

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – OCTOBER 24, 2023

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on October 24, 2023. Mr. Krauss called the meeting to order.

Those present:

Park & Recreation Board: Douglas Krauss, Chair
Michael Brody, Vice Chair
Mike Blundi, Member
Rob LaBar, Member
David Malinowski, Member
Dennis Wysocki, Member (joined meeting in progress)

Others: Monica Tierney, Park & Recreation Director
Colin Coyle, Supervisor Liaison

Absent: Kim Rock, Park & Recreation Board Secretary

APPROVAL OF MINUTES

Mr. LaBar moved, Mr. Malinowski seconded and it was unanimously carried to approve the Minutes of September 12, 2023 as written.

Mr. Wysocki joined the meeting at this time.

LEAGUE LIAISON REPORT

Mr. George Schlieben, President of YMS, thanked the Board for allowing them to have parking one-way around the turf; adding there was good feedback. He stated they pushed back one of their sessions by about fifteen minutes which also helped with getting cars out before more came in. He stated they will continue to look at shifting times or locations in the spring. He stated the recreation program is going well, and it should be done in about two weeks. Mr. Schlieben stated YMS will be doing a Toys for Tots donation as they have for the past two years which was well received.

Ms. Tierney stated with regard to the directional parking, she went to the site with the Deputy Chief to assess the situation, and he agreed to changing it to one direction for safety purposes. She stated that was the original intent of the Park. Ms. Tierney stated this will involve changes to the signage, and they have not had enough time to address that at this time although they will move forward with that.

Mr. Krauss stated he feels it should be done before baseball starts in the spring. Ms. Tierney stated they will need to fit it in with all the other projects. Mr. Krauss stated the change will also need to be communicated.

Mr. Krauss discussed the organization Pennsbury Kids which helps Pennsbury families in need, and he understands that YMS offers help if there is a situation. Mr. Schlieben stated YMS has a scholarship program for kids in need, and the information is on their Website.

BUDGET REVIEW AND FEE PROPOSALS

Ms. Tierney stated tonight she will only be discussing some of the Fees as she is still working on some of the other Fees. She stated she is reviewing the League Fees including our costs compared to how much we are making. She stated she is also considering how we charge League Fees in the future. Ms. Tierney stated there will be Budget meetings with the Board of Supervisors and another meeting of the Park & Recreation Board in two weeks.

Ms. Tierney stated Park & Recreation has two ways to get funding – one is through alternative funding which is user fees, grants, and sponsors; and the other is special use tax millage which is separate from the overall Township tax. She stated that special use tax millage has not been raised since 2017 or 2018 except for 2019 when it was raised for one year to raise enough money to be able to do the Woodside bike path, and then it was reduced the following year.

Ms. Tierney stated she believes the rate for 2023 was 2.43 mills. Mr. Krauss asked what it was raised to in 2019; and Mr. Blundi stated he believes it was 25 basis points, and he believes it went to 2.66 for that one year.

Ms. Tierney stated we are doing very well as the average agency recoups 25% of their expenses from user fees, and that would generally include their pool/aquatics. She stated for our operational costs for the Pool and Parks & Recreation we recouped 53% in 2023. She stated that number was

47% in 2019. Ms. Tierney stated we are still seeing a deficit for both Pool and Parks & Recreation in the amount of \$550,539 over 2022/2023. She stated the deficit increases every year as everything is getting more expensive.

Mr. Wysocki asked if the fact that we recouped 53% means that the balance of 47% is from the tax millage; and Ms. Tierney agreed that the 53% is from user fees, grants, and sponsorships, and the 47% is from the tax millage. Ms. Tierney stated we did not gain any Grants in our Operating Funds, so the 53% is solely user fees and sponsors.

Mr. Blundi asked what it would be if you took out the Pool. Ms. Tierney stated she would have to look into that. She stated most Municipalities support their pools through the tax base.

Mr. LaBar asked how much additional was brought in the one year that the tax millage was increased, and Ms. Tierney stated it was about \$250,000. Mr. LaBar stated if we had kept it at that rate, given the \$550,000 deficit, we would have probably broken even; and Ms. Tierney stated we probably would not be in this position if we had kept it at that rate.

Ms. Tierney showed a sample as to how expenses have gone up since 2019 and she specifically noted expenses for Tree Service which in 2019 was \$23,349; and year to date we have spent \$70,700.82 on tree removal, and we still have trees that we are addressing.

Mr. Wysocki stated he assumes inflation is a factor, but he asked the reason tree service has gone up so much. Ms. Tierney stated we have standards for how trees we prune/remove trees, and we look at dead/dying/dangerous trees. She stated we do preventative pruning. She stated there has also been impacts from lantern flies and ash borer. She stated our trees are also getting older. She stated the cost to cut down trees is also more.

Ms. Tierney showed a slide of the FTE calculations for 2024 which includes the Summer Camp staff, summer hires, etc. She stated some minor changes are proposed for 2024. There were questions about the numbers being shown, and Ms. Tierney stated some of the Admin and Maintenance are seasonal. Ms. Tierney stated it also includes our Interns, Ms. Gannon, and the Naturalist at the Five Mile Woods. Mr. Krauss stated they are not full year, full-time, and Ms. Tierney stated they are full year, part-time.

She stated there are two full year part-time, and there are a few that are partial summer. She stated there are many variations, and she is showing the full-time equivalent.

Ms. Tierney stated they have recognized a need and are bringing in Ms. Gannon year-round since pickleball is a year-round sport. She stated Ms. Gannon having Ms. Gannon in a year-round position is very necessary so that we can continue to provide the back-end support for pickleball. She stated this will impact user fees for pickleball.

Ms. Tierney stated we are also looking to add two Park Ranger positions which would be seasonal, and they would be working early spring to late fall, and they would be there on off hours – weekends and evenings. She stated they are still working through the job description, but they will help us bridge the gap from when our maintenance staff is not here to help the Leagues, with rentals, bathroom issues, etc. She stated there is constant usage at the Community Center all weekend and during the evenings, and we need someone who can be checking in at all of the locations.

Mr. Krauss asked if there is any staff at the Community Center now when people are using the community center on the weekends, and Ms. Tierney stated there is not. Ms. Tierney stated sometimes we get a call from the Police if there is an emergency; but there are times when issues are not identified until Monday and by then it is a “large issue.” She stated by having someone in on the weekends, we will be able to provide better service. Mr. Krauss asked given the Community Center’s more central location, does it make sense to have staff at the Community Center. Ms. Tierney stated she does not know “where we would put them.” Mr. Krauss stated they would have to sit in the office. Ms. Tierney stated she does not know that is needed given how we operate right now, although it could be needed in the future. She stated she feels the Park Rangers would bridge some of that gap now. She stated while there are not a lot of problems, people sometimes do lock themselves out or cannot find their card and there are people waiting to get inside. Mr. Krauss stated at this time there is no one inside the building overseeing what is going on. Ms. Tierney stated there was one very specific issue which was handled very easily.

Mr. LaBar stated he knows that there was an issue with the gate not working at the Dog Park, and if we had a Park Ranger, they could go out and assess the situation; and Ms. Tierney agreed.

Ms. Tierney stated with the expansion of the Summer Camp at Edgewood this summer, we recognized that we need to increase the staff; and we want to add a Summer Camp Director position, and this would be covered by the Summer Camp fees. She stated the Director would float back and forth. She stated having Elizabeth float back and forth did not work. She stated they are looking for someone who is professional and can talk to the parents. She stated we are also looking at adding four more lower-level Camp Counselors because there were times when people called out, that there was not enough staff; and there were times when she or Lynn had to be there. She stated that will all be incorporated in Camp Fees.

Camp LMT and Tween Camp Fees Recommendation to the Board of Supervisors

Ms. Tierney stated she is looking to increase Summer Camp Fees 8% across the board. She stated in 2023, we generated \$213,000 in Registration Fees and expended \$160,000; but an increase is needed in order to add the other positions. She stated we are also going to take some of Elizabeth's pay and apply it to Camp. She stated in 2024 the projected revenue is \$234,434 with expenses adding up to \$229,439. Ms. Tierney noted that 90% of Summer Camp participants were Lower Makefield Township residents so we are providing a service to our residents.

Mr. LaBar asked if the numbers are assuming that we would have the capacity to handle the same amount of campers that we did this past summer; and Ms. Tierney stated that is true provided we continue to have the School. She stated we are at the maximum for campers unless we can get more space.

Mr. Coyle asked if the \$53,000 profit was projected in the 2023 Budget. Ms. Tierney stated we expanded Camp after the Budget so it was not. She added that we were probably understaffed for the growth. She stated since Elizabeth is so invested in Camp, that can help recoup some of the cost of her salary. Mr. Coyle asked if there was a projected surplus in the Budget for 2023, and Ms. Tierney stated it is never their intention to have a surplus. She stated we are not looking to make money, and it is just to provide a service.

Ms. Tierney stated she is looking for a recommendation to the Board of Supervisors for an increase in fees for Camp LMT and Tween Camp in the amount of 8%. Ms. Tierney stated the sibling discount would stay as shown at 5%.

Mr. Wysocki asked how she came up with 8%. Ms. Tierney stated she ran percentages until she covered the costs. Mr. Krauss stated he assumes the majority of it is labor although he recognizes there are other rising costs, and Ms. Tierney agreed that a majority is labor.

Mr. LaBar asked how our Camp Fees compare to other camps. Ms. Tierney stated she was more concerned with covering our expenses than doing a full-cost analysis. She stated we are at capacity and she does not feel we will have a problem filling the Camp with these fees which are very competitive. She stated we do a lot more trips than others, and those trips are included.

Mr. Krauss asked if the ratio is the same for residents and non-residents fees compared to other resident/non-resident fees charged for the Pool, etc., and Ms. Tierney stated it is similar. She added it is not consistent with the sports which is 50% more for a non-resident than a resident in athletics.

Mr. Brody stated his daughter attends a local, for-profit camp in the Township. He stated they go out for swimming once a week and the rates being shown for LMT are more than competitive, and this is a great value. Mr. Coyle stated his daughters attend the same camp, and the Township rates are much more affordable. Ms. Tierney stated even though we expanded to over 200 campers, we still had a 30-person wait list every week.

Mr. Wysocki stated while this may not have to subsidize other Park & Rec programs in the Township, it seems that it has the potential to if that was needed. Mr. Wysocki asked if we could increase the Fees more and still be under the average of what outside agencies charge. Ms. Tierney stated while we could, in Government programming the intent is never to make a profit, and it is more a service.

Mr. Brody asked if the Pool receives payment from the Camp for usage of the Pool by the Camp, and Ms. Tierney stated it does not. She stated Middletown Township pays us \$10,000 a summer to use the Pool, and if we wanted to increase the Fees further to put \$10,000 into the Pool we could do that. Mr. Brody stated he feels that would be reasonable since we have a Pool

deficit. Ms. Tierney stated \$10,000 is “menial in the overall scheme of things;” and while \$10,000 does make a difference, when the deficit is over \$350,000, \$10,000 is “a chip.”

Ms. Tierney suggested raising the Camp Fees 9% to be able to recoup the Pool being used.

Mr. Malinowski moved and Mr. Brody seconded to raise the Fees 8%.

Mr. Wysocki stated he would be in favor of raising the Fees 9% as has been discussed. Mr. Blundi stated raising the Fee to 9% would not cover the \$10,000, and we would need to go to 12%. He added that he would like to see the costs of other camps. He stated we have had a wait list every year, and it seems that there is more demand than there is supply. He stated he feels we should be more competitive with other outside companies.

Mr. Coyle asked Ms. Tierney if there is an economic hardship/scholarship/waiver program for Camp Fees; and Ms. Tierney stated at this time, we do not have that. She added she has not received any requests for that.

The slide showing Camp Fees was shown, and Mr. Blundi asked what the resident fee would be if there were a 12% increase over last year’s rates. It was noted that it would be \$1,517 for eight weeks for a resident. Mr. Brody stated he believes that he paid \$3,600 last year, and he does not feel he is getting a significantly better program. Mr. Coyle stated he believes the LMT Camp rate is significantly below the neighboring private camps. Ms. Tierney stated it is high compared to some of the other Municipal camps although we do offer a little bit more.

Mr. Blundi asked how many of the campers have siblings at the Camp; and Ms. Tierney stated she would have to look that up, although she believes that it is a lot.

Mr. Wysocki stated he sees that we are accommodating the non-residents who have a Pool membership by giving them a break as opposed to the non-resident who do not have a Pool membership, and he asked why we do not do the same for residents who have a Pool membership. Ms. Tierney stated the residents already get the lowest rate. Mr. Krauss stated there is not a resident, non-Pool member rate, and Mr. Wysocki asked why we would not have that type of rate. Ms. Tierney stated the residents already get a discounted Pool membership and a discounted Camp membership. Mr. Krauss stated there is

a non-resident Pool member rate and a non-resident non-Pool member rate. Ms. Tierney stated the residents get the lowest price for Camp. Mr. Krauss stated we are charging the resident Pool member the same rate as a non-Pool member resident for use of the Pool when the resident Pool member has already paid for a Pool membership. Mr. Wysocki stated the best price should be the resident Pool member price, and there could be a higher resident price for non-Pool members. Ms. Tierney stated she will “have to go back to the drawing board if we are going to get into this and she will have to come back another day.” Mr. Krauss stated it could also just be a resident rate and a non-resident rate versus giving a non-resident Pool member a discount rate. Ms. Tierney stated that would be fine.

Ms. Tierney stated only 10% of the campers are non-residents. Mr. Blundi stated that would be about 20 campers, and Ms. Tierney agreed. Mr. Blundi, Mr. Wysocki, and Mr. Krauss stated they were in favor of just having a resident and non-resident fee as that would make it simpler.

Mr. Wysocki moved to amend the Motion that the increase be 10% and we eliminate the non-resident pool member column.

Mr. Brody asked if the 10% covers the \$10,000. Mr. Blundi stated the 10% does not cover the \$10,000. Mr. Brody stated he would make a Motion to cover the \$10,000.

Mr. Krauss asked the Board to vote on the original Motion for an 8% increase across the board as presented by Ms. Tierney. Motion did not carry as Mr. LaBar and Mr. Malinowski were in favor and Mr. Blundi, Mr. Brody, Mr. Krauss, and Mr. Wysocki were opposed.

Mr. Blundi moved and Mr. Brody seconded to eliminate the non-resident Pool member category and increase the fee by 12% and the extra 4% would cover the \$10,000 that we are going to give back to the Pool.

Mr. LaBar asked Ms. Tierney if we would just shift \$10,000 from the Camp Budget to the Pool, and Ms. Tierney stated she would have to talk to Mr. Kratzer about how he would prefer to do that as there are other discussions happening about the Pool. She stated it would probably be an Interfund Transfer.

Mr. Wysocki asked Ms. Tierney if the \$10,000 is the value of the Pool memberships that the campers receive. Ms. Tierney stated she believes we did it on a Camp day pass per participant. She stated that is how we did Middletown.

Mr. Wysocki asked the basis for the \$10,000, and Ms. Tierney stated it was based on a head count the days they attended.

Motion carried with Mr. LaBar and Mr. Malinowski opposed.

Pickleball Fees Recommendation to the Board of Supervisors

Ms. Tierney stated we are looking at changing the way we offer pickleball as we have been facing “growing pains.” She stated at the last meeting Ms. Gannon was present discussing all the challenges we are having with pickleball.

Ms. Tierney stated we have not been able to support the membership in the way we need to, and we are looking at turning it into a membership as opposed to a Meet Up concept. She stated it will be similar to the Pool membership and the Dog Park Membership. She stated part of the membership would include new software, Court Reserve, which is the software which had been discussed previously at a Park Board meeting. She stated the membership would also cover the full cost of having Ms. Gannon on full-time to be able to help with back-end support. Ms. Tierney stated 75% of all of the phone calls received by Park & Recreation during the summer are pickleball phone calls. She stated the users are not all app-friendly users, and Ms. Gannon will be able to help them. Ms. Tierney stated Ms. Gannon will also be on site to deal with scheduling problems and will be able to catch scheduling problems before they happen. She stated she will also be able to identify when we need new equipment or when something needs to be replaced. Ms. Tierney stated the user experience will be a lot better.

Ms. Tierney stated the proposal is to increase the fee to \$120 annual for a resident and \$150 for non-residents. She stated we also propose to create a snowbird fee which would be \$60 for residents and \$75 for non-residents.

Ms. Tierney stated Meet Up right now only charges \$27.50 and it only covers the cost of our Meet Up membership even though we have been replacing nets and making other improvements and we have not been recouping what we have been spending. She stated the increased fee could also help with soundproofing that is needed.

Mr. Krauss asked the number of paid members today, and Ms. Tierney stated there are 458 members.

Mr. Wysocki asked Ms. Gannon her opinion about transitioning to this kind of program, and he asked if she feels the members will welcome this. Ms. Gannon stated she believes that most members will continue in the program. She stated the fee of \$27.50 has not changed in years; and while this seems to be a big increase, she does not feel that it really is. She stated we will be offering some additional programs including the opportunity to get a rating which is a value that other Municipalities do not offer. She stated Court Reserve will enable people to not only call her but it has a better app that has technical support. She stated the current app is unable to resolve a number of issues we currently have. She stated the members will still be able to play every day, and she believes that all the members will continue to stay with the program although there may be some initial shock.

Ms. Tierney stated we are trying to be realistic and we were not able to support the demand.

Mr. Wysocki asked if the proposed fees include what other pickleball programs are offering; and Ms. Tierney stated while it is higher than what other Municipalities charge, we are going to be offering a lot more than other Municipalities. She stated Lower Makefield has the biggest membership.

Mr. Krauss stated the Fees are for the “published times;” and if you choose to play outside of those times, there is no fee. Ms. Tierney agreed that there will still be free time on the courts. Mr. LaBar asked the percentage of time that there is free time on the courts; and Ms. Tierney stated there are three sites, and we could work it out so that there is one site in the Township that is always free, adding we have that mostly now. Ms. Gannon stated she always leaves Memorial Park open on weekends. She stated the primary home court is on Cardinal Drive because it has more space. She stated that is where the Program started, people like it, and it also has trees for shade.

Ms. Tierney stated we are also now offering beginner lessons through a contactor, and we have waiting lists for that.

Mr. Blundi asked if the main time for pickleball is April through October, and Ms. Tierney stated that is when we have the highest demand. Mr. Blundi asked why the fee would be double for the full year. Ms. Tierney stated they were going with \$10 a month because the people who do play year round play a lot. She stated unless we were to physically lock the courts, they will be out on the courts all year. Mr. Blundi asked what the user will get from this increased

fee. Ms. Tierney stated right up we use the Meet Up app, and we have no back-end control over it. Ms. Tierney stated with Court Reserve there will be back-end support from the Township so that if there is a problem they can call us, and we can help them. Ms. Tierney stated we will be matching them up, helping set them up, and even rating them. She stated previously players were self-rating, and the Police had to be called to the courts because people were fighting over whether people were advanced or not. Ms. Tierney stated there will now be a dedicated staff; and while Ms. Gannon will work limited hours, she is able to provide back-end support and can also be on site to make sure that we are not having the problems that we have had in the past. Ms. Tierney stated Ms. Gannon will also be able to address some of the waiting list issues.

Ms. Tierney stated Ms. Gannon has also been First Aid and CPR trained. She added that we are also looking at CPR and First Aid training for all of our volunteers. Ms. Tierney stated there have been two heart attacks on the pickleball courts in the last year.

Mr. Blundi asked about the current Meet Up schedule, and Ms. Tierney stated Ms. Gannon had provided the Meet Up schedule. Mr. Krauss stated the schedule will probably not change much, and the assigned times are based on skill level. He stated the rating would help match up players who are at the same skill level; but if a beginner signs up as an advanced player there is not really anything you can do about it. Ms. Tierney stated with Ms. Gannon involved, she can look into that and we can set it up so that there are assigned ratings for beginners, intermediates, and advanced.

Mr. Blundi asked if there are sessions in February, and Ms. Gannon stated there are. She stated last month we offered 25 sessions, and she got approval to increase that, and we are now offering 33 sessions a week. She stated we will continue that, and then probably drop 4 and go down to 29 because of the darkness. She stated we will probably offer 29 sessions a week during the winter. Mr. Blundi asked if it is harder for Ms. Gannon April to October than it is in January, February, and March; and Ms. Gannon stated while it is she will be working less hours during the winter months compared to the prime time of April to October.

Mr. LaBar stated he understands that currently the only fee being charged is the amount for the Meet Up app, and all of the replacement nets, balls, equipment is coming from the general Budget; and Ms. Tierney agreed. Mr. Krauss stated we do take donations for balls, etc. Mr. LaBar stated the proposed fee would go toward that equipment, and Ms. Tierney agreed.

Mr. Krauss asked if a calculation was done if a certain percent of players would shift to the April to October rate if the fees are increased. Ms. Tierney stated she does not feel there will be much of a drop in membership, but it is hard to estimate how many people would take advantage of the Snowbird rate versus the Full-Year Rate. She suggested that we go through the first year and see how we do financially to see that we are covering our costs like we do with all the other fees. She stated we can then adjust if necessary.

Mr. Wysocki asked what happens if someone moves into the Township in November and wants to get involved with pickleball. He asked if they have to wait until January to sign up for the full year or is there a monthly charge. Ms. Tierney stated we do pro-rate.

Mr. LaBar moved and Mr. Malinowski seconded to recommend to the Board of Supervisors adoption of the Fee Schedule as presented.

Mr. Krauss asked the percentage of non-residents; and Ms. Tierney stated we have not taken non-residents since 2020, and the only non-residents are those who are still members since before that time. She stated we have not taken non-residents since 2020 because our waiting list was so long. Mr. Krauss stated he was asking for the percentage.

Motion carried unanimously.

Dog Park Fees Recommendation to the Board of Supervisors

Ms. Tierney showed a slide related to the Dog Park. She stated for 2023 the costs are projected by year end to be \$13,500 with revenue of \$11,000 so we are under where we need to be. She stated she is proposing to increase the Resident Fee to \$45 and non-Resident Fee to \$60. She stated 95% of the Dog Park users are Lower Makefield Township residents. She stated at the end of 2022, 351 dogs and 257 people were registered to use the Dog Park.

Mr. Wysocki asked what the Fee is currently for residents, and Ms. Tierney stated it was \$30 or \$35 and the non-Resident Fee is proposed to go from \$45 to \$60.

Mr. LaBar asked if this proposal will increase the Revenue to the point where we are breaking even, and Ms. Tierney agreed.

Mr. Wysocki moved and Mr. Brody seconded to recommend to the Board of Supervisors to accept the Dog Park Fees as presented.

Mr. Krauss asked that the parking lot be paved at some point.

Motion carried unanimously.

Budget Discussion

Ms. Tierney stated there are a few Fee-In-Lieu Capital Construction Projects some of which are being brought over from last year's Budget. She stated we are focusing on working on projects that were in process, completing connections, and maintaining what we have. She stated compared to previous projections, these are a little higher because we assessed engineering fees for each project.

Ms. Tierney showed a slide of the proposed projects. She stated the Memorial Park East expansion includes a \$900,000 DCED Grant, and the remainder would come from the Township Budget and it incorporates engineering. She stated two bike path gap projects are proposed. She stated we applied for Grants for these although we do not know if we will get them at this time. She stated what is shown is the cost of the match plus engineering.

Ms. Tierney stated the Memorial Park basketball courts are shown, but she does not feel that will actually be completed in 2024. She stated if we want to get the Grant, we have to show in our Budget that we have allocated a match.

Mr. Wysocki asked if those courts are currently closed because of their condition, and Ms. Tierney agreed they are closed because of the significant cracking. She stated the cost shown of \$231,000 includes engineering. Mr. Wysocki asked if this cost is for a complete re-do or patching, and Ms. Tierney stated we have to do a complete re-do because the cracks are so significant.

Ms. Tierney stated we are still in the process of finishing the Macclesfield Park Master Plan, and the remaining cost is \$45,051 for 2024.

Mr. Blundi asked what is included in the Memorial Park East expansion, and Ms. Tierney stated this was part of the Master Plan and includes a pavilion

with bathrooms, a playground for older children, exercise equipment, some yard-type games and a shade structure. Ms. Tierney stated she does not know that we will be able to get all of that done with the amount of money shown.

Ms. Tierney noted the pickleball drainage project in the amount of \$40,000 which will help the new pickleball courts where all the mud is running into the court as was seen on the Road Tour.

Ms. Tierney stated the Secret Garden project includes the shade and the rubberized surface for \$330,000. She stated this was proposed to be done last year; however, the quotes were “astronomical,” so we had to increase the amount being allocated to this project. She stated without the shade structures the children cannot use the equipment because of the heat in the summer.

Ms. Tierney stated the Heacock Pocket Park was approved recently by the Park & Recreation Board and the Board of Supervisors. This will be done in the spring.

Ms. Tierney stated the remainder of the Woodside bike path will cost about \$61,695.

Mr. Blundi asked if the shade at the Secret Garden lengthen the life of the surface; and Ms. Tierney stated it will not be fully shaded, so any lengthening of the life would be limited. She stated the life of the surface is standard at seven years replacement. Mr. Blundi asked if the \$330,000 is to replace all of the surface, and Ms. Tierney stated it is. Mr. Blundi asked Ms. Tierney if she looked at replacing half of it and using mulch for the other half to save money. Ms. Tierney stated that project is one of the first ADA parks in Bucks County, and we intend to keep it fully accessible so she did not look into mulching half. Mr. Blundi asked how much more it will cost to replace the whole surface again in seven years. Ms. Tierney stated the cost being shown is for the surface and shade, but she does not know what it would cost to replace the surface in seven years given inflation. Mr. Blundi stated this is something we need to think about.

Ms. Tierney stated a lot of repairs are needed, and last year an Intern did a complete Capital assessment, and she is working through a Capital Replacement Plan in addition to everything else she has to do. Mr. Coyle asked for

a copy of that in advance of the upcoming Budget meetings. Ms. Tierney agreed to provide it adding that is just gives the condition now and does not include replacement costs.

Mr. Blundi stated he feels that the shade at the Secret Garden must be done because at this point people cannot use it because it is too hot. Ms. Tierney stated that is the feedback from the community as well.

Pool Discussion

Ms. Tierney stated the Pool has a deficit and creative thinking will need to be done moving forward which could include a combination of increased fees along with tax supplementation. She stated the Pool is not sustainable, and we need to consider how we are going to pay for what needs to be done.

Ms. Tierney stated the Pool is critical to the community. She stated it has provided hundreds of first jobs to Township residents. She stated we hear all the time that it is a “summer savior for parents.” She stated it also provides a source of water safety; and as other communities are getting rid of pools, we are one community who has kept their pool strong, and it is very important that we keep the Pool so we can teach water safety and prevent drowning. She stated it is a place of wellness for all demographics and a reason to move into or stay in Lower Makefield Township. Ms. Tierney stated while we sometimes hear negative feedback at the meetings, we get a lot of positive feedback too about the importance of the Pool in our community. She added we also get that input about the Golf Course, and those two amenities are why people come and stay in Lower Makefield.

Ms. Tierney showed a slide of the expenses and how they have increased. She stated all of the staff was given a raise in order to be competitive. She stated we have reduced our overtime, and our staffing is “on point.” She stated we are the only fully-staffed Pool in Bucks County and possibly in the northeast region of the United States. She stated that is very important and special about our Pool. She noted the increased costs in all the other categories including chemicals, trash removal, lawn care, and tree removal. She stated while everything has increased, we are not accounting for it year to year in how we budget for the Pool.

Ms. Tierney stated the estimated cumulative deficit is \$355,153. She stated it should also be remembered that we used some American Rescue Plan money for the Pool; and had we not done that, we would have a greater deficit.

Mr. Krauss asked what time period is the deficit from, and Ms. Tierney stated she believes it is over the last two years. She stated there had been a deficit before this which is unrealized in this \$355,000.

Mr. LaBar stated he recalls that several filters needed to be replaced which were about \$100,000. Ms. Tierney stated we have one filter to be replaced this year in the amount of \$144,000 and another filter to be replaced next year. Ms. Tierney stated the diving board also needs to be replaced at a cost of about \$7,000. She stated we also have to do additional caulking, sandblasting, and painting of the Pool this year which will be \$140,000. She stated next year there is a filter that is estimated to cost \$70,000 that needs to be replaced and we will be sandblasting the baby and intermediate pools which will be approximately \$120,000. Ms. Tierney stated we are dealing with older infrastructure so it is more expensive to run the Pool since it is less efficient.

Mr. LaBar asked if the budgeted deficit includes some of the items that Ms. Tierney has just discussed, and Ms. Tierney stated it does incorporate that. Mr. Krauss asked from a Township perspective should the infrastructure always be covered by the fees, and Mr. Coyle stated that is a discussion that the Board of Supervisors is having as to whether the Pool should have to cover its own 20-year Capital.

Ms. Tierney stated with regard to Fees, one of the things discussed was creating a “Gold or Premier membership.” She stated this would cost \$500 for a resident and \$550 for a non-resident, and they could come any day with up to two guests all summer long and they would not have to pay for those two guests. She stated there could be a grandparent who wants to bring grandchildren that vary or a mother who is watching additional kids for the summer or if you have a child who wants to bring friends, you could buy the Gold Premier membership. For any additional guests above the two, you would have to buy a guest pass.

Mr. Blundi stated he thought he saw that the guest needed to be 18 or older; however, Ms. Tierney stated it is not the age of the guest, rather the person who purchases the Gold Premier membership must be 18 or older.

Mr. Krauss asked the difference between the cost of this membership and a regular membership, and Ms. Tierney stated that would depend on the type of membership. Ms. Tierney stated the Gold Premier membership is significantly more. Mr. Krauss stated it would be \$500 regardless of whether you are a Senior, etc.; and Ms. Tierney agreed.

Mr. Blundi stated the Gold membership would be like having three memberships as it is \$190 for an adult resident, and Ms. Tierney agreed it would be a reduced way to have three memberships. Mr. Blundi stated a non-resident adult membership is \$250 so it is \$60 more. Mr. Blundi stated he feels the non-resident should be higher since the \$500 covers three memberships. Ms. Tierney asked that the Board consider this further and it can be discussed in the future. Mr. Brody stated he is generally in favor of the Gold membership option.

Mr. Blundi stated it would depend on how old your children are since for those 6 to 13 it is \$90 for a membership and 14 and older the third person in the household would be \$110 not \$190. Mr. Blundi stated he is not sure who would buy this other than the woman who came to a meeting previously about the cost of bringing her eight grandchildren to the Pool at a cost of \$20 each. He stated while this is something she would probably do, he is not sure who else would buy it. Ms. Tierney stated she agrees that it would be someone very specific who buys it, but having the option is helpful. Mr. Blundi asked if it is felt this will be material to revenue; and Ms. Tierney stated she will not know until we try it, adding that she is not including this as part of the count. She stated this will be a pilot program. Mr. Krauss asked if there would be any other benefits to this such as early entrance, and Ms. Tierney stated there are not.

Ms. Tierney stated during the shortened period of the season, we have conflicts with lap swimmers versus the Swim Team since the Swim Team monopolizes the lanes and no open swimmers can lap swim during that time. She stated they were looking into a program where lap swimmers could pay extra to come in an hour early to get their swim in before the Swim Team comes in. She stated she believes there are about 24 people who would purchase that, but she does not know that there would be enough value to offer it.

Ms. Tierney stated this year we saved the residents and non-residents \$91,900 in discounts, and in 2022 that number was \$78,250. She stated an idea was to change the discount to a 10% discount across the board rather the 15%/20% which would reduce some of savings. Mr. Krauss asked what percent of the total revenue was the \$91,900. Ms. Tierney stated total Revenue was about

\$1.2 million. Mr. Brody stated it seems that 65% to 70% of our members are doing early Registration, and Ms. Tierney agreed. Mr. Blundi asked what we would gain by making the change to the 10% discount, and Ms. Tierney stated it may provide an additional \$15,000. Ms. Tierney stated she does not want to get rid of the Discount Period because that does drive people to register, but she would recommend reducing it.

Ms. Tierney stated she is also proposing a 10% discount for military as currently we do not offer any military discounts. She stated since we do not get a lot of requests for military discounts it should not have a huge impact, but she feels it make a big impact for those who serve. Mr. Krauss asked if we would also include Police and Fire or just military. Ms. Tierney stated we offer free membership for the Fire Department volunteers. She is proposing a 10% discount for veterans and active military.

Ms. Tierney stated she is also proposing, based on feedback, that during the Discount Period only, we would sell ten guest passes for \$100. She stated we could consider the rules for this and it could be one per family. She stated there would be no refunds on these, and they would expire at the end of the season.

Ms. Tierney stated we are also recommending removing the Caregiver Pass as we do not have very many of those, and a lot of people have been opting to upgrade to a regular pass because the difference is not that great, and it is more of a benefit to their caregiver.

Ms. Tierney stated she is also recommending increasing the cost of swim lessons by 10% since our swim lessons are very inexpensive.

Mr. Krauss stated he would like to know at some point the number of residents versus non-resident members. Mr. Blundi stated it is 69% residents.

Mr. Krauss asked if instead of a certain percentage membership fee increase across the board should we increase non-residents a little bit more to help close the gap.

Mr. Blundi stated currently you can buy a book of ten passes for \$180 which results in getting one for free. He noted the ten-pass option during the Discount Period of ten passes for \$100, and he asked if the members would get a book

of passes or would it be something new in the system that would be attached to their account; and Ms. Tierney stated it would be something new in the system.

Mr. Blundi stated with the Gold Premier membership a member could bring in two guests whenever they want, and he asked if they would be required to fill out the guest form/waiver; and Ms. Tierney stated they would definitely have to sign waivers. She stated they will have to work through the process since at this point, they were just considering finance.

Mr. Krauss stated the Park Board is meeting again in two weeks, and he asked that the Board members be prepared to discuss this further and consider their recommendations. Ms. Tierney suggested that the Park Board members watch the Board of Supervisors Budget meetings since they will be discussing this as well. Ms. Tierney stated we need to find a way to pay for what we need.

Ms. Tierney stated the first Board of Supervisors Budget meeting is tomorrow evening, and Mr. Coyle stated the one after that is November 8. Ms. Tierney stated she will use the Board of Supervisors' Budget meetings as a guide to what she brings next to the Park & Recreation Board.

Mr. Blundi stated he is not sure how he feels about the Gold Premier membership other than the non-resident fee needs to be higher than what it is. He stated if we go forward with this he would like Ms. Tierney to spend some time looking at who buys this membership and what they had in 2023 to see if it made sense or not. Ms. Tierney stated it will be a pilot program, and they will do a review at the end of the season. Mr. Blundi stated we should also look at how many passes they used in 2024.

Ms. Tierney stated some of what they are proposing whether it is tax relief or raising rates is not an adequate, long-term decision; and we need to start thinking about the next fifty years and how we are going to continue to invest. Ms. Tierney stated we do not want to price people out from being able to sign up for the Pool. She stated we should finish the Master Plan which was started in 2019 which was stopped because of COVID. She stated she reached out to the contractor, and he is willing to keep the rate he gave us and finish off the project although she did ask him to include more since initially we did not include the bathrooms and the structures. She stated in order to include more that would be an additional \$6,850 for a total of \$17,850 due. She noted

that he had provided a note on the quote which was given to the Park Board that these studies are currently costing \$60,000 to \$80,000. Ms. Tierney stated she is putting this in the Budget for next year.

Mr. Blundi stated the way he read the letter from the contractor, he was adding \$11,000 and the \$6,850 was the balance from work completed but not paid for; and Ms. Tierney stated she will double check this. Subsequently she agreed with Mr. Blundi that she had those figures reversed.

Mr. Blundi asked if he is making schematic drawings for the bathrooms. Ms. Tierney stated a lot of work had already been done including community outreach and key person interviews; but since that was 2019 and things have changed, we need to add some interviews and make sure we are engaging the community. Mr. Blundi stated it is costing \$11,000 more for them to look at the bathrooms and the guard house. Ms. Tierney stated they will also look at the food vending area. Mr. Blundi stated they are not making architectural plans for \$11,000. Ms. Tierney stated they will re-conceptualize it. She stated the Board would then vote on the Concept Plan, and we would then decide how we would move forward from there including phasing and funding.

DIRECTOR'S REPORT

Memorial Park East Design RFP (Early 2024)

Ms. Tierney stated an RFP for engineering for Memorial Park Phase III was brought to the Board of Supervisors, adding we are trying to bring in a park-specific engineer. She stated this will be discussed at the January meeting, and she will go back to the Board of Supervisors to approve moving forward with the RFP process. She will advise the Park Board how we are proceeding.

Summer Hire Pay Memo

Ms. Tierney stated the rates are not changing. She stated she is adding the Camp Director position. She stated that is accounted for in the Budget.

Lap Pool Leak Detection Report

Ms. Tierney stated the leak detection was done and we need the new filter replacement which was discussed previously in the amount of \$140,000. She stated when we are doing the sandblasting we also need to do additional caulking over what we ordinarily do around the gutter system.

Conference Update/Announcements

Ms. Tierney stated she presented at the National Recreation and Parks Conference and she learned a lot of great information. She stated in the spring she is going to the Pennsylvania Recreation and Parks Conference where she and two other staff members will make presentations. She stated that helps our staff gain CEUs and also helps us connect with vendors, network, and get ideas from other Townships.

5 Mile Woods Update

Ms. Tierney stated at the next Board of Supervisors meeting she is going to ask for \$10,000 additional out of Fee-of-Lieu to finish the ADA-accessibility project. She stated we are widening the path. She stated we also realized that we did not account for a couple extra linear feet that attaches it to the next path.

Snipes Natural Lands Recap

Ms. Tierney stated Natural Lands presented at the last Board of Supervisors meeting, and she suggested that the Park Board members watch that presentation. She stated if the Park Board members have any question, they should send them to her and she will forward them. Ms. Tierney stated this was just a first step, and there a lot of other reviews that need to take place in order to do anything at Snipes.

Upcoming Policy Review

Ms. Tierney stated we will be going through intensive policy reviews. She stated the Park Board has already been provided some information. She stated they

are also going through a review of all of the job descriptions, and the Park Board will be included in that. She stated this is all part of CAPRA for annual review.

OTHER BUSINESS

Mr. Brody asked when the baseball and softball fields will be aerated, and Ms. Tierney stated they were already aerated and overseeded as were all of the soccer and football fields.

There being no further business, Mr. Brody moved, Mr. Malinowski seconded and it was unanimously carried to adjourn the meeting.

Respectfully Submitted,

Douglas Krauss, Chair