Season Opening:  
Wednesday, May 2, 2018

Pottstown’s own Miniature Golf Course is proud to enter our 5th year of operation! This year we are especially proud to deliver to Pottstown 18 holes of family fun and all the sweet and savory treats that Summer demands.

Join us at 71 West High Street: Across from Memorial Park and the Pottstown Carousel.

- Course features 11 ADA accessible holes and obstacles to challenge all ages
- Snack Shack offers Nelson’s Pa Dutch Ice Cream and our signature premium hot dogs, including The Reuben Dog, Buffalo Dog, and Southern Slaw Dog.

Contact us to find out about group rates, birthday parties, and community fundraisers: 610-970-6607 or PottsParks@pottstown.org

For more information visit - www.pottstown.org, under the “Parks and Recreation” tab

Or Visit Facebook.com/ManatawnyGreen

ATTENTION

The Parks & Recreation newsletter is going electronic! There will only be one more print version of our newsletter mailed to your home in April 2018. Stay in the know with our classes, summer camp, and events by signing up to receive our new e-newsletter directly to your inbox. Visit www.pottstown.org to sign up today!

Visit us on our web page - www.pottstown.org  
e-mail us at pottsparks@pottstown.org  
610-970-6608 • 610-970-6618
Rescheduled Annual Bonfire at Riverfront Park

A reschedule of our postponed New Year’s Day event, join us for a Bonfire at Riverfront Park in Pottstown, PA. Take a winter stroll and enjoy the scenic vista as we gather along the banks of the Schuylkill River. An open-air bonfire and a brisk Winter morning make for a perfect Valentine’s Week Date, and perhaps an opportunity to “take the plunge together” as we touch off celebrations at 9:30 AM to coincide with the 10th annual Polar Bear Swim in the Schuylkill River at 10AM.

10th Annual Polar Bear Swim
‘Tis the Season to be Freezin’

February 17, 2018: Riverfront Park
We Plunge Promptly at 10:00 am
Registration from 9:00-10:00 am

Participation in The Plunge is free, but you must register! We reckon you’ll pay for it later.

- All Polar Bears are required to sign a participation and indemnification waiver.

Now accepting participants ages 16 & 17 with adult authorization.
All participants must read and sign the waiver agreement witnessed by event staff in order to participate. Participants must be 16 years of age on or before January 1, 2018 to partake in this activity. Children under the age of 16 are strictly forbidden. Youth ages 16-17 may only participate with the signature of a legal guardian witnessed by event staff. Identification will be required. Please plan accordingly.

When School is Out, Camp is IN!

Summer? It’s right around the corner... I know it’s hard to think about now while we are bundled up and shoveling out, but don’t wait! Parks and Recreation will be offering summer camp, both full and half (am only) days, again this year. Registration opens April 30, 2018! Spots fill quickly so don’t wait! Visit our website for further information in mid March, www.pottstown.org or “like” us on Facebook, Borough of Pottstown Parks and Rec Dept.

Parks and Rec has a few positions for camp counselors available. Minimum age 16, experience and/or background in an education related field is highly preferred. Visit our website to complete an application beginning in March.
Community Events

Visit Historic Pottsgrove Manor

Uncover the evening work and routines of the Potts family and their household staff with this engaging and informative new exhibit, Good Night at the Manor. The exhibit will begin Saturday, February 24th and runs through Sunday, November 11th.

Museum Hours: Tuesday-Saturday 10-4pm
Sunday 1-4pm
Tours are free and donations appreciated.

Upcoming special events:
- February 24th 4-6pm: Exhibit Opening
- Candlelight Tours
- March 10th 10-3pm: 18th century Cooking Workshop (Registration Required)
- April 14th 11-3pm: Taking Root at Pottsgrove (Gardening Program)
- May 5th 11-5pm: Annual Colonial Mayfair

Pottsgrove Manor, 100 W King Street, Pottstown PA 19464
Phone: (610) 326-4014

SUPPORT THE POWWOW ON MANTAWNY CREEK

As the new year approaches, we are making preparations for our 5th annual Circle Legacy Center “Powwow on Mantawny Creek”, a local celebration of the heritage and contributions of Native Americans throughout our history. Our mission is to represent both the enduring traditions of the past as well as the thriving and challenging contemporary culture of Native America to our community, organizations, and educational institutions.

This celebration came about as the result of a personal project I became committed to some years earlier. At the intersection of Franklin Street and Industrial Highway, near the banks of the Schuylkill River, there is a silent monument commemorating a discovery that few residents are aware of. In the year 1859, workers clearing a path for land near this site uncovered the remains and artifacts of a Native American. Over a period of about two years, other remains were discovered in this area as well. In the year 2000, through the efforts of then Mayor Ann Jones, the memorial that now sits near this location was dedicated by the Borough of Pottstown.

Since its dedication, the site became neglected. With the help of some of the original participants we organized a re-dedication of the Burial Site and the first Powwow on Mantawny Creek in May of 2014. My hope is that in time, through this effort, it will become possible to build a meaningful and respectful garden at the burial site and provide a venue with indigenous plants, signage and adequate “solar” lighting. The need to fund this effort is a primary objective of the Powwow.

The Powwow on Mantawny Creek has been welcomed by the community and successfully presented in partnership with ArtFusion (1944) and the Pottstown Parks and Recreation Foundation along with the collaboration and endorsement of the Borough of Pottstown, Pottsgrove Manor, The Hill School and the Pottstown Health and Wellness Foundation. However, the costs of presenting this event are seriously in need of your support. Our costs are greater than existing efforts have been able to maintain and we need your help. While some of our costs are covered by vendor fees and gate donations, our costs far exceed these efforts.

Please consider making a contribution to allow us to continue bringing this cultural event to the Pottstown region and to make our plans for the Native American Burial Site a reality. Thank you for your consideration.

W. Ronald Williams
To Sponsor, Contact: wronaldw@comcast.net

**NEW**

PAL GIRLS LACROSSE

Who: GIRLS 5th-8th grade

What: Girls Lacrosse program where players will learn & develop the fundamentals of lacrosse and compete against other teams in the area.

When & Where: Practices & Home Games will be at PAL Sports Complex 1455 Chestnut Grove Road which is near Route 100 North & State Street. Away games could be held at Boyertown, Limerick, Methacton, Upper Perk, Perkiomen Valley & Covertex. PAL is part of Philadelphia Area Girls Lacrosse Association Tri-County Division (www.palga.org)

How: New players & fans have first practice will be in March with games through May.

Why: Registration fee is $150 which covers team membership with PAGLA, Insurance, use of Practice/Game fields, and Team Snacks.

Questions: Contact Coach Shelby Lezzi, Program Director at shalezzi@gmail.com with questions & concerns you may have. Shelby Lezzi is a skilled and knowledgeable coach who is excited to get the program started. Shelby played at OIB High School & Bloomsburg University. She has coached at PRHS High School and Dynamic Lacrosse since 2012.
Community Events

PEAK, Pottstown YMCA Celebrates Young Children and Healthy Kids with Free Family Event

Join us on Saturday, April 21, from 1-3 p.m. at Pottstown High School, 750 North Washington Street, for this free community event which is designed for families with young children. Pottstown Early Action for Kindergarten Readiness or PEAK, Pottstown School District’s school readiness initiative, is partnering once again with Pottstown YMCA’s Healthy Kids Day and the Pottstown Parks & Recreation Department to offer fun family activities and resources from numerous community organizations. To entertain the family, there will be music, a petting farm, Wacky Patti creating balloon art and so much more. The YMCA will be providing an obstacle course and several other fun fitness activities.

Last year’s event drew thousands of families and we are hoping for an even larger crowd this year. Free food and beverages will be available to keep families cool as they visit the various tables of organizations. In addition to providing information about their organization, the tables will be filled with fun activities and giveaways for both children and families to enjoy.

The Pottstown Celebrates Young Children/YMCA Healthy Kids Day event is sponsored by Wawa and Costco. For more information or to participate, contact Mica Patterson at mpatterson@pottstownk12.org or call 484-987-5553.

Celebrate Black Heritage this February with PEAK

Pottstown Early Action for Kindergarten Readiness, known as PEAK, in partnership with the Pottstown NAACP invites families to join in a Black Heritage Celebration this February in recognition of Black History Month. This special event will take place at the YWCA Tri-County Area gym, 315 King Street in Pottstown, on Saturday, February 24, from 1 to 3:30 p.m.

PEAK’s Black Heritage Celebration will honor local individuals who have made a difference in the lives of young children while celebrating people of the past and present for achievements that have impacted the nation and the world. The event will also feature student performances, music and crafts for the family. A FREE gift will be given to every child in attendance and a FREE meal will be enjoyed by those present.

PEAK is looking for Pottstown students from Pre-K through 4th grade to perform at the celebration. The student registration form with more details can be found and submitted online at http://bit.ly/2EiW7k.

The Black Heritage Celebration is sponsored by Stichter Lodge No. 254 and Ervina White Beauford Funeral Service. For more information about the event, contact Mica Patterson at mpatterson@pottstownk12.org or call 484-987-5553.
**Youth Programs**

Winter 2018 pg. 5

All programs require registration for participation. Payment is due in-full two weeks prior to class start date or at time of registration if registering late, unless otherwise indicated.

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**Babysitting Certification Course**

American Heart Association Babysitting Class

**Instruction for ages 11-15**

Learn how to be a superior babysitter! Class receives pediatric First Aid and CPR certification as well as discussions age appropriate toys and games, how to be safe on the job and respond to emergencies. Certification is valid for two years. Must pre-register to attend; call 610-970-6618.

- **Date:** Saturday, April 14, 2018
- **Time:** 8:15am-3:00pm promptly - (Bring a bagged lunch/drink)
- **Location:** Franklin Elementary Multipurpose room – 970 N. Franklin Street Pottstown
- **Cost:** $115 per person, due at time of registration; must be registered in advance to attend.

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**Gymnastics**

Our classes offer opportunities for boys and girls ages 4-10 to engage in active and healthy activity and develop skills such as balance, coordination, upper body strength, and flexibility. Most of all it is a fun way to stay active and fit.

**Beginner's Gymnastics: Ages 7-10**

Beginners' gymnastics offers an introduction to gymnastic fundamentals on all equipment, working towards learning new skills such as backbends and round-off pops. Register by calling 610-970-6618. Cost: $90 Borough Resident / $100 Non Borough Resident

- **Monday Nights:** 7:00-7:45 pm
  - Course Code 18 GM 201

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**Dance Classes**

Parks and Recreation offers our long-running dance programs to the community once again this season with Instructor Miss Amber. Dance is a healthy way to have fun and builds both confidence and coordination. Classes run September through end of April with a Winter break. All classes are held at Lincoln Elementary School Multipurpose room.

- **Our course ends with a dance recital on the stage at the Middle School in the spring that proves everyone can be a star!** Recital costumes are an additional cost and average $45-$50 per costume.

The recital this year will be held on Saturday April 28, 2017 – further details have been distributed to registrants via email.

Registration for the 2017-2018 dance program opens August 3, 2017. All session information can be found on our website beginning mid-July; visit Pottstown.org, the Parks and Recreation tab.

**Ringing Rocks Skate Parties Grades 1st thru 5th**

**Course Code 18 GM 201**

- **Monday Nights:** 5:30-6:15 pm 
  - Course Code 18 GM101-1
- **OR**
- **Monday Nights:** 6:15-7:00 pm 
  - Course Code 18 GM101-2

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**Judo Classes for Children any skill level**

Instructors: Fred Eddinger, 4th Degree Black belt, certified to teach blind students

- **Debbie Eddinger, 3rd Degree Black belt**
- **Richard Favinger, 1st Degree Black belt**

**Dates:** Monday & Thursdays beginning April 26, 2018

**Location:** Rupert Elementary multi-purpose room

**Cost:** $105 Residents / $115 Nonresidents

Judo courses teach the fundamentals of self-defense, discipline, and self-confidence. Focus is placed on learning the proper application of throwing and grappling techniques in a safe and supportive environment. Advanced students have routinely participated in local tournaments. Judo is a great physical activity that any member of the family can enjoy. Instructors are nationally certified coaches with a combined teaching experience of over 50 years.

Debbie and Richard have been playing soccer, this is a program for you!  The ses-

- **7-10 year olds – 9:00am**
- **4-6 year olds – 10:00am**

Our Coaches will be working on developing new and hon-

**Youth Soccer Sampler**

Join us for a Co-Ed youth soccer sampler! The soccer sampler is geared towards children ages 4-10, 6 sessions on Saturday mornings running from March 17 thru April 21, 2018 – Maple Street Park

- **7-10 year olds – 9:00am**
- **4-6 year olds – 10:00am**

Our Coaches will be working on developing new and hon-

**Martial Arts Classes**

- **Fred Eddinger, 4th Degree Black belt, certified to teach blind students**
- **Debbie Eddinger, 3rd Degree Black belt**
- **Richard Favinger, 1st Degree Black belt**

**Tumbling Tykes: Gymnastics for ages 4-6**

Our tumbling class for new and younger students offers a fun approach to the fundamentals of gymnastics and the equipment. We encourage teamwork and sharing through instruction, games, and drills. Register by calling 610-970-6618. Cost: $90 Borough Resident / $100 Non Borough Resident

- **Monday Nights: 5:30-6:15 pm**
  - Course Code 18 GM101-1
- **OR**
- **Monday Nights: 6:15-7:00 pm**
  - Course Code 18 GM101-2

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**Ringing Rocks Skate Parties Grades 1st thru 5th**

**Date:** Wednesday, 14 March 2018

**Time:** 6:00 pm – 8:00 pm

**Grades:** 4K thru 5th grades

**Cost:** $3.00 in advance @ P & R office; $4.00 at the rink

$1.00 skate rental at the rink

Enjoy a fun filled evening with friends, classmates & parents. These special parties are held twice per school year in the Fall and Spring. Advance tickets are available at Pottstown Parks and Recreation Department office located in the Borough Hall at 100 East High Street. Children may only attend the party for their age group. Remember admission for parents is free! Music/skating ends at 8:00pm. Please arrange to have your child picked up promptly by 8:15pm
Adult Programs

American Heart Association First Aid CPR/AED

Instructor: Ray Stitt
Dates: Classes will be held the following dates:
March 13, 2018
May 8, 2018
Time: 5:30pm – 9:45 pm
Location: Pottstown High School
Cost: Resident Rate $85
Non-Resident $95

Payment is due at time of registration, must be registered in advance to attend.

Learning First Aid and CPR offers you the chance to help others in your home and community by saving a life. Join us for American Heart Association Pediatric, Child, and Adult CPR & First Aid. These classes will provide you with the skills you need to feel confident in the event of an emergency and the ability to use supplies that are available to you in most any environment. Certifications are valid for two years. Includes American Heart Association Workbook Must be a minimum of 12 years old to register. For more information and to register, contact Parks and Recreation at 610-970-6618

Martial Arts Classes

Judo Classes for ages 13 and up - any skill level
Instructors: Fred Eddinger, 4th Degree Black belt, certified to teach blind students
Richard Favinger, 1st Degree Black belt
Debbie Eddinger, 3rd Degree Black belt
Times: 7:00-8:15 pm Co-ed ages 13 and up
Dates: Monday & Thursdays beginning April 26, 2018
Location: Rupert Elementary multi-purpose room @ 1230 South St. Pottstown
Cost: $105 Residents / $115 Nonresidents for a 12 week session

Judo courses teach the fundamentals of self-defense, discipline, and self-confidence. Focus is placed on learning the proper application of throwing and grappling techniques in a safe and supportive environment. Advanced students have routinely participated in local tournaments. Judo is a great physical activity that any member of the family can enjoy. Instructors are nationally certified coaches with a combined teaching experience of over 50 years. Don’t miss this chance to build confidence and participate in an active healthy-living sport! MUST PRE-REGISTER through P and R office 610-970-6618 - call today.

SPRING 2018

Art Classes

We offer art classes for all ages and skill levels. Topics range from drawing and painting to stained glass and pottery. Great classes are starting soon! Check out our summer schedule online at artfusion19464.org.

Gallery Exhibits

As part of our mission to promote the arts in our local community, our gallery hosts rotating exhibits throughout the year. Come visit our new facility at 341 Beech St!

your non-profit community art center
341 Beech St., Unit 1
Pottstown, PA 19464
610-326-2506
www.artfusion19464.org

Advertise with Parks and Rec.

The Pottstown Parks and Recreation Newsletter is delivered to over 28,000 addresses in the 19464 and 19465 zip code region. As far as regional reach goes, we can’t be beat. Your advertisement can reach the majority of households in Pottstown for a minimal cost.

Our Spring/Summer newsletter is a 11” x 14” newprint publication containing information on all upcoming Pottstown recreational events and is eagerly looked for by Pottstown Residents. Publications are printed in eye-catching bicolor, changing with each printing to ensure our publication gets your attention.

Pricing
Small Ad (3” x 5”) - $45
Quarter Page (6” x 5”) - $75
Half Page (6” x 10”) - $140
Full Page (12” x 10”) - $275

Newsletter publication dates vary, but generally are delivered to mailboxes in April. To advertise your business in the Parks and Recreation Newsletter, contact the office at 610-970-6618. Spots are limited, so don’t delay.

Ads must be submitted ready-to-print in a jpeg or pdf format with payment of balance.
News from the Borough

Pottstown Municipal Airport

The Pottstown Municipal Airport is a full-service public airport providing business and recreational opportunities to flight enthusiasts. The Pottstown Municipal Airport is owned by the Borough of Pottstown and managed by a Fixed Base Operator (FBO) Fly Elite, LLC. Airport address is 1149 Glasgow Street Pottstown, PA 19464

For hangar and tie down rentals, contact the Grants Administrator at 610-970-6512.

Fly Elite provides repair services at Pottstown Municipal Airport. Fly Elite is available for all your routine maintenance, custom repairs, and rebuilding of vintage aircraft. Fly Elite can be contacted at 610-495-6369.

FREE TRANSIT PROGRAM FOR SENIOR CITIZENS

If you are age 65 or over, you may ride free on any participating local public transportation system. Free rides are available whenever Pottstown Area Rapid Transit (PART) is operating. Senior citizens must register with PART staff to obtain a Commonwealth of PA ID Card by bringing approved proof of age to PART’s office, located on the 3rd Floor of Borough Hall, 100 E. High Street. For more information, please call 610-970-6512.

THE HUMAN RELATIONS COMMISSION

The Human Relations Commission is a seven-member team of volunteers appointed by the Pottstown Borough Council. The Commission serves to improve the quality of human relations within the Borough of Pottstown, to promote mutual understanding, respect and cooperation among all racial, cultural, religious, ethnic, and other groups of the community. If you are need of mediation or referral services, please contact The Human Relations Commission by email at hrcc@pottstown.org or call 484-374-6738. If you are interested in becoming a member of the commission, please contact Interim Borough Manager Justin Keller at Administration@pottstown.org.

DID YOU KNOW YOU CAN PAY YOUR UTILITY BILL ONLINE AT WWW.POTTSTOWN.ORG?

On the Borough website, under the heading “Departments,” select the “Finance” tab and choose “pay bill here.” Processing fees may apply. You can also arrange to have your utility bill emailed to you regularly by enrolling in paperless billing.

IF YOU SMELL SOMETHING, SAY SOMETHING:

ODOR MANAGEMENT AT THE WASTEWATER TREATMENT PLANT

Pottstown is fortunate to have its own wastewater treatment plant located in the Southeast portion of town. Our “Sewer Plant” is a fiscally self-supporting investment in local infrastructure, servicing the wastewater needs of the greater Pottstown Metropolitan Region including Lower, West and Upper Pottsgrove Township.

The treatment of wastewater is a fascinating and complex process largely involving cultivated biological functions that allow waste to be broken down through natural, organic means. From time to time this creates an “earthy” odor detectable in the neighborhood of the wastewater treatment plant. Occasionally these smells reach as far as the residences closest to the plant.

In our commitment to a sustainable and community-friendly Pottstown, the Wastewater Treatment Plant staff works diligently with the Pennsylvania Department of Environmental Protection Agency to evaluate the sources of smells and find new ways to reduce the impact of the odors on the community.

These odors are attributable to a few of the more fascinating operational factors at the plant. The main odors are caused by biological activity of organisms that produce hydrogen sulfide, which is often characterized as a “rotten-egg smell.” These odors are also similar to the smell often associated with low tide in the back-bay when you are “down the shore.” This smell is the byproduct of living organisms (bacteria) chowing down on solid waste, reducing the amount of waste that needs to be further processed. Remaining solids may be processed in the sludge dryer, which can at times produce a “burnt hair” smell like when you left the old time curling irons plugged in for too long. The intensity of all odors at the plant varies based on environmental conditions within the plant including temperature and moisture attributable to weather conditions.

For over 10 years, the staff at the wastewater plant has been performing odor patrol evaluations throughout the east end of Pottstown and west end of Lower Pottsgrove Township as a part of regular duties. These patrols alert the operational staff to existing conditions affecting the community, allowing operators to make adjustments to the processes in order to mitigate these odors.

Some of the techniques used to reduce odors include adding chlorine to the system to break down hydrogen sulfide and adding water to the digesters to increase oxygen uptake. Additional measures include covering the tanks and adding additional fragrance to the air or liquid waste thus masking the odor. These fragrances can include citrus and cherry.

If you detect unpleasant smells in the vicinity of the wastewater treatment plant, you can help to be a part of the solution. Contact the wastewater plant immediately when you detect smelly odors at 610-970-6540. Talk to a plant staff member about your odor concern. The sooner the plant staff knows of an odor complaint, the better we can attack the source of the problem.

NOTICE CHANGE IN BOROUGH HALL HOURS:

Effective March 7, 2018, Wednesday night hours (4:00PM-7:00PM) are no longer available to walk-in customers.

Please visit us during regular business hours 7:30AM -4:00 PM Monday through Friday.

If you need to make a payment after hours, it can be dropped in the Police Lobby Box open 24/7; made on-line at XpressBillPay; and for utilities only, paid by phone to 833-743-9222.

News from The Pottstown Fire Department

The Borough of Pottstown now permits the use of portable outdoor fireplaces. The Fire Department would like to remind you of some safe operations.

• A 15-foot clearance around the fireplace is required. (commercial made chimineas)
• There must be a responsible adult present over 18 years of age.
• Keep a method handy to extinguish the fire such as a garden hose or bucket of water
• Do not use flammable liquids to light your fire
• Do not burn during Code Orange or Code Red days
• Do not burn during Red Flag Days (winds 15mph, humidity 25% or less, temperatures above 75)
• Be mindful of where your smoke is going

If the smoke from your fireplace is causing a nuisance, you will be required to extinguish the fire. It is illegal to burn trash, leaves or construction materials.

For more information, contact the Borough of Pottstown Fire Marshal or visit our website.

§ 212 REMOVAL OF SNOW AND ICE FROM SIDEWALKS.

[Ord. 4/4/1923, § 14; as amended by Ord. 1006, 5/19/1964, § 1; by Res. 1/12/1970D; and by Ord. 1735, 4/12/1993]

1. The owner, in case of vacant or unoccupied property, property occupied by the owner or multiple-unit property, and the occupant or tenant, in case of single-unit property occupied by a tenant, shall, within 12 hours of daylight after any snow has ceased to fall or ice to form, remove from the sidewalk abutting such property all snow and/or ice. In the removal of snow and ice, a path shall be cleared for the full width of the sidewalk, in case of any sidewalk three feet or less in width, and a path at least three feet in width shall be cleared on all sidewalks wider than three feet. The snow and ice removed from the sidewalk shall not be placed in the gutter or in the roadway or any street or alley. In case of neglect or refusal of any owner, occupant or tenant to comply with the requirements of this § 212, such snow and/or ice may be removed by any officer or employee of the Borough designated for the purpose, and the cost of such removal, with an additional penalty of 10%, shall be collected from the defaulting owner, occupant or tenant in the manner that debts incur for curbing and paving by the Borough are now by law recoverable.

2. Any person who shall violate any provisions of this § 212 shall, upon conviction thereof, be guilty of an offense and shall be sentenced to pay a fine of $500 and costs of prosecution, and in default of payment of such fine and costs, to imprisonment for a period not to exceed 30 days.

Mark your calendars for Transit Driver Appreciation Day on Friday, March 16, 2018! Transit drivers don’t have an easy job, but they sure make it look that way. Drivers manage to stay on schedule, verify fares, give directions, announce stops, remember requests, and more all while navigating an extra-large vehicle through narrow streets, traffic, and inclement weather.

Join us in celebrating our dedicated drivers! It could be as simple as a smile, a wave, or a thank you. Pick up a Thank You card on the bus or visit the PART office on the 3rd Floor of Borough Hall, 100 E. High Street, and give it to the drivers as a token of your appreciation.

Visit www.pottstownarearapidtransit.com or call 610-970-6512 for more information.

TRANSIT DRIVER APPRECIATION DAY

Friday, March 16, 2018
Registration Information & Policies

Register early by mail, by phone, or in person. Make all checks payable to “Borough of Pottstown”

Early registration assures enrollment in limited enrollment courses. You must pre-register for any class or program and tuition and fees must be paid in full 2 weeks prior to start date. OR if registering late, tuition/fees due at time of registration. There are three convenient ways to enroll in a course.

1. **BY MAIL** – Download a form from www.pottstown.org and mail the form with your check for the full tuition fee to Borough Hall.

2. **BY TELEPHONE** – Call us Monday thru Friday during regular business hours. Register for the class using your VISA, MASTERCARD, and DISCOVER

3. **REGISTER IN PERSON** – We are located in the Pottstown Borough Hall, 100 E. High Street, 2nd floor.

Pottstown Parks and Recreation
100 E High Street
Pottstown, PA 19464

**DAILY OFFICE HOURS**
Monday: 7:30 am – 4:00 pm  |  **CONTACT US**
Tuesday: 7:30 am – 4:00 pm  |  phone: (610) 970-6608 or 6618
Wednesday: 7:30 am – 4:00 pm  |  email: pottsparks@pottstown.org
Thursday: 7:30 am – 4:00 pm  |  
Friday: 7:30 am – 4:00 pm  |  
Saturday & Sunday: Closed

**GENERAL POLICIES**
- A Resident is defined as someone who lives in and pays taxes to the Pottstown School District/Borough of Pottstown
- Pottstown Parks and Recreation reserves the right to cancel, postpone, or combine classes.
- When Pottstown Schools are closed because of a holiday, in-service, or inclement weather there will be no evening classes or activities. The school closing number is 312. In the event of inclement weather, tune to WBYS radio (107.5 FM) or contact Parks and Recreation
- All programs have a minimum and maximum enrollment and are filled on a first-come, first-served basis.
- Withdrawals from a class/program prior to its start date will be issued a full refund via check less a $10 administrative fee.
- Tuition fees will be refunded after the first class has been held. No tuition fees will be discounted or make up classes offered due to lack of attendance. Only if a class/session is cancelled in its entirety by P and R will tuition be refunded.
- We make every effort to reschedule cancelled classes.
- Materials and supplies are not included in the class registration fee unless specified.
- For additional information, contact the Pottstown Parks and Recreation Department

**DISCRIMINATION POLICY**
It is the policy of the Borough of Pottstown not to discriminate on the basis of sex, handicap, race, color, sexual orientation or national origin in its educational and vocational programs, activities, or employment as required by Title IX, Section 504, and Title VI.

**MISSION STATEMENT**
Pottstown Parks and Recreation strives to create, support, and promote diverse recreation opportunities in the Borough of Pottstown, enhancing existing parks facilities, and supplementing the growth of new regional attractions and amenities to improve both the residential experience and the growth of local tourism. We seek to improve the physical environment of the Pottstown area and promote healthy living for the benefit of the entire community, encompassing all ages, ethnic-backgrounds and socioeconomic strata. In doing so, we build a better community of inter-connected citizens from all backgrounds, proud of their local heritage as members of the Borough of Pottstown.

**PARKS AND RECREATION OFFICE STAFF** – Michael Lenhart: Director
Annie Graham: Programs Coordinator

**PARKS AND RECREATION GROUNDS CREW** – Timothy Landis, Anthony Rhoads, Michael Yerger

**MANATAWNY GREEN MINIATURE GOLF SEASONAL MANAGER** – Cathy Knapper

Disclosure:
Pottstown Parks and Recreation staff take photos and video of participants enrolled in our programs, classes or special events. Photos and video footage may be used in our brochure, website, or other future publications or video productions. If you do not wish to have your photograph included, please notify the photographer. Parks and Recreation will not disclose names or contact information regarding participants to any person or persons other than those designated through the registration process.