires and trains staff to be certified in CPR/AED and First Aid and Safety
- Every staff member is required to have a Criminal and Child Abuse Background profile through the state of Pennsylvania
- Each staff member is trained in Child Abuse Prevention
- The municipalities reimburse the LrC for the program staff
- Donations from Youth Sports Organizations fund equipment at each site.
- Sites
  - Lion's Park in Rothsville (Warwick Township)
  - Linear Park (Lititz Borough & Warwick Township)
  - Elizabeth Township Municipal Park (Elizabeth Township)
  - Lititz Elementary (Lititz Borough)
  - Lititz Springs Swimming Pool (Lititz Borough)
- Activities and Participation
  - Sports Games – Arts & Crafts – Themed Activities
  - Over 1,284 participants in 2009

## **D. Youth Sports Organizations**

- WRRC involvement
  - Schedule all public facilities for play
  - Yearly meeting to go over rules and regulations concerning:
    - Facility availability
    - Field Reservation Contract **APPENDIX F**
    - Background Criminal and Child Abuse checks – with a data base kept on file with the WRRC. WRRC provides the groups with guidelines and forms that used for the clearances.
    - All organizations must have on file an up-to-date insurance certification of \$1,000,000
    - Letters of approval to Lititz Borough for use of facility
    - Field Maintenance issues
    - Going through WRRC for all scheduling. The WSD will not approve facility usage unless it has passed through the WRRC.
    - Providing data for their volunteer coaches from the American Sport Education Program and Positive Coaching Alliance. These include Athletes Character Code, Athlete and Coach Relationship, Sport Parent Survival Guide, and Guidelines for Teaching Sportsmanship.
    - Provide information on athletic concussions and basic injuries and prevention
    - Provide information on Youth Grants availability

## **E. Tournaments**

- Youth Tournaments
  - Warwick Little League Baseball – 8 teams
    - Hold a district tournament for advancement to regional play
  - Lititz Youth Soccer Club Showcase Tournament
    - U10 – U19 Tournament
    - Over 220 teams from Pennsylvania – New York – New Jersey – Canada – Maryland
    - Sites
      - ✓ Buch Farm (Warwick School District)
      - ✓ Forney Field (Warwick Township)
      - ✓ Warwick Municipal Campus (Warwick Township)
      - ✓ Lititz Borough

- Warwick Travel Baseball Association
  - U13-14 - 16 teams
  - U10 – 12 teams
  - Sites
    - ✓ Warwick Township Municipal Campus
    - ✓ Warwick School District
- Lancaster County Junior Barnstormers
  - U10 – U16 – 60+ teams
  - Sites
    - ✓ Warwick Township Municipal Campus
    - ✓ Warwick School District
- Warwick Youth Girls Softball Association
  - 1<sup>st</sup> Annual Dave Howard Memorial Tournament
  - Sites
    - ✓ Warwick School District
    - ✓ Warwick Municipal Campus
- Adult Tournaments
  - Susquehanna Smash Outdoor Volleyball Tournament
    - 18 years and up – 220+ teams participating
    - Site
      - ✓ Linear Park

## **F. Cooperative Programs**

- Cooperatively planned programs
  - Showcase Soccer Tournament
    - Lititz Youth Soccer Club – Warwick School District – WRRC – Warwick Township
    - Lancaster Polo Club – Community Volunteers – Lititz Borough
  - Susquehanna Smash Volleyball Tournament
    - Smash organizers – Community Volunteers – WRRC – Warwick Township
  - Travel Baseball Tournaments (U-10 and VFW)
    - Warwick Travel Baseball Association – Warwick Township – WRRC – Community Volunteers
  - Area Teen and Adult Baseball
    - Lititz Phillies – American Legion – Odd Fellows – Warwick School District – WRRC
  - Five Star Swim Team
    - Five Star Swim – LrC
  - New Line Revue
    - New Line Revue Dance Club – LrC
  - Wick Adult Soccer
    - Wick Adult Soccer Club – Lititz Youth Soccer Club – WRRC – Warwick Township
  - Venture Lititz (Loving Lititz 2<sup>nd</sup> Friday – Farmers Market)
    - Downtown Merchants – Lititz Borough
  - Linden Hall cooperative agreement with Warwick School District
    - Field hockey – Swimming – Track & Field – Girls Softball – Lacrosse
  - RecTric Bike Ride
    - Members of the rec Alliance – Lititz recCenter – new Holland Rec Center – Ephrata Rec Center – Hempfield Rec Center



- 5<sup>th</sup> Quarter
  - LrC - Grace Brethren Church
- Summer Playground Program
  - LrC – Warwick Township – Lititz Borough – Warwick School District – Elizabeth Township – WRRC
- Endless Summer
  - Lititz Borough Police Department – Lititz Borough – WRRC
- Millport Conservancy cooperatively plans program with:
  - Elizabeth College – F&M College – Audubon Society – Chesapeake Bay Foundation – Donegal Chapter of Trout Unlimited – Lancaster Bike Club – Lititz Run Watershed Alliance – Pheasants Forever
- Watershed Days
  - Millport Conservancy – Warwick Township – Lititz Run Watershed Alliance – Community Volunteers
- Lititz Stream Clean Up
  - Lititz Run Watershed Alliance – Warwick Township
- Youth Organizations (Lititz Youth Soccer Club – Warwick Little League – Warwick Swarm Rugby Club – Warwick Youth Girls Softball Association – Warwick Travel Baseball Association – Lancaster Polo Club – Warwick Boys Lacrosse – Warwick Girls Lacrosse – Warwick Midget Football/Cheerleading
  - WRRC scheduling
  - Private and Municipal field usage/maintenance

## **G. Ability to Pay for Programs**

- LrC Partnership Program
  - Through contributions from local businesses and community members, Lititz rec Center makes free or reduced-fee memberships and programs available to families, youth, seniors, and adults in the Lititz area who may be in need of financial assistance. These “Partnerships” give every member of the community access to Lititz recCenter programs and facilities. Partnerships are available each year.
  - Funding
    - LrC Partnership Annual Campaign – Warwick Education Foundation – Lancaster General Hospital Scholarship
- Youth Sports Organizations
  - All youth sports organizations have a program for families or individuals that can not pay for participation.
    - The organizations allow the families or individuals to fund raise for the program in exchange for participation.
    - The Lititz Youth Soccer Club has a volunteer program where participation rates can be reduced or waived if the families or individuals volunteer time at the Summer Showcase Tournament.

## **Finance**

**Goal** – Pursue the region’s appropriate allocation of funds and development of income sources to maintain existing parks, trails, and greenways; acquire and develop additional neighborhood, community, and linear parks, and offer recreation programs for its citizens

### **A. Develop a standardized fee schedule for park facility rentals.**

- Warwick Township Rental Schedule
  - Include pavilions – fields – indoor facilities **Appendix G**
- Warwick School District Rental Schedule
  - Fields – facilities – indoor fees **Appendix G**
- Lititz recCenter
  - Multi-Use Rooms – pool **Appendix G**
- Library
  - Multi-Use Rooms **Appendix G**

### **B. WRRC Municipal Funding (\$60,000)**

- Warwick Township (55%)
- Lititz Borough (32%)
- Elizabeth Township (14%)
- LrC (In-Kind)
  - Office – Phone – Computer – Copy Machine
- Warwick School District (In-Kind)
  - Facility Usage

### **C. Encourage municipalities to provide contributions to Lititz recCenter and Library.**

- **LrC Funding**
  - Memberships Funding (\$800,645)
    - Individual Memberships – Family Memberships – Senior Memberships – College Memberships
    - Total Memberships (2,123)
    - Total Members (4,929)
  - Corporate Memberships Funding (\$13,800)
  - Guest Passes (\$21,500)
  - Municipal Funding (\$149,000)
    - Warwick Township – Lititz Borough – Elizabeth Township
  - Capital Campaigns (\$207,000)
  - Partnership Campaigns (\$40,500)
  - Program Fees (\$864,000)
    - Fitness/Wellness Programs – Aquatic Programs – Special Events
  - Rental Fees (\$110,000)

Active Membership units Municipality/Month

	Elizabeth Twp	Lititz Boro	Penn Twp	Warwick Twp	Other	Active Unit total
Jan-10	45	296	55	493	1088	1977
Feb-10	90	566	100	812	446	2014
Mar-10	93	604	109	831	432	2069
Apr-10	91	596	111	820	435	2053
May-10	92	616	115	860	440	2123
Jun-10	90	623	117	889	443	2162
Jul-10	88	613	120	895	431	2147
Aug-10	83	587	117	858	404	2049
Sep-10	84	599	127	884	403	2097
Oct-10						
Nov-10						
Dec-10						

Members Municipality/Month

	Elizabeth Twp	Lititz Boro	Penn Twp	Warwick Twp	Other	Active Unit total
Jan-10	0	0	0	0	0	0
Feb-10	184	1270	271	2056	1021	4802
Mar-10	187	1371	297	2087	1001	4943
Apr-10	184	1337	310	2034	991	4856
May-10	?	1361	313	2066	876	4929
Jun-10	174	1371	328	2114	1007	4994
Jul-10	170	1344	335	2107	984	4940
Aug-10	165	1284	335	2063	989	4836
Sep-10	158	1309	352	2124	1009	4952

- Library Funding – (\$582,172)
  - Commonwealth of Pennsylvania (26%)
  - \*Lancaster County – The County provides an annual allocations for shared services through the Library System of Lancaster County
  - Warwick Township (13%)
  - Lititz Borough (8.5%)
  - Elizabeth Township (2.5%)
  - Warwick School District (1%)
  - General Contributions (26%)
  - Friends of the Library (7%)
  - Fines, Printer & Copier (11%)
  - Endowment Earnings (5%)

**D. Pursue Business and Civic Groups Sponsors for Special Events**

- Special Events
  - 5<sup>th</sup> Quarter Event for 10–12 grades (games, music, entertainment)
    - Host – LrC
    - Sponsor – Grace Brethren Church
  - Loving Lititz 2<sup>nd</sup> Friday (music, food, entertainment)
    - Sponsor – Venture Lititz a downtown merchants organization

- Downtown Farmers Market
  - Sponsor – Venture Lititz
- Sauder Egg Run (running/walking and bike race)
  - Sponsor – RW Sauder Eggs Inc
- Showcase Soccer Tournament (U10 – U19)
  - Host – Warwick School District (Buch Farm/Middle School Complex – Warwick Township (Forney Field & Municipal Campus) – Lititz Borough
  - Sponsors – Stauffers of Kissel Hill – Rita’s – Schuylkill Valley Sports – Xara Soccer – One Call Now – Sideline Snapshots – Hershey Park – Salad Works – Dutch Wonderland
- Susquehanna Smash Outdoor Volleyball Tournament
  - Host – Linear Park (Warwick Township)
  - Sponsors – Elite Coach – nxtbook – Wacor Electronics – Lititz Mutual Insurance Company – Wells Fargo – Gibbel Kraybill & Hess LLP – Attitude Alley Motorcycle – Benchmark – Lancaster Nissan – Ira G. Steffy & Son Inc. – AM Jewelry
- Movie Night at the Park (Family movies)
  - Host – Lititz Springs Park
  - Sponsor – Moravian Manor
- The “Rock” (Rothsville Youth Group)
  - Host – Lion’s Park (Rothsville) – Millport Mennonite Church
  - Sponsors – Ministrium
- Endless Summer (back to school event)
  - Host – Lititz Springs Pool – Lititz Borough Skate Park
  - Sponsor – Lititz Borough – Lititz Borough Police Department – WRRC
- Watershed Days (environmental activity for 5<sup>th</sup> grade students)
  - Host – Millport Conservancy – Warwick Township (Linear Park – Riparian Park – Severn Trent Environmental – Trout Hatchery) – Lititz Run Watershed Alliance
  - Sponsors – Warwick Education Foundation – Warwick Township Municipal Authority
- Summer Playground Program (youth program of games, crafts, theme activities)
  - Host – Elizabeth Township – Warwick Township – Lititz Borough – Warwick School District – LrC – WRRC
  - Sponsors – Elizabeth Township – Lititz Borough – Warwick Township – Youth Organizations in the Warwick School District
- LrC Golf Tournament
  - Host - Iron Valley Golf Course
  - Sponsors - Bottom Line Construction Inc. – Fulton Bank – Accu-Aire mechanical Services Inc. – Iron Valley Golf Course – PPL Corporation – Entech Engineering Inc – Clair Global RJ Waters & Associates/Warwick Devco., LP – Moravian Manor – Amelia’s Inc. – Shelley Family Dentistry
- LrC Youth Triathlon
  - Host – LrC
  - Sponsors – Duane Hess – Eileen Crone – Green Mountain Cyclery Inc.
- Pretzel Twist (running/walking and kids race)
  - Host - LrC
  - Sponsor – Julius Sturgis Pretzel Bakery – Rotary Club Lititz – Lititz Lions Club
- Supper with Santa
  - Host - LrC
  - Sponsors – Subway – LaPiazza – Stauffers – Pepperidge Farms – Metro Pizza – George Sales (pictures) – Doug Plank (Santa) – Kathy Blankenbiller (Mrs Claus)



- Rec-kids Family Adventure (family activity)
  - Host – LrC and United Methodist Church
  - Sponsors – Dutch Wonderland – Laserdome – Lititz Family Cupboard – Penn Cinema
- RecTric Bike Ride (bike ride to each recAlliance member)
  - Host – All recAlliance members (Lititz recCenter- Ephrata Rec Center – New Holland Rec Center – Hempfield Rec Center)
  - Sponsors – New Holland Auto – Amelia’s – Four Seasons – Martin’s Water

### **Parkland Development and Open Space**

**Goal** – Acquire and develop new and maintain and update existing parks and recreational areas that will meet the needs of the region’s citizens, protect significant cultural and historic resources and sensitive natural resources, and provide a system of open space linkages between communities and facilities.

**A. Elizabeth Township - Provide parkland in one Community Park in the Brickerville area; the park would combine primarily active recreation facilities with some passive pursuits. Develop the park in phases to limit the financial burden on the Township.**

- Phase One **Map 1**
  - Excavating & Landscaping
    - Trailway (completed)
    - Storm water basin (completed)
    - Rain garden (completed)
    - Parking lot (completed)
    - Dig a sand mound (completed)
    - Turf seeding (completed)
    - Open multi-use space (completed)
    - Ballfield (one field completed)
    - Playground area for 2-5 and 5-12 year olds (completed)
    - Mulching, tree planting, shrub boundaries (on going project)
    - Benches on trail (completed)
    - Pavilion, bathroom and kitchen facility (should be done by fall of 2010)
- Phase Two **Map 2**
  - Ball field – tree & shrub planting (shade areas) – basketball Court – lawn activity areas (gaga pit, horseshoe pits, volleyball court) – protective bollards in parking lot – weather shelter – equipment shed

**B. Lititz Borough**

- Improve greenways and trails to link existing trails, parks, and other community facilities and assets. **Map 3 – 4**
  - Goals for the 2004 Trail Feasibility Study
    - It would provide a wide range of user types and skill levels
    - It would support the vitality of the Borough
    - It would create linkages to intra-community and county wide facilities. There would be over 100 adjacent facilities (churches, schools, businesses, parks)
    - It would educate community to the benefits of alternative modes of transportation
    - It would leverage Borough funding, through grants and partnerships
    - It would address safety, security, and liability concerns

- Conclusions of the Study
  - The system/network of greenways and trails is feasible for the Borough. It is achievable, affordable, and manageable.
  - It would open up to the region new recreation and park opportunities.
  - It could be used as an alternative means of transportation.
  - It could further embrace the culture and heritage of the region.
  - The vitality of the Borough would be continued and enhanced.
- Current Rail/Trail project
  - The project is tied to downtown economic growth
  - Dave Nikoloff, EDC of Lancaster County (private entity) and Matthew Sternberg (Lancaster County) are working with local businesses on movement of the rail corridor from 501 east to Oak Street. Businesses currently using the rail line are Cargill, J&J McNeil and Snavely Mill.
  - Norfolk Southern owners of the rail corridor are agreeable to move the line west of Route 501 but will not pay for this movement.
- Provide a permanent site for Skate Park.
  - The skate park was moved from the Lititz Water Works site to the present location north of the Lititz Springs Swimming Pool. The facility has an asphalt surface, fencing, and moveable and permanent skating apparatus.
- New Street Park improvements
  - Walking bridge repair
  - Basketball court resurfacing
  - Up-graded playground equipment

### C. Warwick Township

- Encourage developers to provide open space within developments to create additional neighborhood parks.
  - The Moores Run facility east of the Bonfield Elementary School was a combination of private businesses, municipalities, and school district working together to provide a multi-use facility. Money for the project was provided by private companies, Pfizer Inc and Newport Square Developers, plus municipal dollars from Warwick Township, with the Warwick School District taking ownership in the facility and providing maintenance.
- Polo Field
  - The Polo facility was completed in 2002.
  - An agreement for Warwick Township to obtain ownership from the Forney Family (original owners of the facility).
  - State grant that was matched by the Warwick Township, the Forney Family and Jerusalem Church (additional parking space, used by the church and activities at the facility).
  - A Site License Agreement was signed with the Lancaster Polo Association and the Lititz Youth Soccer Club for exclusive rights to the facility. **Appendix H**
- Completed Municipal Campus Park
  - Ten additional acres were added to the Municipal Campus. This ten acres included:
    - open space area
    - baseball field with backstop, baseline fencing, and batting cage
    - continuous trail connecting to existing Lititz/Warwick Trail
    - sand and grass volleyball court
    - bio-basin and rain garden
    - hedge row for buffering property
    - additional parking lot and sidewalk (both from porous material)

- bocce court and horseshoe pits
  - solar pedestrian crossing signal
  - bicycle shelter
- Complete Phase I and II of Lititz/Warwick Trailway
  - Phase I and II were completed connecting Lititz Borough and Warwick Township from the Municipal Campus to Oak Street. There was also a connection to Newport Square Trail and the Bonfield Trail
- Linear Park
  - Acquired 2 acres of land from the United Methodist Church
  - Use of churching parking lot and pavilion for events
  - Asphalt overlay to existing trail
  - Walkway under Newport Road with ramp and hand rails
  - Sand volleyball court
- Lion's Park (Rothsville)
  - Upper and lower parking areas
  - Up-graded playground equipment
  - Split rail fencing for a barrier from private property
  - Storage shed
  - Up-grade in-line skating rink
- Ephrata/Warwick Rail/Trail Project – This project is a multi-municipal project including Warwick Township, Ephrata Borough, Akron Borough, Ephrata Township and indirectly with Lititz Borough **Map 5 - 6**
  - Goals for the 2006 Feasibility Study of the Ephrata/Warwick Rail/Trail
    - Provide wide range of user types and skill levels
    - Address security, safety, environmental and liability concerns
    - Look at the benefits of the trail
    - Can it provide linkages to intra-community and county wide facilities
    - Educate the community on the benefits of the trail, enhance the trail user's stewardship of the trail corridor
    - Leverage funding through grants and partnerships to yield improvements that are financially achievable and affordable
    - Critical issues addressed
      - ✓ Ownership
      - ✓ Agricultural Preservation
      - ✓ Adjoining properties concerns
      - ✓ Cost
      - ✓ Liability and user safety

#### **D. Warwick School District**

- Encourage the School District to provide facilities for emerging sports and for community use as it embarks on new campus construction projects.
  - Buch Farm – Middle School Complex
    - New synthetic turf to the existing football stadium – new light standards
      - ✓ Use: Midget Football – Lititz Youth Soccer – Boys and Girls Lacrosse
    - New JV Baseball Field
      - ✓ Use: Little League – Travel Baseball – Odd Fellows – American Legion
    - New JV Softball Field with light standards from football field facility
      - ✓ Use: Girls Youth Softball

- New Parking Space
  - ✓ Use: WSD events – LrC events – Community events
- New Soccer Lights – financed by the Lititz Youth Soccer Club
- John Beck Elementary School
  - Up-graded playground surface
  - New softball field installed with financing from Warwick Youth Girls Softball Association
    - ✓ Use: Youth Softball – Youth Soccer
- John Bonfield Elementary School **Appendix I**
  - Up-graded play equipment
  - Trail connector to the Moores Run facility.
  - 90' baseball field with backstop
    - ✓ Use: Little League Baseball – Odd Fellows
- Moores Run
  - Two baseball fields (60' and 90'), backstop and baseline fencing
    - ✓ Use: Little League Baseball – Travel Baseball – Odd Fellows – American Legion
  - Drainage for 90' field
  - Well house with cold storage area
  - Trail connector to Lititz/Warwick Trail and Newport Square Trail
- Lititz Elementary School
  - New playground surface
  - New playground equipment

## **E. Lititz recCenter**

- Encourage the Lititz recCenter to conduct a specific community needs assessment to determine its vision, consider its current facility and develop a strategic plan to achieve its long term mission.
- Lititz recCenter Strategy Plan 2006 – 2009
  - Executive Summary
    - The Lititz Community Center Board of Directors charged the Executive Director to update its comprehensive strategic plan to be used to chart the course of the Center through the fiscal year June 30, 2008. Through the use of the board established Strategic Initiatives Committee, comprised of board members and the Executive Director, and with input and participation of staff and other interested parties, the Committee met on a regular basis during the spring of 2006 and held several board/group meetings during this same period to discuss and establish necessary plan revisions.
  - The Strategic Initiatives Committee focused on answering three (3) primary questions:
    - What degree of importance should be placed on membership and participation?
    - What additional resources are necessary to fulfill the LCC mission?
    - What is the required financial condition of the LCC to support future endeavors?
  - In the pursuit of answers to these critical questions, the Strategic Initiatives Committee reviewed the Center's statements of purpose (mission, vision, and values) as well as the stated Corporate Purpose included within the By-Laws (Article II, Part B). Assessments included department financial performance, the structure and use of key resources (personnel, facilities, equipment), and the potential impact of a capital campaign and related renovation and expansion project.
  - The Strategic Initiatives Committee and the Board of Directors recognize that a strategic plan is a guide for direction subject to modification as conditions may warrant. With the execution of the Plan, the Board has summarized the desired outcome to be:



- “the achievement of financial stability from operating activities, continued membership growth and increased community participation and the continued receipt of the community's expression that centers initiatives are known, understood, and are recognized to be an essential component of community life.”
- In summary
  - The Plan serves as a map for keeping the LCC on course for realizing its vision.
  - The Plan outlines strategic changes useful in meeting the emerging community needs
  - The Plan effectively communicates to the community, strategic partners, and the LCC staff stated organizational priorities
  - The Plan directs attention and focus on continuous improvement and organizational quality.
- Purpose
  - The mission of the Lititz Community Center, a non-profit organization, is to enrich the lives of the community by providing exceptional programs and facilities that promote the participation of individuals, families, businesses, and groups from all backgrounds.
  - The vision of the Lititz Community Center is to achieve an organizational state and function that motivates community residents and organizations at every stage to regularly participate in programs and activities with others also in the community.
  - The values of the Lititz Community Center embrace the cultivation of character. We value the modeling and display of honesty, integrity, unity, courage, compassion, cooperation, fairness, goodwill, and respect.
- Entire 2006 – 2009 Strategic Plan **Appendix J**
- LrC 2006 Renovation and Expansion
  - Expanded and paved parking lot
  - Installed parking lot lighting
  - Landscaping – trees – bushes – flower beds – new Lititz recCenter entrance sign
  - New entrance awning
  - Vestibule at front entrance
  - Reconfigured front desk and seating area with controlled access and card scanning system
  - Installed rec zone and daycare rooms, with restroom facilities
  - Renovated multi-use rooms
  - Renovated the old fitness center room into an active fitness class area
  - Installed storage areas in each multi-use room
  - Installed new poured athletic flooring in multi-use and gymnasium
  - Office space was centralized
  - Conference room and kitchen installation
  - Renovated gymnasium
    - Painted walls – New poured athletic floor – Curtain installation to divide space into four quadrants – Installed two new scoreboards – Installed four glass backboards – Expanded storage area – New lighting system – Walking track
  - Uni-sex changing rooms (2)
  - Locker Rooms
    - New lockers – Paint – Fixtures – Benches
  - Fitness Center - Expansion
    - 3,500 square feet in 2006 with an additional 4,000 square feet in 2010
    - New flooring – New mirrors – Office space – Sound system – Televisions – Aerobic equipment
    - Weight lifting machines & free weights – Restrooms

- Aquatics Center Expansion (to begin in July, 2010)
  - The existing pool will be complemented by the addition of a second warm-water zero-entry lap and splash pool to:
    - Expand year-round swim lesson programming as part of the LrC goal for providing swim lessons to every 2<sup>nd</sup> and 3<sup>rd</sup> grade student in WSD
    - Enable full-time availability of lap lanes for recreational, fitness, and therapeutic swimming
    - Produce income via private rentals of adjacent poolside party room
    - Accommodate simultaneous programming by spreading aquatics services across two pools
    - Maximize use of aquatics center by community groups, competitive swim organizations, special interest groups, etc.
    - Foster competitive swim club programs without compromising recreational and educational aquatics program scheduling
    - Eliminate the lack of pool service during competitions, rentals and special programs
    - Provide a niche for growing interest in year-round recreation and fitness programs for families and young children
    - Fully accommodate children, aging adults, and persons with limited mobility
    - Be directly serviced by a handicapped-accessible and family-friendly changing and shower room.

#### **F. Mapping of Primary and Secondary Conservation Corridors**

- GIS Mapping (Lancaster County GIS Department) **Map 7**
- Conservation development through condensed development patterns to protect Primary and Secondary Conservation
- Implement Design Guideline Strategy.
  - Warwick Township
    - Cluster Developments (Section 340.59) **Appendix K** – Within the (R-1) and (R-2) Zones, cluster developments are permitted by conditional use; it is the express purpose to offer density bonus as enabled in the Act for the preservation and protection of natural and/or cultural features, and/or the provision of Township accessible common open space.
    - Conservation Zone (Section 340-13) **Appendix K** – The purpose of this zone is to protect environmentally sensitive areas of the Township that also have significant scenic value for passive and active recreation pursuits. Specifically, the forested areas, steep slopes, stream and creek valleys, lakes and floodplains along Warwick Road are included. Permitted uses within this zone encourage the most appropriate conservation/recreation activities for these areas; however, some forms of development are allowed under prescribed criteria. Cluster housing is provided by conditional use as a means of encouraging preservation of important natural features, in return for intensive development upon areas suitable for such uses. The provisions of this zone have been specifically formulated to satisfy 604 (1) of the Municipal Planning Code which requires local zoning ordinances to promote, protect and facilitate the preservation of natural, scenic and historic values in the environment and preservation of forests, wetlands, aquifers and floodplains.
    - Conservation Cluster developments (Section 340-64) are permitted within the Conservation Zone.
    - Currently the only Conservation zoning is along Warwick Road and the property owned by the Township along East Newport Road.
    - Warwick Township is currently developing a “conservation” ordinance that would protect forested areas and steep slopes, which are part of the conservation areas. Drafts are still being created because of the complexity of the strategy.

- Lititz Borough Council Highlands Conservation Act – Resolution No. 746 **Appendix L**
- Encourage storm water management practices
  - Warwick Township addresses environmental issues relating to storm water via two sections within the Storm Water Management Ordinance. Section 270-14 requires the use of Best Management Practices (BMPs) and Section 270-15 requires Riparian Buffers.
    - 270-14 Best Management Practices **Appendix K** shall be implemented within the Township in order to protect and preserve the existing natural features, minimize the adverse impacts of development and develop storm water management systems that mimic, as closely as possible, the natural runoff characteristics of the watershed within the Township. The goal of BMPs is to improve the water quality of surface runoff entering the waterways, streams and creeks thereby improving other watershed resources”.
    - 270-15 Riparian Buffer Easement **Appendix K** – “For any site located immediately adjacent to or encompassing a watercourse (eg., stream, creek or other natural body of water), a riparian buffer easement measuring 35 feet in width from the center line (on each side) of the watercourse shall be provided and maintained (for the purpose of the section only drainage swales shall not be considered watercourses). The purpose of the riparian buffer easement shall be to protect and preserve the existing natural features and environmental resources”.
  - Lititz Borough
    - Borough of Lititz Ordinance C-477 Section 409.1-4. **Appendix M** BMPs (Best Management Practices) should be implemented in Lititz Borough in order to protect the Borough’s water quality. BMPs should be applied to all Subdivision and Land Development Plans and other activities regulated by the Storm water management Ordinance. Section 409.2 – The strategy employed avoids the use of performance standards related to effluent standards. It establishes a suggested long-term storage volume to be provided with any proposed land use. Section 409.3 – Minimize on-site impervious area. Preserve natural wooded cover and drainage ways on site. Pervious surfaces such as porous pavement are considered BMPs. Minimize directly connected impervious area. Promote natural removal of pollutants using vegetation and soil. Section 409.4 – Site controls, structural methods required to meet storage volume requirements and water quality objectives. Grass swales, infiltration basins, detention ponds and wetlands.
    - Section 608 of the Subdivision and Land Development Ordinance **Appendix M** states all storm water management, collection, conveyance, soil erosion control, and floodplain considerations shall be accomplished in accordance with the provisions of the Borough Storm Water Management Ordinance, as amended. A. Floodplain areas shall be established and preserved as provided by the Borough Zoning Ordinance. B. Whenever a floodplain is located within or along a lot, the plan shall include the boundary of the floodplain and the elevation or locational dimensions from the centerline of the watercourse; a plan note that floor elevations for all structures adjacent to the floodplain shall be two foot above the one hundred year flood elevation. Section 409.4 – Site controls, structural methods required to meet storage volume requirements and water quality objectives. Grass swales, infiltration basins, detention ponds and wetlands.
- Support local conservation groups, landowners and watershed alliances to protect and improve water quality of the watersheds in the region
  - Warwick Township directly supports the Lititz Run Watershed Alliance (LRWA) – Dan Zimmerman (Warwick Township Manager) is the secretary of LRWA and Luba Irwin does all of the logistic support, as well as organizing Warwick Watershed Day.

- Lititz Borough financially supports the Warwick Township Watershed Days for 5<sup>th</sup> grade students in the region. The Public Works department has storm drainage program tied to the Chesapeake Bay standards.
- Encourage tree planting and establishment of native plant communities as an alternative to lawns and landscapes.
  - Native tree planting is agenda item for the Warwick Township. Currently the Subdivision and Land Development Ordinance is the only document that requires street trees, however they are limited to native species. Theoretically the Township supports native plantings as an alternative to lawns and landscapes, but does not have specific information regarding this concept.
  - Lititz Borough Section 609 of the Subdivision and Land Development Ordinance – Landscaping and Shade Trees **Appendix M**
  - Lititz Borough – Tree Planting Regulations **Appendix M**
    - The following trees are approved for planting in Lititz Borough, by the Shade Tree Commission;
      - ✓ White Oak – Thornless Honeylocust – Oriental Plane Tree – Red Oak – Scarlet Oak
      - Willow Oak – London Plane – European Linden – Little Leaf Linden – Buisman Elm
      - Tulip Tree – Ash – Sugar maple – Red maple – Sweet Gum – Pyramidal English Oak
      - Hophornbeam

#### **G. Lititz Run Watershed Alliance (LRWA) Restoration Projects**

- The Lititz Run Watershed Alliance (LRWA) is a non-profit Pennsylvania corporation, incorporated in 1997. It is a cohesive group of individual citizens, businesses, farmers, conservation organizations and local, state and federal government representatives.
- Mission Statement
  - Improve the quality of life within the Community by developing and implementing a Comprehensive Plan for the Lititz Run Watershed. This endeavor will focus the community on improving its water quality through a comprehensive long-term watershed management strategy. The strategy combines techniques in natural resource management, land use planning and education.
- Purpose
  - The Lititz Run Watershed Alliance (LRWA) is committed to the protection, sound management and enhancement of the Lititz Run Watershed. The LRWA shall accomplish these aims by raising public awareness, natural resource conservation, land use planning techniques, education and community involvement.
- Restoration Projects
  - Banta Property
    - An extensive restoration project occurred from 2002 – 2005. The Banta property is a triangular-shaped piece of land on the northern side of Rothsville Road/772, upstream from Millport Conservancy. The project consultant for the Banta site was LandStudies, Inc. From January through March of 2002, LandStudies Inc. completed preliminary design work, surveying and base mapping. Permit applications were completed between April and December of 2002 and submitted in December 2002. The project was scheduled to be constructed in September 2003 with work done both by Flyway Excavating, Inc. of Lititz and volunteers. The stream was relocated using Natural Channel Design Techniques and 7000 cubic yards of floodplain were excavated plus 3,000 linear feet of the stream were stabilized using approximately twenty-six in-stream devices, including cross vanes, rock vanes, root wats, and j-hook vanes. A wetland that is approximately 2,140 feet long and 30 feet wide was created.



Grant funding from the Pennsylvania Growing Greener program was used to fund this project. Additionally, forty-two acres of the Banta property have been enrolled in the Conservation Reserve Enhancement Program (CREP).

- Newport Square Ecological Restoration
  - Project work was undertaken between 2001 and 2003. Restoration was done on 7 acres of riparian buffer, creating 5.26 acres of warm season grass meadows, establishing 1.25 acres of wetlands, and building a 1.12 acre storm water basin.
- Wenger Farm 2005
  - Several Agricultural Best Management Practices (BMPs) were installed on this farm, including fencing and manure management measures, such as barnyard spouting. Mudsills and two cattle crossings were also created.
- Sechan Riparian Planting
  - 400 trees planted
- Stream Clean-Up (Yearly Event)
  - Over 120 Volunteers per year
- Riparian Park Enhancements – 2008
  - PA Fish & Boat Commission – Adopt a Stream by Donegal Trout Unlimited and Lititz Sportsmen's Association
- Annual Watershed Day's (Yearly Event)
  - All 5<sup>th</sup> grade students in the Warwick School District and Lititz Area Mennonite School participate in this event (Over 400 students)

- 2005 Restoration Map **Map 8**
- Water Quality Update **Appendix N**
- Monitoring Update **Appendix N**
- LRWA Poster (**Appendix N**) – Designed by the Lancaster County Career and Technology Center
- Restoration of Lititz Run **Appendix N**– Article by Lancaster New Era

#### **H. Develop area wide multi-use trails with connections to other municipalities or within schools, libraries, parks, commercial centers, and community gathering places.**

- Heart of Lancaster Trail
  - A one mile loop around the Heart of Lancaster Hospital
- Lititz/Warwick Trail
  - A .9 mile trail from Oak Street in Lititz Borough to Clay Road in Warwick Township. The trail connects to the Bonfield Trail, Warwick Municipal Campus Trail, Newport Square Trail, Pebble Creek Trail and the proposed Ephrata/Warwick Rail/Trail
- Pebble Creek Trail
  - A .5 mile trail that starts Lititz/Warwick Trail and runs east of Clay Road, south of the Warwick Township Municipal Campus and loops through the Pebble Creek development back to the Lititz/Warwick Trail.
- Newport Square Trail
  - A 1 mile trail that runs through the Newport Square developments and connects to the Lititz/Warwick Trail and Bonfield Trail
- Bonfield Trail
  - A .2 mile trail from the Bonfield Elementary School parking lot east connecting with the Lititz/Warwick Trail and Newport Square Trail.

- Warwick Township Municipal Campus Trail
  - A 1 mile trail that encompasses the Warwick Township Municipal Campus and connects to the Lititz/Warwick Trail, Pebble Creek Trail and the proposed Ephrata/Warwick Rail Trail
- Elizabeth Township Park Trail
  - A .7 mile trail that encompasses the 21 acre park facility.
- Proposed Trails & Greenways
  - 2004 Greenway & Trail Feasibility Study – Lititz Borough (Map 3 – 4)
  - Proposed trail from route 501 east to Oak Street
  - 2006 Warwick-to-Ephrata Rail-Trail Feasibility Study (Map 5 – 6)
  - Proposed trail from Warwick Township Municipal Campus to downtown Ephrata (7.1 miles)
  - A greenway starting at Lititz Springs Park following Lititz Run through Warwick Township, the Millport Conservancy and ending in Manheim Township. This greenway would run adjacent to a number of historic mill

### **Maintenance, Safety, Security, and Accessibility**

**Goal** – Ensure that public parks and recreational facilities and programs are accessible to all, well maintained, meet current safety and security standards, and provide an enjoyable environment for participation.

#### **A. Standards for park maintenance and up-keep, including playground inspections**

- Public Works
  - Lititz Borough
    - The public works department inspects the Borough parks monthly during peak season (March – October)
    - The Skate Park garbage is disposed of three times a week during peak season.
    - Public Works does all of the mowing at New Street Park – Lion’s Park – Lititz Springs Swimming Pool
  - Warwick Township
    - There is a full-time park maintenance person that does mowing, aeration, weed control, mulching, garbage disposal and general maintenance at all municipal parks.
    - Youth organizations that use Township parks are responsible for field maintenance (diamond texture application, lining, dragging), extra amenities (batting cages, protect screening, goals). Any abnormal wear and tear of the facility will be invoiced back to the youth organizations (goal mouth seeding, etc)
    - At Forney Field the Youth Soccer Club is invoiced for garbage removal in the spring and the Polo Club contracts garbage removal in the fall.
    - The WRRC inspects – Lion’s Park (Rothsville) – Linear Park – Municipal Campus yearly.
  - Elizabeth Township
    - Public Works does all general maintenance to the Municipal Park (garbage removal, mulching, weed control)
    - The new Elizabeth Township Park has installed a system where any garbage brought into the park is expected to be taken out. There are no garbage cans in the facility. The mowing and weed control are contracted out by the Township.
    - The WRRC inspects the Municipal Park and will begin in the fall of 2010 inspecting the new park facility.
    - Youth groups are responsible for field maintenance and any extra amenities (diamond texture application, lining, dragging, goals, storage sheds, batting cages). Any abnormal wear and tear of the facility will be invoiced back to the youth organizations.

- Warwick School District
  - The maintenance department does all field work at facilities for sponsored WSD events. This includes mowing, weed control, field applications (can be contracted out), lining, equipment applications, fencing, aeration, signage.
  - Outside groups (non-affiliates) can use the WSD maintenance department for field preparation at a fee.
  - The maintenance department does all of the mowing at the Elementary Schools, but all field maintenance is done by user groups. This includes field preparations (lining, dragging, diamond texture applications, goal uses, porta-potties)
  - The WSD inspects all of their playgrounds on an annual basis.
- Park Inspections **Appendix O**

## **B. Established rules and regulations for facilities operated by the municipalities and school district.**

- Post park rules and regulations
  - Warwick Township **Appendix P**
  - Elizabeth Township **Appendix P**
- Increase safety security – lights – police – community watch organizations
  - Warwick Township Parks
    - The Warwick Township Police Department monitors all parks in the Township.
    - Lion's Park in Rothsville has asked the Ministerium to curb the vandalism at the park. Residents have become involved with monitoring the park. The Summer Playground Program has been used as a source to get the teens involved with productive activities.
    - The Pebble Creek community was concerned about parking in the neighborhood when youth organizations were using Moores Run. The problem has been solved by constructing the Bonfield Trail, which allows easier access to the facility.
  - Lititz Borough
    - The Lititz Borough Police Department monitors all Borough parks by foot or police cruiser.
    - Lititz Borough has established a budget item for the hiring of a Skate Park monitor. The WRRC hires and supervises the position. The monitor works 10 hours per week from April until the school year has ended in June. From June – September the position is extended to 15 hours per week. The monitor is responsible for: maintaining a safe and enjoyable environment for participants; general supervision of participants; enforcing control and maintain order at the park; proper care and maintenance of skate park materials, equipment and apparatus; assist in cleanliness of the facility; assist the younger kids in skating related activities; report any drug or alcohol related incidents to the Lititz Borough Police Department.
  - Elizabeth Township
    - Elizabeth Township has the State Police as part of their jurisdiction. The Township will monitor the situation for potential abuse to the park.

## **C. Youth Organizations Criminal and Child Abuse Background Checks for volunteer coaches.**

- WRRC does criminal and child abuse background checks for all youth organizations that do not have a national affiliation.
  - The records are kept in a data base by the WRRC.
  - Guidelines for Criminal History Clearance Policy **Appendix Q** is distributed to all youth organization presidents. When a problem arises with a volunteer coach the president is notified immediately and action proceeds.

- All youth organizations have presented to their individual boards recommendations to include all stipulations of background checks into the organizational bi-laws.
- The process for criminal background check is done on-line through the Pennsylvania State Police. **Appendix Q**
- The process for the child abuse background check is a form filled out and sent to the Pennsylvania Department of Welfare. **Appendix Q**

**D. Establish a transition period to switch from pesticide/synthetic fertilizers program to natural/organic.**

- Since 2008 Warwick Township has converted to organic applications on all parks. The Warwick Township Municipal Authority is in the process of developing odorless pellets that will be available to all WRRC Partners at no cost. The process is still ongoing.

## **Public Relations and Communications**

**Goals** – Promote the value and importance of recreation and park services to the quality of life in the Warwick region and encourage awareness and use of facilities and programs by the region's citizens.

**A. Create and keep updated comprehensive listing of recreation programs, providers and contact information that is shared by partners and placed on web sites.**

- WRRC web site ([www.gowrrc.com](http://www.gowrrc.com))
  - Listing of all parks in the region
  - Listing of all trails in the region
  - Listing of all indoor facilities in the region
  - Regional events calendar
  - Pavilion reservations
  - Youth organizations schedule – web site access – contact listings
  - Web sites for all clubs, civic groups and non-profit organizations in the region
  - Regional park and recreation development
  - Links to all regional providers
  - Lititz Record Express press releases
- LrC web site ([www.lititzrec.com](http://www.lititzrec.com))
  - Listing of all programs and on-line registration options
  - Listing of adult and youth leagues
  - Listing of membership options and benefits
  - LrC events calendar
  - Listing of rental rates and options
  - Donation options
  - History of the LrC
- All municipalities have web site linkage to the WRRC, LrC, and Library
- Library web site ([www.lititzlibrary.org](http://www.lititzlibrary.org))
  - LASSO page – Lititz Area Social and Service Opportunities
    - This page provides information on clubs, civic groups and non-profit organization in the greater Lititz area so that members of the public can easily explore opportunities for social and volunteer engagement in the community.
- All municipalities have web site linkage to the WRRC

- Youth Organizations web sites
  - Warwick Little League ([www.eteamz.com/warwicklittleleague/](http://www.eteamz.com/warwicklittleleague/))
  - Warwick Youth Girls Softball Association ([www.warwickgirlssoftball.com](http://www.warwickgirlssoftball.com))
  - Lititz Youth Soccer Club ([www.lysc.org](http://www.lysc.org))
  - Warwick Swarm Rugby ([www.swarmrugby.com](http://www.swarmrugby.com))
  - Warwick Boys Lacrosse ([www.eteamz.com/wblax](http://www.eteamz.com/wblax))
  - Warwick Midget Football ([www.eteamz.com/wmf](http://www.eteamz.com/wmf))

## **B. Print media – on line registrations**

- LrC on-line registration
  - All programs can be registered on-line through the DAXCO portal on the LrC web site
- LrC
  - A monthly rec wrap page is published in the Lititz Record Express.
  - A Program Guide is published four times yearly and inserted into the Lititz Record Express and Lancaster Newspapers, all municipalities, school district, health care providers, retirement communities, corporate sponsors and library.
  - Local Merchandiser does profiles on special events
  - Flyers are produced by the LrC and distributed through the Warwick School District.
- WRRRC
  - Bi-weekly article in the Lititz Record Express on regional recreation
- Newsletter
  - Warwick Township publishes a newsletter for Township residents.
  - Elizabeth Township publishes a newsletter for Township residents



## **Mapping**

- 1 – Elizabeth Township Park (phase 1)
- 2 – Elizabeth Township Park (phase 2)
- 3 – Lititz Rail/Trail Attractors
- 4 – Lititz Borough Bike/Pedestrian Path
- 5 – Warwick/Ephrata Rail/Trails Study Area
- 6 – Warwick/Ephrata Rail/Trails Community Service Area
- 7 – Primary and Secondary Conservation Corridor
- 8 – LRWA Restoration

# MASTER PLAN FOR ELIZABETH TOWNSHIP PARK



## PROPOSED FACILITIES

PARKING SPACES	115
PAVILION	100'x 40'
RESTROOMS	25'x 25' (2 ROOMS)
TOT LOT (AGES 2-6)	2700 S.F.
YOUTH PLAYGROUND (AGES 6-13)	77'x 65' 5,005 S.F.
SOCCER/LACROSSE FIELDS	165'x 300'
YOUTH BASEBALL FIELD	60' BASES 25' TO CENTERLINE
TENNIS COURTS	36'x 78' COURTS 120'x 120' SURFACE
BASKETBALL COURT	50'x 94' COURT 70'x 114' SURFACE

**ROBERT GABRIEL &  
ASSOCIATES, INC.**  
Landscape Architecture

215 SOUTH BROAD STREET  
LITITZ, PA 17543

(717) 627-4885

FAX (717) 627-4886

**ysm**

Yosi Strodoski means  
16 South Newberry Street  
York, Pennsylvania 17401  
(717) 812-9259 phone  
(717) 812-9789 fax  
ysm@auscom.net

# PHASING PLAN FOR ELIZABETH TOWNSHIP PARK



## PROPOSED FACILITIES

PARKING SPACES	116
PAVILION	100'X 40'
RESTROOMS	25'X 25' (2 ROOMS)
TOT LOT (AGES 2-6)	2700 S.F.
YOUTH PLAYGROUND (AGES 6-13)	77'X 65' 5,005 S.F.
SOCCER/LACROSSE FIELDS	165'X 300'
YOUTH BASEBALL FIELD	60' BASES 215' TO CENTERLINE
TENNIS COURTS	36'X 78' COURTS 120'X 120' SURFACE
BASKETBALL COURT	50'X 94' COURT 70'X 114' SURFACE

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10 South Newberry Street  
York, Pennsylvania 17401  
(717) 627-2555 phone  
(717) 627-2789 fax  
ysm@aol.com

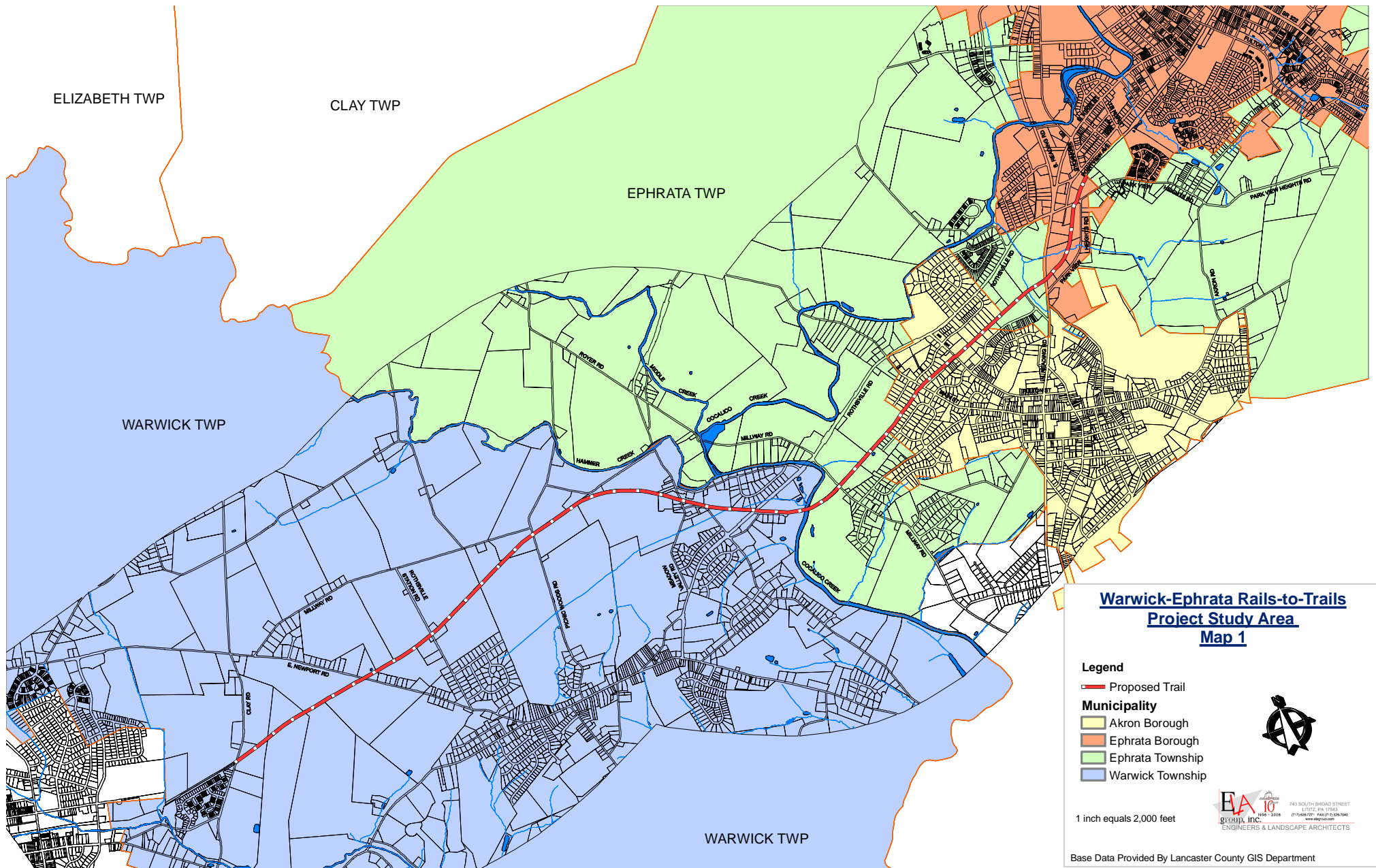














## PRIMARY AND SECONDARY CONSERVATION CORRIDOR DELINEATION

LEBANON COUNTY

CLAY TOWNSHIP

PENN TOWNSHIP

EPIRATA TOWNSHIP

WARWICK TOWNSHIP

LITITZ  
BOROUGH

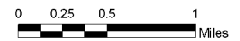
WEST  
EARL  
TOWNSHIP

MANHEIM TOWNSHIP

EAST  
HEMPFIELD  
TOWNSHIP



- - - Municipal Boundary  
 — Trails - Existing  
 - - - Trails - Proposed  
 — State Roads  
 — Roads  
 — Parks/Open Space  
 Open Water  
 Boundary Conservation Areas  
 Primary Conservation Areas  
 Wellhead Protection Area  
 Public Water Source



1997年，美国加州大学伯克利分校的科学家在《科学》杂志上撰文指出，在人类历史进程中，文字和语言起到了十分重要的作用，文字和语言的形成标志着人类从以石器为标志的远古文明进入以陶器为标志的文明，再后来发展到以金属为标志的文明。这一观点得到了考古学家的广泛支持。考古学家通过发掘古代文字和语言，发现它们是人类文明的重要标志。文字和语言的出现，使得人类能够记录和传递信息，从而推动了社会的进步。这一观点在学术界得到了广泛认可，成为研究人类文明起源的重要理论基础。





# Lititz-Warwick Strategic Comprehensive Plan

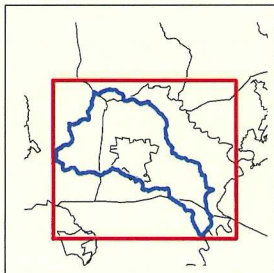
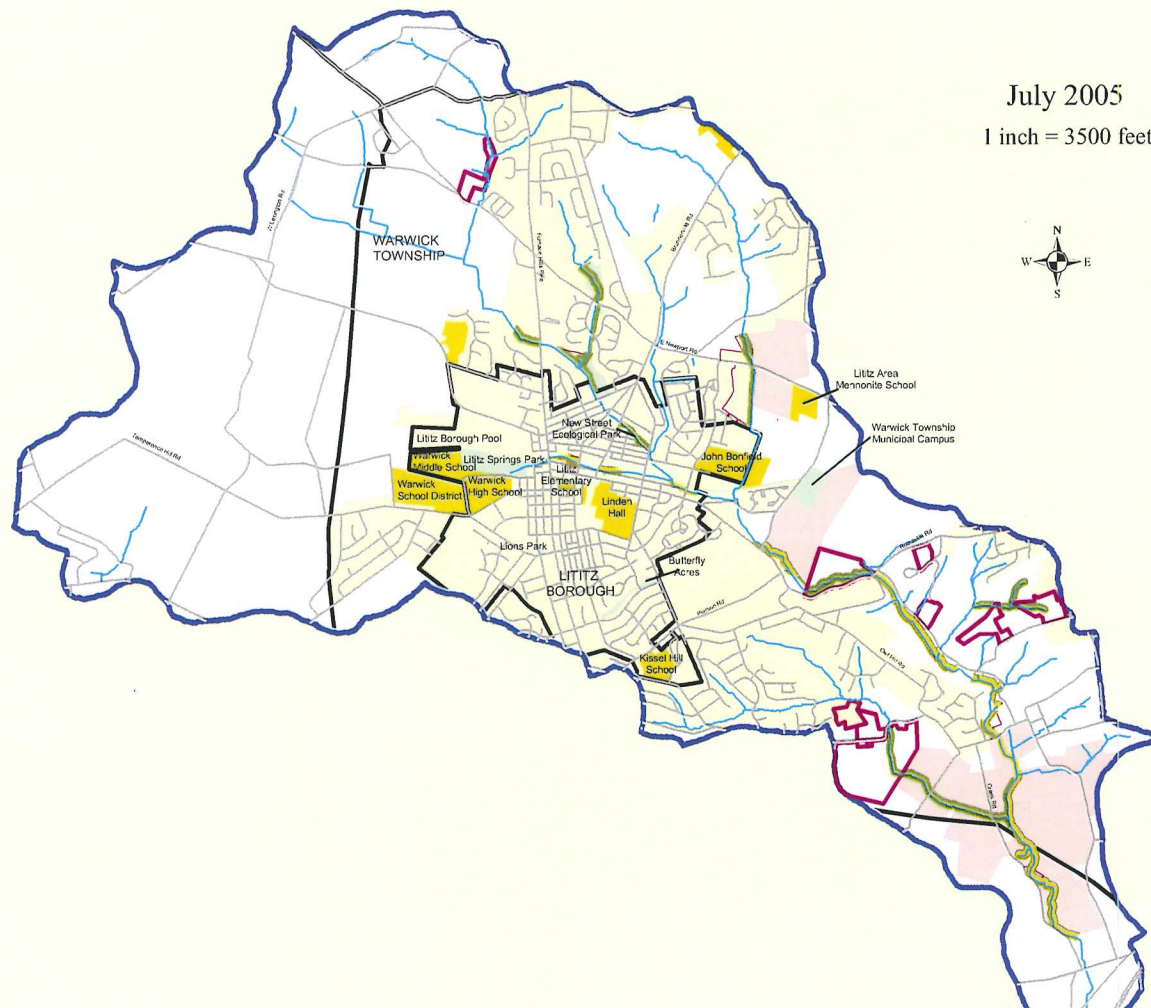
## Lititz Run Watershed Restoration Efforts

### Legend

-  Roads
-  Streams
-  Stabilization
-  Conservation Reserve Enhancement Program (CREP)
-  Riparian Buffer
-  Lititz Run Watershed
-  Municipal Boundaries
-  Schools
-  Parks
-  Parcels with Stormwater BMPs and/or Wetland Creation
-  Parcels with Agricultural BMPs
-  Urban Growth Boundary

July 2005

1 inch = 3500 feet



## **Appendices**

- **A – WRRC Inter-Governmental Agreement**
- **B – WRRC Evaluation**
- **C – WRRC Narrative Reports**
- **D – LrC Organizational Chart**
- **E – Summer Playground Proposal**
- **F – Field Reservation Contract**
- **G – Facility Rental Schedule –  
Warwick Township  
Warwick School District  
Lititz recCenter  
Lititz Public Library**
- **H – Lititz Youth Soccer Club – Lancaster Polo Club Site Contract**
- **I – Bonfield Elementary Trail Proposal**
- **J – Lititz recCenter 2006 Strategic Plan**
- **K – Code Warwick Township  
Cluster Developments  
Conservation Zone  
BMPs – Riparian Buffer Easements**
- **L – Highlands Conservation Act**
- **M – Lititz Borough Ordinance & Land Development Ordinance  
BMPs – Landscaping – Native Tree Planting**
- **N – LRWA Water Quality–Monitoring Data–Poster–Newspaper**
- **O – Playground Inspection Form**
- **P – Warwick & Elizabeth Township Park Rules and Regulations**
- **Q – Guidelines Criminal History–SP 4-164 Form-Child Abuse**



## INTERGOVERNMENTAL AGREEMENT OF COOPERATION

THIS AGREEMENT made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2005, by and among Warwick School District, a public school district of the Commonwealth of Pennsylvania, the residents of which school district reside in Warwick Township, Lititz Borough and Elizabeth Township, herein called the "School District", Warwick Township, a second class township of the Commonwealth of Pennsylvania, herein called "Warwick Township", Lititz Borough, a municipal corporation of the Commonwealth of Pennsylvania, herein called "Lititz Borough", Elizabeth Township, a second class township of the Commonwealth of Pennsylvania, herein called "Elizabeth Township", and Lititz Community Center, a nonprofit corporation of the Commonwealth of Pennsylvania, herein called "Community Center" located at 301 West Maple Street, Lititz, Pennsylvania, hereafter as to all parties referred to collectively as "Participants", hereafter as to all local government parties referred to collectively as "Municipal Participants", and hereafter sometimes referred to individually as "Participant".

### WITNESSETH:

WHEREAS, the Intergovernmental Cooperation Act (53 Pa. C.S. Section 2301 et seq., herein called the "Act") permits local governments (under the Act the term "local government" includes townships, boroughs, and school districts) to enter into agreements to cooperate in the exercise or performance of their respective functions, powers or responsibilities, including recreation and parks activities; and

WHEREAS, it is believed by the Municipal Participants that the residents and taxpayers within their respective political boundaries will be benefited by a regional recreation and parks program jointly administered by all of the Participants, which program shall comply with all applicable laws; and

WHEREAS, the purpose of this Agreement is to provide a framework and mechanism to adequately and efficiently maintain regional recreation and parks services and facilities, and to organize, manage, sponsor, and supervise community events within the political boundaries of the Municipal Participants through joint efforts rather than by separate efforts of each Participant; and

WHEREAS, to prevent duplication of effort and to maximize cost effectiveness and economies of scale, and in order to promote and conduct a program of regional recreation and parks, the Participants mutually desire to mobilize community resources to effectively and economically meet the present and future recreation and parks needs of the residents and taxpayers of the Municipal Participants; and

WHEREAS, all Participants are legally authorized to enter into such an Agreement for the joint administration of a regional recreation and parks program. NOW, THEREFORE, in consideration of mutual promises contained herein, and intending to be legally bound hereby, the Participants agree as follows:

#### 1. Incorporation of Recitals

The above recitals are hereby incorporated herein as if fully set forth.

#### 2. Commission

(g) Establishment of Advisory Committees. The Commission may establish advisory committees as deemed necessary or desirable for the operation of the Commission. The number of advisory committees and members assigned to the committees shall be established by the entire Commission.

(h) Alternates. Each Participant is permitted to designate an alternate to serve in the absence of a regular member. Any designated alternate shall meet the same qualifications which are required to be met for the regular member of the Commission for whom he or she is serving as an alternate.

(i) Vacancy. Any vacancy on the Commission shall be filled by the Participant who appointed the vacating member of the Commission. If a Commission member who is required to maintain his or her residence in the political boundaries of a Participant ceases to be such a resident, his or her membership shall terminate automatically, and his or her position on the Commission shall be declared vacant. When a Commission member who is required to be an elected member of a Participant's governing body or an administrative staff member or employee of a Participant is no longer serving as such an elected official or employee, his or her membership on the Commission is terminated. Any vacancy on the Commission must be filled within sixty (60) days.

(j) Attendance. The Commission may request the removal of any member by a Participant for his or her repeated lack of attendance at meetings. Members who attend less than two thirds of regularly scheduled meetings during one year are subject to removal for cause.

### 3. Duties of Commission – Powers

(a) Purpose. The Commission shall organize, supervise, administer, maintain, and operate a regional recreation and parks program for the residents of Warwick Township, Lititz Borough and Elizabeth Township.

(b) Property, Facilities and Equipment. The Commission may contract for or acquire property, furnishings, equipment, and other amenities (collectively "Equipment") for regional recreation facilities. Equipment which is acquired by the Commission shall be administered and maintained by the Commission for the benefit of all residents of the Municipal Participants. Equipment so acquired that is permanently affixed to the property of a Participant (hereinafter called "Fixtures") shall become the property of such Participant if the Commission is dissolved or if the Participant withdraws from this Agreement, unless otherwise agreed upon by all of the Participants. The acquisition and purchase of Equipment shall be in accordance with the standards set forth in the Act.

(c) Employment of Personnel. The Commission may, for the purpose of carrying out its purposes, employ and terminate such personnel, as it shall deem proper. All employees of the Commission shall be paid through the Community Center. The Commission shall employ a Regional Recreation and Parks Director ("Director"), who shall serve at the Commission's pleasure, subject to any contractual stipulations and who



#### 4. Finances

(a) Fiscal Year-Budget. The Commission shall prepare an annual accounting to include all of its financial operations and activities on a calendar year basis beginning on January 1 of each year. On or before October 1 of each year, the Commission shall prepare a budget, which budget shall include in detail the costs and expenses expected to be incurred by the Commission in the performance of its duties for the succeeding calendar year. Such budget shall include the amount of funds which the Commission expects to receive from sources other than the Participants. As part of the budget process for the Commission, The Community Center shall submit an operating budget for the Director which includes, but is not limited to, costs and expenses such as postage and advertising, relating to the operation of the Commission which would not have been incurred by the Community Center except for the employment of the Director by the Community Center. Any remaining funds which the Commission budgets as necessary or desirable for the performance of its duties shall be reflected as cash contributions to be received from Warwick Township, Lititz Borough and Elizabeth Township subject to the limitations in paragraph 4(b) and in accordance with paragraph 7 (Cash Contributions) hereof. Such budget shall not include any expenditure for an item designated as an in-kind contribution pursuant to paragraph 5 (In-Kind Contributions) hereof. Any excess funds remaining after conclusion of a calendar year shall be applied to the fund balance of the Commission or for such other purposes as the Commission may determine and approve at a regular or special meeting.

(b) Approval of Cash Contribution. The cash contribution requested by the Commission for the ensuing year shall be submitted to the governing bodies of Warwick Township, Lititz Borough and Elizabeth Township for approval on or before October 1 of each year. No increase in the amount of the current cash contribution shall be effective if disapproved by the governing body of any of those contributing Participants prior to the end of October of each year. Such disapproval shall be immediately communicated orally or in writing to the other Participants and to the Commission. Provided, further contributions by Warwick Township, Lititz Borough and Elizabeth Township shall not exceed an increase of more than 5% of the previous year's contribution without the unanimous approval of the governing bodies of Warwick Township, Lititz Borough and Elizabeth Township. If the increase in the cash contribution has not been so approved by January 1 of the next calendar new fiscal year, the prior year's contribution shall remain operative unless and until such approval shall be given to the Commission by Warwick Township, Lititz Borough and Elizabeth Township. No cash contribution will be provided by the Warwick School District unless approved by the School Board.

#### 5. In-Kind Contributions

(a) Property. The Participants agree to make available without charge for use by the Commission the real property ("Property") of the Participants when the use of the Property by the Commission will not interfere with or conflict with the usage thereof by

(a) Liability Insurance. The Participants shall obtain and maintain liability insurance, which policy or policies of insurance shall name the Commission, its directors, officers, employees, and agents, as named insureds with respect to the Commission's duties and activities on the Property of each Participant. Each such policy shall contain limits of not less than \$1,000,000 per occurrence for injury or damage to persons or property.

(b) Casualty Loss Insurance. The Participants shall each maintain, with respect to their respective Property, such casualty loss insurance as they shall deem appropriate. All such insurance shall contain a waiver of subrogation rights against the Participants or Commission, as applicable.

(c) Directors and Officers Insurance. The Commission shall obtain and maintain public officials "directors and officers" insurance coverage for its members.

## 7. Cash Contributions

(a) First Year Operating Budget. The Participants other than the School District and the Community Center have agreed that for the year 2005 they will appropriate and budget the sum of money set forth in paragraph 7(b) for the first year of operation of the Commission. Each Participant other than the School District and the Community Center shall pay such percentage of the total original contribution (\$60,000.00) set forth in paragraph 7(b) below as its respective individual population bears to the aggregate population of the Municipal Participants other than the School District based upon the 2000 Census figures. In future years the total original base contribution for Warwick Township, Lititz Borough and Elizabeth Township together with any future agreed upon adjustments in accordance with paragraph 4(b) shall be paid by each of the three municipalities based upon their respective populations. All future financial contributions shall be based on the most current Census figures available.

(b) Cash Contribution Formula. In addition to the in-kind contributions as set forth in this Agreement, Warwick Township, Lititz Borough and Elizabeth Township agree to contribute to the Commission for its first year of operation (subject to future adjustments as provided in paragraphs 4(b) and 7(a) of this Agreement) the following percentages and amounts of cash as are necessary or desirable to fund the Commission's operations:

(1) Warwick Township shall contribute fifty-five (55%) percent thereof (\$33,000);

(2) Lititz Borough shall contribute thirty-two (32%) percent thereof (\$19,200);

(3) Elizabeth Township shall contribute thirteen (13%) percent thereof (\$7,800).

and

(c) Cash Contribution Payments. Warwick Township, Lititz Borough and Elizabeth Township shall make payments to the Commission in four (4) equal installments by the first day of January, April, July and October of each budget year.




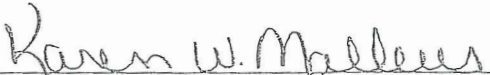
This Agreement shall be governed by the Laws of the Commonwealth of Pennsylvania. This Agreement is adopted pursuant to the Act, and each Participant other than the Community Center shall take all necessary steps under the Act to comply with the same.

**13. Further Action**

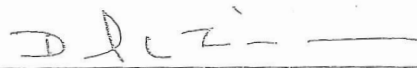
The Participants agree to take all action necessary to carry out the provisions of this Agreement.

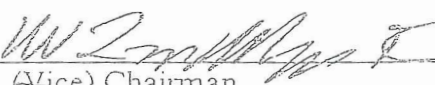
IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first set forth above.

Attest:   
(Assistant) Secretary

WARWICK SCHOOL DISTRICT  
By:   
(Vice) President,  
Board of School Directors

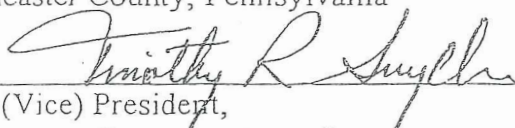
[SCHOOL DISTRICT SEAL]

Attest:   
(Assistant) Secretary

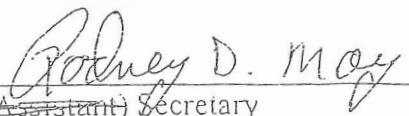
TOWNSHIP OF WARWICK  
Lancaster County, Pennsylvania  
By:   
(Vice) Chairman,  
Board of Supervisors

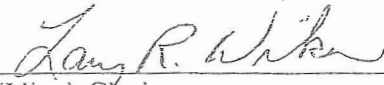
[TOWNSHIP SEAL]

Attest:   
(Assistant) Secretary

BOROUGH OF LITITZ  
Lancaster County, Pennsylvania  
By:   
(Vice) President,  
Borough Council

[BOROUGH SEAL]

Attest:   
(Assistant) Secretary

TOWNSHIP OF ELIZABETH  
Lancaster County, Pennsylvania  
By:   
(Vice) Chairman,  
Board of Supervisors

## Personal Qualities

### Qualities for Evaluation

Exceptional

Above  
Average

Competent

Minimally  
Acceptable

Unacceptable

#### **A. Leadership**

Effectiveness in developing in others the willingness and desire to work toward goals; gains respect of other employees

#### **B. Judgement**

Soundness of conclusions, decisions, and actions, and the capacity to forecast their results.

#### **C. Initiative**

Readiness to independently assume responsibility promptly and effectively for solutions. Self starter

#### **D. Dependability**

Reliability in fully carrying out the commitments and responsibilities of the position.

#### **E. Innovation**

Effectiveness in creating, developing and implementing the new, novel, and useful; resourceful.

#### **F. Commitment to Mission**

Subordination of self and program/department goals to overall WRRC.

#### **G. Effectiveness as Team Player**

Respect for responsibility and authority of others; sensitivity to WRRC's image with all constituents; coordinating work with other departments.

#### **H. Interaction with Director**

Cander; objectivity, punctuality; ability to keep confidence; loyalty; preparedness, keeps Director well informed.

#### **I. Attitude**

Enthusiastic outlook; strong interest in job, positive reaction to criticism, healthy attitude toward The WRRC.

#### **J. Drive**

Sets high goals and strives to reach them; has high desire to achieve.

## Management Skills

### Skills for Evaluation

Exceptional

Above  
Average

Competent

Minimally  
Average

Unacceptable

#### **A. Planning**

Anticipating needs, setting goals and standards, scheduling work, measuring results and setting priorities.

---

#### **B. Organizing**

Dividing work into manageable jobs, meeting commitments adhering to time schedules.

---

#### **C. Analyzing**

Thinking through a problem thoroughly, recognizing and evaluating major facts and reaching conclusions.

---

#### **D. Delegating**

Assigning responsibilities to subordinates and establishing appropriate control.

---

#### **E. Problem Solving**

Identifying problems and making significant accomplishments toward their resolution.

---

#### **F. Managing Others**

Selecting and appraising Personnel; setting high standards; maintaining good morale; fairly evaluate Performance; urging continual Accomplishments and promoting Subordinates increasing capacity to Handle complex assignments or projects; handling complaints.

---

#### **G. Implementing Plans**

Encouraging, accepting and using ideas where feasible.

---

#### **H. Working with Others**

Establishing effective professional Relationships and demonstrating Integrity in all interactions.

---

#### **I. Communicating**

Writing effectively, expressing self in clear, concise, convincing manner; explaining directions well; good listening skills.

---

#### **J. Budgeting**

Cutting costs and using funds Economically; making efforts to produce revenue.

---

## Knowledge

### Evaluation of Knowledge

Exceptional	Above Average	Competent	Minimally Average	Unacceptable
-------------	------------------	-----------	----------------------	--------------

#### **A. Work Knowledge**

Knowledge of methods, principles and good skills in program or area.

---

#### **B. Development**

Seeks additional knowledge or skills.

---

#### **C. WRRC Mission**

Knowledge and understanding of our mission goals, organization, governance, and administration.

---

## Results Achieved and Comments on Objectives and Results:

### Evaluation of the Objectives

Exceed	Fully Met	Not Fully Met	Unsatisfactory
--------	-----------	---------------	----------------

On Schedule?

---

How important were the objectives to the organization goals?

---

Were there special circumstances that occurred to change the objectives or the outcome?

---

What was the manner in which the employee achieved the objectives?

---



**Evaluation Comments:**

**Employee Review Comments:**

\_\_\_\_\_  
WRRC Chairperson Signature                      Date

\_\_\_\_\_  
WRRC Director Signature                      Date

# **Narrative Project Report for Year 1**

## **Goals, Objectives and Accomplishments**

1. Develop relationships with and an understanding of the histories and traditions of the various stakeholders.
  - a. Meeting and planning with the private and public recreation sector to provide a uniform way of communication.
  - b. Besides the monthly Commission meetings, I have attended the inter-governmental partners Supervisor and Council meetings.
2. Establish standardization and centralization of a year round schedule for fields and facilities. The schedule should reflect both maintenance and field/facility use.
  - a. I have scheduled all the fields in Warwick Township, plus worked with the youth groups maintenance people for a update and schedule.
  - b. A combined effort with the Warwick School District and the WRRC for scheduling school facilities. An on line scheduling format is being developed that will ease the paper work and double scheduling of facilities.
  - c. The WRRC will become a certified playground inspector.
3. Standardize rule, regulations, and inspections for parks within all participating entities.
  - a. The WRRC Director has gone all inspections of park equipment for all participating partners.
  - b. The certification will ease the work load for the maintenance workers of the partners, plus relieve them of liability problems.
4. Solicit quotes for liability insurance on behalf of the recreation commission.
  - a. A policy was obtained for the officers and directors of the WRRC.
  - b. General liability insurance was attained for the WRRC.
5. Establish a public relations program to better inform the public of the recreation opportunities.
  - a. The WRRC contracted out for a web site service. We have developed a web site that enables the region to view the recreational opportunities, and provide a service site for all demographics.
  - b. The WRRC Director writes a bi-weekly column in the local newspaper, covering all recreation, development and special events that are occurring in the region.
6. Review options to expand recreation opportunities for all age groups, including the over 45 age group.
  - a. The WRRC has met with all retirement communities in the region to explore the needs for seniors.
  - b. Working with the LCC to expand satellite programs to the region.
7. Secure funding for a new park in Elizabeth Township.
  - a. Actively involved with the Elizabeth Township Park Board, developing a Master Plan, scheduling public meetings, writing and releasing a citizen survey, and writing a development grant.

8. Oversee the Lititz/Ephrata Rail/Trail Feasibility Study.
  - a. The WRRRC Director brought all participating partners together to meet and set a schedule for the study.
  - b. A Study Committee was formed and meets monthly. They are involved with the feasibility study and all public meetings that are held.
  - c. Issues of land ownership, farm land preservation, and rail line abandonment have been worked through during this study.
9. Secure funding to finish the fields at John Beck and Kissel Hill Elementary Schools.
  - a. Discussions with Athletic Director and Business Manager and youth organizations have lead to a plan to up grade the facilities. The youth organizations and WRRRC have worked to provide a funding source for the sites.
10. Research funding options for the construction of the Lititz/Warwick Trail.
  - a. In the process of forming a Lititz park Board to review this and other objectives in the Borough. A feasibility study has been done on the trail and we will be writing a grant for development money in the fall of 2006.
11. Establish a capital plan and secure possible funding for the repair and maintenance of the Lititz Springs Pool.
  - a. The WRRRC Director set meetings with area Townships that have renovated their existing pools. Meetings were set with them and Lititz Borough Manager and Public Maintenance Director on strategy for the Lititz Pool renovation.
  - b. A feasibility grant will be written for the spring of 2007.

### **Challenges**

1. My office in the LCC is used by a number of employees, making it hard to get things done in the office at certain times. Have used my schedule to be more flexible in my use when the office is empty.
2. Being a part-time position has made me more conscious of time-management.

### **Marketing**

1. Have developed a web site for the WRRRC. This site includes:
  - a. facilities in the region (public and private)
  - b. Mission Statement
  - c. Explanation on the development of the WRRRC
  - d. Service organizations in the region
  - e. Monthly schedule of events
  - f. Link page to county and state agencies
  - g. Park and trail development up dates
2. Writing a bi-weekly column in the Lititz Record
  - a. articles cover: development, special events, community awareness programs, LCC events

## **Budget**

1. Attachment

## **Training Programs Attended**

1. Mentor sessions with Sue Landes
2. Trail Construction Conference
3. Circuit Rider Conference
4. New PRPS Membership Meeting
5. PRPS State Conference
6. Greenways and Trail Summit
7. Grant Writing Conference

## **Committee Involvement**

1. Joint Strategic Planning Committee
2. Lititz/Manheim Consortium
3. Elizabeth Township Park Board
4. Warwick Township Park board
5. Healthy Community Committee
6. Steering Committee for Warwick/Ephrata Rail/Trail
7. Sauder's Egg Run and pretzel Twist Road Race
8. LCC Golf Tournament Committee

## **Accomplishments Besides the 11 Priorities**

1. A financial agreement between the LCC and WRRRC. The WRRRC will have separate banking accounts and reimburse the LCC on a quarterly basis.
2. A mission statement was developed by the WRRRC. "The Warwick Regional Recreation Commission (WRRRC) is an inter-governmental agency committed to providing information, knowledge, and direction for the development and enhancement of parks and recreation opportunities for residents in the Warwick School District".
3. The development and presentation of 2006/07 budget, with worksheet.
4. The security issue at the Lititz Skate Board Park. I received two quotes from security companies for the installment of cameras. This was not cost efficient for the Borough. They had excess funds in park account so I hired a monitor for the summer.
5. I have organized a Lititz Borough Park Board. They will be responsible for a feasibility study on the Lititz Springs Pool, a development grant for a rail/trail to the downtown area, up grading existing parks. I will be a consultant to the Board.
6. Preparation of an umbrella organization to oversee all youth organizations in the area. The WRRRC will be responsible for coach's back ground checks, scheduling, volunteer coach's clinics on 1<sup>st</sup> aid, CPR and over use injuries.

## **DCNR Assistance**

1. I have no problems currently with the Circuit Rider Program. I believe it is an excellent program for municipalities with budget concern.



## **Narrative Project Report Year 2**

### **Circuit Rider Grant Program – Department of Natural Resources**

#### **Goals, Objectives and Accomplishments**

1. Expand Services to all Youth Organizations
  - a. Provided each youth organization the option to do criminal and child abuse background checks for all volunteer coaches. Some organizations are continuing to do this in house. In 2008 I will strongly encourage all youth organizations to go through the WRRRC to alleviate any conflict of interest.
  - b. Set field request meeting closer to organizations registrations. This allowed them more time for team grouping.
  - c. Provided a maintenance schedule for sharing of Forney Field between the polo and soccer organizations. This detailed the responsibility of the soccer and polo organizations, plus the duties of Warwick Township.
2. Playground Inspections
  - a. The C. Strasheim passed the certification course for playground safety.
  - b. A letter was sent to all partners detailing the inspection and audit process.
  - c. Elizabeth Township, Warwick Township, and the Lititz recCenter responded favorably to the service from the WRRRC. Lititz Borough had me review there inspections, with the possibility of providing new or different ideas for there inspection process. The Warwick School District has a policy for inspection, but will work with them in the future on educating staff on the process.
3. Regional Trails
  - a. The feasibility study for the Warwick Township to Ephrata Borough Rail/Trail was completed in December. The findings were favorable in the development of the trail. A number of obstacles from the feasibility study will need addressing, such as; land ownership issues and the farmland conservation easements. The municipalities now hold the key to the advancement of the trail system. Currently the municipalities are in the process of clearing the ownership issue first and then working on the conservation easements.

- b. When the ownership and farmland conservation easement issues are resolved a public relations blitz will begin to spread the word on the benefits of the trail (health benefits, economic growth, alternative transportation, gas prices etc.)
- c. The Lititz Park Board and the Lititz Borough Council have put a priority on the extension of the current Warwick Township/Lititz Trail to route 501. There have been discussions with Norfolk Southern on possibly rail-banking the line for a city block and then running the trail on private land. Norfolk Southern is still servicing a business on rail corridor, so they are reluctant to do anything with that stretch of rail line.
- d. A collaborated effort between Warwick Township and Lititz Borough to extend the trail in both directions will help guide the process.
- e. Warwick Township is constructing .4 mile trail around the newly developed 10 acre park. This trail will connect to the existing Lititz/Warwick Trail and also to the proposed Warwick Township/Ephrata Rail/Trail.
- f. Elizabeth Township will construct a trail that will encase the perimeter of the 21 acre proposed park site.

#### 4. Lititz Park Board

- a. The C. Strasheim and Joe Kane council person for Lititz Borough formed the Lititz Park Board.
- b. A five member board was formed with four of the members Lititz Borough citizens.
- c. The goal of the board is to oversee and promote all recreational facilities in Lititz Borough.
- d. Lititz Borough is working with the LRC and WRRC on a summer playground program at New Street Park and the hiring of a monitor at the skate park.
- e. Other ventures that the board has considered high priority is the re-surfacing of the basketball court at New Street Park, the rail/trail extension to the downtown area, new equipment for the skate park, and the beautification of Butterfly Acres in conjunction with Johnson and Johnson Inc.

5. Warwick Township Park Advisory

- a. The WRRC is currently researching grants for the improvement or renovation of the in-line skating facility at Rothsville Lions Park. The current facility is being bandaged together by the Warwick Township maintenance staff.
- b. The WRRC and Warwick Township have set up a maintenance schedule for Forney Field. This maintenance agreement is between the polo and soccer organizations with the Township providing services on soil analysis and aeration.
- c. A plan was set in motion to get the Moores Run facility usable for baseball in the Fall of 2007. The Township provided man power to put in a drainage system that will allow the facility to be used in the spring. Previously, lacrosse was using the facility in the spring, but it was not conducive to that type of play. With the lower end of the field constantly being flooded out in the spring, the plan is to move lacrosse to a different sight and have baseball use the facility with the new drainage system. The initial use of the facility was for baseball and softball. The WRRC, Warwick Township and Warwick School District have been cooperatively providing service to get the facility in playing shape.
- d. The WRRC/LRC and Warwick Township expanded the summer playground program to include an afternoon session at Rothsville Lions Park. The WRRC also is working with a local volunteer group that meets once a week at the park to organize activities.
- e. The newly developed 10 acre park on the Warwick Township Municipal Campus, will include a macadam trail around the perimeter, pavilion, ball field, open space field for soccer and lacrosse, bocce courts, sand volleyball courts and increased parking to the campus. This facility will be used primarily by the local youth organizations.

6. Elizabeth Township Park Board

- a. With the denial (but re-application) of the DCNR development grant, the park board has reassessed its construction time line.
- b. Currently the site plan has been developed and will be started in the fall. A walking path has been mowed around the perimeter of the park, and the main entrance has been asphalted.

- c. Individual committees have been formed to work on; vegetation and shrubbery, pavilion design, pursuing donations and fund raising activities. The WRRRC is involved with each of these sub-committees.
  - d. The WRRRC/LRC started a summer playground program at the Elizabeth Township offices.
- 7. Develop working relationships between Youth Organizations and Warwick School District and the Municipalities.
  - a. At the yearly Youth Organizations meetings the Warwick Township and Warwick School District maintenance departments were available to discuss concerns at there individual facilities. The topics addressed were, turf applications and aeration, movement of the apparatus on around the field to cut down on wear, garbage removal, parking, and shared use of the facility.
  - b. The WRRRC and the maintenance departments have set up guidelines for the organizations to follow when treating there facilities.
- 8. Connect WRRRC, LRC, and Warwick School District
  - a. The Warwick School District has built a software program for scheduling school district facilities. This system can be accessed by the Youth Organizations to reserve a facility. The WRRRC is working with the School District to implement all recreational facilities in the region to the software program. The WRRRC also has access to the system, which will benefit the youth organizations.
  - b. The new youth center at the LRC will help promote after school activities. The school district will be used as a tool to build these activities for youth.
  - c. The expansion of the inter-mural and travel basketball programs will be a priority through the School District to the LRC. The School District coaches and athletes will be involved in the expansion of this program.
  - d. The lacrosse program will become a varsity sport in 2008. The LRC is scheduling off season conditioning programs with lacrosse and possibly expand into other youth sports.



9. Promotion of LRC

- a. The C. Strasheim will be supervising the Program Director at the LRC. This will allow the WRRC to help promote all programs offered.
- b. The Youth Organizations have been encouraged to use the LRC for off season conditioning programs, season ending parties, swimming pool rentals, organizational meetings, and registrations.
- c. C. Strasheim is involved with a number of committees through the LRC, such as; Golf Tournament, Sauder Egg Run, Program Development, etc.
- d. Organized, supervised, and staffed the Summer Playground program which has expanded to two new locations. Supervised and staffed the skate park monitor. Both of these programs are jointly operated through the municipalities, LRC, and WRRC.

10. Develop a plan for parking at Moores Run.

- a. At the current time there is no plan in place to put a parking lot at or near this facility. The School District, Warwick Township, and the WRRC have had discussions on the situation, but nothing has been resolved.

**Challenges**

1. The LRC has been renovating their facility for the past year. My office has been moved a number of times with space becoming very limited. In May I was able to move into a brand new office that will provide me space and privacy to survive.
2. Working with the five partners on securing the WRRC position and creating an opportunity to make it a full-time position. A long-term budget analysis was done to provide all partners the direction of the WRRC. The thorough budget analysis was extended to 2013. The analysis forecasted to the all partners provided options for the financial future of the WRRC. By creating this long-term approach the partners were able to see that contributions would remain the same and WRRC would stay fiscally solvent for that extended period.

### **Marketing**

1. A bi-weekly article in the Lititz Record Express. These articles accentuated the parks, recreation, and leisure activities in the region.
2. Maintained the current web site.

### **Budget**

1. Prepared 2007/08 Budget and budget worksheet
2. Prepared an extended budget through 2013
3. Attached in packet

### **Tasks set by the WRRRC (Daily – Weekly – Monthly – Yearly)**

1. Relations with recreational stakeholders in the region
2. Up-date and compare rates for liability and officers insurance.
3. Invoices
  - LCC and reimbursement
  - Inter-governmental agreement
  - Yearly audit process
4. Provide supervision and hiring of skate park monitor.
5. Attend meetings
  - WRRC bi-monthly meetings
  - Partners bi-monthly meetings
  - LRC weekly meeting
  - Municipalities – Elizabeth Township, Warwick Township, and Lititz Borough Park Board meetings
  - Supervisor and Council meetings
6. Written Report
  - WRRC – DCNR Administrative and Financial Reports
  - WRRC performance evaluations
  - DCNR monthly and yearly progress reports
  - DCNR grant funding requests
  - Partners year end performance report
7. Training Workshops
  - Conferences
  - Certifications
  - Memberships
8. Provide a WRRC budget – This budget is submitted to WRRC - DCNR – Supervisors and Council for approval

**Committee Involvement:**

Strategic Coordinating Committee  
Lititz/Manheim Consortium  
Elizabeth Township Park Board  
Lititz Borough Park Board  
Warwick Township Park Advisory Board  
LCC Golf Tournament Committee  
Warwick Campus Athletic Initiative  
Lititz recCenter Program Committee  
Sauder Egg Run Committee

**Professional Development**

1. PRPS State Conference
2. Circuit Rider Conference
3. Youth Sports Conference
4. Playground Safety Certification

**DCNR Assistance**

1. The Circuit Rider Program has allowed the WRRC to provide recreational opportunities to the Warwick School District. Through the support of the DCNR Grant, plus the contributions of the municipalities the WRRC has expanded to take on a greater roll through the LRC.
2. Mike Eschenman provided the partners of the WRRC valuable information and guidance in increasing its roll for the region.

## **Narrative Report – Circuit Rider Year Three**

### **Circuit Rider Grant Program – Department of Conservation and Natural Resources**

#### **Goals and Objectives and Accomplishments**

1. Lititz Park Board
  - a. Formation of the Board
  - b. Opened lines of communication with Norfolk Southern on Rail/Trail from Locust to Oak Street
  - c. New equipment at Skate Board Park
  - d. New equipment at Lititz Lion's Park
  - e. Free Summer Playground Program expansion to Lititz Elementary
2. Elizabeth Township Park Board
  - a. DCNR awarding the Development Grant
  - b. Park schematics – Phasing the project
  - c. Sub-committees working on Park Rules and Regulations; fund-raising projects; in-kind donations; Tot Lot equipment quotes and design; landscaping.
  - d. Naming of the Park and the lane leading into the park.
  - e. Continuation of Free Summer Playground Program
3. Warwick Advisory Committee
  - a. Completion of the 10 acre tract (except for the pavilion); new baseball field, multi-use field, sand volleyball courts, bocce ball facility, horse pits, encompassing asphalt trail connecting to existing Lititz/Warwick Trail
  - b. Free Summer Playground Program at Lion's Park in Rothsville
  - c. Acquired the quit claim from Pagnotti Enterprises for the rail/trail corridor from Warwick Township to Ephrata Township. Currently in the process of getting tax exempt status through the county. The Farm Preservation board will need to make a ruling because parts of the rail/trail intersect with preserved farms.



4. Summer Playground Program/Skate Park Monitor
  - a. Sites for the free program are: Elizabeth Township, Warwick Township (Rothsville, Lions Park), Lititz Borough (New Street Park and Lititz Elementary).
  - b. We have expanded the program to include Lititz Elementary and changed the afternoon Rothsville program to the morning.
  - c. Currently looking at combining the Lititz Borough and Warwick Township playground program and running it at a larger Linear Park.
  - d. Skateboard monitor has been hired and will work thorough September. Would like to increase this budget to start the monitor in May.
5. Park Inspections
  - a. Inspected and audited the community park at Elizabeth Township and all of Warwick Township's park facilities.
6. Rail/Trail Projects (Ephrata/Warwick – Warwick/Lititz – Bonfield El)
  - a. The three municipalities (Warwick Township, Akron Borough, Ephrata Township) acquired the quit claim deed from the Pagnotti Enterprises. This deal was brokered through a local resident Roger Gerhert, an acquaintance of the Pagnotti Enterprise. Next steps in the process: provide the County with an application for tax exempt status for all three municipalities; Warwick Township and Ephrata Township have a gap in the corridor where Pagnotti Enterprise did not have a claim to the land, this will be dealt with to secure that the entire rail corridor is in the municipalities hands; get a written document from the Agriculture Preservation Board stating there position on easements that were granted to farmers along the corridor to preserve their land, but not having a clear title.
  - b. Warwick/Lititz Trail has looked at a number of different scenarios for the connection of the Warwick Trail to the Lititz Trail and connecting it to Rte 501. Correspondence with Norfolk Southern was initially unsuccessful to acquire a one block portion of the existing line. With service on the

corridor still be used the Lititz Park Board is looking for just a block of the line from Locust to Oak Street which has been inactive with no rail ties or track in this stretch of corridor. By acquiring this portion the Board feels that we can connect with the Susquehanna Bank trail to the west and with an existing trail to the east, plus working with one local owner for an easement and a private business which currently has a trail on their property and would be a connection to the existing Warwick Trail. The Board was in contact with Senator Brubaker for help in opening lines of communication with Norfolk Southern. This has lead to Norfolk Southern looking at their strategic planning for abandoning rail lines throughout the state. At the present time Curt Strasheim and Rick Crawford (Norfolk Southern) have been discussing the corridor, with promising results anticipated. Rick has stated that this section of line does meet there strategic plan of abandonment and suggested that the Borough look at starting negotiations with Norfolk Southern for the one block portion of the corridor.

- c. The Warwick Comprehensive Plan that was done in 2002 stated that a path/trail should be put in from the Bonfield Elementary parking lot, across Moores Run and connects with the existing Warwick Trail. The idea was to have a direct line of foot path movement to the Moores Run facility, relieve the parking problems that occur at the Pebble Creek homeowners development and provide an emergency vehicle to enter and exit the facility in a timely manner.

- 7. Youth Organizations – Maintenance agreements – agreement for facilities – background checks – scheduling
  - a. Maintenance agreements – All Youth Organizations provide the maintenance to the private facilities and the Warwick School District facilities.
  - b. Travel Baseball putting up a batting cage under Warwick Township specifications. Boys lacrosse providing turf care for the facility at Warwick Township.
  - c. The continued agreement between the Polo Club and Lititz Youth Soccer Association for the use of Forney Field.

- d. The Youth Groups have been encouraged to use the WRRC as a clearinghouse for Criminal and Child Abuse Checks. There have been five (seven total) organizations that have used the WRRC for background clearances. Little League and Youth Soccer go through there national organizations to provide clearances to there volunteers. The clearinghouse approach allows me to track the volunteers that might be involved with another organization. I have encouraged the youth groups to put into there bi-laws when and how often a background clearances should be done.
- e. The WRRC is now used as the main site for applications and approvals of all municipal and school district facilities. All outdoor Warwick School District facilities fall under the FUS (Facility Use Software). This software program developed by the WSD allows all applications to go directly through an email system to the business office, athletic director that the principals at each site. If the facility is not being used directly by the school district then approval is granted. This speeds the process to improve efficiency of the facility use. This process has taken a burden off the school district when groups are applying for usage.

#### 8. Rentals of Pavilions

- a. The WRRC in the fall of 2008 will take over all the pavilion rentals and field space for Warwick Township. This will alleviate overbooking of the facility between rental and youth groups using the facility. The Warwick Park Board Advisory Committee will be reviewing current rental costs and make adjustments where appropriate. This is another in the process of creating a one stop shopping for recreational users in the region. The pavilion rental for the new park in Elizabeth Township will be encouraged to go through the WRRC for facility efficiency and use.

#### 9. Showcase Soccer Tournament

- a. The tournament has grown in the past three years and currently has over 170 teams involved. The growth has put a burden on the municipal fields, which includes maintenance, parking, concessions, and long term care of facilities. The WRRC became more involved with the

tournament because of the use of municipal facilities. With the current Middle School construction a number of fields that were used in previous years for the tournament were not available, hence the use of more municipal fields.

10. Lititz Rec Center

- a. The completion of the renovation has opened up the center to new and more memberships and programs. The WRRC and Director works with a variety of special events (Pretzel Twist, Youth Triathlon, Overtime activity, Golf Tournament, and services related to the Center.

11. Grace Church Proposal

- a. Grace Church purchased 12 acres of land that is zoned agriculture. Because of this they can not develop more than two acres. They approached the WRRC and Warwick Township about a potential long term lease to develop the site into athletic fields. With this long term lease they are allowed to develop the site, but with some conditions: the facility can be used by the community when not used by the church; Warwick Township will provide possible manpower but not use municipal funds for development; with the long-term lease the church can now apply for a grant through the WRRC and Warwick Township; an access to the facility must be planned and approved by Warwick Township.
- b. The long term lease situation is nothing new to the Township as they have a number of agreements with other church's in the area.

12. Comprehensive Study Update

- a. In 2002 the Warwick Region Comprehensive, Recreation, Park, and Open Space Plan was completed. Since that time a number of the recommendations have been met. The WRRC is currently up-dating this study to provide a better guide for future recreational and open space needs.
- b. This up-dating will include information and approval from all three municipal entities, plus the Lititz Rec Center and Warwick School District.

### 13. Budgeting – investing – long term analysis

- a. The LRC continues to be the accounting arm of the WRRC. All transactions and invoices go through the LRC accountant, who then clears these through the WRRC Director and Commission members.
- b. A monthly summary and reconciliation report is done by the LRC and given to the WRRC.
- c. The WRRC has projected a long term budgeting process that will allow the three municipalities a forecast of revenues and expenses. The projection shows that no increase in funding from the municipalities should occur through 2013.
- d. The WRRC has been investing the surplus funds (because the municipalities fully funded the position from the onset) in CD's. These investments provide the WRRC with financial assurances for the long term.

### **Challenges**

1. Middle School Construction
  - a. This will limit the use of facility space which will put a burden on municipal and private fields.
2. Continue to work through the rail/trail issues (ownership, abandonment etc)
3. Continue to market the WRRC as an entity that can provide services to the region.

### **Marketing**

1. A bi-weekly article in the local Lititz Record Express. These articles accentuate the parks, recreation, and leisure activities in the region.
2. Daily up-dated web site [www.gowrrc.com](http://www.gowrrc.com)
3. Working with municipalities to put information in there newsletters.



### **Budget**

1. WRRRC approval of 2008/09 budget
2. Long term forecast of revenue and expenses through 2013
3. The WRRRC has approved a cost review analysis to take the place of the yearly audit.

### **Tasks set by the WRRRC (Daily – Weekly – Monthly – Yearly)**

1. Relations with recreational stakeholders in the region.
2. Up-date and compare rates for the liability and officers insurance.
3. Invoices
  - a. Handle through the LRC accounting department.
  - b. Yearly cost analysis for the WRRRC
4. Provide supervision and hiring of the skate park monitor and summer playground program
5. Attend meetings
  - a. WRRRC bi-monthly
  - b. Partners meeting bi-monthly
  - c. LRC weekly
  - d. Elizabeth Township Park Board monthly
  - e. Lititz park Board monthly
  - f. Warwick Township Advisory Park Board quarterly
  - g. LRC Program Department Committee monthly
  - h. Supervisor and council
6. Written Report
  - a. WRRRC-DCNR Administrative and Financial Report
  - b. WRRRC performance evaluations
  - c. DCNR monthly and yearly progress reports
  - d. DCNR grant funding requests
  - e. Partners year end performance report
  - f. Budget preparation and approval

7. Training Workshops
  - a. Conferences
  - b. Certifications
  - c. Memberships
8. Budget Preparation
  - a. Submitted to WRRRC – DCNR – Supervisors and Council for approval

### **Committee Involvement**

1. Lititz Park Board
2. Warwick Township Advisory Committee
3. Elizabeth Township Park Board
4. Lititz Rec Center Golf Tournament Committee
5. LRC Pretzel Twist Road Race Committee
6. Lititz/Warwick Regional Coordinating Committee
7. Child Predator Task Force
8. LRC Swimming Pool Committee
9. Ephrata/Warwick Rail/Trail Steering Committee
10. Bi-monthly WRRRC Partners Meeting
11. “Overtime” Committee
12. LRC Special Events Committee
13. Lititz Rec Center Program Committee
14. Warwick Campus Athletic Initiative

### **Professional Development**

1. DCNR Grant Workshop
2. CPR & First Certification
3. Tomlinson & Bomberger Turf Symposium
4. Senator Bomberger Grant Application Workshop
5. Hosted the DCNR Circuit Rider Workshop (PANA)
6. Lori Keiffer Yeich attended WRRRC Partners meeting
7. Mark Palerino attended WRRRC meeting

### **Memberships**

1. NRPA
2. PRPS

### **DCNR Assistance**

1. The Circuit Rider Program has allowed the WRRRC to provide recreational opportunities to the region, through knowledge, education, and practical experiences. The support of the DCNR Grant, plus the contributions of the local municipalities has expanded the WRRRC role within the region. WRRRC is now recognized as a viable tool for the region to use in their pursuit of recreational opportunities.
2. Mike Eschenman guided the WRRRC through the process of the Director becoming a full-time employee. With Mike accepting another role with DCNR the WRRRC looks forward to working with Mark Palerino for the fourth and final year of the Circuit Rider Grant Program.

# **Narrative Project Report**

## **Year 4**

### **I. Goals and Objectives** (attachment)

### **II. Accomplishments**

1. Providing services to the youth organizations, this includes:
  - a. Background checks for groups that are not under a National Association.
  - b. Field and facility scheduling going through one source (WRRC).
  - c. Youth groups accepting the fact that they must provide a bulk of the field maintenance.
  - d. Master schedule list that is posted on the WRRC website.
  - e. Produced a booklet on coaching youth, parents understanding their role in the sport, participants understanding their responsibilities.
  - f. Training clinics to provide coaches and parents educational opportunities pertaining to their sport.
  - g. Organizations working with similar sports to workout schedules and field usage.
  - h. FUS System through Warwick School District
2. Trail Development
  - a. Finished the feasibility study for the rail/trail from Warwick Township to Ephrata
  - b. Working with Norfolk Southern and local officials to move the existing rail line from the downtown area. This will connect to the existing rail trail in Warwick Township.
  - c. A trail connection to the existing rail trail was part of the 10 acre park expansion at Warwick Township.
  - d. A trail connection from Bonfield Elementary to the existing rail trail will be completed in the fall of 2009.
3. One Stop Shopping!
  - a. The WRRC has evolved as a community entity for information on private and public park and recreation opportunities.
  - b. The WRRC web site is a source for on line information, covering local and county park and recreation opportunities.

4. Expansion of Free Summer Playground Program
  - a. Through the cooperation of the three municipalities, Lititz rec Center and the Warwick School District the free summer playground program has expanded in the last four years. This program has been a true joint effort between the partners and local youth groups.
5. Skate Park Monitoring
  - a. Through the joint effort of the Lititz Borough, WRRC and Lititz rec Center a skate park monitor has been hired to oversee activities at the park. The monitor is responsible for the cleanliness of the park and working with younger kids to get them involved in skating. Because of the limited hours the monitor works there is still a lot of work that still needs to be done to ensure a safe environment for all participants.
6. Development of Open Space
  - a. The Elizabeth Township Park is near completion of phase one. This 21 acre park has a lot of leisure potential for the immediate area and the region as a whole.
  - b. The completion of the 10 acre expansion to the Warwick Township Campus has provided some relief to field availability in the region. The site includes an open space area for lacrosse and soccer; a baseball field, bocce courts, horse pits, sand volleyball courts and trail. The site is actively used by the youth, adults and seniors in the region.
7. Establishing the Lititz Park Board
  - a. The 2002 Comprehensive Park and Recreation Study recommended that the Lititz Park Board be revived! In 2007 the WRRC and Lititz Borough established a park board made of elected borough officials, borough residents and recreation professionals. This board is now providing recommendations and support to the Lititz Borough Council on park and recreation needs and opportunities.
8. Up-dating the 2002 Comprehensive Study
  - a. The WRRC is in the process of up-dating the 2002 Comprehensive Park and Recreation Study. This project will allow a better picture of the progress of the area since 2002, but



more importantly provide a guide to future park and recreation needs. The goal by the WRRC is to up-date this on a five year basis.

9. Long term budget goals of the WRRC

- a. At the current rate of funding the WRRC is solvent through 2013 without any increased funding from the municipalities. With the municipalities full funding the project from the onset and the DCNR through the Circuit Rider program providing the salary needed to the Director the WRRC will continue to provide a needed service to the region.

### **III. Challenges**

1. Trail Development

- a. The ownership and farmland conservation issues have slowed down the development of the Warwick Township to Ephrata rail/trail project.
- b. Working with Norfolk Southern to obtain through purchase or rail banking there rail through the Borough. The current strategy is to market this project with the downtown master plan and use it as an economic develop project.

2. Middle School Project

- a. This project has put a strain on field availability for the School District programs and the youth sports organizations.

3. The turnover rate of youth organizations committees

- a. The turnover rate of the leadership of the youth sports organizations has presented some challenges to the WRRC. When new leadership is involved the WRRC spends more time with these individual groups covering procedures and protocol.

4. Having the community understand the role of the WRRC

- a. The WRRC continues to market there services to the region. With the help of the five partners the WRRC has become a viable recreation option for the community!

#### **Future Challenges**

1. Trail development in the area will always be a challenge!
2. Educating the region on park and recreation opportunities!

3. A number of facilities being used in the region are private, which is a concern for long term usage!
4. Having all five partners look at the big picture when dealing with future park recreation needs!
5. Expanding services and facilities for youth sports organizations!

#### **IV. Agency Budget** (attachment)

#### **V. Cooperate Effort**

- a. All five partners continue to work together to provide the region with affordable recreation options. The WRRC is/has worked with a variety of entities outside of the five partners; churches, non-profit organizations, out of district entities, individuals and private recreation providers.

#### **VI. NA**

#### **VII. Valued Service**

- a. The main groups to benefit from the WRRC are the local youth organizations. The WRRC has become there source for facility availability, clinics, volunteer background checks etc. This has allowed these groups to concentrate on providing a quality service to the youth of the region.
- b. The partners have been able to use the WRRC for its direct purpose of providing recreation opportunities. This has allowed the partners to concentrate on their main mission of service.

#### **VIII. NA**

#### **IX. Training Program**

- a. Attended the Youth Sports Summit. This summit provides quality speakers and unique and up to date material that is applicable to current situations.
- b. Attended the National Park and Recreation Association national convention in Baltimore. An excellent opportunity to network and discuss needs, problems and solutions that recreation professionals are facing across the country.
- c. Attended the Greenways and Trail Summit. This conference gave me the opportunity to interact with professional

developers on their experiences, difficulties and challenges in developing trails.

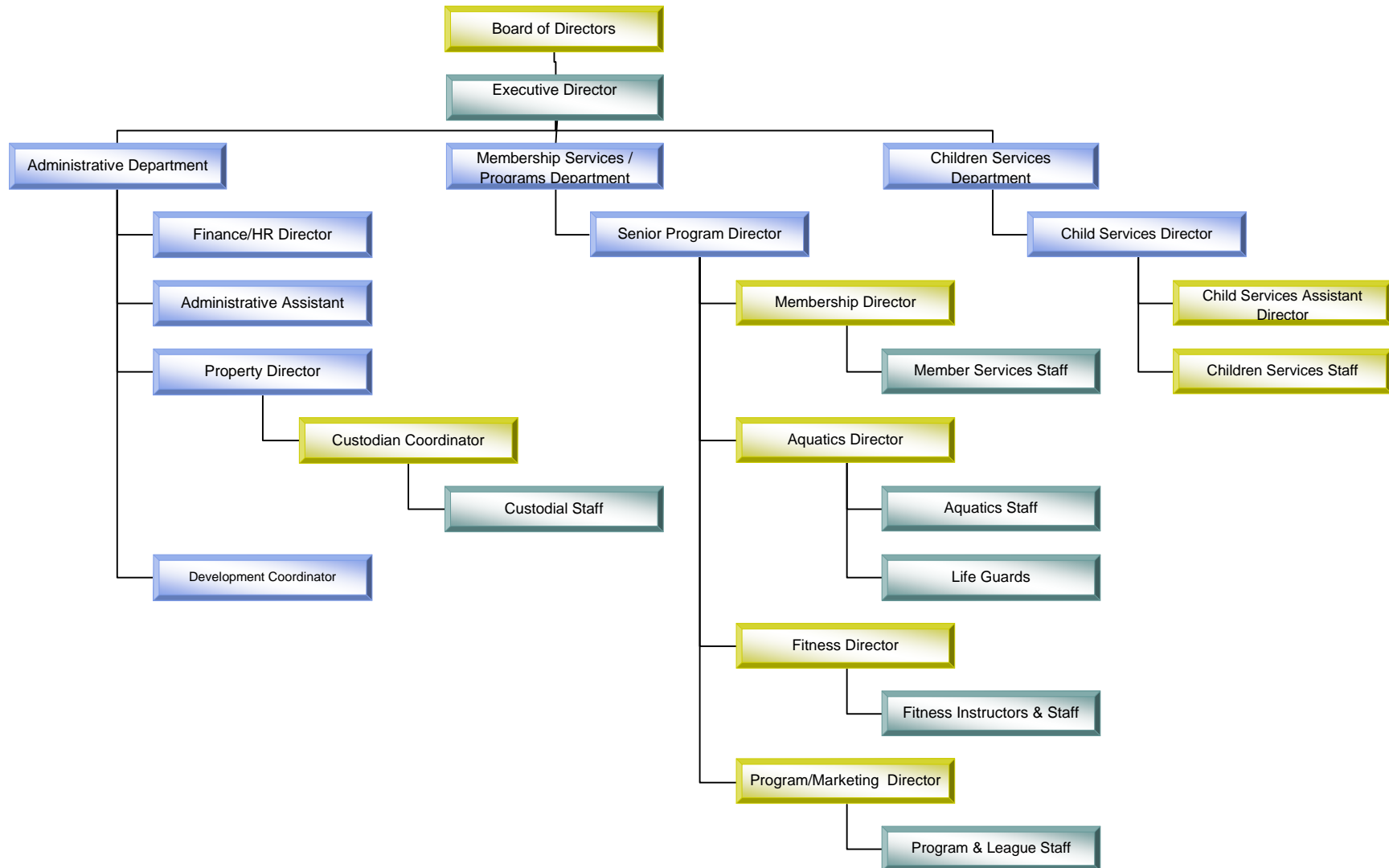
- d. I highly recommend that all recreation professionals attend these and other programs sponsored by PRPS or DCNR.

#### **X. Circuit Rider Program**

- a. The grant program was certainly an advantage to the development of the WRRC. The DCNR grant money was an essential key in starting the program which led to the municipalities fully funding the department from the inception! I am not sure the WRRC would have ever been developed without the expertise given by the DCNR!
- b. I felt the direction by DCNR was sufficient for this position. If I had any problems/questions they were there to help guide me!
- c. The Circuit Rider Program is ideal for multi-municipal entities that need recreation services but do not have the funding initially to cover all expenses. I believe the Circuit Rider Program is especially important to rural, multi-municipal areas that do not have the ability to fund recreation services. By providing this grant as an incentive to areas, they will come to the realization that parks and recreational services are extremely important to the quality of life!

# Lititz recCenter Organizational Chart

3/1/2010



LITITZ COMMUNITY CENTER  
301 WEST MAPLE STREET  
LITITZ, PA 17543

# PROPOSAL AND MARKETING PLAN

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SUMMER PLAYGROUND SITE





# PROPOSAL AND MARKETING PLAN

## SUMMER PLAYGROUND SITE

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### INTRODUCTION

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The Lititz Community Center is honored and proud to put a proposal of this nature together. This is something that we hoped would not only help the children in your area but expand our community services throughout our area and allow the Lititz Community Center to meet our mission. We look forward to working with you in the future on more projects of this nature. We want to bring as much to the community as possible.

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### THE PARTICULARS

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The summer of 2007 starting date would be, Monday, June 18<sup>th</sup> and end on Thursday, August 9<sup>th</sup>. This allows the playground program about sixteen(16) days. The time the program would run would be 9:30 to noon AM. We would offer the playground program two(2) days a week. The age range we propose is five(5) to twelve(12) year olds. If bad weather, such as rain or thunderstorm, would occur, it was suggested to move into the Township multi-purpose room.

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### STAFF

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The Lititz Community Center will provide highly trained staff. The staff will be adults (18 and over) with solid background. They will be certified in CPR as well as community First Aid. Also the staff will have a criminal history and child abuse background check and will be trained in child abuse prevention. The Lititz Community Center will hire a playground coordinator to handle the on site program. Lititz Community Center's Program Director would manage, market, and coordinate all other functions of the playground.

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### MARKETING

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We have many options to marketing this idea. With your help, we could reach more children. The Lititz Community Center always promotes in these ways:

- Program guide
  - The guide comes out every quarter. We would put the Playground advertisement in the summer guide which comes out April and is distributed to schools.

- Flyers
  - The Warwick Schools distribute the flyers to the appropriate age group.
  - We also hang flyers throughout the center in order to raise more awareness.
- Newspaper Releases.
  - We could put a description in the LCC Happenings.

All these marketing ideas are easy to do and they are our most effective. Your municipality may want to place an advertisement in the newspaper as well.

*“Together We’re Better”*

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### ACTIVITIES

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The activities would include free play, sports, active games, arts and crafts and themed activities. One staff member should provide for fifteen to thirty children. Although the children will have lots of fun we stress safety and secure supervision throughout our playground program. This structured and supervised program can provide something for everyone. If you have a specific activity that is going over well in our area we can accommodate that as well, for instance, annual Wiffball, Polo, or Kickball Championships. If your area was hosting a specific event, we can easily put that into our programming as well. Our main goal is to make sure the children have fun and are safe. All of our activities will emphasize that. The two main priorities of the Lititz Community Center as well as this playground program are safety and fun!

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### THE NUMBERS

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The following budget is based on five to fifteen children participating per day. It can be adjusted to accommodate more participants.

	<i>1<sup>st</sup> year budget</i>	<i>Morning session</i>
Salaries	\$500	\$500
Supplies	\$200	\$200
Storage Boxes	\$25	\$0
<b><i>Total</i></b>	\$725	\$725

■ *Table: Projected 1<sup>st</sup> year budget for evening also a proposed morning session costs.*

The numbers can be different depending on the number of children and days worked also how many staff per site. The numbers are based on a two day a week program run for 8 weeks. The numbers will be more or less depending on how many days and weeks you plan to be open.

- On Site Staff:
  - One Staff(Playground Coordinator): This Coordinator would be in charge of playground site management.
- Off Site Staff
  - The Lititz Community Center Program Director: They would handle the administrative part of the work. For instance, planning, marketing, hiring, and staff training.
- Planning: One(1) hour of planning per week for eight(8) weeks.
- Supplies: What we think the children would like to do based on our experience. This comes out to about \$200 dollars for 2007. The cost will go down if the supplies are kept in good condition.
  - Board games
  - Art Supplies
  - 4 hula hoops
  - 2 Wiffleball sets
  - 5 Jumping ropes
  - 2 Nerf Footballs
  - 1 Soccer Ball
  - 5 playground balls
  - 10 bottles of bubbles
  - 1 mesh drawstring short bags for balls
  - 5 Buckets of sidewalk chalk:
  - Any other items including themes for a week
- storage site box: A storage box to hold all of the supplies. This storage box will be stored in the Township building. This will keep the equipment safe and there

will be less damage if we do not have to haul the equipment back and forth to the site.

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**FINAL THOUGHT**

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The children of your area will benefit from positive role models. If you have any questions, ideas, or thoughts about this proposal please feel free to voice your opinion. This type of program is an ever changing work in progress. We want to deliver the best quality of programming to our community. Together we're better!!

## **2010 Warwick Township & Warwick School District Facility Usage**

Enclosed is an application for use of the Warwick Township and Warwick School District Athletic Facilities for 2010. Please include a **current** Certificate of Insurance with your field application.

Please note: Usage of fields is subject to the following criteria:

1. No use of fields is permitted prior to March 15<sup>th</sup>, 2010 unless approved by the WRRC, Warwick Township and the Warwick School District. The WRRC, Warwick Township and the Warwick School District reserves the right to extend this date due to field conditions.
2. No Sunday use of the fields is permitted prior to 12:00 pm on Warwick Township facilities and 1:00 pm on Warwick School District facilities.
3. A current Certificate of Insurance must be on file with the WRRC office prior to facility usage.

The WRRC, Warwick Township and the Warwick School District reserves the right to refuse any use of the fields due to poor field conditions, maintenance, etc. without prior notification.

Any questions you have can be directed to the WRRC.

Sincerely,

Curt Strasheim  
Warwick Regional Park and Recreation Director

Enclosures



## Field Reservation Contract

**Organization** \_\_\_\_\_

**Mission of Organization** \_\_\_\_\_

**President** \_\_\_\_\_

Telephone # \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

**Head of Maintenance** \_\_\_\_\_

Telephone # \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

### Facilities

#### Warwick Township

##### Municipal Campus

###### Baseball Field #1

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

###### Baseball Field #2

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

###### Softball Field #3

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

###### Open Space #4

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

##### Linear Park

###### 90'

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

###### 60'

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

###### Open Space Fields

Day(s)/Date(s) \_\_\_\_\_ Time(s) \_\_\_\_\_ Last Day Use \_\_\_\_\_

## **Rothsville Lion's Park**

60'

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

## **Forney Field**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

## **Lititz Borough**

### **Lion's Park**

60'

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

## **Warwick School District**

### **Bonfield Elementary**

60' #23

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

60' #24

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

90' #25

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

Open Space #26

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

### **Moores Run**

90' #31

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

60' #28

Day(s)/Date(s)\_\_\_\_\_Times(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

Open Space #29 - #30

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Kissel Hill****Baseball Field #33**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Open Space #32**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**John Beck****60' #21**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Open Space #18 - #20**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Buch Farm Complex****JV Softball Field**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**JV Baseball Field**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Varsity Baseball Field #13**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Grosh Field #14**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Track Field #12**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Ambucs #16**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Elizabeth Township****Elizabeth Township Park****Open Space #1-#2**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Ball Fields #2 & #3**

Day(s)/Date(s)\_\_\_\_\_Time(s)\_\_\_\_\_Last Day Use\_\_\_\_\_

**Write down all Private Facilities that your Organization Uses**

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\*This form must be completed and a representative of your organization must attend the meeting on Thursday, January 21<sup>st</sup>, 2010 at 7:00 pm at the Warwick Township Offices before usage is granted.

\*Your organization is responsible for the facility during your time schedule. This includes; trash pick-up, storing of equipment, and safety conditions for participants. If there are problems or concerns contact Curt Strasheim at 717-696-5096 ex237 or 717-538-0827.

You can email this form before the meeting!!!

\*Please attach your Certificate of Insurance

Have a Great Year!!!!!!!!!!!!!!

**WARWICK REGIONAL RECREATION COMMISSION**  
c/o Lititz recCenter  
Attn: Curt Strasheim  
301 West Maple Street  
Lititz, PA 17543  
(717) 626-5096, ext. 237  
www.gowrrc.com

**WARWICK TOWNSHIP**  
315 Clay Road, P.O. Box 308  
Lititz, PA 17543-0308  
(717) 626-8900  
www.warwicktownship.org

## **USE OF TOWNSHIP FACILITIES AND GROUNDS**

Use of Township facilities and grounds may be requested by making written application to the **Warwick Regional Recreation Commission (WRRC)** - for fields and pavilions; and the **Warwick Township Office for Meeting Room requests**. In considering such applications, Warwick Township functions and meetings shall have priority.

Anyone requesting the use of Township facilities will be classified in one of the following three Applicant categories by administration, and subject to appropriate fee schedules and costs (attached). Such fee schedule and costs have been established by Resolution by the Board of Supervisors and made part of this policy.

- |                |  |
|----------------|--|
| <b>CLASS A</b> | All organizations affiliated with or supervised by Warwick Township; or as determined by the Board of Supervisors.     |
| <b>CLASS B</b> | Warwick Twp. Residents & Businesses; Warwick Twp. Non-profit organizations (Civic, Fraternal, Religious, Educational). |
| <b>CLASS C</b> | All others.  |

- \* **INSURANCES**      Applicants requesting use of the Municipal Campus Pavilion or the Lion's Club Park Pavilion for an event other than a picnic (company picnic, family reunion, etc.), or organized sports leagues requesting the use of any field, are required to obtain **liability insurance** with the stated minimum limits listed below. A certificate of insurance naming Warwick Township **AS AN ADDITIONAL INSURED** must be received by the Township two (2) weeks prior to the rental date. This requirement may be waived only by the written permission of the Warwick Township Administration.  
LIMITS: \$500,000 combined single limit bodily injury/property damage.

- \* **SMOKING IS PROHIBITED** in Township buildings.
- \* **DRUGS AND ALCOHOL ARE PROHIBITED** on Township property at all times.
- \* **SUNDAY USE** - No Sunday use before 12:00 p.m. without prior approval.

### **ALL FACILITIES AND GROUNDS**

The Township reserves the right to restrict and/or cancel any approved use at any time.

The Township may require a refundable deposit, from which damages and clean-up may be recovered.

Out-of-pocket costs will be assessed to the Applicant (i.e. lining fields, mowing, special arrangements, etc.)

All Applicants granted use of Warwick Township facilities are expected to exercise care in protecting Township property from damage. All damages will be the responsibility of the Applicant. The Applicant shall supervise activities to prevent disorderly conduct at any time while using Township facilities. Only appropriate uses will be permitted. The Applicant shall be responsible for any special needs. No safety violations are permitted.

Failure to conform to the above conditions, and those set forth in the rental agreement, or to adhere to the Warwick Township rules and regulations, will cause Warwick Township officials to immediately terminate use of buildings and facilities and to deny such use to the Applicant in the future.

All checks are made payable to Warwick Township

for pavilion and/or field reservations

mail/deliver to: **WRRC**  
c/o Lititz recCenter  
Attn: Curt Strasheim  
301 W. Maple St.  
Lititz, PA 17543

for **Warwick Twp. Meeting Room reservations**

mail/deliver to: **Warwick Township**  
315 Clay Road  
PO Box 308  
Lititz, PA 17543-0308



## WARWICK TOWNSHIP RULES & REGULATIONS

- Operation of motor vehicles is permitted on established driveways and in designated parking areas only. Motor vehicles are to be parked only in designated parking areas;
- Recreational vehicles are prohibited on Township property;
- All individuals are to maintain appropriate/respectful behavior at all times. Public disturbances, including lewd or vulgar language, and excessive noise is prohibited;
- All individuals are to exercise care in protecting Township property; breaking, cutting, defacing, or injuring any tree, plant, shrub, building, signs or other personal property is prohibited;
- You must have proper authorization for use of facilities/grounds. Forms for use of facilities/grounds are available from the WRRC website, [www.qowrrc.com](http://www.qowrrc.com), the Warwick Township Administration Office, or the Warwick Township website: [www.warwicktownship.org](http://www.warwicktownship.org).
- No possession of weapons or firearms nor discharge of same, including, but not limited to, air rifles, bows and arrows, slingshots;
- Smoking is prohibited inside Township buildings;
- No use, possession or being under the influence of alcoholic beverages;
- No use, possession or activities relating to controlled substances, drugs;
- Appropriate attire is required, including shoes and shirts;
- No littering. Trash should be placed in containers provided by the Township;
- All individuals must comply with all state and local trespass laws;
- Warwick Township is not responsible for personal property, whether it is left on premises, lost, stolen or damaged.

## SCHEDULE OF FEES\*

All rental fees are due upon receipt of an Invoice. Make checks payable to "Warwick Township".

	Class A	Class B	Class C
1. TOWNSHIP MEETING ROOM & FACILITIES:	N/C	N/C	\$35/HR
2. PAVILION/KITCHEN:	N/C	\$50/DAY	\$60/DAY
3. PAVILION ONLY:	N/C	\$25/DAY	\$50/DAY
4. SECURITY DEPOSIT: To cover possible clean-up, damage etc. Refundable within ten (10) business days after event.	N/C	[Up to \$200]	[Up to \$500]
5. RECREATIONAL FIELD(S):	N/C	N/C	[Up to \$500]

\*Warwick Township reserves the right to adjust rental fees in special instances as necessary.

**RESTRICTIONS:** NO FOOD OR DRINK PERMITTED IN MEETING ROOM OR LOBBY, EXCEPT BY SPECIAL PERMISSION. FEES FOR DAMAGE TO TOWNSHIP PROPERTY WILL BE ASSESSED ACCORDINGLY.

PLEASE PRINT OR TYPE ALL INFORMATION

APPLICATION FOR (RENTAL) USE OF WARWICK TOWNSHIP FACILITIES

WARWICK REGIONAL RECREATION COMMISSION  
c/o Lititz recCenter  
Attn: Curt Strasheim  
301 W. Maple Street  
Lititz, PA 17543  
(717) 626-5096, ext. 237  
www.gowrrc.com

WARWICK TOWNSHIP  
315 Clay Road  
P.O. Box 308  
Lititz, PA 17543-0308  
(717) 626-8900  
www.warwicktownship.org

1. NAME AND ADDRESS OF ORGANIZATION/INDIVIDUAL REQUESTING RENTAL OF FACILITY:

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

By: \_\_\_\_\_  
(Individual in charge of activity if different from above)

Telephone: ( ) \_\_\_\_\_ between 8:00 AM and 4:30 PM  
( ) \_\_\_\_\_ after 4:30 PM

Type of Organization: \_\_\_\_\_  
(Specify - Service, Religious, etc.)

Type of Activity: (Be Specific) \_\_\_\_\_

2. Will admission/participation fee be charged? \_\_\_\_\_ Yes \_\_\_\_\_ No

3. Date(s) Requested: \_\_\_\_\_  
(Attach Schedule  
if Necessary) \_\_\_\_\_

4. Time of event : from \_\_\_\_\_ AM or PM to \_\_\_\_\_ AM or PM

5. Facilities Requested: [Check appropriate box(s)]

Building:

Warwick Township Meeting Room \_\_\_\_\_

Pavilions:

Municipal Campus Pavilion AND use of Kitchen Facility \_\_\_\_\_  
Municipal Campus Pavilion only (NO Kitchen Use) \_\_\_\_\_  
Lion's Club Park Pavilion \_\_\_\_\_

Fields:

Large Municipal Field \_\_\_\_\_  
Small Municipal Field \_\_\_\_\_  
Lions Park Field \_\_\_\_\_  
Lions Park Volleyball Court \_\_\_\_\_

Large Linear Park Field \_\_\_\_\_  
Small Linear Park Field \_\_\_\_\_  
Forney Field \_\_\_\_\_  
Lions Park Hockey Rink \_\_\_\_\_

6. **Liability Insurance:** The renting organization and/or individual executing this rental application shall obtain insurance with the previously stated limits naming Warwick Township **AS AN ADDITIONAL INSURED** and submit evidence of insurance from the agent and/or company within two (2) weeks prior to the rental date. This requirement may be waived only by the written permission of the Warwick Township Administration.
7. Warwick Township will not be liable or responsible to any person or persons engaging in the entertainment or employed by the renting organizations in connection therewith, or any person or persons attending, or entering or leaving the premises (rented facility/grounds). It being understood that the renting organization assumes all responsibility and liability for accidents or injuries which may occur or any claim which may arise out of the use of the premises and does further hold harmless Warwick Township, its agents or employees from any and all claims whatsoever that may arise from this rental.
8. **Acknowledgment of receipt of Rules and Regulations:** The undersigned hereby acknowledges receipt of the rules and regulations pertaining to the use of Warwick Township property. It is understood that the failure to comply with these rules and regulations may result in the forfeiture of any posted security deposit; the future use of the facilities or possible prosecution

Signature \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Type or Print Name as it appears above

**FOR OFFICE USE ONLY**

**PAVILION AND/OR FIELD AUTHORIZATION:**

\_\_\_\_\_  
Curtis Strasheim, WRRC

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

**WARWICK TOWNSHIP MEETING ROOM AUTHORIZATION:**

\_\_\_\_\_  
Daniel L. Zimmerman, Warwick Township Manager

Date \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

**COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## WARWICK SCHOOL DISTRICT

Use of school facilities and grounds may be requested by making written application to the School District Business Office in advance. In considering such applications, School District educational programs and activities shall have priority.

Anyone requesting the use of buildings and facilities will be classified in one of the following four "USER" categories by the School District and subject to appropriate fee schedules and costs (as indicated on reverse side). Schedule of fees are established by the Board of School Directors.

<b>CLASS A</b>	All organizations directly affiliated or supervised by the Warwick School District.
<b>CLASS B</b>	All organizations indirectly affiliated with the Warwick School District. <b>Insurance Required.</b>
<b>CLASS C</b>	Non-profit organizations located within the Warwick School District (Civic, Fraternal, Religious, Educational). <b>Insurance Required.</b>
<b>CLASS D</b>	All others. <b>Insurance Required.</b>

### SCHEDULE OF FEES

	CLASS A	CLASS B	CLASS C	CLASS D
<b>1) AUDITORIUM:</b>				
High School - seats 1400	N/C	10% of Class D	25% of Class D	\$160/hr
Middle School - seats 400	N/C	Max. 10 hrs	Max. 10 hrs	\$120/hr
Elementary/Multi Purpose - requires chair set up	N/C			\$100/hr

RESTRICTIONS: NO FOOD OR DRINK PERMITTED IN AUDITORIUM OR LOBBY. CHAIR SET UP MAY REQUIRE ADDITIONAL FEES.

<b>2) GYMNASIUM:</b>				
High School - Large - seats 2000	N/C	10% of Class D	25% of Class D	\$160/hr
High School - Small	N/C	Max. 10 hrs	Max. 10 hrs	\$120/hr
High School Wrestling Room	N/C			\$80/hr
Wrestling mat (gym only) - \$50.00 per mat				
Middle School	N/C			\$120/hr
Elementary/Multi Purpose - spectator seating is limited	N/C			\$100/hr

RESTRICTIONS: NO FOOD OR DRINK PERMITTED IN GYMNASIUM.

<b>3) CAFETERIA (DINING ROOM ONLY):</b>				
High School	N/C	10% of Class D	25% of Class D	\$120/hr
Middle School	N/C	Max. 10 hrs	Max. 10 hrs	\$120/hr
Elementary	N/C			\$80/hr

RESTRICTIONS: NO ATHLETIC ACTIVITIES PERMITTED . ACTIVITIES THAT REQUIRE TABLE REMOVAL MAY INCUR ADDITIONAL FEES.

4) CAFETERIA KITCHENS: ALL KITCHEN REQUESTS MUST BE MADE THROUGH THE DIRECTOR OF FOOD AND NUTRITION SERVICES 626-3701 X3722  
RATE SUBJECT TO EACH REQUEST

5) **CLASSROOMS:**  
All Buildings N/C \$8/hr \$15/hr \$20/hr

6) **PERSONNEL RATES:**  
Technician/Security District Cost \$40/hr \$40/hr \$50/hr  
Custodial/Grounds District Cost \$35/hr \$35/hr \$45/hr

THE SCHOOL DISTRICT RESERVES THE RIGHT TO ASSIGN PERSONNEL TO ANY RENTAL REQUEST AS IT DEEMS NECESSARY.  
PREPARATION, MONITORING , AND CLEAN-UP TIME WILL BE CHARGED AS INCURRED .

7) **EQUIPMENT:**  
Piano, Risers, Spotlight, Projector (each) N/C \$20/Day \$25/Day \$35/Day  
Audio-Visual N/C \$5/Day \$10/Day \$20/Day

PERSONNEL CHARGES FOR MOVING EQUIPMENT WILL BE APPLIED IF INCURRED . NO ATHLETIC EQUIPMENT WILL BE RENTED.

8) **ATHLETIC FIELDS:**  
Field Usage - Buch Farm/Varsity N/C BY DONATION BY DONATION \$60/hr  
Field Usage - Elementary N/C BY DONATION BY DONATION \$40/hr  
Grosh Field Lights (min. 3 hrs) N/C \$15/hr \$20/hr \$35/hr  
Ambucs Field Lights (min. 3 hrs) N/C \$15/hr \$20/hr \$35/hr  
Soccer Field Lights (min. 3 hrs.) N/C \$20/hr \$25/hr \$60/hr

PERSONNEL CHARGES TO PREPARE FIELDS AND/OR SUPPLY FIELD LIGHTING WILL BE APPLIED IF INCURRED.



- \* **SUNDAY USE** No Sunday use permitted before 1:00 PM - All Sunday use requests shall be approved by the School Board prior to the date of rental. 45 days may be required to accomplish this approval.
- \* **INSURANCES** All approved "USERS" shall be required to obtain liability insurance with the stated minimum limits as listed below. A certificate of insurance naming the Warwick School District AS AN ADDITIONAL INSURED must be received in the Business Office 2 weeks prior to the rental date.

LIMITS: \$500,000 combined single limit bodily injury/property damage.

- \* **DOGS ARE PROHIBITED** on school property. (Exception for disability)
- \* **SMOKING IS PROHIBITED** on school property at all times.
- \* **DRUGS AND ALCOHOL ARE PROHIBITED** on school property at all times.

#### **ATHLETICS FIELDS/GROUNDS**

The School District reserves the right to restrict and/or cancel any approved use at any time.

The School District will require a refundable deposit, from which damages may be recovered, for field use (CLASS "D" ONLY).

Out-of-pocket costs will be assessed to the "USER" (i.e. - lining fields, mowing, special arrangements, etc.).

ALL "USERS" granted use of School District facilities are expected to exercise care in protecting school district property from damage. All damages will be the responsibility of the "USER". The "USER" shall supervise activities to prevent disorderly conduct at any time while using school district facilities. Only appropriate uses will be permitted. The "USER" shall be responsible for special electrical needs. No safety violations permitted.

Failure to conform to the above conditions, and those set forth in the rental agreement, or to adhere to the Warwick School District rules and regulations, cause the Warwick School District officials to immediately terminate use of buildings and facilities and to deny such use to the "USER" in the future.

**THE WARWICK SCHOOL DISTRICT RESERVES THE RIGHT TO ADJUST RENTAL FEES IN SPECIAL INSTANCES AS NECESSARY.**

eff.  
7/01/2007

**Warwick School District**  
**Fee Schedule**

<b><u>Class</u></b>	<b><u>A</u></b>	<b><u>B</u></b>	<b><u>C</u></b>	<b><u>D</u></b>
<b>1) <u>Auditorium</u></b>				
High School	N/C	\$16	\$40	\$160/hr
Middle School	N/C	\$12	\$30	\$120/hr
El/Multi Purpose	N/C	\$10	\$25	\$100/hr
<b>2) <u>Gymnasium</u></b>				
High School Lg	N/C	\$16	\$40	\$160/hr
High School Sm	N/C	\$12	\$30	\$120/hr
Wrestling Rm	N/C	\$8	\$20	\$80/hr
Mats		\$50 per mat		
Middle School	N/C	\$12	\$30	\$120/hr
El/Multi Purpose	N/C	\$10	\$25	\$100/hr
<b>3) <u>Cafeteria</u></b>				
High School	N/C	\$12	\$30	\$120/hr
Middle School	N/C	\$12	\$30	\$120/hr
Elementary	N/C	\$8	\$20	\$80/hr
<b>4) <u>Cafeteria Kitchens</u></b>				
		Request Food & Nutrition Services		
<b>5) <u>Classrooms</u></b>				
	N/C	\$8	\$15	\$20/hr
<b>6) <u>Personnel Rates</u></b>				
Technicians	D/C	\$40	\$40	\$50
Custodial/Grounds	D/C	\$35	\$35	\$45
<b>7) <u>Equipment</u></b>				
Piano-risers-project.	N/C	\$20	\$25	\$35/DAY
Audio – Visual	N/C	\$5	\$10	\$20/DAY
<b>8) <u>Athletic Fields</u></b>				
Buch Farm	N/C	Donation	Donation	\$60/hr
Elementary	N/C	Donation	Donation	\$40/hr
Grosh Lights	N/C	\$15	\$20	\$35/hr
Ambucs	N/C	\$15	\$20	\$35/hr
Soccer Lights	N/C	\$20	\$25	\$60/hr



## Lititz recCenter Facility Rental Agreement

301 West Maple Street Lititz, Pa 17543

717-626-5096

www.lititzrec.com

Today's Date: \_\_\_\_\_ Group requesting use: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Date requested: \_\_\_\_\_ Number of People: \_\_\_\_\_

Beginning Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Areas Requested:	Zone 1	Zone 2	Zone 3	Conference Room	recZone
Pool (Shared)	Pool (Whole)	Gym (Weekday)		Gym (Night/Weekend)	

Details: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*A deposit of 50% is required at the time of contract signing. One-week notice of cancellation is required for a full refund. A \$25.00 administration fee will be charged for a cancellation with less than one-week notice. The recCenter reserves the right to add fees for extra use of our dumpster.

Rental Pool (Whole Pool): \_\_\_\_\_ Conference Room Fee: \_\_\_\_\_

Gym Fee Weekdays: \_\_\_\_\_ Gym Fee Weekend & Nights: \_\_\_\_\_

Multipurpose/recZone Fee: \_\_\_\_\_ Two Zones Fee: \_\_\_\_\_

Total Rental Fee: \_\_\_\_\_

Deposit: \_\_\_\_\_ Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_

Rental Adult Pool Swim Fee (\$10): \_\_\_\_\_ Rental Child Pool Swim Fee (\$5): \_\_\_\_\_

Total Balance Due: \_\_\_\_\_ Paid \$ \_\_\_\_\_ Date: \_\_\_\_\_ Initials: \_\_\_\_\_

\*Make checks payable to: Lititz recCenter Rental

Please Note: \*Smoking, drugs and alcohol are prohibited on Lititz recCenter property.

\*The Lititz recCenter reserves the right to restrict and/or cancel any approved use at any time.

Upon signing I agree to the stipulation as stated on this contract. As the group representative I also agree to assure proper use of the recCenter facilities and to adhere to behavior guidelines and code of conduct. Additionally I will assume responsibility for maintaining the property and returning the room to its' original condition as a result of my group rental. **Renter must pay remaining rental total balance on the date of the rental.**

\_\_\_\_\_  
Staff representative/date

\_\_\_\_\_  
Group representative/date

Certification of insurance received (this is required for all groups, except birthday parties) \_\_\_\_\_

## Facility/ Grounds Use Policy

In accordance with our mission and purpose, this policy has been developed to address the use of the facility and grounds of the Lititz recCenter. Consideration is given to all groups; however Lititz recCenter programs and activities shall have priority. Second priority shall be given to Categories I, II, and III and Categories IV and V shall receive final priority. Anyone requesting the use of the facilities and grounds will be classified in one of the following five categories and follow the appropriate fees/rates.

Category I	Member of the Lititz recCenter
Category II	Lititz/Warwick Resident/School District: Not-for-profit
Category III	Lititz/Warwick Resident/School District: For-profit
Category IV	Non-Lititz/Warwick Resident/School District: Not-for-profit
Category V	Non-Lititz/Warwick Resident/School District: For-profit

Insurance: All groups using the facility (except birthday parties) and grounds are required to obtain liability insurance, a certificate of insurance naming the Lititz recCenter as an additional insured must be received two weeks prior to the rental/use date.

<u>Pool</u>	<u>Rental Rates</u> (whole pool, <i>outside regular hours only</i> )
Category I	\$160 per hour
Category II	\$180 per hour
Category III	\$200 per hour
Category IV	\$225 per hour
Category V	\$250 per hour

For groups less than 25 in a shared pool                      Fee: \$5 child // \$10 adult  
(*Sorry we are unable to accommodate groups of more than 25 in a shared Pool*)

<u>Gymnasium</u>	(Weekends & Weeknights after 4pm)	(Weekdays, 6am-4pm)
Category I	\$75.00/hour	\$30.00/hour
Category II	\$85.00/hour	\$35.00/hour
Category III	\$100.00/hour	\$40.00/hour
Category IV	\$125.00/hour	\$50.00/hour
Category V	\$150.00/hour	\$60.00/hour

<u>Multipurpose Zone</u> (includes recZone)	(One Zone)	(Two Zones)
Category I	\$40.00/hour	\$75.00/hour
Category II	\$50.00/hour	\$95.00/hour
Category III	\$60.00/hour	\$110.00/hour
Category IV	\$70.00/hour	\$130.00/hour
Category V	\$80.00/hour	\$150.00/hour

<u>Conference Room</u>	
Category I	\$30.00/hour
Category II	\$35.00/hour
Category III	\$40.00/hour
Category IV	\$50.00/hour
Category V	\$60.00/hour

\*Additional Fees:      Extra Use of Our Dumpster will result in additional fees, to be invoiced later.



*"The mission of the Lititz Public Library is to provide materials, services and programs for educational, recreational and cultural enrichment to residents of Lititz Borough, Warwick Township, and Elizabeth Township."*

## **LITITZ PUBLIC LIBRARY**

### **Public Meeting Room Policy and Regulations**

(Approved July 9, 2007)

#### GENERAL POLICY

The Lititz Public Library has a boardroom and a community room for library-sponsored activities, which are held as a means of fulfilling its public service goals. When not in use by the library, these rooms are available for meetings to community organizations located in Lititz Borough, Warwick Township or Elizabeth Township. The Library Board of Directors does not endorse or seek to promote the objectives of any organization using the meeting rooms. The Library does not discriminate against any prospective user on the basis of race, religion, sex, color, national origin, age, disability, sexual orientation or any other legally protected characteristic.

1. Any use of the Lititz Library facilities is subject to approval of the Director and/or the Library Board.
2. Meeting rooms will be reserved by community organizations for private meetings on a first-come, first-served basis, no more than three months in advance, only with the exception of library-sponsored meetings, programs or events, which shall in all cases take precedence. Private meetings are not open to the public. No advertising can promote the meetings to the public. No invitations may be sent to non-employees or non-members of the organization renting the facility. To ensure fairness to other groups in the community, the library reserves the right to limit the use of the facilities by groups or organizations.
3. Meeting rooms are not available when, in the opinion of the Director and/or the Library Board of Directors, the use of the room might endanger public safety, cause disorder or disrupt primary functions of the Library.
4. Permission may be granted to groups and organizations for multiple meetings over a period not to exceed three (3) months and two (2) meetings per month. Renewal applications may be submitted. Prior use of Library meeting rooms shall not entitle applicants to future use.
5. Direct sales or the promotion of sales and services to consumers is prohibited in meeting rooms. Only nonprofit agencies that are affiliated with the library may sell merchandise on library property, and only with advance permission of the Director.



## **Lititz Public Library Meeting Room Policy/ P.2**

### **ROOMS AVAILABLE FOR PUBLIC USE**

COMMUNITY ROOM – the maximum occupancy is 120. Use of this room is encouraged for lectures, panel discussions and programs using a projector and screen.

BOARDROOM – the maximum occupancy is 20. The use of this room is encouraged for discussions around a table.

Maximum seating for these rooms is in compliance with local fire codes. The maximum seating code must be strictly enforced and should be considered when scheduling. Occupancy and seating in any room must at all times be within full compliance of all state and local fire codes, ordinances, rules and regulations.

### **SPECIFIC REGULATIONS FOR ROOM RENTALS**

1. Library-sponsored meetings, programs, or events take precedence in the scheduling of rooms.
2. Community organizations located in Lititz Borough, Warwick Township or Elizabeth Township may request use of meeting rooms.
3. Any organization desiring use of a meeting room must submit an application in person and also sign a Personal Liability Agreement. Reservations can be made by contacting the Community Relations Coordinator.
4. No advertising or publicity will be allowed, as use of the meeting rooms will be for closed meetings only, not for programs open to the public.
5. The rooms will be used during normal operating hours only.
6. The walls will not be used for posting or hanging pictures, displays or posters.
7. Alcoholic beverages and smoking are not permitted on the library premises.
8. Children under 18 may not be left unsupervised. An adult must be present at all times.
9. A listing of fees and security deposit for the facilities and equipment is attached. The Library Board reserves the right to amend the fee requirements at any time.

## **Lititz Public Library Meeting Room Policy/ P.3**

10. The sponsoring group or individual making application for the use of the facilities assumes all responsibility for damage to library property and for leaving the premises in the condition in which it was found, including but not limited to the condition of the carpet, arrangement of furnishings and the cleanup of trash. In the event that additional cleanup is necessary, the organization will be billed for the cost of a cleaning service. Any damage to the room will be assessed and charged to the organization.

### REFRESHMENTS

1. Light refreshments may be served in the meeting rooms. The Community Relations Coordinator must be notified in advance if refreshments will be served at a meeting. Beverages other than water are prohibited in the Community Room. The library does not provide refreshments or the necessary paper supplies.
2. The kitchen facilities are available for a fee. Arrangements for use of kitchen facilities must be made in advance by contacting the Community Relations Coordinator. Library staff must approve in advance of the use of a catering service.
3. Refreshments are permitted only in the conference and all-purpose rooms.

### EQUIPMENT

1. The library has equipment available that can be rented for a group meeting (see fee schedule). Additional library equipment or furniture other than that specified in the application may be used upon approval.
2. The library is not responsible for any equipment, supplies or possessions owned by individuals or groups that use the meeting rooms.

\*\*\*\*\*

By signing this document, you convey that you understand and will comply with the regulations above.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Organization \_\_\_\_\_

**Lititz Public Library Meeting Room Policy/ P. 4**

**LITITZ PUBLIC LIBRARY**

**Regulations for Library-Sponsored Programs**

Adopted by the Board of Directors 3/4/02

1. The Community Relations Coordinator and/or Director will determine what programs are needed or desired for community programming, based upon the mission of the library.
2. If the presenter is a business owner, business promotion or selling merchandise and/or services are not allowed. Literature with a business name can be provided (for the public to pick up, if desired) but not handed out. Programs are intended to be educational in nature.
3. The presenter may not take names of people in attendance at the program. Names cannot be obtained in any way, including a drawing. Sign up sheets are the property of the library.
4. Nonprofit agencies cannot sell unless they are organizations affiliated with the library, such as the Friends of the Lititz Public Library or other library associate.
5. All publicity for the program will be the library's responsibility. Program presenters may not publicize the program themselves.

\*\*\*\*\*

By signing this document, you convey that you understand and will comply with the regulations above.

Signed \_\_\_\_\_

Date \_\_\_\_\_

Organization \_\_\_\_\_

**Lititz Public Library**  
**651 Kissel Hill Rd.**  
**Lititz, PA 17543**  
**627-3618**

## Cost of Facilities and Equipment Rental

Meeting Date \_\_\_\_\_ Organization \_\_\_\_\_

Please Check	Business and Social Fees				Total			
	Meeting Room	___ 2 Hrs. \$100	___ 4 Hrs. \$150	___ 6 Hrs. \$200	___ 8 Hrs. \$250			
		Boardroom	___ 2 Hrs. \$60	___ 4 Hrs. \$90	___ 6 Hrs. \$120	___ 8 Hrs. \$150		
			Kitchen	\$25				
TOTAL								

Please Check	Civic and Non-Profit Fees				Total	
	Meeting Room  Boardroom  Kitchen	___ 2 Hrs. \$50	___ 4 Hrs. \$100	___ 6 Hrs. \$150	___ 8 Hrs. \$200	
		___ 2 Hrs. \$30	___ 4 Hrs. \$60	___ 6 Hrs. \$90	___ 8 Hrs. \$120	
		\$10				
TOTAL						

Please Check	Equipment Rentals		Total
	TV & VCR	\$25	
	Overhead Proj	\$20	
	Audio/Visual	\$30	
<b>TOTAL</b>			

**A \$25 (Meeting Room) or \$15 deposit (Boardroom) is required with all first-time rentals, to be returned after room use.**

**GRAND TOTAL**



SITE LICENSE AGREEMENT

THIS SITE LICENSE AGREEMENT made as of the 18<sup>th</sup> day of November, 2002, between the TOWNSHIP OF WARWICK, Lancaster County, Pennsylvania, a second class township duly organized under the laws of the Commonwealth of Pennsylvania with its municipal office located at 315 Clay Road, Lititz, Pennsylvania 17543 (hereinafter referred to as "Township"), and LITITZ YOUTH SOCCER CLUB, INC., a Pennsylvania nonprofit corporation with a mailing address of P.O. Box 163, Lititz, Pennsylvania 17543 (hereinafter referred to as "Lititz Soccer").

WITNESSETH:

WHEREAS, Township is the owner of certain real property (hereinafter referred to as the "Premises") located along Church Road within the Township of Warwick, Lancaster County, Pennsylvania, identified as Lancaster County Tax Parcel No. 8L-11-1 and Lancaster County Tax Account No. 600-30335-00000, and as more fully shown on Exhibit "A" attached hereto and made a part hereof; and

WHEREAS, Township desires to grant to Lititz Soccer a non-exclusive license to use and occupy the Premises upon the terms contained herein.

NOW THEREFORE, INTENDING TO BE LEGALLY BOUND, Township and Lititz Soccer hereby agree as follows:

1. LICENSE. Township grants to Lititz Soccer, for the licensing fee, for the term, and upon all the terms, covenants and conditions hereinafter set forth, a non-exclusive license to use and occupy the Premises.
2. TERM. Lititz Soccer is hereby granted a license to use and occupy the Premises during the months of March, April, May and the first week of June of each calendar year, for a period of twenty-five (25) calendar years, commencing March 1, 2003. It is understood and agreed that Township may license the Premises to another licensee or other licensees during the remaining months of each calendar year.
3. LICENSE FEE. Lititz Soccer shall pay to Township a license fee for the entire term of this License in the amount of Thirty-Nine Thousand (\$39,000.00) Dollars, payable in full upon execution of this Site License Agreement.
4. LITITZ SOCCER'S LIMITED RIGHT TO TERMINATE AND REFUND OF LICENSE FEE. Lititz Soccer may, upon thirty (30) days written notice to Township, terminate this Site License Agreement during the first ten (10) years of this Site License Agreement. In such event, Lititz Soccer shall comply with all of the terms and conditions of this Site License



Agreement until the termination date and shall remain liable for any violations of or obligations under this Site License Agreement which occurred or accrued during the time that Lititz Soccer occupied the Premises. Following the termination date and the satisfaction of all of Lititz Soccer's obligations under this Site License Agreement, Lititz Soccer shall, upon entering into a license termination agreement in a form and content acceptable to Township, cease to have any liability under this Site License Agreement. A portion of the license fee shall be refunded by Township to Lititz Soccer based upon the following schedule:

If Lititz Soccer provides notice of termination of the Agreement during the 2003 calendar year, \$18,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2004 calendar year, \$16,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2005 calendar year, \$14,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2006 calendar year, \$12,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2007 calendar year, \$10,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2008 calendar year, \$8,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2009 calendar year, \$6,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2010 calendar year, \$4,000 shall be refunded by Township to Lititz Soccer;

If Lititz Soccer provides notice of termination of the Agreement during the 2011 calendar year, \$2,000 shall be refunded by Township to Lititz Soccer.

5. LIENS, ENCUMBRANCES AND OTHER CONDITIONS. This License and the Premises are subject to all present liens, encumbrances, conditions, rights, easements, restrictions, rights of way, covenants, other matters of record, and zoning and building laws, ordinances and regulations affecting or governing the Premises or that may affect and govern the Premises after the execution of this License, and all matters that may be disclosed by inspection or survey.

6. USE OF PREMISES. Lititz Soccer shall use the Premises for the full term hereof, and any extension thereof, as and for soccer fields, and any soccer-related function as approved by the Township during Lititz Soccer's annual field reservation submittal (hereinafter referred to collectively as the "Soccer Field") and for no other purpose whatsoever.

7. MAINTENANCE AND REPAIRS. At its sole cost and expense, Lititz Soccer shall maintain and repair the Premises during the months of March, April, May and June of each calendar year during the term of this Site License Agreement. At a minimum, the maintenance procedures to be performed by Lititz Soccer shall be as follows:

- (a) The Premises shall be kept free of debris, broken glass, trash and garbage.
- (b) Trash and refuse must be removed from the Premises at least once a week (Lititz Soccer shall provide and shall be responsible for the cost of a trash dumpster).
- (c) All weeds shall be removed as necessary. The use of herbicides or other chemical weed control shall comply with all applicable laws and regulations.
- (d) The ground surface shall be adequately maintained, including the mowing of grass and snow removal as needed.
- (e) The ground surface of the Soccer Field shall be over-seeded and aerated, as required by the Township (the cost of such over-seeding and aerating may be shared with other licensees of the Premises).
- (f) All structures shall be kept clean and in good repair. Any areas that show deterioration or defacement shall be painted or otherwise repaired.
- (g) All electrical fixtures, including lights, shall be kept in operable condition. All bulbs and other equipment shall be replaced immediately as needed.
- (h) All equipment, including benches and fencing, if any, shall be repaired or replaced as needed without delay. All equipment is to be maintained in good working order.
- (i) All landscaping shall be properly maintained.

8. IMPROVEMENTS. No improvements shall be made to Premises by Lititz Soccer unless and until Lititz Soccer obtains the prior written consent of Township. All improvements made to the Premises shall belong to Township and shall be considered part of the Premises upon the termination of this Site License Agreement.



9. UTILITIES AND SERVICES. All utilities and services relating to the Premises and the Soccer Field as used by Lititz Soccer shall be paid for by Lititz Soccer, including but not limited to electric and trash removal. Lititz Soccer, at its sole cost, will be responsible for obtaining "Jiffy Johns" during the terms of this Site License Agreement.

10. SIGNS. Lititz Soccer shall not install, affix or maintain any sign or other advertising device on the Premises without first obtaining Township's written consent.

11. INSURANCE. At all times during the term of this Site License Agreement and any extension thereof, Lititz Soccer shall carry public liability insurance which covers the Premises and which names Township as an additional insured. The maximum limits of the policy carried by Lititz Soccer shall not be less than Five Hundred Thousand (\$500,000.00) Dollars for personal injury in respect to any one occurrence and with limits of not less than Five Hundred Thousand (\$500,000.00) Dollars for a personal injury to one person and with limits of not less than One Hundred Thousand (\$100,000.00) Dollars for damage to property. Township may in its reasonable discretion require Lititz Soccer to increase the limits of its liability insurance during the term hereof to take into account inflation, the amount of liability insurance carried from time to time by Township for other purposes, the limits of coverage which are customarily provided for similar facilities, and the recommendations of Township's insurance agent or advisor. Lititz Soccer's public liability policy shall be evidenced by a certificate issued by the insurer to Township. Lititz Soccer hereby waives for itself or any of its insurers the right of subrogation against the Township and/or its officials, agents and employees for any loss or damage. In the event of payment of any loss or damage, the insurer or insurers will have no right to recovery against the Township and/or its officials, agents or employees.

12. RELEASE. Lititz Soccer hereby releases, discharges and covenants not to sue the Township and/or its officials, agents and employees with respect to any liability for any and all loss or damage, and any claims or demands therefor, on account of injury to persons or property, arising out of or related to the use of the Premises.

13. INDEMNITY AND HOLD HARMLESS. Lititz Soccer hereby agrees to indemnify and save and hold harmless the Township and/or its officials, agents and employees from any loss, liability, damage or cost they may incur, including attorneys' fees and costs of investigation and defense, due to the Lititz Soccer's use of the Premises, unless such loss, liability, damage or cost is caused by the negligence of the Township, its officials, agents or employees.

14. ASSIGNMENT. Lititz Soccer shall not assign, sublet, pledge, grant a security interest in or encumber this Site License Agreement without first obtaining the written consent of Township.

15. CASUALTY TO PREMISES. If the Premises shall be damaged by storm, act of God or other casualty, and the Premises shall be rendered unuseable, or in the event that the

Premises are totally destroyed, Township and Lititz Soccer reserve the right to terminate this Site License Agreement as of the time of such occurrence.

16. EMINENT DOMAIN. If any public authority shall, by the exercise of the power of eminent domain, or under the threat of exercise of the power of eminent domain, take or acquire all or any part of the Premises, Township shall be entitled to receive any damages as a result of such taking or acquisition.

17. TOWNSHIP'S RIGHT TO INSPECT. Township shall have the right to enter the Premises in order to inspect the Premises, to make repairs, and to enforce any provisions of this Site License Agreement.

18. TOWNSHIP'S RIGHT TO MAKE IMPROVEMENTS. Township shall have the right to enter the Premises and construct improvements thereon, provided such improvements do not unduly interfere with Lititz Soccer's use of the Premises.

19. COMPLIANCE WITH LEGAL REQUIREMENTS. Lititz Soccer at all times shall comply strictly with all requirements of all duly constituted public authorities having jurisdiction as well as with the terms of all federal, state, county and municipal laws and regulations, including but not limited to zoning, building, subdivision and land development and environmental laws and regulations, which are or may at any time hereafter become applicable to the Premises and to the activities conducted thereon. Lititz Soccer shall save Township harmless from all penalties, fines, liability, claims, costs and damages of every kind, including attorneys' fees and costs of defense, which may result from the failure of Lititz Soccer to strictly comply with the foregoing requirements.

20. PAYMENT OF LITITZ SOCCER'S OBLIGATIONS BY TOWNSHIP. Township shall have the right, but shall have no obligation, to pay any claim or charge which may ever arise against the Premises which Lititz Soccer shall fail to pay when due; to pay any amount which Lititz Soccer has covenanted to pay hereunder, including, but not limited to, amounts due for insurance, utility services and trash removal and which Lititz Soccer shall fail to pay when due; and to make any repairs to the Premises which Lititz Soccer is obligated to make but has failed to do after thirty (30) days' written notice by Township. The amount of any payment so made by Township, and the cost of any repair performed by Township, together with a ten (10%) percent service charge, shall be an additional license fee and shall be due and payable in full within ten (10) days of written notice by Township to Lititz Soccer.

21. DEFAULT BY LITITZ SOCCER. The occurrence of any of the following shall, in addition to any other events of default provided herein, constitute a default hereunder:

(a) The insolvency of Lititz Soccer; an assignment by Lititz Soccer for the benefit of creditors; the filing of a petition by or against Lititz Soccer for adjudication as a bankrupt or insolvent; the institution of a bill in equity or other proceeding for the



appointment of a receiver for Lititz Soccer; or the judicial or other forced sale of, or levy upon, the real or personal property of Lititz Soccer; or

(b) The failure of Lititz Soccer to perform, observe or comply with any of the terms, covenants or conditions of this Site License Agreement.

22. TOWNSHIP'S REMEDIES UPON DEFAULT. If Lititz Soccer shall fail to pay any rent or other sum when due, shall begin or suffer the beginning of any proceedings by or against Lititz Soccer as a debtor under any law relating to bankruptcy or insolvency or the relief of debtors, or shall fail to cure any event of default within ten (10) days following written notice of Township so to do, or in the event of default incapable of cure within ten (10) days, shall fail to commence and diligently proceed to cure the default, Township, in addition to any other remedies available to it at law or in equity, shall have the right to do any or all of the following:

(a) Terminate this Site License Agreement and all of Lititz Soccer's rights hereunder; provided, however, that the termination shall not relieve Lititz Soccer of liability for any amount due or accrued to Township or for damages caused to Township by reason of Lititz Soccer's default, and such termination shall not affect or impair Township's other rights in the event of default. Upon termination, Lititz Soccer shall immediately quit and surrender to Township the Premises, and Township may then, or at any time thereafter, with or without resort to process of any court, and by force or otherwise, enter into and repossess the Premises.

(b) In the event of any breach of any covenant to pay any amount due or become due to Township, Lititz Soccer does hereby empower any attorney of any court of record to appear for Lititz Soccer to confess money judgment against Lititz Soccer and in favor of Township for the sum then due by reason of the breach of any covenant by Lititz Soccer with costs of suit and an attorneys' commission of ten (10%) percent for collection and to issue execution thereon with release of all errors and without stay of execution. Township shall be entitled to recover its actual attorneys' fees in the event of a default notwithstanding the attorneys' commission provided for in the preceding sentence. Such authority shall not be exhausted by one exercise thereof but judgment may be confessed from time to time as often as Lititz Soccer defaults in the payment of any sum.

(c) In the event of any default by Lititz Soccer and the failure of Lititz Soccer to cure the default within the time provided herein, or upon the failure of Lititz Soccer to vacate the Premises at the expiration of the term of this Site License Agreement, Lititz Soccer hereby authorizes and empowers any attorney of any court of record to appear for Lititz Soccer and confess judgment against Lititz Soccer and in favor of Township in an amicable action of ejectment for the Premises with costs of suit and an attorneys' commission of ten (10%) percent for collection and to issue writs of execution and possession thereon with release of all errors and without stay of execution. Township



shall be entitled to recover its actual attorneys' fees in the event of a default notwithstanding the attorneys' commission provided for in the preceding sentence. This authority shall not be exhausted by one exercise thereof but judgments in ejectment may be confessed from time to time as often as it may be necessary for Township to obtain possession of the Premises in accordance with any provision of this Site License Agreement.

23. REALTY TRANSFER TAXES. It is the intent and belief of the parties that this Site License Agreement shall be and is excluded from state and local realty transfer taxes. However, in the event any realty transfer taxes are determined to be payable, those taxes, together with any penalties and interest, shall be paid by Lititz Soccer.

24. NOTICES. All notices provided for herein shall be given in writing and shall be deemed to have been given as of the date when deposited in the United States mail, certified mail - return receipt requested, postage prepaid, properly addressed to addressee. Until changed by appropriate notice in writing, notices shall be mailed to the parties at the addresses stated herein.

25. TOWNSHIP'S RELATIONSHIP TO LITITZ SOCCER. Nothing in this Site License Agreement shall be construed to constitute Township the partner or joint venturer of Lititz Soccer in the activities or operations which Lititz Soccer shall conduct on the Premises or elsewhere. The only relationship which shall exist between Township and Lititz Soccer hereunder and as a result of this Site License Agreement shall be that of licensor and licensee.

26. CONSTRUCTION. In construing the Site License Agreement, where the context requires, the terms "site license agreement", "license" and "agreement" shall be synonymous, the singular shall be deemed to include the plural; the plural the singular; each gender shall include all genders; and all references to any of the parties hereto shall include their respective successors and assigns.

27. BINDING AGREEMENT. This Site License Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

28. PARAGRAPH HEADINGS. Headings are for reference only and do not constitute a part of this Site License Agreement.

29. COMPLETE AGREEMENT. This Site License sets forth all of the promises, agreements, conditions and understandings between the parties relating to the Premises and supersedes all prior agreements between the parties. No subsequent alteration, amendment, change or addition shall be binding unless in writing and signed by both Township and Lititz Soccer.

IN WITNESS WHEREOF, the parties hereto have caused this Site License Agreement to be executed as of the day and year first above written.

TOWNSHIP OF WARWICK  
Lancaster County, Pennsylvania

Attest: D. L. Lutz  
(Assistant) Secretary

By: W. L. M. J.  
(Vice) Chairman  
Board of Supervisors

[TOWNSHIP SEAL]

LITITZ YOUTH SOCCER CLUB, INC.

Attest: \_\_\_\_\_  
(Assistant) Secretary

By: J. P. Gregory  
(Vice) President — TRES.  
J. P. GREGORY

[CORPORATE SEAL]

## SITE LICENSE AGREEMENT

THIS SITE LICENSE AGREEMENT made as of the 18<sup>th</sup> day of November, 2002, between the TOWNSHIP OF WARWICK, Lancaster County, Pennsylvania, a second class township duly organized under the laws of the Commonwealth of Pennsylvania with its municipal office located at 315 Clay Road, Lititz, Pennsylvania 17543 (hereinafter referred to as "Township"), and LANCASTER POLO ASSOCIATION, a Pennsylvania nonprofit corporation with a mailing address of 10 Kurtz Drive, Lititz, Pennsylvania 17543 (hereinafter referred to as "Association").

### WITNESSETH:

WHEREAS, Township is the owner of certain real property (hereinafter referred to as the "Premises") located along Church Road within the Township of Warwick, Lancaster County, Pennsylvania, identified as Lancaster County Tax Parcel No. 8L-11-1 and Lancaster County Tax Account No. 600-30335-00000, and as more fully shown on Exhibit "A" attached hereto and made a part hereof; and

WHEREAS, Township desires to grant to Association a non-exclusive license to use and occupy the Premises upon the terms contained herein.

NOW THEREFORE, INTENDING TO BE LEGALLY BOUND, Township and Association hereby agree as follows:

1. LICENSE. Township grants to Association, for the licensing fee, for the term, and upon all the terms, covenants and conditions hereinafter set forth, a non-exclusive license to use and occupy the Premises.

2. TERM. Association is hereby granted a license to use and occupy the Premises beginning the second week of June and during the months of July, August, September, October and November of each calendar year, for a period of twenty-five (25) calendar years, commencing November 18, 2002. It is understood and agreed that Township may license the Premises to another licensee or other licensees during the remaining months of each calendar year, including but not limited to the first week of June of each calendar year.

3. LICENSE FEE. Association shall pay to Township a license fee for the entire term of this License in the amount of Thirty-Nine Thousand (\$39,000.00) Dollars, payable in full upon execution of this Site License Agreement.

4. ASSOCIATION'S LIMITED RIGHT TO TERMINATE AND REFUND OF LICENSE FEE. Association may, upon thirty (30) days written notice to Township, terminate



this Site License Agreement during the first ten (10) years of this Site License Agreement. In such event, Association shall comply with all of the terms and conditions of this Site License Agreement until the termination date and shall remain liable for any violations of or obligations under this Site License Agreement which occurred or accrued during the time that Association occupied the Premises. Following the termination date and the satisfaction of all of Association's obligations under this Site License Agreement, Association shall, upon entering into a license termination agreement in a form and content acceptable to Township, cease to have any liability under this Site License Agreement. A portion of the license fee shall be refunded by Township to Association based upon the following schedule:

If Association provides notice of termination of the Agreement during the 2002 calendar year, \$18,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2003 calendar year, \$16,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2004 calendar year, \$14,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2005 calendar year, \$12,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2006 calendar year, \$10,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2007 calendar year, \$8,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2008 calendar year, \$6,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2009 calendar year, \$4,000 shall be refunded by Township to Association;

If Association provides notice of termination of the Agreement during the 2010 calendar year, \$2,000 shall be refunded by Township to Association.

5. LIENS, ENCUMBRANCES AND OTHER CONDITIONS. This License and the Premises are subject to all present liens, encumbrances, conditions, rights, easements, restrictions, rights of way, covenants, other matters of record, and zoning and building laws, ordinances and regulations affecting or governing the Premises or that may affect and govern the Premises after the execution of this License, and all matters that may be disclosed by inspection or survey.

6. USE OF PREMISES. Association shall use the Premises for the full term hereof, and any extension thereof, as and for a polo field, and any polo-related function as approved by the Township during Association's annual field reservation submittal (hereinafter referred to as the "Polo Field") and for no other purpose whatsoever.

7. MAINTENANCE AND REPAIRS. At its sole cost and expense, Association shall maintain and repair the Premises during the months of July, August, September, October and November of each calendar year during the term of this Site License Agreement. At a minimum, the maintenance procedures to be performed by Association shall be as follows:

- (a) The Premises shall be kept free of debris, broken glass, trash and garbage.
- (b) Trash and refuse must be removed from the Premises at least once a week (Association shall provide and shall be responsible for the cost of a trash dumpster).
- (c) All weeds shall be removed as necessary. The use of herbicides or other chemical weed control shall comply with all applicable laws and regulations.
- (d) The ground surface shall be adequately maintained, including the mowing of grass and snow removal as needed.
- (e) The ground surface of the Polo Field shall be over-seeded and aerated, as required by the Township (the cost of such over-seeding and aerating may be shared with other licensees of the Premises).
- (f) All structures shall be kept clean and in good repair. Any areas that show deterioration or defacement shall be painted or otherwise repaired.
- (g) All electrical fixtures, including lights, shall be kept in operable condition. All bulbs and other equipment shall be replaced immediately as needed.
- (h) All equipment, including benches and fencing, if any, shall be repaired or replaced as needed without delay. All equipment is to be maintained in good working order.
- (i) All landscaping shall be properly maintained.
- (j) Association's chukkar tent and side boards shall be maintained in good condition and shall be removed from the Premises at the end of each polo season.

8. IMPROVEMENTS. No improvements shall be made to Premises by Association unless and until Association obtains the prior written consent of Township. All improvements



made to the Premises shall belong to Township and shall be considered part of the Premises upon the termination of this Site License Agreement.

9. UTILITIES AND SERVICES. All utilities and services relating to the Premises and the Polo Field as used by the Association shall be paid for by Association, including but not limited to electric and trash removal. Association, at its sole cost, will be responsible for obtaining "Jiffy Johns" during the terms of this Site License Agreement.

10. SIGNS. Association shall not install, affix or maintain any sign or other advertising device on the Premises without first obtaining Township's written consent.

11. INSURANCE. At all times during the term of this Site License Agreement and any extension thereof, Association shall carry public liability insurance which covers the Premises and which names Township as an additional insured. The maximum limits of the policy carried by Association shall not be less than One Million (\$1,000,000.00) Dollars for personal injury in respect to any one occurrence and with limits of not less than One Million (\$1,000,000.00) Dollars for a personal injury to one person and with limits of not less than One Hundred Thousand (\$100,000.00) Dollars for damage to property. Township may in its reasonable discretion require Association to increase the limits of its liability insurance during the term hereof to take into account inflation, the amount of liability insurance carried from time to time by Township for other purposes, the limits of coverage which are customarily provided for similar facilities, and the recommendations of Township's insurance agent or advisor. Association's public liability policy shall be evidenced by a certificate issued by the insurer to Township. Association hereby waives for itself or any of its insurers the right of subrogation against the Township and/or its officials, agents and employees for any loss or damage. In the event of payment of any loss or damage, the insurer or insurers will have no right to recovery against the Township and/or its officials, agents or employees.

12. RELEASE. Association hereby releases, discharges and covenants not to sue the Township and/or its officials, agents and employees with respect to any liability for any and all loss or damage, and any claims or demands therefor, on account of injury to persons or property, arising out of or related to the use of the Premises.

13. INDEMNITY AND HOLD HARMLESS. Association hereby agrees to indemnify and save and hold harmless the Township and/or its officials, agents and employees from any loss, liability, damage or cost they may incur, including attorneys' fees and costs of investigation and defense, due to the Association's use of the Premises, unless such loss, liability, damage or cost is caused by the negligence of the Township, its officials, agents or employees.

14. ASSIGNMENT. Association shall not assign, sublet, pledge, grant a security interest in or encumber this Site License Agreement without first obtaining the written consent of Township.

15. CASUALTY TO PREMISES. If the Premises shall be damaged by storm, act of God or other casualty, and the Premises shall be rendered unuseable, or in the event that the Premises are totally destroyed, Township and Association reserve the right to terminate this Site License Agreement as of the time of such occurrence.

16. EMINENT DOMAIN. If any public authority shall, by the exercise of the power of eminent domain, or under the threat of exercise of the power of eminent domain, take or acquire all or any part of the Premises, Township shall be entitled to receive any damages as a result of such taking or acquisition.

17. TOWNSHIP'S RIGHT TO INSPECT. Township shall have the right to enter the Premises in order to inspect the Premises, to make repairs, and to enforce any provisions of this Site License Agreement.

18. TOWNSHIP'S RIGHT TO MAKE IMPROVEMENTS. Township shall have the right to enter the Premises and construct improvements thereon, provided such improvements do not unduly interfere with Association's use of the Premises.

19. COMPLIANCE WITH LEGAL REQUIREMENTS. Association at all times shall comply strictly with all requirements of all duly constituted public authorities having jurisdiction as well as with the terms of all federal, state, county and municipal laws and regulations, including but not limited to zoning, building, subdivision and land development and environmental laws and regulations, which are or may at any time hereafter become applicable to the Premises and to the activities conducted thereon. Association shall save Township harmless from all penalties, fines, liability, claims, costs and damages of every kind, including attorneys' fees and costs of defense, which may result from the failure of Association to strictly comply with the foregoing requirements.

20. PAYMENT OF ASSOCIATION'S OBLIGATIONS BY TOWNSHIP. Township shall have the right, but shall have no obligation, to pay any claim or charge which may ever arise against the Premises which Association shall fail to pay when due; to pay any amount which Association has covenanted to pay hereunder, including, but not limited to, amounts due for insurance, utility services and trash removal and which Association shall fail to pay when due; and to make any repairs to the Premises which Association is obligated to make but has failed to do after thirty (30) days' written notice by Township. The amount of any payment so made by Township, and the cost of any repair performed by Township, together with a ten (10%) percent service charge, shall be an additional license fee and shall be due and payable in full within ten (10) days of written notice by Township to Association.

21. DEFAULT BY ASSOCIATION. The occurrence of any of the following shall, in addition to any other events of default provided herein, constitute a default hereunder:



(a) The insolvency of Association; an assignment by Association for the benefit of creditors; the filing of a petition by or against Association for adjudication as a bankrupt or insolvent; the institution of a bill in equity or other proceeding for the appointment of a receiver for Association; or the judicial or other forced sale of, or levy upon, the real or personal property of Association; or

(b) The failure of Association to perform, observe or comply with any of the terms, covenants or conditions of this Site License Agreement.

22. TOWNSHIP'S REMEDIES UPON DEFAULT. If Association shall fail to pay any rent or other sum when due, shall begin or suffer the beginning of any proceedings by or against Association as a debtor under any law relating to bankruptcy or insolvency or the relief of debtors, or shall fail to cure any event of default within ten (10) days following written notice of Township so to do, or in the event of default incapable of cure within ten (10) days, shall fail to commence and diligently proceed to cure the default, Township, in addition to any other remedies available to it at law or in equity, shall have the right to do any or all of the following:

(a) Terminate this Site License Agreement and all of Association's rights hereunder; provided, however, that the termination shall not relieve Association of liability for any amount due or accrued to Township or for damages caused to Township by reason of Association's default, and such termination shall not affect or impair Township's other rights in the event of default. Upon termination, Association shall immediately quit and surrender to Township the Premises, and Township may then, or at any time thereafter, with or without resort to process of any court, and by force or otherwise, enter into and repossess the Premises.

(b) In the event of any breach of any covenant to pay any amount due or become due to Township, Association does hereby empower any attorney of any court of record to appear for Association to confess money judgment against Association and in favor of Township for the sum then due by reason of the breach of any covenant by Association with costs of suit and an attorneys' commission of ten (10%) percent for collection and to issue execution thereon with release of all errors and without stay of execution. Township shall be entitled to recover its actual attorneys' fees in the event of a default notwithstanding the attorneys' commission provided for in the preceding sentence. Such authority shall not be exhausted by one exercise thereof but judgment may be confessed from time to time as often as Association defaults in the payment of any sum.

(c) In the event of any default by Association and the failure of Association to cure the default within the time provided herein, or upon the failure of Association to vacate the Premises at the expiration of the term of this Site License Agreement, Association hereby authorizes and empowers any attorney of any court of record to appear for Association and confess judgment against Association and in favor of

Township in an amicable action of ejectment for the Premises with costs of suit and an attorneys' commission of ten (10%) percent for collection and to issue writs of execution and possession thereon with release of all errors and without stay of execution. Township shall be entitled to recover its actual attorneys' fees in the event of a default notwithstanding the attorneys' commission provided for in the preceding sentence. This authority shall not be exhausted by one exercise thereof but judgments in ejectment may be confessed from time to time as often as it may be necessary for Township to obtain possession of the Premises in accordance with any provision of this Site License Agreement.

23. REALTY TRANSFER TAXES. It is the intent and belief of the parties that this Site License Agreement shall be and is excluded from state and local realty transfer taxes. However, in the event any realty transfer taxes are determined to be payable, those taxes, together with any penalties and interest, shall be paid by Association.

24. NOTICES. All notices provided for herein shall be given in writing and shall be deemed to have been given as of the date when deposited in the United States mail, certified mail - return receipt requested, postage prepaid, properly addressed to addressee. Until changed by appropriate notice in writing, notices shall be mailed to the parties at the addresses stated herein.

25. TOWNSHIP'S RELATIONSHIP TO ASSOCIATION. Nothing in this Site License Agreement shall be construed to constitute Township the partner or joint venturer of Association in the activities or operations which Association shall conduct on the Premises or elsewhere. The only relationship which shall exist between Township and Association hereunder and as a result of this Site License Agreement shall be that of licensor and licensee.

26. CONSTRUCTION. In construing the Site License Agreement, where the context requires, the terms "site license agreement", "license" and "agreement" shall be synonymous, the singular shall be deemed to include the plural; the plural the singular; each gender shall include all genders; and all references to any of the parties hereto shall include their respective successors and assigns.

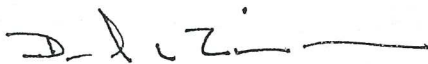
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29. COMPLETE AGREEMENT. This Site License sets forth all of the promises, agreements, conditions and understandings between the parties relating to the Premises and supersedes all prior agreements between the parties. No subsequent alteration, amendment, change or addition shall be binding unless in writing and signed by both Township and Association.

IN WITNESS WHEREOF, the parties hereto have caused this Site License Agreement to be executed as of the day and year first above written.

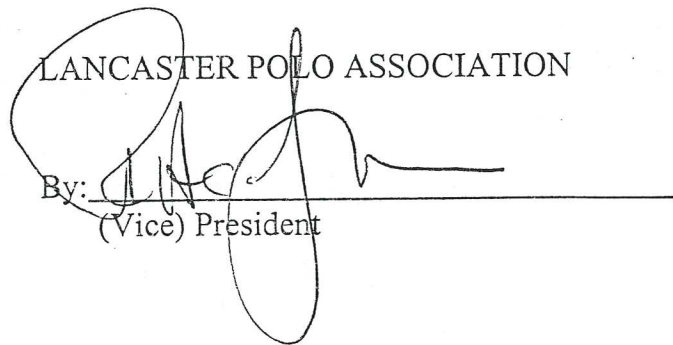
TOWNSHIP OF WARWICK  
Lancaster County, Pennsylvania

Attest:   
(Assistant) Secretary

By:   
(Vice) Chairman  
Board of Supervisors

[TOWNSHIP SEAL]

Attest: \_\_\_\_\_  
(Assistant) Secretary

LANCASTER POLO ASSOCIATION  
By:   
(Vice) President

[CORPORATE SEAL]



## **Bonfield Elementary Trail Proposal**

### **To the Warwick School District Building & Property Committee**

**Proposal:** To build a trail and foot-bridge from the Bonfield Elementary parking lot to the Moores Run athletic site.

#### **Purpose/Needs:**

##### **1. Foot Traffic to Facility**

- The trail would allow a direct path of movement from the Bonfield Elementary parking lot to the Moores Run fields.
- The trail would allow a direct path to a foot bridge crossing Moores Run and connect with existing Lititz/Warwick Trail.
- This area from the parking lot to the playing fields would be ADA accessible.

##### **2. Safety Factors**

- This proposed trail and foot-bridge will allow the second area of access across Moores Run. The northern bridge is wider and is currently used as the access for emergency vehicles. The proposed trail and bridge would allow foot traffic to the southern part of the Moores Run. This would eliminate the need to cross the current fields to get to the northern bridge. This trail would be the primary path to cross the Moores Run, even for teams and fans that are playing on the northern 60' field. They will be able to park in the Bonfield lot, walk the proposed trail, cross the foot-bridge and meet up with the existing trail that will give them easy access to the northern baseball field.
- The proposed trail would be behind the current Bonfield 60' and 90' fields. This would keep the traffic from being in direct flight of a ball or ongoing action at either field.
- The proposed trail and foot-bridge would be handicap accessible.
- The trail would allow easier movement of equipment from vehicle to field.

3. Usage by the Warwick School District and Community Organizations

- This trail will be used by the Elementary School, Warwick School District Athletic Teams, the Community Youth Sports Organizations, and the general public.
- This trail will allow the JV Baseball program direct access to both 90' field's on site.
- The existing well-house on the Moores Run side allows teams to store equipment for there season.
- The Community groups that currently use this facility are: Little League Baseball; Midget Football; Lacrosse
- This path will provide the participants and fans an easier and clear access to all the fields on the site.
- The movement of foot traffic will be designated and alleviate the current scattering of people throughout the facility.

4. Turf Maintenance

- The trail will relieve some of the wear and tear on the turf and help to maintain a quality facility.
- The trail and foot-bridge will be relatively maintenance free.

5. Warwick Region Comprehensive Study

- The Bonfield trail (path) and foot-bridge was a recommendation of the original Warwick Region Comprehensive Recreation, Park, and Open Space Plan conducted in 2002.

6. Neighborhood Parking Problems

- The proposed trail and foot-bridge would alleviate the current parking problems that occur frequently in the Pebble Creek Homeowners Development.
- Currently, facility users and fans are parking in the development because of the easier access to the facility (especially the 90' field which is located on the southern most end of the facility).
- The current mode of movement starts at the Bonfield Elementary parking lot, where teams and fans have to walk across the current baseball fields, down a steep embankment, across the northern bridge, and then walk the existing trail back to the southern end of the facility. This trail and foot-bridge proposal would give the teams and fans a direct path to the Moores Run site and keep them safe from wandering onto the existing fields during competition.



# The Lititz Community Center

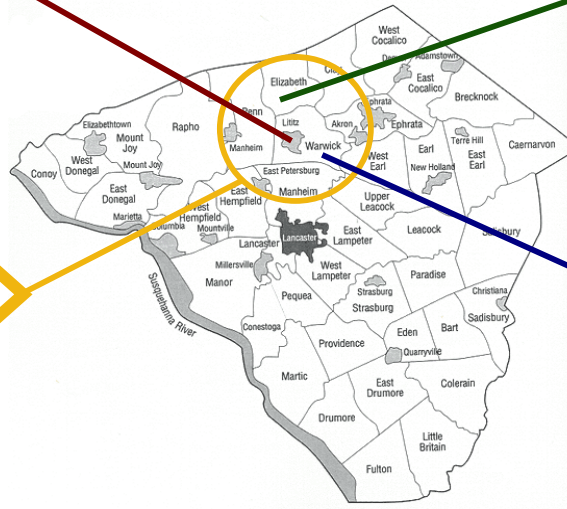
**serving**

**Lititz  
Borough**

**Elizabeth  
Township**

**Warwick  
School  
District**

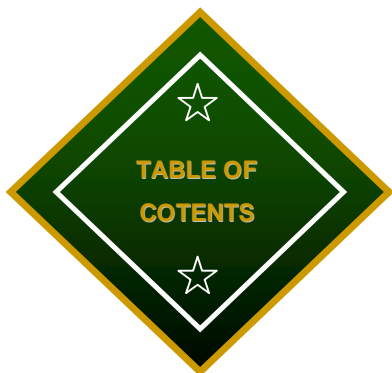
**Warwick  
Township**



## 2006-09 STRATEGIC PLAN

Together We ARE Better !





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# EXECUTIVE SUMMARY

## ( AN INTRODUCTION TO THE LCC STRATEGIC PLAN )

-  The Lititz Community Center Board of Directors charged the Executive Director to update its comprehensive strategic plan to be used to chart the course of the Center through the fiscal year June 30, 2008. Through the use of the board established Strategic Initiatives Committee, comprised of board members and the Executive Director, and with input and participation of staff and other interested parties, the Committee met on a regular basis during the spring of 2006 and held several board/group meetings during this same period to discuss and establish necessary plan revisions.
-  The Strategic Initiatives Committee focused on answering three (3) primary questions:
  - (1) What degree of importance should be placed on memberships and participation?
  - (2) What additional resources are necessary to fulfill the LCC mission?
  - (3) What is the required financial condition of the LCC to support future endeavors?
-  In the pursuit of answers to these critical questions, the Strategic Initiatives Committee reviewed the Center's statements of purpose (mission, vision, and values) as well as the stated Corporate Purpose included within the By-Laws (Article II, Part B). Assessments included department financial performance, the structure and use of key resources (personnel, facilities, equipment), and the potential impact of a capital campaign and related renovation and expansion project.
-  This Strategic Plan is an update to the 2004-06 plan the LCC board of directors and executive director had prepared together. Notably, strategic plans have been prepared by previous LCC boards and executive directors. Unlike those that preceded it, the current Plan focuses extensively on updates to existing, significant policies, including pursuing a preventative maintenance platform, addressing specific security issues, outlining departmental financial performance objectives, establishing specific program criteria, defining community and target markets, identifying community partners, and considering changes in board of directors resources. Like its predecessors, the plan also addresses memberships, leadership and governance, finances, facilities, and development issues.



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# EXECUTIVE SUMMARY

## AN INTRODUCTION TO THE LCC STRATEGIC PLAN

LCC STRATEGIC PLAN

CONTINUED

The Strategic Initiatives Committee and the Board of Directors recognize that a strategic plan is a guide for direction subject to modification as conditions may warrant. With the execution of the Plan, the Board has summarized the desired outcome to be:

**“the achievement of financial stability from operating activities, continued membership growth and increased community participation and the continued receipt of the community’s expression that centers initiatives are known, understood, and are recognized to be an essential component of community life.”**

In summary, the Strategic Plan provides the following benefits:

- (1) The Plan serves as a map for keeping the LCC on course for realizing its vision.
- (2) The Plan outlines strategic changes useful in meeting the emerging community needs.
- (3) The Plan effectively communicates to the community, strategic partners, and the LCC staff stated organizational priorities.
- (4) The Plan directs attention and focus on continuous improvement and organizational quality.

Notably, the Plan covers a two-year period (2006-2008). This Plan will be assessed and updated periodically to reflect changed conditions and community needs. Additionally, the preparation of an Annual Report will continue to serve as a tool for assessing the achievement of each Strategic Plan initiative.

Finally, the following pages contain presentation materials developed and summarized from extensive internal planning reports and documents.



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# MISSION VISION VALUES



## STATEMENTS

LCC STRATEGIC PLAN

### MISSION

The **mission** of the Lititz Community Center, a non-profit organization, is to **enrich** the lives of the **community** by providing **exceptional** programs and facilities that promote the participation of individuals, families, businesses, and groups from all backgrounds.

### VISION

The **vision** of the Lititz Community Center is to achieve an organizational state and function that motivates community residents and organizations at every stage to regularly participate in programs and activities with others also in the community.

### VALUES

The **values** of the Lititz Community Center embrace the cultivation of character. We value the modeling and display of honesty, integrity, unity, courage, compassion, cooperation, fairness, goodwill, and respect.



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STRATEGIC PLAN 2006-09



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# MISSION STATEMENT

## KEY WORD DEFINITIONS

### MISSION

The **mission** of the Lititz Community Center, a non-profit organization, is to **enrich** the lives of the **community** by providing **exceptional** programs and facilities that promote the participation of individuals, families, businesses, and groups from all backgrounds.



### ENRICH

to increase the quality of; to improve



### COMMUNITY

the Warwick School District including the Lititz Borough, Warwick Township, and Elizabeth Township



### EXCEPTIONAL

better than average; superior



PREVIOUS

STRATEGIC PLAN 2006-09



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WHERE ARE WE TODAY ?

WHERE DO WE WANT TO GO ?

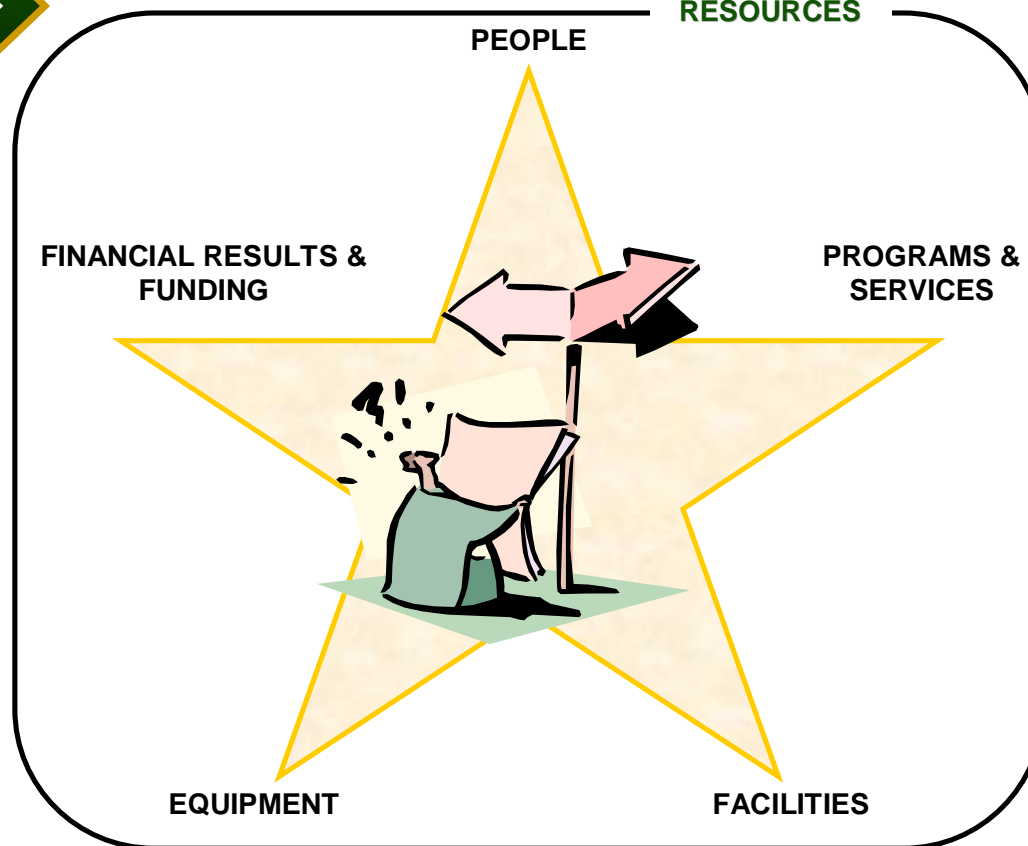
HOW ARE WE GOING TO GET THERE ?

WHEN WE GET THERE, WHAT WILL WE NEED TO DO TO MAINTAIN SUCCESS ?

# KEY AREAS of PLAN

Sensitivity to Resource Utilization

RESOURCES



WHAT SHOULD BE OUR NEXT UNDERTAKING ?

HOW WILL THE PROGRAM ENRICH THE LIVES OF THE COMMUNITY?

HOW SHOULD WE DEVELOP THE PROGRAM; I.E. RESOURCES, FEES, & COSTS ?

WHEN SHOULD WE UNDERTAKE THE PROGRAM ?

**Famous Quote:**

"You got to be careful if you don't know where you're going, because you might not get there." -

Yogi Berra

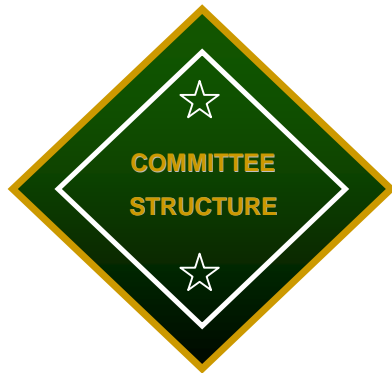


PREVIOUS

STRATEGIC PLAN 2006-09

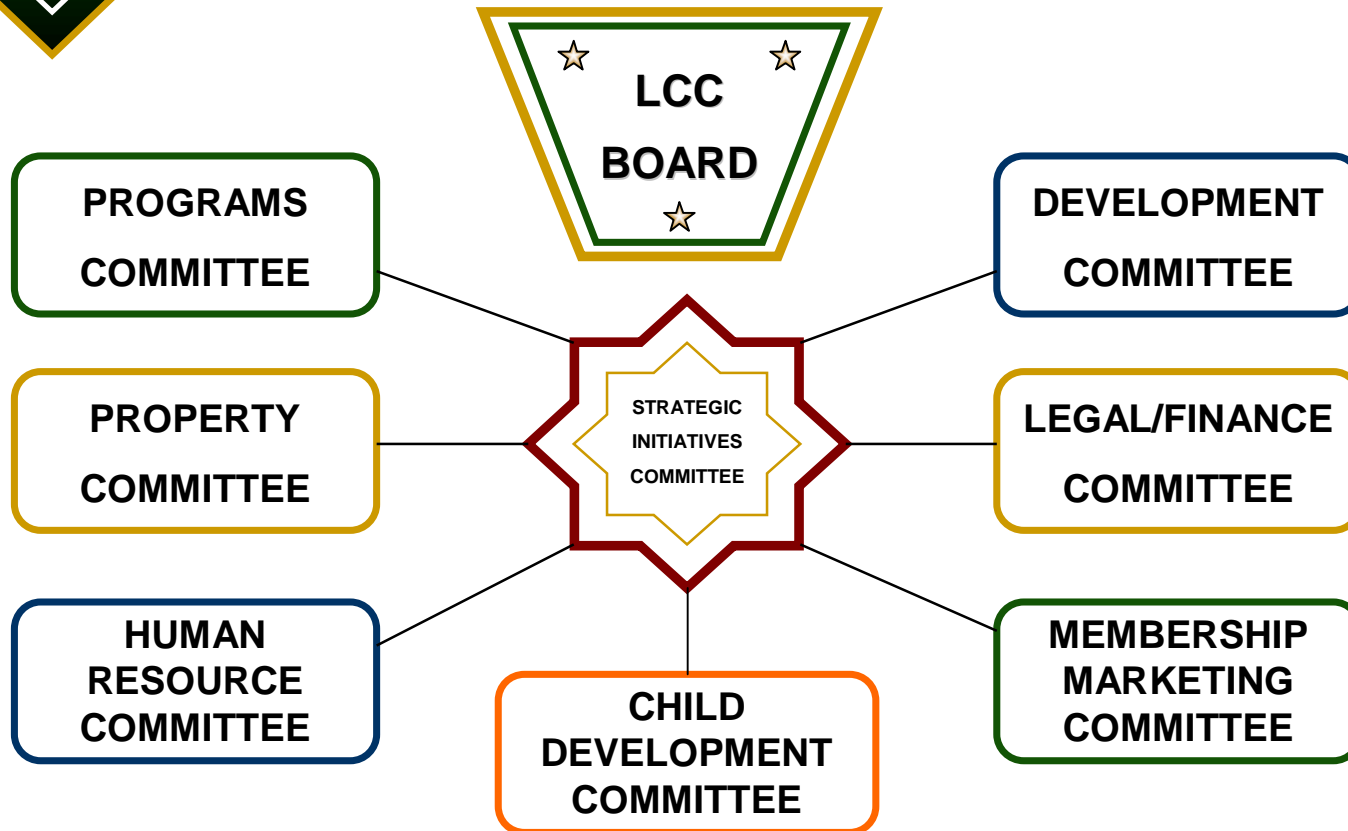


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# COMMITTEE STRUCTURE

Structure of Strategic Planning



PREVIOUS

STRATEGIC PLAN 2006-09



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# BOARD GOALS

Top	Board Goals / Initiatives	five (5)
	Improve data collection and reporting systems	
	Evaluation of each program's structure and performance	
	Improve communication of LCC information to Community and members	
	Initiate periodic evaluation of personnel needs and performance	
	Improve the condition of the facility, equipment, and parking lot markings	



Top	Board Resources Additions	five (5)
	Human resource expert / representative	
	Auditor / auditing expert	
	Development Expert (Capital Campaign)	
	Construction industry expert / representative	
	Representation from a local civic organization	



Top	Management Initiatives	eight (8)
	Membership of participants should be emphasized in the LCC's structure and pricing	
	Movement of 10% of non-member participants in to membership	
	Develop facilities and provide equipment to allow for expanded and improved LCC membership and program services	
	Secure and advance highly skilled and motivated individuals / human resources	
	Establish and implement a comprehensive marketing and public relations plan	
	Achieve balanced financial results	
	Obtain clean audits	
	Further develop the LCC's grant, gift and contribution support	



PREVIOUS

STRATEGIC PLAN 2006-09



NEXT



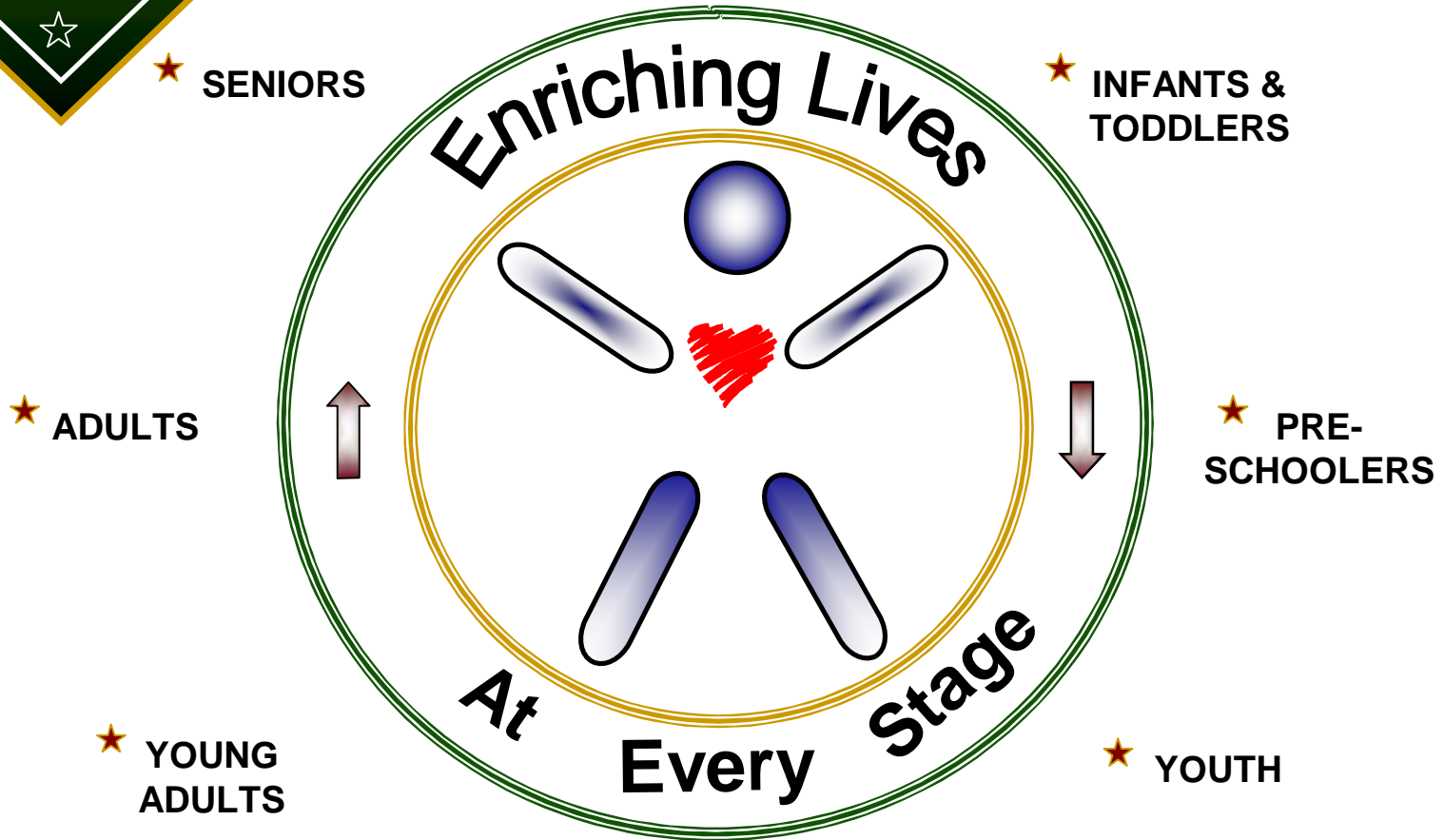
## DYNAMIC PROGRAMS & SERVICES

Adjusting to meet the changing needs of the Community

LCC STRATEGIC PLAN

FOCUS  
STAGES

Every Department



PREVIOUS

STRATEGIC PLAN 2006-09



NEXT



# PROGRAM CRITERIA

## KEY CONSIDERATIONS

To ensure that the LCC is pursuing and promoting programs that fall within our Mission, we have established these five (5) key questions that act as a guide for the commitment of LCC resources.

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1

**Does the program emphasize participation from our local Community?**

2

**Does the program plan include determinable financial performance and planned funding sources?**

3

**Does the program participant volume warrant the use of the required LCC resources?**

4

**Does the program meet high quality standards?**

5

**Does the program meet a need that is not already being satisfied within the local Community by another organization?**



PREVIOUS

STRATEGIC PLAN 2006-09



NEXT



**TARGET MARKET**

Municipality	(1) Memberships	% of Market
Lititz Borough	456	13.89%
Warwick Township	573	10.18%
Elizabeth Township	63	4.52%
<b>Total - Target Market</b>	<b>1,092</b>	<b>10.60%</b>

(1) Families, Youth, & Single Memberships

**ALL MARKETS**

Target Market	1,092	77.06%
Other Municipalities	325	22.94%
<b>Grand Total</b>	<b>1,417</b>	<b>100.00%</b>



PREVIOUS

# PRESENT MEMBERSHIP MARKET LCC STRATEGIC PLAN

Municipality	WARWICK SCHOOL DISTRICT				OTHER DISTRICTS				GRAND TOTALS
	Lititz Borough	Warwick Township	Elizabeth Township	Total	Clay Township	Penn Township	Manheim Borough	Total	
<b>TOTAL POPULATION</b>	9,029	15,475	3,833	28,337	5,173	7,312	4,784	17,269	45,606
<b>SEX AND AGE</b>									
Male	4,184	7,646	1,990	13,820	2,598	3,607	2,319	8,524	22,344
Female	4,845	7,829	1,843	14,517	2,575	3,705	2,465	8,745	23,262
Breakdown (by age)									
Under age 5	576	1,081	275	1,932	418	478	282	1,178	3,110
5 to 9	576	1,320	306	2,202	424	541	321	1,286	3,488
10 to 14	598	1,187	369	2,154	452	568	362	1,382	3,536
15 to 19	499	1,080	277	1,856	387	522	315	1,224	3,080
20 to 24	380	675	207	1,262	246	361	269	876	2,138
25 to 34	1,218	2,010	429	3,657	576	845	645	2,066	5,723
35 to 44	1,386	2,826	709	4,921	889	1,126	802	2,817	7,738
45 to 54	1,133	2,330	632	4,095	715	1,103	570	2,388	6,483
55 to 59	396	773	176	1,345	252	403	241	896	2,241
60 to 64	355	583	145	1,083	215	297	191	703	1,786
65 to 74	648	935	204	1,787	375	515	426	1,316	3,103
75 to 84	769	532	91	1,392	203	358	298	859	2,251
85 years & older	495	143	13	651	21	195	62	278	929
Median Age	39.8	36.4	36.0	37.4	36.1	38.4	37.6	37.5	37.5
18 years & older	6,949	11,139	2,703	20,791	3,618	5,402	3,609	12,629	33,420
Male	3,135	5,382	1,376	9,893	1,790	2,636	1,713	6,139	16,032
Female	3,814	5,757	1,327	10,898	1,828	2,766	1,896	6,490	17,388
21 years & older	6,707	10,665	2,558	19,930	3,437	5,124	3,457	12,018	31,948
62 years & older	2,109	1,944	397	4,450	722	1,245	910	2,877	7,327
65 years & older	1,912	1,610	308	3,830	599	1,068	786	2,453	6,283
Male	672	717	145	1,534	288	470	319	1,077	2,611
Female	1,240	893	163	2,296	311	598	467	1,376	3,672
<b>RACE</b>									
White	8,848	15,174	3,793	27,815	5,107	7,163	4,662	16,932	44,747
Black	70	132	20	222	19	74	52	145	367
American	31	40	2	73	17	21	12	50	123
Asian	98	160	13	271	47	58	66	171	442
Pacific Islanders	3	7	1	11	4	5	3	12	23
Other	57	100	18	175	26	27	51	104	279
<b>HOUSEHOLDS</b>									
Total Households	3,732	5,568	1,303	10,603	1,759	2,606	1,989	6,354	16,957
Family Households	2,406	4,451	1,088	7,945	1,432	2,026	1,362	4,820	12,765
w/ cldrn < 18 y.o.a.	1,087	2,169	510	3,766	672	881	609	2,162	5,928
Married-couples	1,975	3,968	999	6,942	1,292	1,808	1,067	4,167	11,109
w/ cldrn < 18 y.o.a.	820	1,877	475	3,172	597	759	416	1,772	4,944
Single Female	318	352	60	730	96	144	213	453	1,183
w/ cldrn < 18 y.o.a.	194	219	21	434	50	86	141	277	711
Non-Family	1,326	1,117	215	2,658	327	580	627	1,534	4,192
Singles	1,157	909	166	2,232	263	482	530	1,275	3,507
Households > 65 y.o.a.	590	250	53	893	104	216	223	543	1,436
Hholds w/ cldrn < 18 y.o.a.	1,147	2,264	541	3,952	712	930	659	2,301	6,253
Hholds w/ 1 > 65 y.o.a.	1,156	1,016	209	2,381	400	641	547	1,588	3,969
Average Household Size	2.32	2.75	2.94	2.62	2.94	2.74	2.40	2.69	2.65
Average Family Size	2.91	3.10	3.24	3.06	3.27	3.14	2.88	3.11	3.08



NEXT



### PLANNED MEMBERSHIPS

Municipality	(1) Memberships	% of Market
Lititz Borough	600	18.27%
Warwick Township	700	12.44%
Elizabeth Township	100	7.17%
<b>Total - Target Market</b>	<b>1,400</b>	<b>13.59%</b>

(1) Families, Youth, & Single Memberships

### ALL MARKETS

Target Market	1,400	82.21%
Other Municipalities	300	17.79%
<b>Grand Total</b>	<b>1,700</b>	<b>100.00%</b>



PREVIOUS

## TARGETED MEMBERSHIP RESULTS

### DEMOGRAPHIC PROFILE - TARGET MARKET

(Information Provided by U.S. Census Bureau, Census 2000)

MUNICIPALITY	WARWICK SCHOOL DISTRICT				OTHER DISTRICTS				GRAND TOTALS
	Lititz Borough	Warwick Township	Elizabeth Township	Total	Mixed Townships	Penn Township	Manheim Borough	Total	
<b>TOTAL POPULATION</b>	9,029	15,475	3,833	28,337	5,173	7,312	4,784	17,269	45,606

### MAY 2006 ACTUALS

TARGET COMPUTATIONS									
Percentage of Market	13.89%	10.18%	4.52%	10.60%	10.04%	1.37%	3.71%	4.62%	8.33%
Success Measurements									
Members	1,254	1,576	173	3,003	519	100	177	797	3,800
Membership Breakdown									
Family, Youth, Seniors, etc..	456	573	63	1,092	212	41	72	325	1,417

### 2006-07 TARGETS

TARGET COMPUTATIONS									
Percentage of Market	15.99%	11.11%	5.74%	11.94%	9.95%	1.34%	3.61%	4.55%	9.14%
Success Measurements									
Members	1,444	1,719	220	3,383	515	98	173	785	4,168
Membership Breakdown									
Family, Youth, Seniors, etc..	525	625	80	1,230	210	40	70	320	1,550

### 2007-08 TARGETS

TARGET COMPUTATIONS									
Percentage of Market	18.27%	12.44%	7.17%	13.59%	9.47%	1.17%	3.35%	4.26%	10.06%
Success Measurements									
Members	1,650	1,925	275	3,850	490	86	160	736	4,586
Membership Breakdown									
Family, Youth, Seniors, etc..	600	700	100	1,400	200	35	65	300	1,700

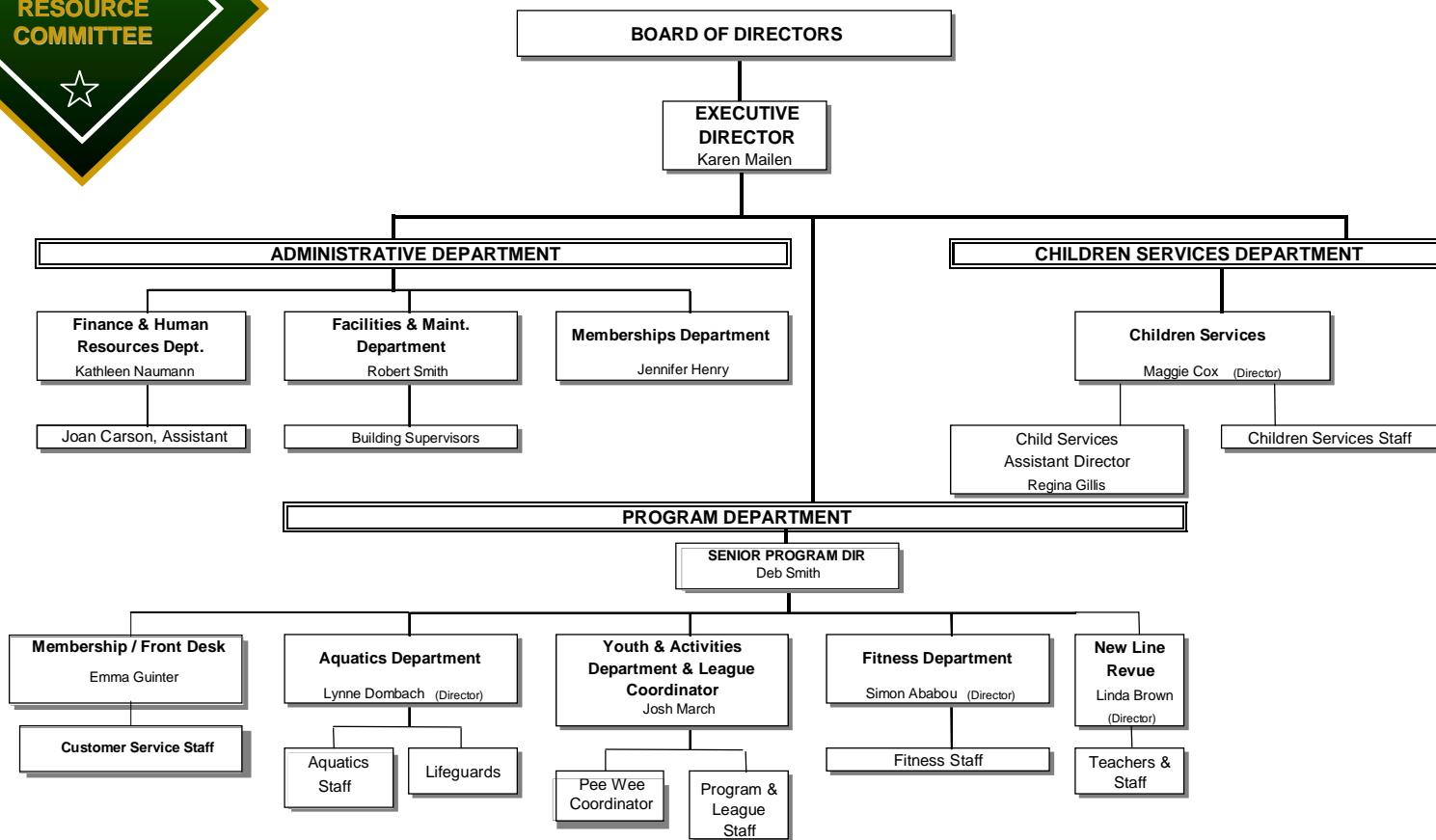


NEXT





# ORGANIZATIONAL STRUCTURE



PREVIOUS



NEXT



## AMBITION

“To FACILITATE property conditions as safe, pleasant, and functional for employees, members, and the general public.”

## SUMMARY

### PLANNED INVESTMENTS

2006 - 2008

DESCRIPTION	COST
Renovation of Existing Space	\$ 1,150,000
Expansion Improvement Plan	750,000
<b>Total Investment</b>	<b>\$ 1,900,000</b>



PREVIOUS

# 2006-09 MAJOR PROJECTS

## RENOVATION OF EXISTING SPACE

Summary Format

DESCRIPTION	COST
Gym Renovations	\$ 225,000
Multi-Purpose Rooms Renovations	125,000
Pool Area Renovations	40,000
Locker Room Remodel	80,000
Family Locker Room	35,000
Entrance Remodel	45,000
Soft Costs	75,000
Site Work	325,000
Contingencies	200,000
<b>Total Investment</b>	<b>\$ 1,150,000</b>

## EXPANSION IMPROVEMENT PLAN

Summary Format

DESCRIPTION	COST
New Locker Rooms	\$ 300,000
New Fitness Center	250,000
Shared Site and Equipment Allowances	200,000
<b>Total Investment</b>	<b>\$ 750,000</b>



NEXT



## PURPOSE

“To bring members of the community together, to enrich lives, and fulfill individual and family needs.”

## PROGRAMS

Eight (8) School-Age Care Programs



PREVIOUS

# 2006-09 MAJOR GOALS

The **COMMITMENT** of the LCC Child Development programs is to provide an environment where parents can be sure that their children are safe, secure, and interacting with other school age children through developmental experiences.

We believe that “Healthy Adulthood” is supported and promoted by the advancement of this commitment. Accordingly, our major goals for the 2006 – 2009 period includes the following initiatives:

### ★ Convenient Locations

Increase capacity at present locations and pursue expansion in the Northern Lititz Region

### ★ Stable Instruction

Achieve high staff retention; 90+%

### ★ Secure Environment

Maintain quality safety procedures and continue review of safety plans

### ★ Expanded Hours

Conduct a needs assessment regarding hours of operation and adjust accordingly

### ★ Decrease in High Risk Behaviors

Promote Enhanced Life Skill curriculum and implement accountability programs

### ★ Affordable Pricing

Further develop scholarship funding and subsidy allowances for distressed families



NEXT



## CHARTER

**“To OVERSEE the fundraising, development of resources, and work to secure the necessary future resources of the LCC.”**

## PLANNED INITIATIVES

- ◆ Expand Public Presentations
- ◆ Coordinate Membership Drives
- ◆ Prepare LCC Video Campaign



PREVIOUS

# 2006-09 MAJOR PURSUITS

The Development Committee has the responsibility of insuring the future fundraising for the Center that is mission based, be responsive to the community, and fulfill its responsibility as a charitable organization

## KEY UNDERTAKINGS

- With the assistance of the Executive Director, finalize a development plan that addresses the emerging needs of the LCC regarding public relations, public support, and information broadcasting.
- Reorganize and expand contact list of strategic partners; people who may want to donate to the Center.
- Articulate the LCC mission, objectives, and undertakings to prospective donors through various media outlets.
- Further develop strategies for securing/investigating balances and reserves.

## KEY ROLES

- The committee shall oversee all fundraising activities.
- The committee shall examine how money is raised and assist the LCC staff in developing additional strategies (planned giving, estates, living will, etc.).
- The committee shall create a vision aligned with the vision and mission of the Center.
- The committee shall work with the Board of Directors and committees in reviewing and updating the strategic plan to support the on-going growth and expansion of the Center.
- The committee shall assist in sustaining the involvement of the Center's constituents in supporting the organization (current as well as prospective members and businesses).



NEXT



## AQUATICS DEPARTMENT

LCC STRATEGIC PLAN

# 2006-09 MAJOR GOALS

The **CHALLENGE** of the LCC Aquatics Department is to ensure that residents of the community are provided the opportunity, motivation, and guidance to attain basic competency in swimming skills and respect for water.

Additionally, it is the desire of the department to provide a clean, safe, and secure pool to the community for instructional and recreational aquatics activities.

### GOAL

"To ensure all residents have attained basic water safety skills."

### POOL DESIGN

- ★ Eight (8) lanes
- ★ Seating for 500
- ★ 81° – 83° Water Temp
- ★ Depth Variation

### Safety

Improve water safety through assessment of challenges and communication of changes

### Sanitation

Maintain sanitary pool, deck, and locker room areas through strategic allocation of timely and specific resources

### Accessibility

Expand open pool and program accessibility through increased diversity, frequency, and promotion including ADA needs

### Communication

Pursue improved communication to members and program participants through expansion of media sources and uses

### Record Keeping

Improve information technologies data gathering, analysis, and financial reporting



PREVIOUS

STRATEGIC PLAN 2006-09



NEXT





### AIM

"To Provide a variety of **HIGH Quality** programs that promote the interaction of Community members of all ages."

### NEW INITIATIVES

- ◆ Teen Programs
- ◆ Health & Wellness
- ◆ Pre-School Enrichment Activities
- ◆ Seniors Clubs & Classes



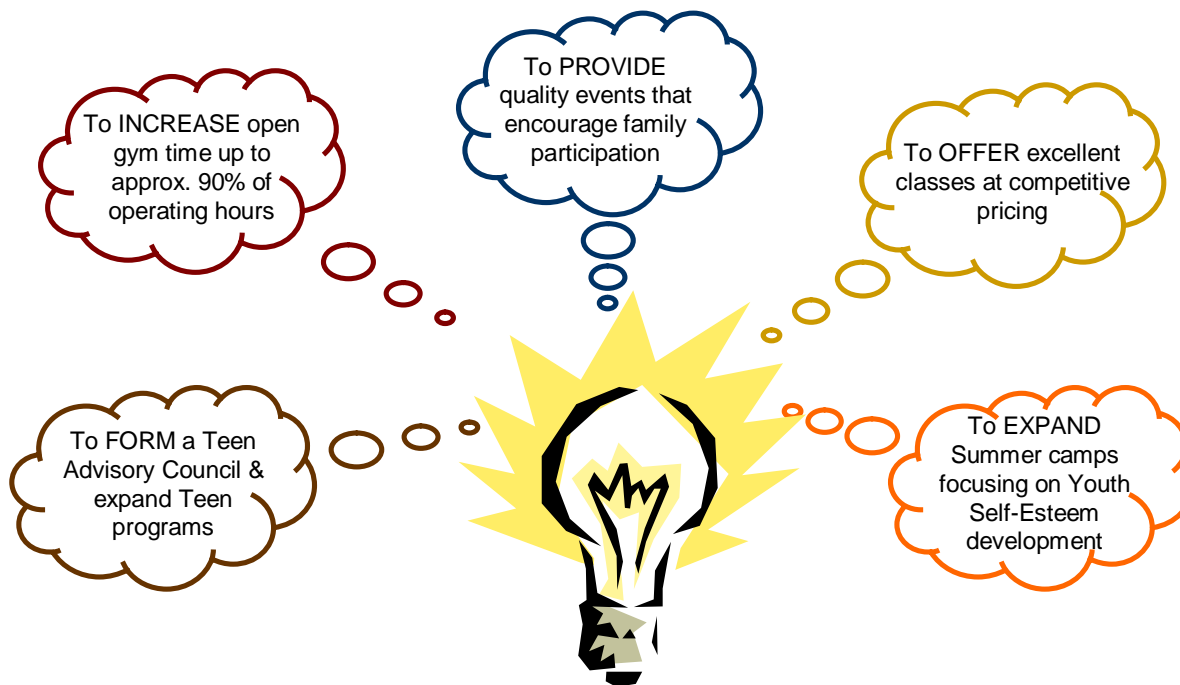
PREVIOUS

## PROGRAMS DEPARTMENT

# 2006-09 MAJOR GOALS

The **RESOLVE** of the LCC Programs Department is to promote an environment that encourages participation in innovative programs that have a wide range of appeal to all community residents and their respective life stages.

Additionally, it is the desire of the department to enhance the recreation experiences of families throughout the Lititz Community.



STRATEGIC PLAN 2006-09



BEGINNING

**CODE OF THE TOWNSHIP OF WARWICK, PENNSYLVANIA, v3 Updated 07-01-2009 / PART II  
GENERAL LEGISLATION / Chapter 340, ZONING / ARTICLE IV, Specific Criteria / § 340-59.  
Cluster developments. [Amended 2-19-1997 by Ord. No. 175]**

**§ 340-59. Cluster developments. [Amended 2-19-1997 by Ord. No. 175]**

Within the (R-1) and (R-2) Zones, cluster developments are permitted by conditional use, subject to the following criteria:

- A. It is the express purpose to offer density bonus as enabled in the Act for the preservation and protection of natural and/or cultural features, and/or the provision of Township accessible common open space.
- B. The minimum area devoted to a cluster development shall be 10 acres.
- C. All units contained within a cluster development shall be served by public sewer and water utilities.
- D. At least 30% of the cluster development site shall be devoted to common open space; provided, however, that cluster developments comprised solely of single-family detached residences shall be required to devote at least 20% of the site to common open space. Such required common open space shall be in addition to any dedicated parklands, and/or fees-in-lieu thereof, and shall be governed by those regulations contained in § 340-43 of this chapter. However, golf courses, as regulated by § 340-73 of this chapter, may be substituted for the required common open space, provided the applicant can demonstrate that the integration of the golf course amid the cluster development is functional and safe, and that the golf course will be suitably maintained.
- E. All cluster developments shall provide for a complete system of sidewalks and/or linear parks, that where practicable, connect with similar adjoining facilities.
- F. The following table and its footnotes list design standards for cluster developments that differ from those listed within the respective zones:

Zone	Permitted Dwelling Type	Maximum Density Units/Net Acre <sup>7</sup>	Minimum Lot Width at Building Setback/ (Frontage)	Maximum Lot Coverage	Minimum Yard Setbacks			
					Front <sup>4</sup> , <sup>5</sup> (feet)	One Side (feet)	(Both Sides) (feet)	Rear (feet)
R-1	Single-family detached	4.0	100/(75)	50%	30	10	(20)	30 <sup>6</sup>
R-2		5.0	75/(60)	50%	25	6	(12) <sup>1</sup>	20

Zone	Permitted Dwelling Type	Maximum Density Units/Net Acre <sup>7</sup>	Minimum Lot Width at Building Setback/ (Frontage)	Maximum Lot Coverage	Minimum Yard Setbacks			
					Front <sup>4</sup> , <sup>5</sup> (feet)	One Side (feet)	(Both Sides) (feet)	Rear (feet)
R-2	Duplex	6.0	45/(40) per unit	55%	25	10 per unit		20
R-2	Townhouses <sup>2</sup>	7.0	18/(18) per unit	70%	25	15 for end units		20
R-2	Multiple-family <sup>3</sup>	7.0	200/(200)	60%	50	30	(60)	30

**NOTES:**

<sup>1</sup> Within a cluster development, single-family detached dwellings may employ a zero-lot-line design when the following conditions have been satisfied:

(a) Minimum lot width shall be 45 feet and 35 feet at the building setback and the lot frontage, respectively.

(b) One side wall of the structure may be located no less than one inch from one of the side lot lines when adjoining another zero-lot-line dwelling lot. The opposite side yard shall be at least 10 feet wide.

(c) A perpetual four-foot wall-maintenance easement shall be provided on the lot adjacent to the zero-lot-line which, with the exception of freestanding walls and/or fences, shall be kept clear of structures. This easement shall be shown on the plat and incorporated into each deed transferring title to the property. The wall shall be maintained in its original color and treatment, unless otherwise agreed to in writing by the two affected lot owners.

(d) Roof overhangs may penetrate the easement on the adjacent lot a maximum of 24 inches, but the roof shall be so designed that water runoff from the dwelling place on the lot line is limited to the easement area.

(e) The wall of a dwelling located along the zero-lot-line shall have no openings (e.g., windows, doors, air conditioning units, vents, etc.), unless such openings are located at least eight feet above grade, and have translucent panels.

NOTES:

- <sup>2</sup> No townhouse building shall contain more than eight units. For each townhouse building containing more than four units, no more than 67% of such units shall have the same front yard setback; the minimum variation of setback shall be two feet. In addition, no more than two contiguous units shall have identical roof lines that generally parallel the ground along the same horizontal plane. All townhouse buildings shall be set back a minimum of 15 feet from any interior access drives, or parking facilities contained on commonly held lands. All townhouse buildings shall be set back at least 30 feet from any perimeter boundary of the development site. In those instances where several townhouse buildings are contained upon the same lot, the standards listed in the following footnote three shall apply.
- <sup>3</sup> In those instances where several buildings and/or townhouse buildings are located on the same lot, the following separation distances will be provided between each building:

  - Front to front, rear to rear or front to rear, parallel buildings shall have at least 50 feet between

(a) faces of the building. If the front or rear faces are obliquely aligned, the above distances may be decreased by as much as 10 feet at one end if increased by similar or greater distance at the other end.

A minimum yard space of 30 feet is required between end walls of buildings. If the buildings

(b) are at right angles to each other, the distance between the corners of the end walls of the building may be reduced to a minimum of 20 feet.

A minimum yard space of 30 feet is required between end walls and front or rear faces of

(c) buildings.

All multiple-family dwelling buildings shall be set back a minimum of 15 feet from any

(d) interior access drives or parking facilities contained on commonly held lands.
- <sup>4</sup> If the property abuts an arterial road, the minimum front yard setback shall be 40 feet from the right-of-way line.
- <sup>5</sup> Except for multiple-family dwellings, the minimum front yard setback for accessory residential garages shall be 20 feet.
- <sup>6</sup> Where dwellings abut common open space to the rear, the minimum required rear yard setback shall be reduced to 20 feet.
- <sup>7</sup> Maximum density shall be increased 0.5 du/ac with the utilization of a special collector street as defined in Chapter 285, Subdivision and Land Development.

**CODE OF THE TOWNSHIP OF WARWICK, PENNSYLVANIA, v3 Updated 07-01-2009 / PART II  
GENERAL LEGISLATION / Chapter 340, ZONING / ARTICLE II, Zone Regulations / § 340-13.  
Conservation Zone (C). [Amended 2-19-1997 by Ord. No. 175]**

**§ 340-13. Conservation Zone (C). [Amended 2-19-1997 by Ord. No. 175]**

- A. Purpose and intent. This zone seeks to protect environmentally-sensitive areas of the Township that also have significant scenic value for passive and active recreational pursuits. Specifically, the forested areas, steep slopes, stream and creek valleys, lakes and floodplains along Warwick Road are included. Permitted uses within this zone encourage the most appropriate conservation/recreation activities for these areas; however, some forms of development are allowed under prescribed criteria. Cluster housing is provided by conditional use as a means of encouraging preservation of important natural features, in return for intensive development upon areas suitable for such uses. The provisions of this zone have been specifically formulated to satisfy § 604(1) of the Municipalities Planning Code which requires local zoning ordinances to promote, protect and facilitate the preservation of the natural, scenic and historic values in the environment and preservation of forests, wetlands, aquifers and floodplains.
- B. Permitted uses.
- (1) Municipal uses.
  - (2) Activities related to the preservation and conservation of natural, historical and/or archaeological resources.
  - (3) Agricultural, horticultural and forestry-related uses, subject to the requirements listed in § 340-11 of this chapter. Furthermore, any agricultural, horticultural or forestry related uses which involve the disturbance of land, or the commercial harvesting or timbering of vegetation shall require the obtainment of an approved conservation plan by the Lancaster County Conservation District. All onsite activities shall then be in compliance with the approved conservation plan.
  - (4) Public uses and public utilities structures.
  - (5) Single-family detached dwellings or seasonal residences.
  - (6) Accessory uses customarily incidental to the above permitted uses.
- C. Special exceptions. (Subject to the Review Procedures Listed in § 340-121C of this chapter).
- (1) Noncommercial keeping of livestock (see § 340-87).
  - (2) Conversion of historic structures (see § 340-61).
  - (3) Riding stables (see § 340-94).
  - (4) Bed-and-breakfast (see § 340-53).
- D. Conditional uses. (Subject to the Procedures Presented in § 340-131 of this chapter).
- (1) Conservation cluster developments (see § 340-64).
- E. Minimum lot area. Ten acres; provided, however, that for existing lots (as of the effective date of this



chapter) that are larger than one acre, but less than 10 acres, there may be permitted one single-family detached dwelling as a permitted use, subject to the requirements of § 340-40 of this chapter.

- F. Minimum lot width. Two hundred fifty feet at the building setback line and at the lot frontage.
- G. Minimum lot depth: 350 feet.
- H. Minimum setback requirements. All buildings and structures shall be set back at least 50 feet from all property lines.
- I. Maximum permitted height.
  - (1) Principal structures: 35 feet.
  - (2) Accessory structures: 20 feet.
- J. Maximum lot coverage: Not more than 15% of the total lot area.
- K. Woodland preservation requirements.
  - (1) In existing wooded areas (at the effective date of this chapter) at least 80% of the number of trees of a minimum trunk caliper of five inches, measured six inches above the ground, that exist at the time of application for zoning permit shall be maintained or replaced immediately following construction, and prior to use or occupancy. Replacement trees shall be a minimum of two inches in diameter measured at a height of six inches above finished grade.
  - (2) Only those areas necessary for the construction of buildings or structures, for which a zoning permit has been issued, shall be cleared of existing woodland.
- L. All uses permitted within this zone shall also comply with the general provisions contained in Article III of this chapter.

**CODE OF THE TOWNSHIP OF WARWICK, PENNSYLVANIA, v3 Updated 07-01-2009 / PART II  
GENERAL LEGISLATION / Chapter 270, STORMWATER MANAGEMENT / ARTICLE III, Design  
Standards / § 270-14. Best management practices (BMPs). [Added 6-21-1999 by Ord. No.  
193]**

**§ 270-14. Best management practices (BMPs). [Added 6-21-1999 by Ord. No. 193]**

A. Purpose; goals.

- (1) Best management practices (BMPs) shall be implemented within the Township in order to protect and preserve the existing natural features, minimize the adverse impacts of development and develop stormwater management systems that mimic, as closely as possible, the natural runoff characteristics of the watersheds within the Township. The goal of BMPs is to improve the water quality of surface runoff entering the waterways, streams and creeks thereby improving other watershed resources. These goals and the related runoff characteristics include:
  - (a) Infiltration of the majority of annual rainfall to replenish the water table and provide stable base flow to streams.
  - (b) Physical and biological filtration of runoff to provide a clear and pollution free source of runoff to watercourses and other water bodies.
  - (c) Moderation of runoff peak velocities to minimize erosion and damage to aquatic habitat in downstream areas.
- (2) This philosophy stresses preserving natural storage, infiltration and pollutant-filtering functions where practical. BMPs are created to provide permanent water quality treatment compared to the typical temporary erosion and sedimentation control facilities provided during construction to address water quality.

B. The purpose of these design standards within this section is to provide designers with design criteria to meet BMP requirements. Innovations and alternative means of providing BMPs are strongly encouraged. Beyond the design criteria of this section, designers, developers and contractors are encouraged to utilize the Pennsylvania Handbook of Best Management Practices for Developing Areas (dated Spring of 1998 as prepared by CH2MHill) as a selection guide and design reference for developing BMPs as necessary for any regulated activity. [Amended 6-21-2006 by Ord. No. 221]

C. Application of BMPs. BMPs shall be required under the following conditions and/or activities:

- (1) Any new or proposed land development or subdivision where stormwater management facilities are required as identified in § 270-3.
- (2) Any expansion or alteration of an existing stormwater management facility.
- (3) Any other development, land disturbance or construction activity where the Township determines that said activities may adversely effect stormwater runoff.

D. General conditions. The Township shall require a minimum long-term storage volume to be provided with any regulated activity as set forth in § 270-16B below. If an applicant demonstrates to the satisfaction of the Township that a method other than the minimum long-term storage volume required by this section will

provide the same level of improvement of water quality for surface runoff entering waterways, streams and creeks, the applicant may use such alternate design. The Township will consider nonstorage measures such as the use of natural open space buffers only if an evaluation of such alternate design demonstrates that it will accomplish the water quality goals to at least the same as the minimum long-term storage volume. All applicants shall adhere to the following as part of the design for any BMP facility: [Amended 6-21-2006 by Ord. No. 221]

- (1) Minimize the amount of onsite impervious areas.
  - (a) Preserve existing natural wooded and vegetative cover while maintaining any natural drainageways.
  - (b) Consider providing semi-impervious surfaces such as porous pavements and gravel, which can be considered an application of BMPs.
- (2) Maximize the amount of onsite drainage areas that are directed toward or drain to BMP facilities. The minimum area of the site which shall be directed towards or drain to BMP facilities shall be 70%. At least 50% of the impervious areas installed on the site will drain toward the BMP facilities.
- (3) Minimize directly connected impervious areas by providing vegetative strips, sand filters, gravel traps or other similar BMP facilities. Other means could be the use of bioretention facilities to promote the natural removal of pollutants and groundwater recharge. Runoff from impervious areas should be directed to pervious areas such as lawns or grassed swales in order to promote the spreading (and not the concentration) of stormwater prior to leaving the onsite area.
- (4) Minimize combining runoff from offsite and onsite areas, unless the upstream drainage area is insignificant.
- (5) Minimize the amount of site disturbance and grading in order to retain existing drainage patterns.
- (6) Delay the construction of BMPs, except temporary erosion and sedimentation controls, until all site construction and related land disturbance activities are complete in order to minimize the potential for clogging, maintenance or other remedial action.
- (7) Evaluate the underlying soils of the site and incorporate any conditions of such into the design of BMPs to ensure the maximum life of the facility.
- (8) Use water tolerant vegetation and grass (orchard, bermuda, perennial rye, fescue, reed canary grasses, etc.) in swales with slopes less than 2% or other areas where appropriate. In other areas, native plant materials should be utilized to reduce the degree of required maintenance.
- (9) Provide a length to width ratio in all detention/retention basins and other such storage facilities of at least 2:1 to maximize the flow paths between the inflow point and the outlet structure.
- (10) Provide proper erosion control at all storm sewer discharge points, pipe outlets or other concentrated flow locations where accelerated runoff velocities can be expected. Use natural materials for energy dissipation and erosion control.
- (11) Utilize underdrains for all detention basins. Underdrains may be used as the primary outlet if the facility is properly designed as a BMP.
- (12) Unless otherwise required by § 270-16, size BMP outlets to release stormwater at a rate producing approximately a thirty-six-hour drawdown time. Orifices should be sized to accomplish this requirement

using a minimum one-half-inch diameter holes. To prevent clogging or excessive periodic maintenance around the vertical riser, use a cone of gravel, geofabric or other noncorrosive fine mesh screen.

[Amended 6-21-2006 by Ord. No. 221]

- (13) Infiltration trenches or underground detention facilities provided to address stormwater management do not require additional storage volume calculations for BMPs.
- (14) All BMPs shall be designed to accommodate the conveyance, collection and/or storage of all anticipated storm events up to and including the one-hundred-year frequency storm. Adequate provisions shall be provided to ensure the conveyance of the peak flow rate for the one-hundred-year storm event from the BMP facility through the downstream site area in a controlled manner.
- (15) If individual or cumulative BMP facilities will not satisfy the stormwater control requirements of §§ 270-11B and 270-12 of this chapter, then additional measures or stormwater management facilities shall be provided to ensure compliance.

E. System of controls.

- (1) The Township approach to protecting water quality is to minimize the impact of pollutants carried in stormwater runoff. Through a system of BMP controls the majority of these pollutants can be removed from runoff before leaving the site or property limits. These facilities or controls can be provided in a number of different ways and means at the source, within the site or lot or at a regional facility.
- (2) Source controls eliminate the opportunity for pollutants to mix with stormwater runoff. Examples include:
  - (a) Street sweeping of debris during the construction period on a regular basis.
  - (b) Cover chemical storage areas, material stockpiles and granular construction materials.
  - (c) Construct dikes around potential spill areas or stored materials.
  - (d) Removal of sediment from the drainage system on a regular basis.
- (3) Lot controls minimize the potential for concentrating pollutants and concentrating stormwater runoff. Examples include:
  - (a) Minimize directly connected impervious areas.
  - (b) Minimize impervious areas, consider alternative semi-impervious paving materials.
  - (c) Utilize grass swales and filter strips.
  - (d) Utilize infiltration trenches, where appropriate.
- (4) Site controls structural methods required to meet storage volume requirements and water quality objective. Examples include:
  - (a) Grass swales.
  - (b) Infiltration/retention basins.
  - (c) Detention basins.

- (d) Wetlands and other storage facilities.
- F. Design requirements. The means and methods of addressing BMPs as part of site development shall be based on the specific criteria set forth in § 270-16B and the actual performance depending on site conditions. Applicants shall design BMP facilities to attain the goals set forth in this § 270-14. All stormwater management facilities shall be designed to include the following requirements to implement BMPs within the Township; provided, however, that in the event of any conflict with § 270-16B, the requirements of § 270-16B shall govern. [Amended 6-21-2006 by Ord. No. 221]
- (1) Required BMP storage volume calculation. Regardless of any storage volume provided to address stormwater management, additional BMP storage volume shall be provided as follows:
- (a) Measure the area of land disturbance activity on the site draining to the discharge point.
  - (b) Compute the impervious area within the area of the land disturbance activity on the site draining to the discharge point.
  - (c) Compute the percentage of impervious area for the land disturbance activity.
  - (d) Determine the storage volume requirement using Appendix 8<sup>EN(1)</sup> and the impervious percentage calculated in Step 3, below.
  - (e) Compute the required storage volume by multiplying the storage requirements times the total drainage area to the discharge point.

Sample calculation as follows:

Given:	50-acre site within a high quality watershed, 35-acre drainage area to discharge point, 15-acre land disturbance area, and 7.5 acres of impervious cover
Step (1)	15 acres
Step (2)	7.5 acres
Step (3)	$(7.5 \div 15) \times 100 = 50\%$
Step (4)	From Appendix 8, 1,500 CF/acre
Step (5)	$1,500 \text{ CF/acre} \times 35 \text{ acres} = 52,500 \text{ CF}$

Total required BMP storage area to be provided = 52,500 CF

- (2) Storage volume reduction for filter strip and grass swale effectiveness. To account for the effectiveness of filter strips and grass swales to remove pollutants from stormwater runoff, the required BMP storage volume can be reduced when filter strips and grass swales are incorporated into the site design.
- (a) The percentage of reduction is determined by using the chart in Appendix 9<sup>EN(2)</sup> for the "flow length" of the appropriate measure. The maximum reduction allowed for residential/agricultural uses is 80% and the maximum reduction allowed for commercial/industrial uses is 50%. In such cases, some other method or means to achieve the total storage volume shall be provided.



Step (3)	$(7.5 \div 15) \times 100 = 50\%$
Step (4)	From Appendix 8, 1,500 CF/acre
Step (5)	$1,500 \text{ CF/acre} \times 35 \text{ acres} = 52,500 \text{ CF}$

- (2) Storage volume reduction for filter strip and grass swale effectiveness. To account for the effectiveness of filter strips and grass swales to remove pollutants from stormwater runoff, the required BMP storage volume can be reduced when filter strips and grass swales are incorporated into the site design.
- (a) The percentage of reduction is determined by using the chart in Appendix 9<sup>EN(2)</sup> for the "flow length" of the appropriate measure. The maximum reduction allowed for residential/agricultural uses is 80% and the maximum reduction allowed for commercial/industrial uses is 50%. In such cases, some other method or means to achieve the total storage volume shall be provided.

Sample calculation as follows:

Given: Residential development  
Required storage volume = 52,500 CF  
Filter strip flow length = 50 feet  
Grass swale flow length = 300 feet  
From Appendix 9: filter strip reduction = 20%  
Grass swale reduction = 60%  
Total reduction = 80%  
Use 80% reduction (also the maximum allowed)

Storage volume adjustment

$52,500 \text{ CF} \times 0.80 = 42,000 \text{ CF}$  (adjustment factor)  
 $52,500 \text{ CF} - 42,000 \text{ CF} = 10,500 \text{ CF}$  storage to be provided

G. BMP design guidelines. The following are example facilities and design guidelines that may be utilized to address BMP requirements:

(1) Filter strip.

(a) Filter strips are vegetative areas across which stormwater sheet flows before entering the stormwater collection system or discharging offsite. For filter strips to be effective in pollutant removal, the runoff from impervious areas must also be in a sheet flow condition.

(b) The following guidelines must be adhered to in the design of filter strips:

[1] Minimum flow length: 20 feet.

[2] Maximum slope: 5:1.

[3] See Appendix 10 and 11<sup>EN(3)</sup> for sample details.

(2) Grass swale. Grass swales are required to be lined with vegetative ground cover to promote pollutant removal. Swales are used for collecting and conveying surface stormwater in a channel with relatively flat side and longitudinal slopes. The following guidelines must be adhered to in the design of grass swales:

(a) Maximum side slopes: 3:1.

(b) Longitudinal slopes: 1.0% - 5.0% (greater slopes may be permitted with adequate lining to address the velocity of runoff; however, slopes greater than 5.0% will not be considered BMPs).

(c) Provide velocity checks at one-hundred-foot intervals. Longer spacing is permitted, provided documentation indicates that flow velocities do not exceed two feet per second (fps) using the anticipated two-year storm event flow values.

(d) See Appendix 10 and 12<sup>EN(4)</sup> for sample details.

(3) Infiltration trench and dry well (or seepage trench and seepage pit). Infiltration trenches are below grade facilities constructed by excavating a long, narrow trench backfilled with stone aggregate material to provide a storage volume within the voids while allowing infiltration into the surrounding soil. Dry wells function in much the same manner, except the inflow is typically conveyed to and distributed throughout the system with series of pipes. The following guidelines must be adhered to in the design of infiltration trenches:

(a) Maximum drainage area: five acres.

(b) The bottom of the excavating trench must be a minimum of two feet above the seasonal high water table or bedrock. Soil sampling, test pits or auger testing must be completed in the proposed location of the facility in support of the design.

(c) Permeability data must be based on actual field tests at the lowest elevation of the system or published soil data for the site. The procedure for, or actual results of, determining the suitability for onsite sewage disposal facilities are acceptable.

(d) The required storage volume must be able to infiltrate within a seventy-two-hour period. The minimum rate of infiltration must be 0.5 inches per hour and the maximum rate 12.0 inches per

hour.

- (e) If the infiltration trenches have been sized for stormwater management purposes, no additional calculations are required. If the infiltration trench is provided for BMP purposes only, then follow the volume design procedure in § 270-14F(1).
- (f) See Appendix 13 and 14<sup>EN(5)</sup> for sample details.
- (g) Sample calculation as follows:

Given:            Percolation rate = 2 inches/hour  
                     Required storage volume 2,500 CF  
                     Trench volume with 40% stone voids =  $2,500 \div 0.40 = 6,250$  CF  
                     Drawdown time = trench depth  $\div$  perc. rate = 36 inches (assumed)  $\div$  2 inches/hour = 18 hours

- (4) Infiltration basin. Infiltration basins are above grade depressions created by shallow excavation for the storage of stormwater. The release of collected stormwater runoff is by infiltration or percolation to the ground. The following guidelines must be adhered to in the design of infiltration basin:
  - (a) Maximum drainage area: five acres.
  - (b) Minimum storage volume based on the design procedure in § 270-14F(1) or an alternative method of computation [see § 270-10A(1)] as necessary to demonstrate compliance with § 270-14 of this chapter.
  - (c) The bottom of the excavated trench must be a minimum of two feet above the seasonal high water table or bedrock. Soil sampling, test pits or auger testing must be completed in the proposed location of the facility in support of the design.
  - (d) Permeability data must be based on actual field tests at the lowest elevation of the system or published soil data for the site. The procedure for, or actual results of, determining the suitability for onsite sewage disposal facilities are acceptable.
  - (e) Maximum side slopes: 3:1.
  - (f) See Appendix 15<sup>EN(6)</sup> for sample detail.
- (5) Extending dry detention basin. Extended dry detention basins are modified stormwater management detention basins that have over excavated bottom areas. The required BMP storage volume is provided below the elevation of the stormwater management outlet structure. The following guidelines must be adhered to in the design of extended dry detention basins:
  - (a) Minimum required BMP storage volume based on the design procedure in § 270-14F(1).
  - (b) Maximum side slopes: 3:1.
  - (c) The required storage volume shall be provided and maintained above which the two-year storm event volume must be provided and discharged with a twenty-four-hour to forty-hour period. The

minimum outlet structure hole or orifice diameter equals 1/2 inch. Drawdown or dewatering time calculations shall be based on accepted engineering practices, subject to the review and approval by the Township.

- (d) The bottom of the excavated basin must be minimum of two feet above the seasonal high water table or bedrock. Soil sampling, test pits or auger testing must be completed in the proposed location of the facility in support of the design.
  - (e) Permeability data must be based on actual field tests at the lowest elevation of the system or published soil data for the site. The procedure for, or actual results of, determining the suitability for onsite sewage disposal facilities are acceptable.
  - (f) Within the BMP storage area, suitable vegetation (ground cover or other plantings) shall be of a water tolerant species.
  - (g) The minimum length to width ratio: 2:1.
  - (h) See Appendix 16<sup>EN(7)</sup> for sample detail.
- (6) Wet/retention basin. A wet/retention basin is a stormwater management facility, which includes a permanent pool of water enhancing water quality and additional storage volume above the pool for detaining stormwater runoff. The required BMP storage volume is provided above the permanent pool elevation and released gradually.
- (a) Minimum required BMP storage volume based on the design procedure in § 270-14F(1).
  - (b) The minimum length to width ratio: 2:1.
  - (c) Permeability data must be based on actual field tests at the lowest elevation of the system or published soil data for the site. The procedure for, or actual results of, determining the suitability for onsite sewage disposal facilities are acceptable.
  - (d) The required storage volume must be able to infiltrate or discharge within a twenty-four-hour to forty-hour period.
  - (e) Drawdown or dewatering time calculations shall be based on accepted engineering practices, subject to the review and approval by the Township.
  - (f) See Appendix 17<sup>EN(8)</sup> for sample detail.
- (7) Wetlands. Wetlands are created when an area is inundated or saturated by surface or groundwater at a regular frequency and duration sufficient to support a prevalence of vegetation and plants adapted for life in saturated soil conditions. Wetlands can include swamp, marches and bogs. Such areas can be very effective in the removal of pollutants from stormwater runoff.
- (a) For design criteria, reference the most recent publications available from the DEP.
  - (b) Inflow or supply of surface/groundwater must be greater than the infiltration rate.
  - (c) Depth requirement will vary; however, the following are general guidelines:

[1] Twenty-five percent of the area should be at two feet to three feet depth near the outlet.

[2] Twenty-five percent of the area should be at six inches to 12 inches in depth.

[3] Fifty percent of the area should be at six inches deep near the inflow location.

- (8) Water quality inlet. A water quality inlet is a three-stage underground retention system designed for removing heavy particles and absorbed hydrocarbons from stormwater runoff. These facilities should be used for small impervious areas (parking lots) where an exceptionally excessive amount of oily wastes are anticipated.

(a) Required volume: 200 CF per impervious acre.

(b) These facilities must be retained in private ownership; specifically the Township will not accept dedication of these facilities.

(c) See Appendix 18<sup>EN(9)</sup> for sample detail.

- (9) Other BMPs measures. The practice of providing BMPs is in its infancy and modifications will be necessary as new methods, techniques and materials become available. Consequently, the Township will encourage other means and methods to incorporate BMPs, subject to the review and approval of such.

#### H. Maintenance considerations.

- (1) Maintenance is an essential aspect of any BMPs to ensure the successful and continued functioning of the system. Therefore, the extent of maintenance, the responsible individual or entity and the frequency of such shall be established.

- (2) At a minimum, the maintenance of BMP facilities during and after construction shall be in accordance with §§ 270-29 and 270-31 of this chapter.

- (3) The components of a maintenance program shall include, at a minimum, the following items:

(a) Routine maintenance.

[1] Inspection.

[2] Vegetation control and periodic maintenance.

[3] Debris and litter control.

[4] Mechanical components maintenance.

(b) Nonroutine maintenance.

[1] Embankment/dam settling and stabilization.

[2] Erosion control and repair.

[3] Sediment removal.

[4] Outlet structure maintenance and replacement.

- (4) Access to BMP facilities should be addressed during the design stage. Depending on the type of facility, provisions for maintenance personnel, inspections and equipment must be provided. Stormwater management easements should be provided/created and the configuration/location of such must be



established during the design stage. If necessary, provisions for all-weather roads suitable for heavy equipment may be required.

- (5) The use of native plants shall be considered to reduce the potential degree of maintenance required.
- I. Regulatory compliance. All BMPs that are of the size and type or in a location that would require the approval of a state or federal agency shall require securing the appropriate permits or approvals. This would include, but not be limited to, the following:
  - (1) U.S. Army Corp of Engineers. Clean Water Act, §§ 401 and 404: related construction within the floodplain or modifying stream channels.
  - (2) DEP and/or the Lancaster County Conservation District Stormwater Management Act (Act No. 167); Chapter 92, National Pollution Discharge Elimination System; Chapter 93, Water Quality Standards; Chapter 102, Erosion Control; Chapter 105, Dam Safety and Waterway Management.

## **Endnotes**

### **1 (Popup - Popup)**

Editor's Note: Appendix 8 is included at the end of this chapter.

### **2 (Popup - Popup)**

Editor's Note: Appendix 9 is included at the end of this chapter.

### **3 (Popup - Popup)**

Editor's Note: Appendixes 10 and 11 are included at the end of this chapter.

### **4 (Popup - Popup)**

Editor's Note: Appendixes 10 and 12 are included at the end of this chapter.

### **5 (Popup - Popup)**

Editor's Note: Appendixes 13 and 14 is included at the end of this chapter.

### **6 (Popup - Popup)**

Editor's Note: Appendix 15 is included at the end of this chapter.

### **7 (Popup - Popup)**

Editor's Note: Appendix 16 is included at the end of this chapter.

### **8 (Popup - Popup)**

Editor's Note: Appendix 17 is included at the end of this chapter.

### **9 (Popup - Popup)**

Editor's Note: Appendix 18 is included at the end of this chapter.

**CODE OF THE TOWNSHIP OF WARWICK, PENNSYLVANIA, v3 Updated 07-01-2009 / PART II  
GENERAL LEGISLATION / Chapter 270, STORMWATER MANAGEMENT / ARTICLE III, Design  
Standards / § 270-15. Riparian buffer easement. [Added 6-21-1999 by Ord. No. 193]**

**§ 270-15. Riparian buffer easement. [Added 6-21-1999 by Ord. No. 193]**

- A. In order to protect the existing environmentally sensitive areas within the Township, protect the natural resources and aid in the improvement of water quality, riparian buffer easements shall be created as part of any subdivision or land development.
- B. For any site located immediately adjacent to or encompassing a watercourse (e.g., stream, creek or other natural body of water), a riparian buffer easement measuring 35 feet in width from the center line (on each side) of the watercourse shall be provided and maintained (for the purpose of the section only drainage swales shall not be considered watercourses). The purpose of the riparian buffer easement shall be to protect and preserve the existing natural features and environmental resources subject to the following requirements:
  - (1) Preservation of existing buffer plantings. Within the riparian buffer easement the existing natural tree and vegetation shall be preserved.
  - (2) Required buffer plantings. To create a riparian forested buffer, the required easement area shall be planted with additional native trees, shrubs and other plant material as determined necessary (depending on site conditions) in order to create a suitable riparian canopy and understory. For the purpose of determining the suitability of the riparian canopy and understory, new planting requirements shall be based on published practices and guidelines subject to the review, approval and satisfaction of the Township.
  - (3) The riparian buffer easement shall be incorporated into the deed for the property or lot(s) and shall limit the use of the property location therein. The easement shall allow for the continued private ownership and shall count toward the minimum lot area as required by Chapter 340, Zoning, but the easement restrict the land uses to the current use or to other nondamaging activities.
  - (4) The outlet of any storm sewer piping system or stormwater management facility shall not be permitted within riparian buffer easement. This will create a setback or separation distance from the receiving watercourse. In this way, a natural filter strip will be created so that the quality stormwater runoff will be improved before reaching the watercourse.
  - (5) Any activities within the riparian buffer easement shall be completed in a manner that will preserve and protect the existing limits of the one-hundred-year floodplain and floodway.

**RESOLUTION NO. 746**

**LITITZ BOROUGH COUNCIL  
HIGHLANDS CONSERVATION ACT**

**WHEREAS**, the Highlands region, encompasses more than three million acres of Pennsylvania, New Jersey and Connecticut; and

**WHEREAS**, the Highlands region is an area of national significance, possessing significant natural beauty, containing contiguous forest and productive farmland, numerous cultural and historic sites, substantial recreational opportunities, and the protection and supply of important drinking water sources for over fifteen million people; and

**WHEREAS**, the U.S. Congress, in bipartisanship, passed the Highlands Conservation Act, Public Law 108-421 that was signed into law by the President of the United States on November 30, 2004, designating the Highlands as a significant national conservation priority region; and

**WHEREAS**, the Highlands Conservation Act authorizes the Secretary of the Interior and the Secretary of Agriculture to provide financial assistance to Highlands States to preserve and protect high priority conservation land in the highland region; and

**WHEREAS**, the United States Forest Service will continue programs and assist Highlands States, local units of government, and private forest and farm landowners in the conservation of the land and natural resources in the Highlands region; and

**WHEREAS**, land preservation efforts in the Highlands region should link the parks, historic sites, wetlands, wildlife habitats, streams, rivers, reservoirs, watersheds, trails, scenic and natural lands and other protected areas unique to the region for the enjoyment of future generations; and

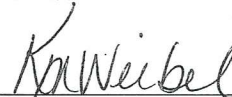
**WHEREAS**, the Commonwealth of Pennsylvania has designated the Highlands as one of five Mega-greenways in the state of Pennsylvania; and

**WHEREAS**, the counties of Adams, Berks, Bucks, Chester, Cumberland, Dauphin, Franklin, Lancaster, Lebanon, Lehigh, Montgomery, Northampton, York, are local units of government containing portions of the Highlands region in Pennsylvania.

**NOW, THEREFORE, BE IT RESOLVED** that the Lititz Borough Council, Lititz, Lancaster County, Commonwealth of Pennsylvania support:

Implementation of the spirit and intent of the Highlands Conservation Act and the protection of the Highlands region in Pennsylvania as an area rich in natural resources, which are important to the environmental quality and economic prosperity within the Commonwealth and our Borough.

**DULY PRESENTED AND ADOPTED BY** the governing body of Lititz Borough Council, in a meeting held this 27<sup>th</sup> day of October, 2009.

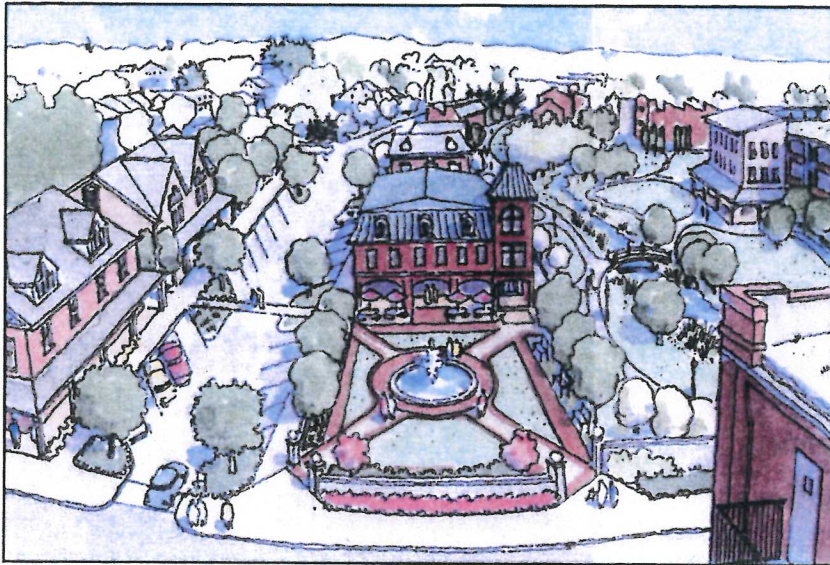


Karen M. Weibel  
President, Lititz Borough Council

Attest:

  
Sue Ann Barry, Secretary/Treasurer  
Russell L. Pettyjohn, Mayor

# SUBDIVISION AND LAND DEVELOPMENT ORDINANCE



*Founded 1756 - Incorporated 1888*

***Final Revisions: February 11, 2010***  
***Adopted: April 27, 2010***

## **BOROUGH OF LITITZ**

**7 SOUTH BROAD STREET LITITZ, PA 17543**  
**PHONE (717) 626-2044 FAX (717) 626-1329**

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**LANCASTER COUNTY, PENNSYLVANIA**



**SECTION 608. Stormwater Management and Floodplain Controls.** All storm water management, collection, conveyance, soil erosion control, and floodplain considerations shall be accomplished in accordance with the provisions of the Borough Storm Water Management Ordinance, as amended:

- A. Floodplain areas shall be established and preserved as provided by the Borough Zoning Ordinance.
- B. Whenever a floodplain is located within or along a lot, the plan shall include the boundary of the floodplain and the elevation or locational dimensions from the centerline of the watercourse; a plan note that the floodplain shall be kept free of structures, fill and other encroachments; and a plan note that floor elevations for all structures adjacent to the floodplain shall be two (2) foot above the one hundred (100) year flood elevation.

**SECTION 609. Landscaping.**

- A. Buffer Planting. Buffer plantings shall be provided along the rear of reverse frontage lots, except in the case of an alley. Parking and buildings shall be prohibited within the buffer area and the use of buffer areas for site access shall be limited. Buffer areas shall include a suitable, uninterrupted and predominantly evergreen planting for at least eighty (80) percent of the buffer area length, of a minimum 30" to 42" in height (at the time of planting) and of a sufficient density to give maximum screening within four (4) years following initial installation. Such screening shall be permanently maintained and replaced if necessary to present an attractive appearance and to retain an effective buffer at all times.
- B. Buffers for Residential, Commercial and Industrial Areas outside of the Downtown. A planted barrier, designed to sufficiently inhibit visual access within four (4) years following the date of initial planting, shall be provided between any commercial or industrial use and contiguous tracts if adjoining tracts do not also accommodate a commercial or industrial use.
  - 1. An equivalent barrier shall be provided between residential uses of differing densities.
  - 2. Any portion of the commercial or industrial tract which is not used for buildings, structures, parking, etc. shall be planted in accordance with an overall plan to be approved by the Borough Council and the Borough Engineer.
  - 3. The perimeter of all commercial and industrial parking areas and all mechanical equipment which is not enclosed shall be screened in accordance with Section 609.A., or to the full height of such mechanical equipment.
- C. Existing Wooded Areas. Existing wooded areas shall be protected to prevent unnecessary destruction. At least twenty-five (25) percent of all trees (minimum trunk caliper of five [5] inches at twelve [12] inches above ground) that exist at that time of plan submission

shall be maintained. In addition, the Borough may require that trees removed due to construction activities be replaced immediately following construction. Replacement trees shall be a minimum trunk caliper of two (2) inches at a height of six (6) inches above finished grade, and located within unbuildable sections of the site (e.g. steep slope and setback areas).

- D. Shade Trees. Shade trees shall be required by the Borough in accordance with the following standards:
1. All trees shall be nursery grown in a climate similar to that of the Borough.
  2. All trees shall have a normal habit of growth and shall be sound, healthy and vigorous; they shall be free from disease, insects, insect eggs, and larvae.
  3. Trunk calipers, measured at a height of six (6) inches above finished grade, shall be a minimum of three (3) inches.
  4. Trees shall be planted between the street right-of-way line and the building setback line except where the Borough has authorized placement of trees within the street right-of-way. Mature trees shall not adversely affect street cartways, sidewalks or utility lines.
  5. All planting shall be performed in conformance with good nursery and landscape practices.
  6. Requirements for measurements, branching, grading, quality, balling, and burlapping of trees shall follow the code of standards recommended by the American Association of Nurserymen, Inc., in the American Standard for Nursery Stock, ANSIZ60, 1-1973, as most recently amended.
  7. One (1) street tree shall be installed for each building containing two (2) or fewer dwelling units and two (2) trees shall be provided for buildings containing three (3) or more dwelling units. In any event, at least one (1) street tree shall be installed and maintained for every 50 linear feet of building perimeter.
  8. A minimum of one (1) street tree shall be provided for each residential lot, and such trees shall be spaced not less than twenty (20) feet nor more than sixty (60) feet apart along the entire length of each existing or proposed street. In commercial and industrial zoning districts, street trees shall be spaced not less than forty (40) feet nor more than sixty (60) feet apart along each street frontage.
  9. If not included in the following list of recommended tree species, desired street trees shall be subject to the review and approval of the Borough of Lititz Shade Tree Commission.



10. No one species shall comprise more than 33% of the entire number of plants in a landscape plan.
11. Street trees shall typically be selected from the following Lititz Borough Street Tree List:

#### Small Trees – Mature Height Less Than Thirty Feet (30')

<i>Crataegus viridis</i> 'Winter King'	Winter King Hawthorn	20-35' Broad, round head	Multi-colored bark, ornamental fruit
<i>Prunus x incam</i> 'Okame'	Okame Cherry	15-25' Vase-shaped, becoming rounded with age	Attractive bark; pink flowers in early spring
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	20-25' Uniform rounded shape	White flowers in mid- Summer

#### Medium Trees – Approximate Mature Height of Thirty to Fifty Feet (30-50')

<i>Carpinus caroliniana</i>	American Hornbeam	20-30'	Round spreading, native, fall color, compaction tolerant
<i>Gleditsia triacanthos</i> var. <i>inermis</i> 'Imperial', 'Skyline', or 'Moraine'	Thornless Honeylocust	30-40' Pyramidal	Small, lightweight leaves; Golden yellow fall color; Produces light shade
<i>Ostrya virginiana</i>	American Hophornbeam	25-40' Pyramidal in youth becoming broad	Attractive bark and hop- like fruit; native
<i>Pyrus calleryana</i> 'Chanticleer'	Chanticleer Callery Pear	30-40' Upright, pyramidal	White spring flowers, red- purple fall leaf color; better structure than older cultivars
<i>Quercus acutissima</i>	Sawtooth Oak	35-40' Pyramidal in youth, becoming rounded	Yellow fall color; attractive bark; acorns

#### Large Trees – Mature Height Greater Than Fifty Feet (50')

<i>Acer rubrum</i> 'Bowhall' or Armstrong	Columnar Red Maples	50-60' Columnar	Red flowers, fruit, and fall color; native
<i>Acer rubrum</i> 'October Glory' or 'Red Sunset'	Red Maples	50-60' Pyramidal in youth, irregular at maturity	Red flowers, fruit, and fall color; native
<i>Ginkgo biloba</i> (male)	Male Ginkgo	50-80' Upright, symmetrical	Brilliant yellow fall color; easy to transplant
<i>Liquidambar styraciflua</i> 'Rotundiloba'	Fruitless Sweetgum	60-75' Pyramidal	Star-shaped leaves; good fall color
<i>Platanus x acerifolia</i>	London Plane Tree	70-90' Pyramidal, broad with age	Large flat leaf; exfoliating ornamental bark
<i>Quercus imbricaria</i>	Shingle Oak	50-60' Pyramidal in youth, broad with age	More easily transplanted than other oaks; native
<i>Quercus phellos</i>	Willow Oak	60-80' Pyramidal in youth, broad with age	Mod. Fast growing; yellow-brown foliage; native
<i>Quercus rubra</i>	Red Oak	60-75' Rounded	More easily transplanted than other oaks; red fall color; native; acorns

Ulmus 'Alcolade' or 'Morton'	Hybrid Elm	50' Broad vase-shaped	Very lustrous dark green leaves; resistant to Dutch Elm disease; very adaptable
Zelkova serrata 'Green Vase'	Green Vase Zelkova	60-80' Upright, vase-shaped	Nice form; orange-brown fall color

### Large Buffer Area Trees & Shrubs\*

Abies concolor	White Fir	30-50' Ht.	Highly adaptable evergreen; tolerant of heat and drought
Euonymus kiautschovicus 'Manhattan'	Spreading Euonymus	8-10' Ht.	Highly adaptable to most soils; semievergreen; fast-growing
Hydrangea quercifolia	Oakleaf Hydrangea	4-6' Ht.	Attractive bark; large white flowers in June; burgundy fall color; native
Juniperus virginiana	Eastern Redcedar	30-50' Ht.	Highly adaptable evergreen; valuable food source for birds; native
Rhus aromatica	Fragrant Sumac	2-6' Ht.	Highly adaptable; spreading; orange-red fall color; native
Rhus typhina	Staghorn Sumac	15-20' Ht.	Highly adaptable; spreading; orange-red fall color; native
Viburnum trilobum	American Cranberrybush Viburnum	8-12' Ht.	Flowers in May; attractive fruit; red fall color; native

\* Other potential plant selections will be considered by the Borough's Shade Tree Commission

- E. Ground Cover. Maintained ground cover shall be provided on all disturbed site areas which are not covered by paving, stone or other solid materials to prevent soil erosion. Ground cover shall conform to the standards and recommendations of the American Association of Nurserymen, Inc. in the American Standard for Nursery Stock, as most recently amended.
- F. Structural Soil. Structural Soil, in accordance with Cornell University specifications, as shown in the Form-Based Code Regulations shall be installed and maintained for all Street Trees in the Downtown, TNDO, and all non-residential zoning districts.
- G. Landscape Design Guidelines. Refer to Article VIII of the Lititz Borough Zoning Ordinance for additional Landscape Design Guidelines, and the Form-Based Code Regulations in Appendix 20.
- H. All Landscape Plans shall be reviewed by the Lititz Borough Shade Tree Commission.

### SECTION 610. Sanitary Sewage Disposal and Water Supply.

- A. Sanitary Sewage Disposal. Where determined as feasible and necessary by the Borough Council, the Applicant shall be required to extend and/or connect to the public sewer system.

## PLANTING REGULATIONS

1 - Trees approved for planting must be at least 2 - 2 1/2 inches in diameter, 6" above the ground, have a sound, clean trunk, a symmetrical head and well defined leader, and a well developed fibrous root system undamaged by careless digging.

2 - Pits for the planting of trees shall be of ample size to receive the entire root system without cramping or bending. Any hardpan encountered shall be thoroughly loosened before refilling hole with good topsoil mixed with peat moss.

3 - Tree guards or a stake or stakes of sufficient thickness and length should be used to protect newly planted trees from winds and pedestrians, and are preferable to guying with wires thru rubber hose. Stakes 2" x 2" x 8'.

4 - Trees newly planted shall be so pruned as to remove excessive branches and twigs to compensate for root loss in digging. The main stem or leader shall not be cut nor the form of the tree destroyed.

5 - Newly planted trees shall be kept well watered during the first two years by frequent soakings as the weather demands.

6 - No tree shall be planted within 30 feet of the intersection of curb lines. No tree shall be planted closer than 35 feet to any other tree

unless such other tree shall be removed before it interferes with the development of the new tree.

7 - To qualify for the Lititz Borough rebate program, the above regulations must be met.

### Approved Varieties

The following trees are among those approved for planting in the Borough of Lititz, by the Shade Tree Commission:

#### For Wide Streets

White Oak  
Thornless Honeylocust  
Oriental Plane Tree  
Red Oak  
Scarlet Oak  
Willow Oak  
London Plane  
European Linden  
Little Leaf Linden  
Buisman Elm  
Tulip Tree  
Ash

#### For Narrow Streets

Sugar Maple  
Red Maple  
Sweet Gum  
Pyramidal Ginko  
Pyramidal English Oak  
Hophornbeam

#### Trees Not Approved

Horse Chestnut, Silver Maple,  
Birches, Catalpa, Beech, Honey  
Locust, Empress Tree, Larches,  
Poplars, Willows.



- 408.21 All existing and natural Watercourses, Channels, drainage systems, Wetlands and areas of surface water concentration shall be maintained in their existing condition unless an alteration is approved by the Borough and any other necessary approving body.
- 408.22 Storm Pipes which discharge to a Detention or Retention Basin shall be located as to outlet directly to the basin floor.
- 408.23 Headwalls and endwalls shall be used where Stormwater Runoff enters or leaves the Storm Sewer horizontally from a natural or manmade Channel. PADOT Type “DW” headwalls and endwalls shall be utilized.
- 408.24 Storm facilities not located within a public right-of-way shall be centered within an easement. Easements shall follow property boundaries where possible.
- 408.25 *Stormwater Conveyance Improvements:* If the Developer can prove under the “No Harm Option” (see Section 403.8) of the Act 167 Plan that it would be feasible to provide conveyance improvements (install or upgrade Pipes, bridges, Swales, etc.) to relieve existing deficiencies as defined by Section 408.1 and any Local, State, or Federal regulations, the conveyance improvements could be provided by the Developer in lieu of Stormwater Management Facilities on the Development Site. Any conveyance improvements would be designed based on the eventual Development of all areas tributary to the improvements and the conveyance criteria specified in this Ordinance. The eventual Development of all tributary areas that the Developer must consider shall either be based on the current zoning or be established by the Borough, whichever results in a greater amount of impervious surface. It shall be assumed that all new Development upstream of a proposed conveyance improvement would implement applicable Stormwater Management techniques, consistent with this Ordinance.

#### **SECTION 409 DESIGN STANDARDS – BEST MANAGEMENT PRACTICES (BMP)**

- 409.1 BMPs should be implemented in Lititz Borough in order to protect the Borough's water quality. BMPs should be applied to all Subdivision And Land Development Plans and other activities regulated by the Stormwater Management Ordinance.
- 409.2 The strategy employed avoids the use of performance standards related to effluent standards. Instead, it establishes a suggested long-term storage volume to be provided with any proposed land use. Other design methods are available and may be utilized provided documentation is furnished and the Borough Council approve the design. Other measures of control, including the use of natural open space, may be substituted for structural measures. The use of non-storage related measures must be carefully evaluated to ensure the water quality goals are being met.

409.3 **General Conditions:**

- A. Minimize on-site impervious area:
  - 1. Preserve natural wooded cover and drainageways on-site.
  - 2. Pervious surfaces such as porous pavement are considered BMPs.
- B. Maximize the amount of on-site drainage areas that are directed to BMPs. Minimum accepted area is 70% of the site. Impervious areas shall be directed to BMPs.
- C. Minimize directly connected impervious area. Promote natural removal of pollutants using vegetation and soil. Direct impervious area Runoff to pervious area.  
  
For example:
  - Roof downspouts to lawns
  - Driveways to lawns
  - Parking areas to lawns or grassed Swales.
- D. Minimize mixing of off-site and on-site Runoff, unless the upstream drainage area is insignificant in size.
- E. Delay construction of BMPs until all other land disturbing activities are complete to minimize the potential for clogging and maintenance or remedial action.
- F. Incorporate the site's soil conditions to ensure the maximum life of facility.
- G. Use water tolerant vegetation (orchard and Bermuda grass, perennial rye, fescue, and Reed Canary grass) in Swales with slopes of 2% or less and where swale dikes are utilized.
- H. Provide a length to width ratio in basins/ponds of at least 2:1 and avoid short circuiting. Maximize the distance between inflow and outflow.
- I. Provide proper Erosion protection at all Pipe Outlets.
- J. Utilize underdrains for all ponds. May be used as BMP Outlet if properly sized.
- K. Size BMP Outlets to release water as described in Section 407.7. Orifices should be sized to accomplish this (minimum 1/2" diameter holes). To prevent clogging around a vertical riser, use a cone of gravel or a non-corrosive fine-mesh screen.
- L. Minimize disturbed project area.

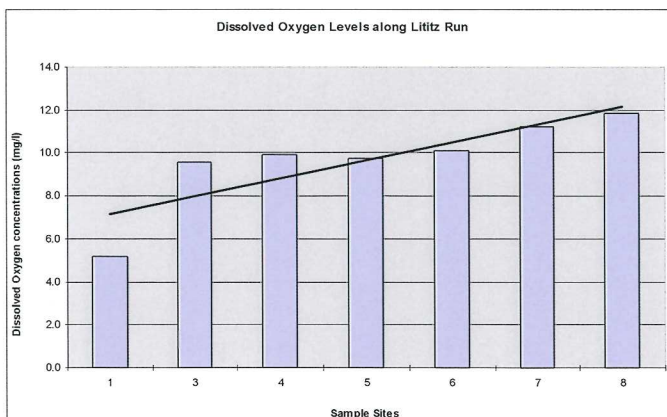
409.4 **System of Controls:**

- A. The Borough approach to protect water quality is to minimize the impact of pollutants in Stormwater Runoff through a system of controls. These controls can be at the source, in the lot, at the site, or at some regional facility. Examples are listed below.
- B. **Source Controls** – eliminate the opportunity for pollutants to mix with Stormwater Runoff.
  - 1. Street sweeping
  - 2. Cover chemical storage areas
  - 3. Dike potential spill areas
  - 4. Regular sediment removal from drainage system
- C. **Lot Controls** – minimize the potential for concentrating pollutants and concentrating Stormwater Runoff.
  - 1. Minimize directly connected impervious areas
  - 2. Minimize impervious areas
  - 3. Utilize grass Swales and filter strips
  - 4. Utilize infiltration trenches, where applicable
  - 5. Utilize porous pavement
- D. **Site Controls** – structural methods required to meet storage volume requirements and water quality objectives.
  - 1. Grass Swales
  - 2. Infiltration basins
  - 3. Detention ponds
  - 4. Wetlands
- E. **Regional Controls (D.A > 100 Acres)** – off-site structural measures for large projects.
  - 1. Detention ponds
  - 2. Retention ponds

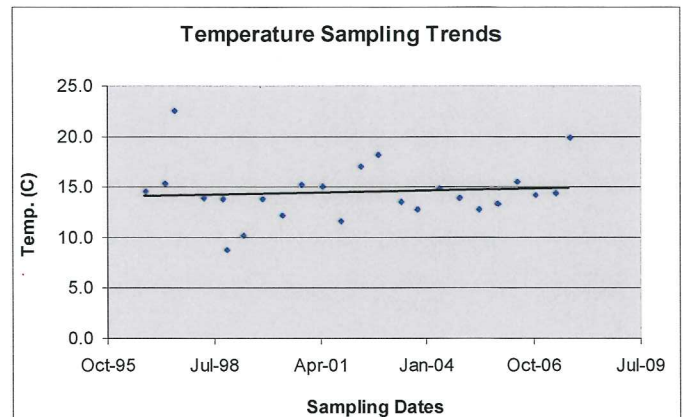


## Lititz Run Water Quality Update

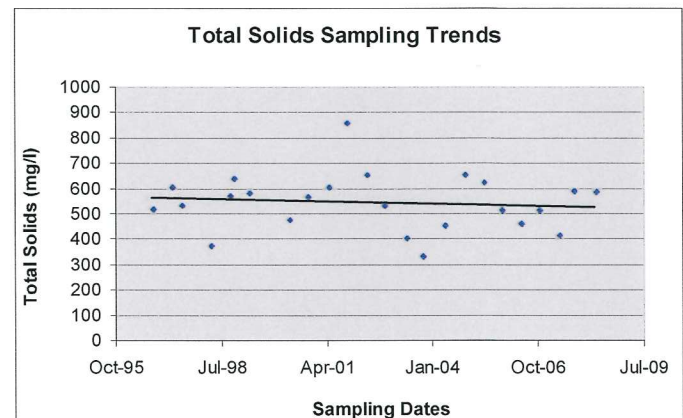
Over the last 12 years the Lititz Run Watershed Alliance with assistance from Warwick High School students and the Lancaster County Conservation District have been monitoring the water quality of Lititz Run and several of its tributary streams. The reason for the on going monitoring effort stems from the Pennsylvania Department of Environmental Protection's listing of Lititz Run on its list of streams that do not meet their intended water quality standards. In other words they found parts of Lititz Run to be polluted. The pollution occurring in Lititz Run comes from various sources; sometimes the pollution is from urban areas sending excess stormwater into the creek, sometimes it comes from agricultural practices that are sending excess sediment and nutrients (e.g. phosphates & nitrates) into the water causing harm to the aquatic life, and still other times it might be coming from a wastewater discharge of an industry directly into the stream. All of these pollution sources can be dealt with to reduce their effects on the stream but one remedy does not fix all of these issues. Over the last 12 years environmental groups such as the Lititz Run Watershed Alliance have been implementing Best Management Practices (BMP's) throughout the watershed to reduce pollutants from getting into Lititz Run. BMP's the group has implemented include; stream restoration efforts, wetland creations, farmland conservation practices, planting trees and shrubs along the creek (riparian buffers), installing fish habitat devices, removing dams so aquatic species can migrate in the stream, and a host of other BMP's. In order to get Lititz Run off the state's polluted list and to see if the BMP's the group has installed are working, ongoing monitoring efforts are needed. Below is a brief review of some of the data that has been collected to date. If you would like to know more about the monitoring efforts please check out all the data located in the Lititz Public Library or contact Matt Kofroth, Watershed Specialist for the Lancaster County Conservation District at (717) 299-5361 ext. 124 or [matt.kofroth@pa.nacdnet.net](mailto:matt.kofroth@pa.nacdnet.net)



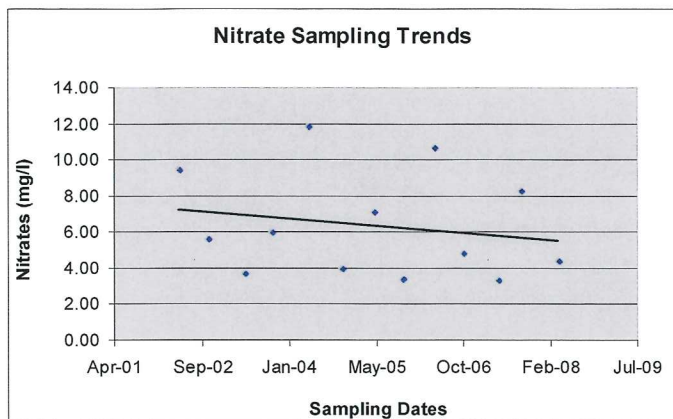
*Figure 1:* Dissolved Oxygen (DO) levels in Lititz Run have been improving over the last 12 years. The DO level increases as one travels downstream on Lititz Run. A DO reading over 10 milligrams/liter can sustain aquatic life.



*Figure 2:* Stream Temperatures in the Lititz Run have been constant over the last 12 years as more trees and shrubs are planted along stream banks creating riparian corridors. These buffer areas shade the stream and decrease water temperatures and increase dissolved oxygen levels because colder water carries more oxygen.



*Figure 3:* Sediments in a stream can be a major pollutant. Stormwater runoff from farm fields, construction sites, and even stream bank erosion transport sediments to our streams. Over the last 12 years through conservation efforts the Lititz Run Watershed Alliance has been able to reduce the amount of sediments getting into Lititz Run. This trend continues today as well.

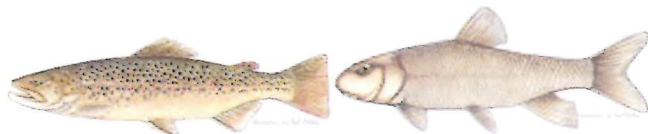


*Figure 4:* A pollutant found in man-made fertilizers and commercial products is Nitrates. Excess Nitrates in a waterbody produce massive algae growth which in turn uses lots of oxygen. If the oxygen is used up by the algae other aquatic life in the stream is forced to move or die. Once again Nitrate levels in Lititz Run have been dropping due to increased conservation efforts throughout the watershed.

### Common Fish of Lititz Run



The Blacknose Dace is a common fish species found in Lititz Run. It can be found close to the headwaters (means where a stream starts) of the stream because it likes cold spring water.



Two other fish species that like cold spring water are the Brown Trout and White Sucker. Both of these fish can be found in Lititz Run around the middle-reaches of the stream where water levels are slightly deeper but there is still enough cold water to go around.



Fish that prefer warmer water can be found closer to the mouth of Lititz Run where it empties into the Conestoga River. Examples of such fish include the common Bluegill and the Tessellated Darter. These fish will migrate between Lititz Run and the Conestoga River throughout the summer depending on the temperature of each stream.

### Common Aquatic Insects of Lititz Run

The Lititz Run Watershed Alliance monitors aquatic insects in the stream to determine overall water quality of the watershed. Aquatic insects are excellent water quality indicators because certain aquatic insects live in good water quality where other aquatic insects live in poor water quality. There is also a mix of aquatic insects they can live in good and poor water quality. Ideally you would like to see all good water quality aquatic insects in your streams but sometimes you can find poor critters as well. The key is to have more good bugs than bad bugs in your stream. This means that you also should have less pollution in your stream as well.



Mayflies and Riffle Beetles are indicators of very good water quality. These insects can be found in Lititz Run in the middle to lower reaches of the stream where there is more water to dilute possible pollutants.



Freshwater Shrimp and Aquatic Sowbugs are insects usually found in spring feed streams. These insects are found throughout the stream because of the many spring sources in the watershed. They are an example of those bugs that can live in good or poor water quality.



Finally, aquatic insects that indicate poor water quality include the Midge (common Gnat) and Blackfly Larvae. These species prefer to live in less than desirable water quality and unfortunately are found at several sites along Lititz Run.

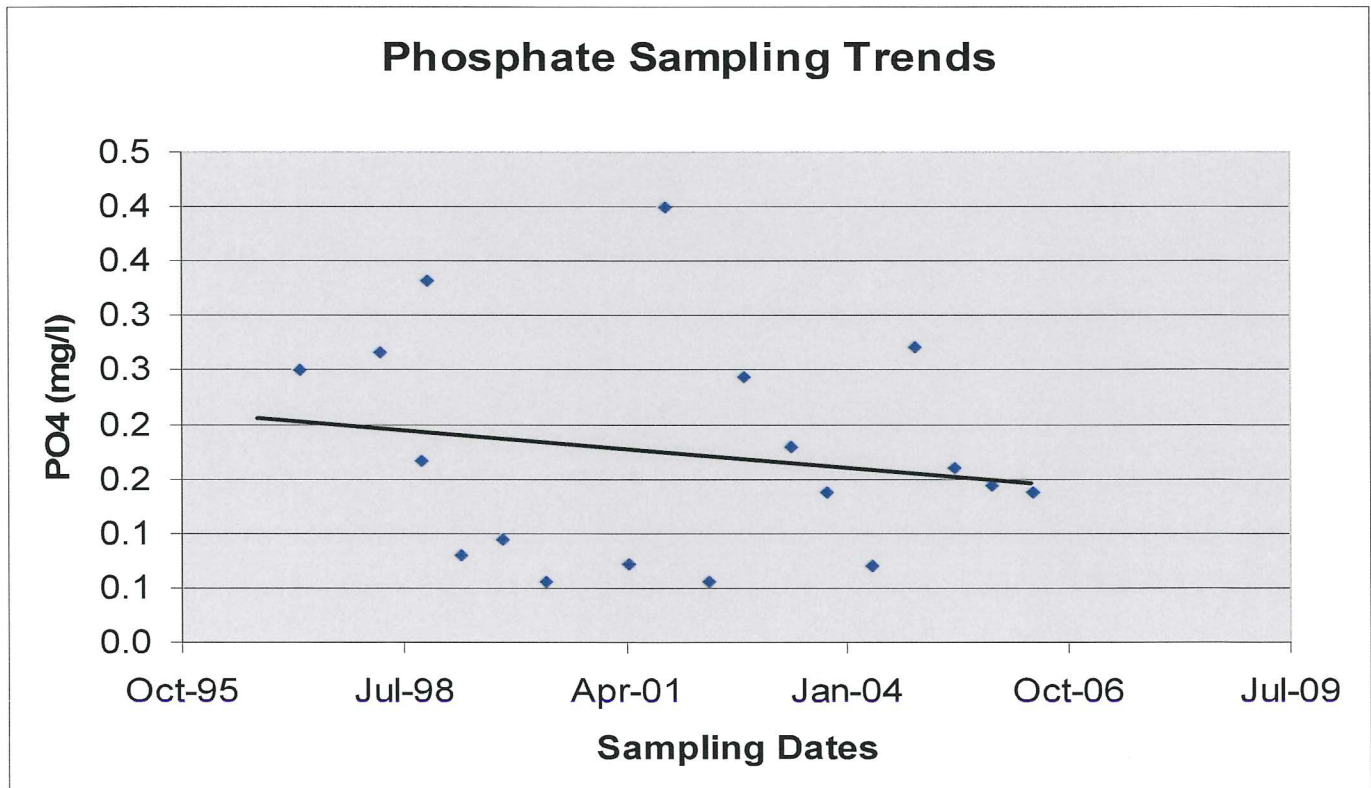


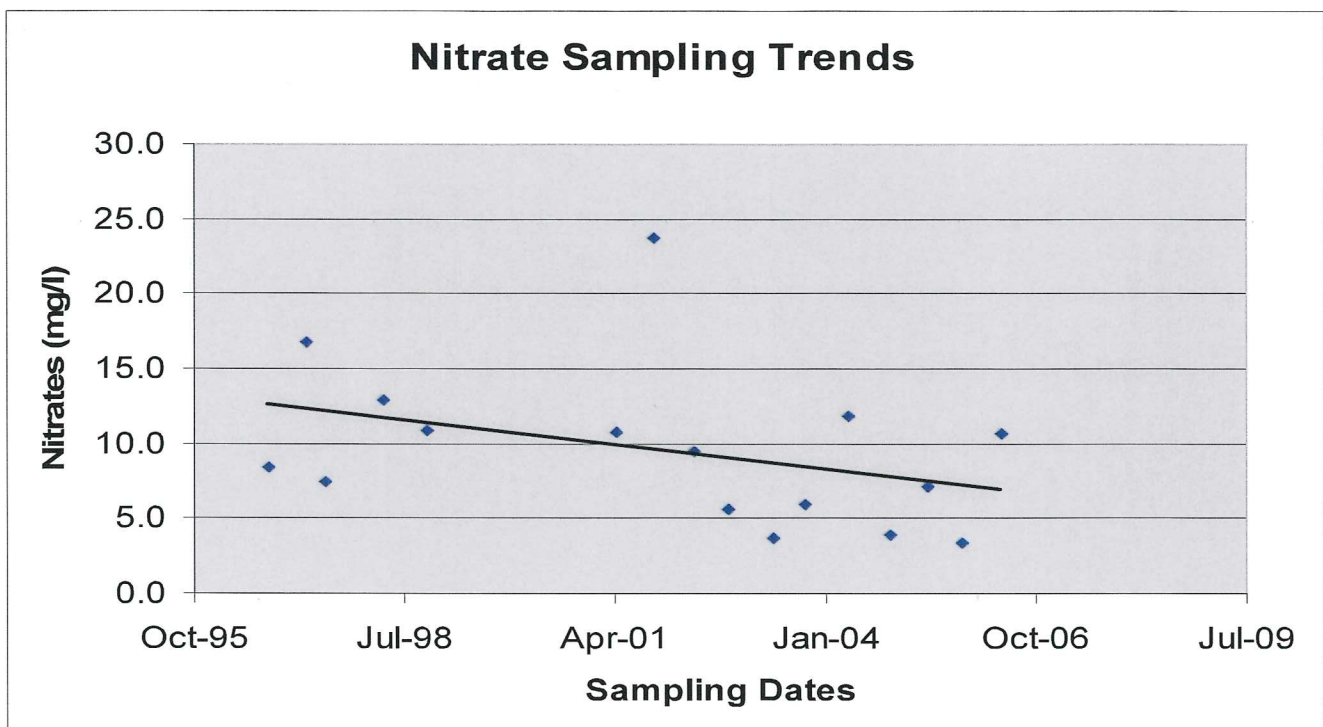
### Lititz Run Watershed Alliance Monitoring Data

It is the contention of the Lititz Run Watershed Alliance, Warwick Township, and the Lancaster County Conservation District that significant water quality improvements have occurred within the Lititz Run Watershed over the last ten plus years. These improvements have come as the result of numerous stream restoration projects, various riparian buffer initiatives, countless agricultural best management practices, and several wetland rehabilitation projects. The water quality improvements can be seen in data gathered through biannual samples by the Lititz Run Watershed Alliance, Warwick High School students, and the County Conservation District. The following results were gathered using a compared analysis of the first 5 years (1996-2001) LRWA monitored compared to the last five years (2002-2006) of data gathered.

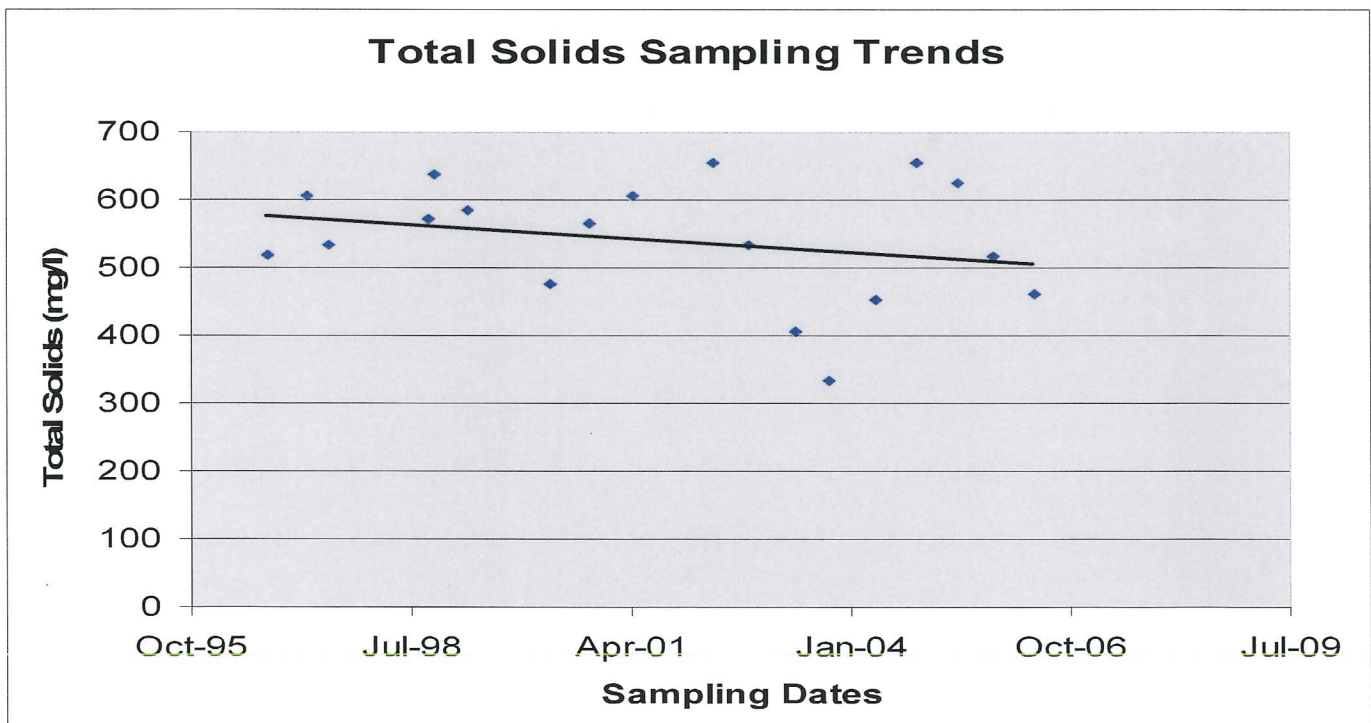
#### Lititz Run Proper

- **Phosphate** levels in Lititz Run proper have seen a **26% reduction** over the last 10 years. From the time period 1996-2001 the phosphate level was 0.21 mg/l and from the time period 2002-2006 the level had been reduced to 0.16 mg/l. This is a 3% reduction per year on average. Lititz Run is still slightly above the 0.1 mg/l phosphate level max for rivers and stream according to PA DEP. (Chapter 93)



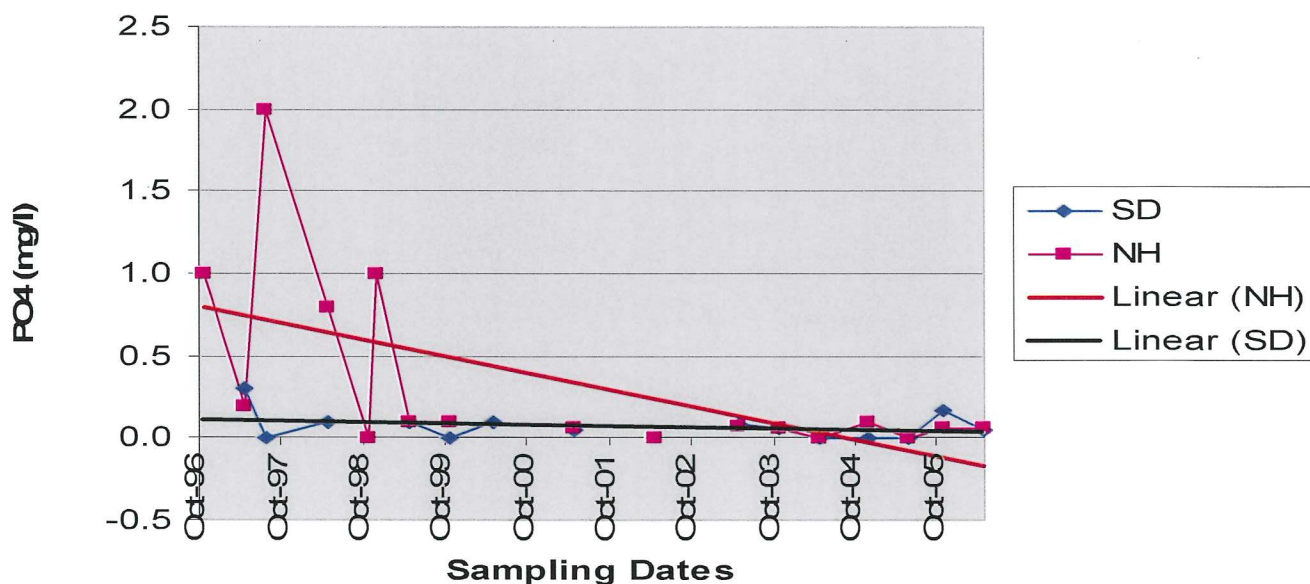


- Nitrate* levels in Lititz Run proper have seen a **47% reduction** over the last 10 years. From the time period 1996-2001 the nitrate level was 13 mg/l and from the time period 2002-2006 the level had been reduced to 6.9 mg/l. This is over a 5% reduction per year on average. The maximum amount allowed for nitrates in a stream for human consumption is 10 mg/l (PA DEP Chapter 93) which Lititz Run now is under.
- Total Solid* levels in Lititz Run proper have seen a **9% reduction** over the last 10 years. From the time period 1996-2001 turbidity levels averaged 567 mg/l and from the time period 2002-2006 levels average 516 mg/l. As the stream channel stabilizes from past stream restoration project these levels should be further reduced in the future.



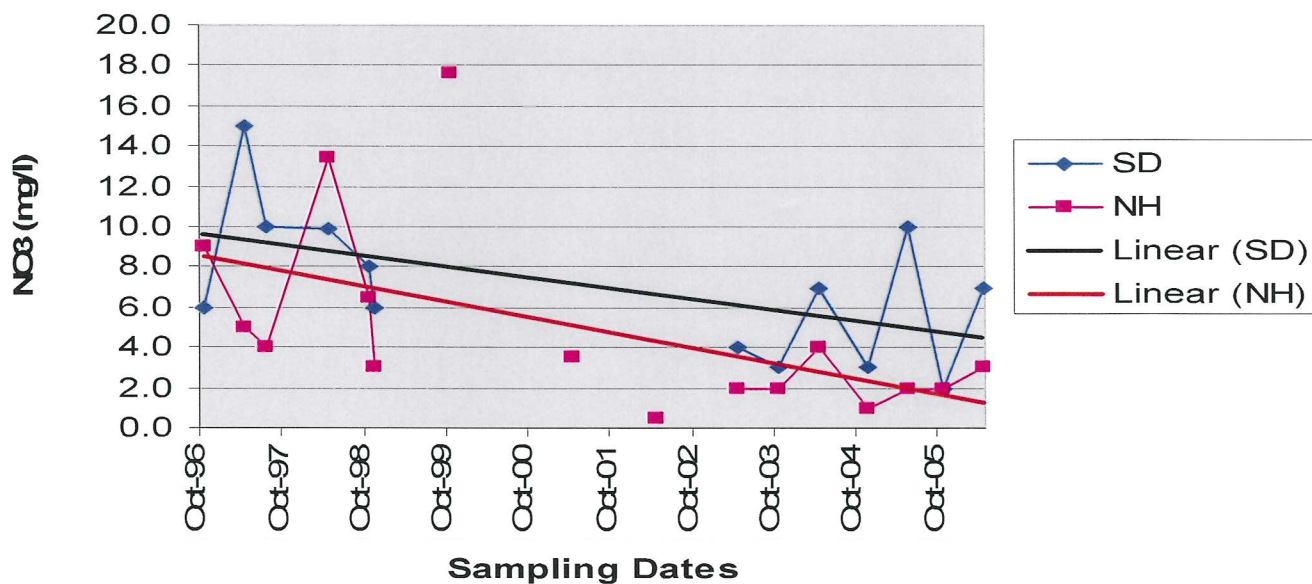
### Lititz Run Tributary Streams

#### Lititz Run Tributary Phosphate Levels



- **Phosphate** levels in the Santo Domingo Cr. and “New Haven Run” also showed significant reductions over the last 10 years. In the Santo Domingo Cr. a **29% reduction** was achieved in 10 years from 0.10 mg/l to 0.07 mg/l. In “New Haven Run” an **89% reduction** was achieved in 10 years from 0.59 mg/l to 0.06 mg/l.
- **Nitrate** levels in the Santo Domingo Cr. and “New Haven Run” once again showed significant reductions over the last 10 years. In the Santo Domingo Cr. a **44% reduction** was achieved in 10 years from 9.2 mg/l to 5.1 mg/l. In “New Haven Run” a **73% reduction** was achieved in 10 years from 7.8 mg/l to 2.1 mg/l.

#### Lititz Run Tributary Nitrate Levels







## Lititz Run Watershed Alliance

### Who Are We?

The Lititz Run Watershed Alliance is a non-profit Pennsylvania corporation, incorporated in November 1997. Since then, the LRWA has received several National and State recognition awards. In 1998, the Environmental Protection Agency recognized the LRWA as one of the twelve best watershed efforts in the nation. In 1999, the LRWA was awarded the Governor's Environmental Excellence Award. The Lancaster County Conservation District for outstanding conservation projects has also recognized the LRWA. The LRWA is committed to a comprehensive approach to continual water quality improvement within the Lititz Run Watershed.

### What is a Watershed?

Simply stated, it's the land that water flows across or under on its way to a stream, river or lake. We all live in a watershed. You and everyone in your community are part of that watershed community. How you treat the soil, water, air, plants and animals not only influences what happens in your immediate watershed but also in the larger watersheds downstream. Government at all levels is beginning to think and organize at the watershed level, because it's important to our future. We should all do the same.

### What Can You Do To Help?

#### At Home:

- Landscape your yard with native plants that require less water and fertilizer and also provide food and shelter for wildlife.
- Use only the amount of fertilizers and pesticides that lawns and plants need.
- Minimize the use of lawn areas and impervious surfaces in your landscape.

#### On the Farm:

- Leave crop residues on the fields. This reduces soil runoff and prevents sediment, fertilizers and pesticides from entering streams.
- Practice proper barnyard management.
- Install fencing and stabilized crossings to control stream access of grazing animals.

#### In your community:

- Protect wetlands that serve as natural buffers against pollution, soil erosion and flooding.
- Learn about the watershed you live in.
- Participate in volunteer opportunities.
- Join and become active in your watershed partnership organization.



### Legend

- Roads
- Streams
- Stabilization
- Conservation Reserve Enhancement Program (CREP)
- Riparian Buffer
- Lititz Run Watershed
- Municipal Boundaries
- Schools
- Parks
- Parcels with Stormwater BMPs and/or Wetland Creation
- Parcels with Agricultural BMPs
- Urban Growth Boundary

July 2005  
1 inch = 3500 feet



# LANCASTER NEW ERA

Thursday, November 13, 2008 • Lancaster, PA

## The restoration of Lititz Run

Despite black marks, waterway benefits from groundbreaking inroads by a local coalition.



Warwick Township manager Dan Zimmerman stands beside a restored segment of Lititz Run.

The last few months, you would think Lititz Run, that 7-mile-long stream that bubbles out of the ground in Lititz Springs Park and makes a beeline for the Conestoga River, is one of Lancaster County's most troubled waterways.

Study: Lititz Run watershed singled out for having a high concentration of nutrients flowing into the Conestoga River.

Study: Pharmaceuticals found in Lititz Run.

Story: Listerine mouthwash leaks into Lititz Run.

Do not be misled.

For more than 25 years, a rare partnership of citizen activism and municipal cooperation has forged one of the most effective and decorated restoration projects in the nation.

Notes the state Department of Environmental Protection, "Lititz Run is one of the few watersheds in the state that has shown an enormous amount of progress with working towards restoration prior to development of (a state-mandated cleanup plan)."

In 2002, the U.S. Environmental Protection Agency declared the Lititz Run effort a "National Showcase Watershed."

As to those black marks: n Pharmaceuticals thrown away by or passing through people have been found in every stream nationwide that has been tested below sewage plants.

High nutrients in Lititz Run? The study was taken when the stream was at a summertime low flow and much of the nutrients from farming and the Lititz Borough Sewage Treatment Plant were concentrated. The sewage plant, which affects about half of Lititz Run, will undergo \$13 million in improvements next year, resulting in a 20 percent reduction in nutrients.

The Listerine incident: a pipeline break hoped not to be repeated.

Since 1992, groups involved in making Lititz Run a cleaner stream for fish, drinking water, the Chesapeake Bay and public recreation have been recognized with four state and national awards, been featured in many publications and have nailed down a dozen grants and donations totaling nearly \$1 million.

The proof is in the pudding. A stretch of the creek now has reproducing wild trout, much to the delight of fly fishers. The Pennsylvania Fish and Boat Commission

is in the process of upgrading the stream's classification from warm water fishery to cold water fishery that can support trout.

And a recent inspection by DEP found the stream about two aquatic bugs shy of being removed from its "impaired stream" status that almost all Lancaster County waterways find themselves in. The presence of pollution-intolerant insects is the main criteria DEP uses for gauging stream health.

As an example of the groundbreaking restoration inroads by the local coalition, a door-to-door effort is well under way to get at least 95 percent of the 100 farmers — including Plain Sect farmers — in Warwick Township to act on tailored conservation plans to save soil runoff and help watershed streams.

The project, first of its kind in Pennsylvania, is being carried out by the Lancaster County Conservation District, Warwick Township and TeamAg, Lititz-based consultants, with funding from the private Chesapeake Bay Funders Network.

With a 75-percent participation rate already, it will be used as a template for deployment elsewhere in Pennsylvania and states that drain into the Chesapeake Bay.

"The farmers realize they can make a difference," says Sallie Gregory, education coordinator with the conservation district.

The Lititz Run watershed drains 17 square miles including Lititz Borough, almost all of Warwick Township and small sections of Penn and Manheim townships.

The restoration is working because of a rare partnership dance that has hooked up all forms of land users, developers, homeowners, businesses and farmers.

Although the restoration has involved a cast of hundreds, at the heart of it is Warwick Township itself, the Lititz Run Watershed Alliance citizens group and the Donegal Chapter of Trout Unlimited.

The marriage of the watershed group with Warwick Township — the township helps the alliance secure grants, among other things — is particularly unusual.

"It's rare in Pennsylvania to see a township involved" in stream restoration, says Matt Koffroth, watershed specialist with the conservation district and a member of the watershed group.

"The only way in Pennsylvania we're going to get a lot of streams off

the impaired list is in working with municipalities. I think the Lititz Run effort is one of the models to look at."

And interest hasn't waned because the effort makes the restoration part of the community's way of life.

There are riparian parks and walking paths along Lititz Run and tributaries. Each year, hundreds of area school kids come streamside for a watershed awareness day to plant trees or otherwise be made to feel the stream is a part of their life.

"They've done a tremendous amount of effort not only in stream restoration, but also education. There's a lot of community involvement," observes Koffroth.

"We feel it's a quality of life issue," says Dan Zimmerman, Warwick Township manager.

At a time when most local officials are scared to death to commit their own taxpayers' money to something not required, Warwick Township leaders have embraced a we'll-show-you-how role.

This fall, at its Warwick Municipal Campus, the township opened a parking lot and sidewalks with a porous macadam surface that allows rainwater to flow down, rather than be whisked away with pollutants.

Rainwater then flows into a water garden berm, then into two filtering stormwater basins known as "bio-basins."

Unlike traditional stormwater swales where the goal is to catch dirty water and release it as quickly as possible into a surrounding stream, bio-basins hold the water in place, letting sediment and pollutants settle. By the time the formerly brown water flows into Pebble Creek, a Lititz Run feeder stream, it's clear.

At the same time, the basins are aesthetically pleasing, planted with native plants.

The goal is to entice builders in the township to switch to more environmentally friendly bio-basins — and for homeowner associations to clamor for them. It's what Logan Myers, chairman of both township supervisors and the Lititz Run Watershed Alliance, calls "small ecosystems in your neighborhood."

"It's how we educate the community," says Zimmerman, also a 10-year member of the watershed alliance.

The key, he says, is a holistic and cooperative approach.

"We make requests of 6,000 homeowners, industries, sewer authorities and farmers. Everybody wants clean water — it's a common ground. How we get there is the key. We have to keep hammering home that clean water just doesn't happen. You have to do your part."

To builders and homeowners considering bio-basins, "We have to convince them it's just not a bunch of weeds in there," Zimmerman notes.

To farmers, township officials and watershed alliance members try to show how keeping livestock out of a stream saves the fertile topsoil that gives the farm its value.

And it's working. "A number of farmers who wouldn't give us the time of day are now participating," reports Zimmerman.

Adds Myers, "The whole community has donated a lot of time and resources to keep this vision alive."

The restoration effort has targeted one stream segment at a time. Every mile has had work done on it, be it bank-stabilizing riprap, cover for trout or a small wetlands to catch salt and oil running off busy Clay Road.

Certainly, the work isn't done. Urban runoff in Lititz Borough is still a factor. And well over half the land use in the watershed is agricultural. In 1982, before work began, annual soil erosion rates exceeded 10 tons per acre, almost double the state average.

Even with vast inroads made in on-the-farm practices, there is still runoff and hundreds of years worth of buried topsoil, called "legacy sediment," lining the stream.

"We're trying to undo 300 years of past practices," says Zimmerman.

"People have to realize that the situations that are present haven't happened overnight and sometimes there is no quick fix," says John Repetz, a spokesman for DEP.

Some 5.4 miles of Lititz Run remain on the state list of impaired streams, though removal may be getting close. Sediment, nitrogen and phosphorus in the stream must be reduced more.

But the gains have been incremental and steady.

Says Zimmerman, "We still have a long way to go, but who knows how far we can take it."



**National Playground Safety Institute**  
**Certified Playground Safety Inspector**  
**Standard NPSI Form**

-Playground/Park:

-Date of Audit/Inspection:

-Site Location:

-Agency:

-Equipment Type:

-Surfacing:

-Inspected By:

-Ages of Users:

**Category of Playground**

- \* Public School
- \* Private School
- \* Day Care

- \*Community Park
- \*Neighborhood park
- \*Other

**A. Equipment Inventory**

Stairways/Ladders  
Vertical Rung Ladders  
Rigid Climber  
Flexible Climber  
Decks/Platforms  
Play Panel  
Slides  
Sliding Pole  
Horizontal Ladder  
Horizontal Rings  
Track Ride  
Crawl Tunnel  
Bridges  
Transfer Stations  
Ramps

**B. Free Standing**

Swings  
Tire Swings  
Seesaws  
Slides  
Rigid Climbers  
Flexible Climbers  
Upper Body Equip.  
Rocking Equip.  
Whirl  
Sand Play Area  
Backhoe Digger  
Play Panels

**C. Site Amenities**

Benches  
Tables  
Fountains  
Bike Rack  
Wheelchair Parking  
Signs  
Trash Receptacles  
Fencing

## **Playground Borders**

## **Distance from Play Edge**

Public Street

Public Street

Public Street

Streets with Heavy Traffic

Water

Ball Fields

Courts

Parking Lots

Railroad Tracks

## **General Environmental Concerns**

-Can the playground be accessed safely by a sidewalk?

-Suitable border fence if concerns within 100'?

-Seating area in good condition?

-Signage – regulations (hours, pets, specific rules), name and phone number of playground owner, and age appropriateness of equipment?

-Trash receptacles are provided and located outside the play area?

-Poisonous plants are removed from play areas?

-Shaded areas?

-The play area is visible to deter inappropriate behavior?

-The play area is free of lead paint?

-The play area is free from toxic materials?

-The play area has signs that inform users of intended user age group?

## **Playground Protective Surface**

-All elevated play equipment has proper depth of impacting-absorbing material underneath the structure.

Provide chart for critical heights or tested material

-Surfaces are inspected in season at least weekly and raked to prevent them from becoming packed down and to remove hidden hazards.

-Loose materials are inspected and replenished as recommended to maintain adequate depth and coverage.

-Standing water within the use zone.

-The manufacturer's / designer's name plus a warning sign is attached to the equipment stating equipment must be installed over impact absorbing surface.

**Use Zone**

Minimum use zone of 6' in all directions for all stationary equipment?

**Concerns:**

**Comments:**

**Overall evaluation:**

**WARWICK TOWNSHIP LIONS PARK  
RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**

1. No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash AT ALL TIMES. **All persons are responsible to remove feces deposited by their animal.**
2. No person shall carry, possess, or discharge weapons or firearms including, but not limited to, rifles, explosives, bows and arrows, or slingshots.
3. No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.
4. No person shall remove, injure, or damage anything natural or physical in the park.
5. No person shall deface or destroy any posted signs or other Township property.
6. No person shall litter or discard debris of any kind in the park, except into appropriate containers.
7. No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. **No motorized recreational vehicles of any kind are permitted in the park.** Pedestrians, bicycles, skateboards or rollerblades are permitted on paths.
8. Interference by persons on a bicycle, skateboard or rollerblades with pedestrian traffic on the path WILL NOT BE TOLERATED.
9. All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar and excessive noise is prohibited.
10. Driving or chipping of golf balls is **prohibited** within the park.

**ANY DEVIATION FROM THESE RULES IS A VIOLATION  
OF ORDINANCE #170 PROVIDING PENALTIES  
OF A MINIMUM TWO HUNDRED (\$200.00) DOLLARS AND A  
MAXIMUM OF ONE THOUSAND (\$1,000.00) DOLLARS**

**WARWICK TOWNSHIP LINEAR PARK  
RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**

1. No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash AT ALL TIMES. **All persons are responsible to remove feces deposited by their animal.**
2. No person shall carry, possess, or discharge weapons or firearms including, but not limited to, rifles, explosives, bows and arrows, or slingshots.
3. No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.
4. No person shall remove, injure, or damage anything natural or physical in the park.
5. No person shall deface or destroy any posted signs or other Township property.
6. No person shall litter or discard debris of any kind in the park, except into appropriate containers.
7. No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. **No motorized recreational vehicles of any kind are permitted in the park.** Pedestrians, bicycles, skateboards or rollerblades are permitted on paths.
8. Vandalism and trespassing on neighboring properties WILL NOT BE TOLERATED.
9. Interference by persons on a bicycle, skateboard or rollerblades with pedestrian traffic on the path WILL NOT BE TOLERATED.
10. All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar and excessive noise is prohibited.
11. Driving or chipping of golf balls is **prohibited** within the park.
12. No person shall trespass in any natural or wetland areas except on designated paths or walkways.

**ANY DEVIATION FROM THESE RULES IS A VIOLATION  
OF ORDINANCE #170 PROVIDING PENALTIES  
OF A MINIMUM TWO HUNDRED (\$200.00) DOLLARS AND A  
MAXIMUM OF ONE THOUSAND (\$1,000.00) DOLLARS**



**WARWICK TOWNSHIP MUNICIPAL PARK  
RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**

1. No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash AT ALL TIMES. **All persons are responsible to remove feces deposited by their animal.**
2. No person shall carry, possess, or discharge weapons or firearms including, but not limited to, rifles, explosives, bows and arrows, or slingshots.
3. No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.
4. No person shall remove, injure, or damage anything natural or physical in the park.
5. No person shall deface or destroy any posted signs or other Township property.
6. No person shall litter or discard debris of any kind in the park, except into appropriate containers.
7. No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. **No motorized recreational vehicles of any kind are permitted in the park.** Pedestrians, bicycles, skateboards or rollerblades are permitted on paths.
8. Interference by persons on a bicycle, skateboard or rollerblades with pedestrian traffic on the path WILL NOT BE TOLERATED.
9. All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar and excessive noise is prohibited.
10. Driving or chipping of golf balls is **prohibited** within the park.
11. No person shall trespass in any natural or wetland areas except on designated paths or walkways.

**ANY DEVIATION FROM THESE RULES IS A VIOLATION  
OF ORDINANCE #170 PROVIDING PENALTIES  
OF A MINIMUM TWO HUNDRED (\$200.00) DOLLARS AND A  
MAXIMUM OF ONE THOUSAND (\$1,000.00) DOLLARS**

**WARWICK TOWNSHIP RIPARIAN PARK  
RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**

1. No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash AT ALL TIMES. **All persons are responsible to remove feces deposited by their animal.**
2. No person shall carry, possess, or discharge weapons or firearms including, but not limited to, rifles, explosives, bows and arrows, or slingshots.
3. No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.
4. No person shall remove, injure, or damage anything natural or physical in the park.
5. No person shall deface or destroy any posted signs or other Township property.
6. No person shall litter or discard debris of any kind in the park, except into appropriate containers.
7. No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. **No motorized recreational vehicles of any kind are permitted in the park.** Pedestrians, bicycles, skateboards or rollerblades are permitted on paths.
8. Vandalism and trespassing on neighboring properties WILL NOT BE TOLERATED.
9. All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar and excessive noise is prohibited.
10. Driving or chipping of golf balls is **prohibited** within the park.
11. No person shall trespass in any natural or wetland areas except on designated paths or walkways.

**ANY DEVIATION FROM THESE RULES IS A VIOLATION  
OF ORDINANCE #170 PROVIDING PENALTIES  
OF A MINIMUM TWO HUNDRED (\$200.00) DOLLARS AND A  
MAXIMUM OF ONE THOUSAND (\$1,000.00) DOLLARS**

**FORNEY FIELD  
RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**

1. No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash AT ALL TIMES. **All persons are responsible to remove feces deposited by their animal.**
2. No person shall carry, possess, or discharge weapons or firearms including, but not limited to, rifles, explosives, bows and arrows, or slingshots.
3. No person shall remove, injure, or damage anything natural or physical in the park.
4. No person shall deface or destroy any posted signs or other Township property.
5. No person shall litter or discard debris of any kind in the park, except into appropriate containers.
6. All individuals are to maintain appropriate/respectful behavior at all times. Loitering and/or public disturbances, including lewd or vulgar and excessive noise is prohibited.
7. Driving or chipping of golf balls is **prohibited** within the park.
8. No motor vehicles except on designated driveways and parking areas.
9. No motorized recreational vehicles of any kind are permitted in park.

**ANY DEVIATION FROM THESE RULES IS A VIOLATION  
OF ORDINANCE #170 PROVIDING PENALTIES  
OF A MINIMUM TWO HUNDRED (\$200.00) DOLLARS AND A  
MAXIMUM OF ONE THOUSAND (\$1,000.00) DOLLARS**

**WARWICK TOWNSHIP**



## **PARK RULES AND REGULATIONS**

**Park Hours: Dawn to Dusk**



**SMOKE FREE PARK** - Smoking or the use of tobacco is prohibited on Township Property: Including all buildings.

No person shall permit any dog or other animal to run at large within the park. All dogs and other animals shall be attended to and maintained on a leash at all times. All persons are responsible to remove feces deposited by their animal.

No person shall carry, possess, or discharge weapons or fireworks including, but not limited to, explosives, bows and arrows, slingshots, air rifle, paintball gun, or any other device (other than a firearm as defined by Section 6120(b) of the Pennsylvania Uniform Firearms Act)

No person shall transport, possess, use, or be under the influence of alcohol or controlled substances.

No person shall remove, injure, or damage anything natural or physical in Township Property.

No person shall deface or destroy any posted signs or other Township property.

No person shall litter or discard debris of any kind on Township Property. The Township Park shall be a trash free park; all items shall be carried in and carried out.

No person shall operate any motor vehicle at any place upon the Township property unless permitted by the Township. No person shall operate any motorized recreational vehicle within any Township recreation area. Pedestrians, bicycles, skateboards or rollerblades are permitted on paths.

Parking is permitted only in designated areas.

No person shall wash, wax, repair or otherwise work on any vehicle on Township Property; provided, however, that this shall not apply to Township employees maintaining Township vehicles.

No person shall vandalize or trespass on any property adjoining Township Property.

No persons riding bicycles or skateboards or using rollerblades shall interfere in any manner with pedestrian traffic on Township Property.

No person shall engage in any violent, abusive, loud, boisterous, vulgar, lewd, wanton, obscene or otherwise disorderly conduct tending to create a breach of the peace or to disturb or annoy others while in or on any Township Property. No person shall commit any indecent or immoral act intending to debauch the morals or manners of the public while in or on any Township Property.

No person shall drive or chip golf balls.

No person shall trespass in any natural or wetland areas on Township Property except on designated paths or walkways.

No person is permitted to build an open fire on Township Property. Cooking fires must be in an approved grill or fire pit. No person shall drop, throw or otherwise scattered lighted matches or burning cigarettes or cigars within any park area.

Horses shall be permitted on Township Property only if a horse and carriage is the means of transportation for the person(s) visiting the Township Property. All horses and carriages shall be secured in the parking area of the Township Property at all times other than when entering and exiting the Township Property.

## **Guidelines for Criminal History Clearance Policy**

A thorough criminal history clearance check is mandatory for all full-time and part-time employees, contractors and volunteers, including all head and assistant coaches.

1. Applicants must fill out an employee or volunteer application, a disclosure statement and the packet of clearance forms. Failure to provide any necessary information on the application, or failure to return the signed disclosure statement or the packet of completed forms to the said organization will disqualify the applicant from consideration for a staff, contractor or volunteer position.
2. The youth organization president will receive the completed application, disclosure statement and packet forms. These will be stored in the Warwick Regional Recreation Commission data bank. The youth organization president will receive and review the results of the background screening (criminal and child abuse clearances) reports. In addition, the WRRRC Director will do a sexual offender registry search using the State Police Megan's Law website and the U.S. Department of Justice sex offender website. The WRRRC Director and youth organization president will determine if any individual does not meet the minimum standards for staff or volunteer positions using the following criteria as a guide:
  - Applicants will be disqualified from positions as an employee, contractor or volunteer if they were ever convicted of any crime, misdemeanor or felony, involving children wither and accomplice or victim.
  - Applicants that have ever received felony convictions for violent crime such as, but not limited to, those below, will be disqualified from positions as an employee, contractor or volunteer:
    - A. Any sort of abuse or assault/battery – physical or sexual
    - B. Rape
    - C. Any crime of sexual nature, including possession of pornography



- D. Homicide or manslaughter in any degree
- E. Attempted murder
- F. Domestic violence
- G. Child neglect
- H. Kidnapping
- I. Stalking
- J. Arson
- K. Armed robbery

- Applicants with felony convictions for non-violent crimes, such as, but not limited to, those below, that were committed less than 5 years ago will be disqualified as an employee, contractor or volunteer. Applicants with felony convictions for non-violent crimes, such as, but not limited to, those below, that were committed over 5 years ago will be evaluated on an individual basis:

- A. Drug charges
- B. Receiving stolen property
- C. Vandalism
- D. Larceny, including motor vehicle theft
- E. Burglary/theft
- F. Trespassing
- G. Forgery/fraud
- H. Weapons violations

- These additional disqualifiers will be decided upon on an individual basis:

- A. Any misdemeanor convictions received within the last 10 years.
- B. DUI, vehicular manslaughter and multiple driving citations or accidents within anytime frame – (only considered if there's a possibility the person will be transporting children).
- C. Misdemeanor drug charges within the last 10 years.

D. Petty theft within the last 10 years (only considered when the person is handling finances in any way).

3. Should any pending charges described previously be uncovered, or should any of the above charges be brought against an applicant during his/her employment or volunteer period, the applicant may be suspended from serving until such time as the charges have been cleared or dropped or the applicant may be terminated.
4. Anyone currently on staff or serving as a volunteer or contractor who has a conviction of any kind on his/her record will be evaluated on an individual basis.
5. An applicant will be terminated from any staff, volunteer or contractor position if he/she provides any information on applications or clearance forms that a background check returns as falsified. Submission of false information will disqualify applicants for current and future positions.
6. Once an employee, volunteer or contractor becomes part of the youth organization, he/she will go through the criminal history and child abuse clearance process every two years as long as he/she continues to serve in the position.

**<https://epatch.state.pa.us>**

NAME/ REQUESTER	
ADDRESS	
CITY/STATE/ ZIP CODE	

			-				-				
--	--	--	---	--	--	--	---	--	--	--	--

NAME/SUBJECT OF RECORD CHECK (FIRST)	(MIDDLE)	(LAST)		
MAIDEN NAME AND/OR ALIASES	SOCIAL SECURITY NUMBER	DATE OF BIRTH (MM/DD/YYYY)	SEX	RACE

◀◀◀◀◀◀CHECK BOX THAT MOST APPLIES TO THE PURPOSE OF THIS REQUEST▶▶▶▶▶▶

<input type="checkbox"/> <b>INTERNATIONAL ADOPTION - INTERNATIONAL ADOPTION MUST BE NOTARIZED.</b>		
<input type="checkbox"/> ADOPTION (DOMESTIC) <input type="checkbox"/> ATTORNEY <input type="checkbox"/> BANKING <input type="checkbox"/> BAR ASSOCIATION <input type="checkbox"/> CHURCH <input type="checkbox"/> CHILD CARE <input type="checkbox"/> EDUCATION <input type="checkbox"/> ELDER CARE <input type="checkbox"/> EMERGENCY MANAGEMENT	<input type="checkbox"/> EMPLOYMENT/SCREENING <input type="checkbox"/> FOSTER CARE <input type="checkbox"/> HEALTHCARE <input type="checkbox"/> HOUSING <input type="checkbox"/> INSURANCE LICENSE <input type="checkbox"/> MENTAL HEALTH <input type="checkbox"/> NURSE AID TRAINING <input type="checkbox"/> OTHER _____	<input type="checkbox"/> PASSPORT <input type="checkbox"/> PRIVATE INVESTIGATIONS <input type="checkbox"/> SOCIAL SERVICES <input type="checkbox"/> TENANT CHECK <input type="checkbox"/> VISA <input type="checkbox"/> VOLUNTEER AMBULANCE/FIREFIGHTER <input type="checkbox"/> VOLUNTEER

☐ ACCESS & REVIEW - (NOT FOR EMPLOYMENT PURPOSES. MUST BE MAILED INTO THE CENTRAL REPOSITORY.)

AVAILABLE ONLY TO SUBJECT OF RECORD OR LEGAL REPRESENTATIVE WITH LEGAL AFFIDAVIT ATTACHED FOR THE PURPOSE OF REVIEWING YOUR CRIMINAL HISTORY.

**FOR CENTRAL REPOSITORY USE ONLY  
CONTROL NUMBER**

**AFTER COMPLETION MAIL TO:**  
**PENNSYLVANIA STATE POLICE  
CENTRAL REPOSITORY – 164  
1800 ELMERTON AVENUE  
HARRISBURG, PA 17110-9758**

**Local Number 717-425-5546  
1-888-QUERYP (1-888-783-7972)**

**DO NOT SEND CASH OR PERSONAL  
CHECK**

**CHECK ONE BLOCK**

☐ **INDIVIDUAL/NONCRIMINAL JUSTICE AGENCY – ENCLOSE A  
CERTIFIED CHECK/MONEY ORDER IN THE AMOUNT OF  
\$10.00, PAYABLE TO:**  
***"COMMONWEALTH OF PENNSYLVANIA"***  
**THE FEE IS NONREFUNDABLE**

☐ **FEE EXEMPT-NONCRIMINAL JUSTICE AGENCY – NO FEE**

# PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

COMPLETE SECTION I ONLY. PRINT CLEARLY IN INK. ENCLOSE \$10.00 MONEY ORDER ONLY. PAYABLE TO DEPARTMENT OF PUBLIC WELFARE. DO NOT SEND CASH OR PERSONAL CHECK.

SEND TO CHILDLINE AND ABUSE REGISTRY, DEPARTMENT OF PUBLIC WELFARE,  
P.O. BOX 8170 HARRISBURG, PA 17105-8170

APPLICATIONS THAT ARE INCOMPLETE ILLEGIBLE OR RECEIVED WITHOUT FEE WILL  
BE RETURNED UNPROCESSED. IF YOU HAVE QUESTIONS CALL 717-783-6211

## CHILDLINE USE ONLY

DATE RECEIVED BY CHILDLINE

### SECTION I

### APPLICANT IDENTIFICATION

IN THIS SPACE PRINT APPLICANTS FULL NAME AND ADDRESS (DO NOT USE INITIALS)

NAME

STREET

CITY, STATE  
ZIP CODE

SOCIAL SECURITY NUMBER

AGE

DATE OF BIRTH

DAYTIME PHONE NO.

SEX

☐ M ☐ F

COUNTY YOU LIVE IN

### PREVIOUS NAMES USED SINCE 1975 (Include Maiden Name, Nicknames, Aliases)

(FIRST, MIDDLE, LAST)

(FIRST, MIDDLE, LAST)

### PURPOSE OF CLEARANCE (Check ONE block ONLY)

☐ CHILD CARE

☐ FOSTER CARE

☐ ADOPTION

☐ SCHOOL

☐ VOLUNTEERS-A copy of your PROCESSED 'Request for Criminal Record' (Form SP4-164) must be attached. Out-of-state residents must also attach a copy of their PROCESSED FBI clearance (Form FID-258).

☐ CWEP (Community Work Experience Program Participant)

SIGNATURE OF CAO REP

CAO PHONE NO

### PREVIOUS ADDRESSES SINCE 1975 (Attach additional pages if necessary)

1.

2.

3.

4.

### HOUSEHOLD MEMBERS (List everyone who lived with you at anytime since 1975 to the present).

NAME (First, Middle, Last) Do not use initials.	RELATIONSHIP	PRESENT AGE	SEX
1.			
2.			
3.			
4.			
5.			
6.			

I certify that the above information is accurate and complete to the best of my knowledge and belief and submitted as true and correct under penalty of law (Section 4904 of the Pennsylvania Crimes Code).

Applicants are required to show the Administrator the original document. Administrators are required to keep a copy of this child abuse history record on file. Any person altering the contents of this document may be subject to civil, criminal or administrative action.

APPLICANT'S SIGNATURE

DATE

DO NOT WRITE IN THIS SECTION - CHILDLINE USE ONLY

### SECTION II

### RESULTS OF HISTORY CHECK

☐ APPLICANT IS NOT LISTED IN A REPORT OF CHILD ABUSE OR A REPORT FOR SCHOOL EMPLOYEE.

☐ APPLICANT IS LISTED IN A REPORT OF CHILD ABUSE OR A REPORT FOR SCHOOL EMPLOYEE (SEE BELOW).

STATUS OF REPORT	DATE OF INCIDENT	STATUS OF REPORT	DATE OF INCIDENT
1.		3.	
2.		4.	

VERIFIER

DATE

VERIFIER'S SUPERVISOR

DATE



## SECTION III

## VOLUNTARY CERTIFICATION FOR CHILD CARE SERVICES

\_\_\_\_\_ has requested a certification which includes a clearance of his/her name against the child abuse, school employee, and criminal history reports.

The results of the child abuse and school employee report clearances are listed in Section II on the reverse side. The results of the criminal history reports are listed below. Out-of-state residents must have criminal history clearance from both the Pennsylvania State Police and the FBI. The voluntary certification may be obtained every two years.

It is the responsibility of parents and guardians to review this information to determine the suitability of the applicant as a substitute caregiver.

## PENNSYLVANIA CHILD ABUSE HISTORY CLEARANCE

- ☐ Applicant is named as the perpetrator of a "Founded" child abuse or school employee report which occurred in the last five years.
- ☐ Applicant is named as the perpetrator of a "Founded" child abuse or school employee report which occurred over five years ago.
- ☐ Applicant is named as the perpetrator of an "Indicated" child abuse or school employee report.
- ☐ Applicant is not named as the perpetrator of any child abuse or school employee report contained in the Statewide Central Register.

## PENNSYLVANIA STATE POLICE CLEARANCE

- ☐ Record exists and contains convictions which prohibit hire in a child care position. Report attached.
- ☐ Record exists, but convictions do not prohibit hire in a child care position. Report attached.
- ☐ Record exists, but no convictions are shown. This does not prohibit hire in a child care position. Report attached.
- ☐ No record exists. Report attached.

## FBI CLEARANCE

- ☐ Record exists and contains convictions which prohibit hire in a child care position. Report attached.
- ☐ Record exists, but convictions do not prohibit hire in a child care position. Report attached.
- ☐ Record exists, but no convictions are shown. This may not prohibit hire in a child care position. Report attached.
- ☐ No record exists. Report attached.
- ☐ No FBI clearance required.

\_\_\_\_\_  
VERIFIER\_\_\_\_\_  
DATE\_\_\_\_\_  
VERIFIER'S SUPERVISOR\_\_\_\_\_  
DATE