

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – SEPTEMBER 3, 2020

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held remotely on September 3, 2020. Mr. Krauss called the meeting to order at 6:35 p.m.

Those present:

Park & Recreation Board:

Douglas Krauss, Chair
Michael Brody, Secretary
Mike Blundi, Member
Patricia Bunn, Member (left meeting in progress)
Dennis Wysocki, Member

Others:

Monica Tierney, Park & Recreation Director

Absent:

David Malinowski, Park & Rec Member
Kimberly Rock, Park & Rec Member
James McCartney, Supervisor Liaison

APPROVAL OF MINUTES MAY 18, 2020, JUNE 24, 2020, AND JULY 14, 2020

Mr. Wysocki moved, Ms. Bunn seconded and it was unanimously carried to approve the May 18, 2020 Minutes as written.

Mr. Brody moved, Mr. Blundi seconded and it was unanimously carried to approve the June 24, 2020 Joint Meeting Minutes with the EAC and Citizens Traffic Commission as written.

Mr. Blundi moved, Ms. Bunn seconded and it was unanimously carried to approve the July 14, 2020 Minutes as written.

BOY SCOUT PRESENTATION AND MOTION TO ACCEPT

Mr. Justin Brown from Troop 10 was present with his father, Mr. Steve Brown. Mr. Justin Brown stated he is proposing to set up shading at the Lower Makefield Township Dog Park. He showed a slide presentation about his project.

He stated there is a large area that is in direct sunlight, and he is proposing to install either one or two shade sails which are large waterproof canvasses that are held up by four steel poles which are held in the ground by cement and gravel. He stated the sails will provide shade to those who bring their dogs to the Park. Mr. Brown stated he is not sure how much money he will be able to raise; and if he is able to raise enough money to set up two shade sails, he will do so.

Mr. Brown stated the company he will be purchasing the shade sails from is Shade Sails LLC, and they have been very helpful. He stated they recommended putting up 12' by 16' rectangular sails and it includes everything required for hanging the sails; and while it does not include the steel poles, they did recommend the type of poles that he would need to purchase. Mr. Brown stated the sails are very durable. He stated there will be two low points on the sails and two high points. He stated the low points will be 8' off of the ground, and the high points are 12' off the ground so it would be fine for whoever wants to go under the sails.

Mr. Brown stated he felt that the color of the sails should match the color of the LMT logo and he showed two potential green shades. He stated the color would be up to the Township to decide.

Mr. Brown showed examples of what the sails might look like once set up.

Mr. Brown stated he will be using Ferguson Plumbing Supply for the poles. He stated they are 21' tall; and while that will result in metal waste once they are cut, he was not able to find the type of pole that he needed in a size that would not leave waste. Mr. Brown stated the poles need to be capped on the exposed end so that they do not fill with water. Mr. Brown stated the poles are black, and he feels they will match the fence at the Dog Park.

Mr. Brown stated he will dig post holes with a post hole digger or if that is not possible, he will rent an auger although that will add to the cost. Mr. Brown reviewed how he will mix the cement adding he may have to rent an electric cement mixer. He stated he will lay cement tubes in the ground, and the poles will be placed in there. The bottom will be lined with gravel, and the rest filled with cement. He stated the outside of the poles will be back-filled with dirt. He stated the poles need to be tilted back about

5" from plumb and will need to set overnight so that the cement dries. He stated he will use 2 by 4s to keep them in place. He stated the next day he will be able to hang the sails.

Mr. Brown stated he is proposing to set them along the fence since there are benches there. He showed on the slide where the high and low points of the sails will be. He stated since many people will be at the Park mid-day, the sails should protect from direct sunlight. He noted the south end is where most of the heat comes from so having the low point at that location should help keep heat out as well.

Mr. Brown stated there is not much maintenance that needs to be done other than taking the sails down every winter and storing them. He stated this needs to be done because having a lot of snow on the sails would not be good for their durability. He stated while they are waterproof, they are not meant to take a lot of weight.

Mr. Brown stated the cost estimate is shown for one sail structure which is probably what he will do; however, if he raises enough money to put up two, he will do so. He stated he plans to use a program like GoFundMe to raise money for the project since they are a non-profit program which he is permitted to use as he is a Boy Scout. He stated any overage raised will go toward putting up a second sail if there is sufficient money raised to do so or will be given to the Township toward the "human cost" of maintenance of the sails.

Mr. Wysocki asked Ms. Tierney if there is a water source at the Dog Park, and Ms. Tierney stated there is. Mr. Wysocki asked if there is a way for Mr. Brown to access that so that he can mix the concrete, and Ms. Tierney stated it is easily accessible. Mr. Wysocki stated he has used Quikrete in the past which if adequate would be an easy way to get the concrete done without the need of a mixer. Mr. Brown stated he will look into that.

Mr. Brody stated they need to consider the best location for this with regard to the location of the sun; and he feels they should look into this now before the end of summer so they have a better sense of where they should be positioned to provide shade. Mr. Wysocki stated he feels the low portions would be better at the west side of the structure because the afternoon sun would be the most intense in the summer, and he feels they would want the most shade from the setting sun. Mr. Wysocki stated he feels the Township could help with the proper location.

Mr. Brody asked if this project has been reviewed by the Dog Park Committee; however, Mr. Krauss stated there is no longer a Dog Park Committee as that was just for fundraising.

Mr. Krauss stated in the past year part of the grass was very muddy, and he is not sure if where the shade structure is proposed is where that area was. He stated there is also a slope, and there may be a difficult keeping grass in that area. Ms. Tierney stated she agrees, and she feels that they will need to look at where the final location for this should be. She noted there were trees planted for extra shade that are not shown in the pictures. Ms. Tierney stated she does feel that the shade structure would be a good way to pull people into the Park as a lot of people stay at the entrance which is why that area gets so muddy. She stated she would like Mr. Majewski to go out as well so that they can assess the best location. She stated she also wants to make sure that it is safe for the dogs.

Mr. Wysocki asked if the poles are square or tubular, and Mr. Brown stated they are tubular.

Mr. Krauss stated he feels this is a great idea to help provide shade in the heat of the summer. He asked if this is something that needs to be discussed with the neighboring community since after the summer and the cover comes off there will be 8' and 12' poles in the ground. Ms. Tierney stated she will check with Mr. Majewski on the Zoning Ordinance requirements for a 12' pole installation. Mr. Krauss stated he likes the colors shown since they will blend in with the environment nicely.

Mr. Kraus asked about the timing for the project, and Mr. Brown stated he hopes to get his approvals completed so that he can start fundraising. He stated he would like to have the project completed before the end of the fall since if he waits too long, the ground could become frozen.

Mr. Blundi stated this is a well thought-out plan. Ms. Bunn stated she agrees with Mr. Blundi. Mr. Wysocki stated he feels this is one of the best Eagle Scout presentations that they have seen, and it was very comprehensive. Ms. Bunn stated Mr. Brown should make sure that he coordinates everything with Ms. Tierney.

Mr. Wysocki moved, Ms. Bunn seconded and it was unanimously carried to accept the Eagle Scout project as presented by Justin Brown and allow him to move forward with it in consult with Ms. Tierney.

CAPRA RISK MANAGEMENT PRESENTATION

Ms. Tierney stated they have been discussing the CAPRA Accreditation, and part of that is to come up with a good Risk Management Plan. She stated going through the CAPRA process has allowed her to take what we have and make it into a nice package so it is easier to navigate and more professional. She stated when COVID struck, Penn State reached out to her and asked if we had any potential remote Internships that we could offer students, and Penn State provided a list of majors which included Risk Management. She stated since Risk Management was something that they needed for the CAPRA Accreditation, she reached out to Penn State to see if there were Interns interested in working with the Township. She stated they went through an interview process with Mr. Bradley Bartusik and Mr. Damion Hayes. Ms. Tierney stated they have worked very hard trying to identify gaps and make recommendations, and they will be making a presentation for the Board this evening.

Mr. Bradley Bartusik and Mr. Damion Hayes were present. Mr. Bartusik stated they are Cyber-Security and Risk Analysis Majors at Penn State. Mr. Bartusik stated throughout the last three months they have been conducting a risk analysis for LMT's Parks and Recreation. He stated they looked at several key components involving the Policy Statement specific to Park & Recreation which has been included in the packet provided. He stated they also worked on the Park & Recreation Risk Management Plan which is currently being reviewed. He stated in this presentation tonight they will focus on the adjustments in Rules and Regulations and better documentation for inspections and maintenance.

Mr. Bartusik stated LMT does a great job with regard to Risk Management Policies. He stated there were a few things that they identified that could bring the Park & Recreation team more success with risk management with regard to the Pool Analysis, Dog Park Analysis, and the Playground Analysis. Mr. Bartusik stated with regard to the Pool Analysis, one of the great things that LMT has been doing is the deep water test and they have implemented the dual-color bands which is a new Policy. He stated after they interviewed the Pool Manager they learned about the high risk associated with the slide where there were approximately twenty-five rescues a day and a majority of those are children where the current was too strong for them.

Mr. Bartusik stated they also discussed with the Pool Manager re-evaluating the chemical handling policy and training and the improvement of maintenance logs with regard to those chemicals since if a pool has too much chlorine in the water that can be harmful to those swimming.

Mr. Bartusik stated they discussed an active shooter scenario in the rare occurrence that could happen. He stated the Pool Manager talked about break-away locks. Mr. Bartusik stated they analyzed the pros and cons with that since with break-away locks people could get in when you do not want them to; however, in this situation, while there are only two entrances to the Pool, there are several gates. He stated she was recommending using break-away locks at those gates.

Mr. Bartusik stated it was noted that people are bringing alcohol into the Pool, and the way to avoid that would be to allow only clear bags and cups.

Mr. Bartusik showed several slides which show visual analytic models with regard to poolside-related injuries. He stated this data comes from the Consumer Products Safety Commission (CPSC). He stated these analyze the likelihood of a specific type of serious injury. He stated while there are hundreds of these types of injuries they primarily looked at those which are the most common or most lethal. He stated this was conducted in 2019/early 2020 in all pools in the Country. He stated they found that submergings/drownings were the most common in a Pool. There were also lacerations of the head, and hemorrhages in the eyes or neck which are more damaging/lethal injuries which can also cause contamination in the water. The graphs also show the average age for the types of injuries. He stated even though most of the twenty-five rescues a day at the Lower Makefield Pool were children, they found in the analysis showing injuries across the County that submersion-related injuries were significantly higher in age, with the average age being forty-five.

He stated lacerations and hemorrhages were significantly lower with an average age of ten to fifteen. He stated they assume that the lacerations were probably due to running on the Pool edge. He stated at LMT there are very good pool-side rules prohibiting running around the Pool.

Mr. Hayes stated it was difficult to find statistical data with regard to Dog Park related injuries or risk, so they decided to compare Rules and Regulations from Dog Parks across the Country to those in effect at LMT to see if there are any gaps or anything that could be added to the Rules and Regulations. Mr. Hayes stated they feel that the rules are very good with regard to decreasing the likelihood of risky activities and to ensure a safe environment. He stated the mandatory membership is a great way to avoid overcrowding and helps the Township maintain the presentation of the Park. He stated limitation on vehicles such as skateboards, bikes, and hoverboards is also good. He stated

having dedicated leash and no-leash areas, waste bags and bins throughout the Park, and consistent equipment inspection ensures members that the Dog Park is equipped to avoid harm to themselves and the dogs.

Mr. Hayes stated with regard to adding any additional rules in the Dog Park they felt it may be an added safety precaution and a potential source of extra income to have an on-site dog trainer visit the Park frequently who would teach owners ideas as to how to improve the experience for the owners and the dogs. He stated this would be beneficial to first-time dog owners or to owners who have dogs who get anxious around other animals.

Mr. Hayes stated with regard to the playgrounds, when analyzing the potential risks, they looked at studies that measured risk of injuries in relation to the equipment. He showed charts as to how children ages seven and younger are injured and falling down was the most common mechanism followed by collisions, slips, etc. A chart was shown of the type of equipment causing the injuries and the most common piece of playground equipment causing the injuries was slides. A chart was also shown of the type of injuries that children sustained including lacerations, fractures, brain injuries, sprains, and organ injuries.

Mr. Hayes stated they feel that implementing both high and low frequency checks in the playground areas will lower the likelihood of injuries on such equipment. He stated low frequency inspections look for wear and tear and should be performed quarterly or semi-annually; and during or immediately after the inspection preventive maintenance, repairs, or removal of the damaged equipment should be done to fix any of the problems discovered. He stated high frequency inspections look at the frequently changing conditions caused by use, weather, or vandalism; and these inspections can be formed daily or weekly. He stated a high frequency inspection checks and corrects playground conditions such as surfacing depths, sanitation issues, and the presence of debris. He stated if anything is discovered it is best to complete the documentation of potential hazards, take the area out of use, and correct the problem.

Mr. Hayes stated the type of surface on the playground is the most important factor in the number and severity of injuries. He stated hard surfaces such as asphalt and concrete result in the most severe injuries and are unsuitable under any playground equipment. He stated soil, packed dirt, grass, and turf are also not recommended for surfacing either because of their inability to absorb shock and can be greatly affected by weather conditions or wear

and tear. He stated the number and severity of injuries can be reduced by using softer surfaces such as wood mulch or chips, shredded tires, or sand. He stated LMT does a great job in having these plans already in action such as utilizing wood mulch and rubber padding for their playgrounds helping to reduce serious injuries when the equipment is in use as well as frequency checks to all of the Park & Recreation fields.

Mr. Bartusik stated while Lower Makefield Township does several things well, there is room for improvement. He stated by implementing the Policy Statement and Risk Management Plan in addition to adjusting some rules and adding better documentation for inspection and maintenance, they feel that Lower Makefield Township will provide the best service to the community and its staff. Mr. Hayes stated when they look at the three biggest risks associated with the Parks, LMT does a really great job and already implements Rules and Regulations to minimize those risks. He stated it was actually quite difficult for them to come up with recommendations because the Township already did a good job in the most risky areas.

Mr. Wysocki asked what they were envisioning with regard to a trainer at the Dog Park. Mr. Hayes stated he knows that members of the Dog Park pay a fee already to get into the Dog Park; but they feel there could be an additional fee, and the members could have a trainer teach them and their dogs tips and tricks, and to get them better suited in a Dog Park. He stated many dogs are not well trained, and this would be an opportunity to get them to be more comfortable around other dogs. He stated with the extra Revenue, the Township could put that toward other community costs. Mr. Wysocki asked if there was a Dog Park that led them to this recommendation; and Mr. Hayes stated there was not, but he and Mr. Bartusik felt this would be a good idea. He stated they did research, and he knows that LMT has guidelines with regard to untrained dogs going into the Dog Park. He stated they feel that having a dog trainer on site would encourage people to come to the Park who may have been skeptical bringing their dog to this environment after reading those regulations. He stated the training would be beneficial to both the owners and the dogs when it comes to interacting with other Park goers.

Mr. Krauss stated this is an interesting concept. He stated there are owners who are not sure how their dog is going to behave or react. Mr. Wysocki stated he feels it is a very intriguing concept, although he is not sure how they could put it into play. He stated possibly they could advertise it that during a certain period of time there would be a trainer available for their use for a Fee. Mr. Wysocki stated there may be a trainer who would be willing to make themselves available to get whatever business they can.

Mr. Krauss stated the Membership Fee is \$35 which is not significant; but if someone is not sure that their dog is going to be a good candidate for a Dog Park, this may be a way for someone to work with a trainer at the Park. He stated possibly there could be a trial time where the Park is open for new dogs. He stated this could be a one-time \$5 or \$10 Fee; and if they chose to then sign up it could be deducted from the first-year Membership. Mr. Krauss stated this might help to grow Membership. Mr. Wysocki stated there may be potential for a trainer to get additional business in the future; and they could go to the Dog Park to offer their services at certain periods of time, and then provide their contact information if someone wants more training.

Mr. Krauss stated with regard to the playgrounds, he knows that there are signs up about reporting problems with the equipment. Mr. Krauss asked how often does the staff currently look at the equipment at the Parks. Ms. Tierney stated they do two serious inspections a year, and she feels that they can do more checks and tracking those checks in a better way. She stated as part of CAPR they are putting together a Maintenance Plan. Ms. Tierney stated we also have assessments from our insurer where they come out once a year and they do inspections in addition to the Township staff. Ms. Tierney stated having Mr. Bartusik and Mr. Hayes was great as they were able to bring it all together. She stated they helped create a Plan, and they all worked corroboratively on it; and they are working through a final version after which it will be brought to the Park & Recreation Board. Ms. Tierney stated this has been a great experience, and she is hoping to use Interns in the future as they go through CAPRA.

Mr. Krauss noted the discussion about the clear bag policy for the Pool, and he asked if this is something that has been seen at other pools. He noted he feels this could be difficult because of the number of items people need to bring to the Pool. Mr. Bartusik stated he has seen a bag check area at some pools although he is not aware of any in this area. He stated that could be a back-up plan if the clear bag policy could not be implemented. Mr. Bartusik stated he feels the enforcement of clear cups is a possibility; and if it looked suspicious, they could smell the drink to make sure it is not alcohol. Mr. Krauss stated the members may be concerned about bag checks, but they could be advised that it is for their safety, and they are being proactive.

Mr. Brody asked if the pool data used included all pools including private, family pools; and Mr. Bartusik stated it did not include family pools, and it was for public pools across the United States. Mr. Brody stated he is an active Pool member with a young family, and they spend hours at the Pool so not being permitted to bring a thermos, or something to keep things cold would be a problem for many Pool members. He stated at this point they are a dry Township and a dry Pool, and he would like to know historical data of our Pool with regard to alcohol use and alcohol-related injuries at the Pool. Mr. Brody stated we have “already alienated age groups based off risk assessment,” and to alienate families and implement something that would ultimately lead to people not being able to stay as long or have to spend money at the Snack Bar, would cause him concern.

Ms. Tierney stated Mr. Bartusik and Mr. Hayes did an analysis of our procedures, and this is something that came up, but nothing is final. Mr. Brody stated he feels that their assessment was phenomenal, and they have raised very good points.

Ms. Bunn stated she agrees with Mr. Brody. She stated almost everyone has a hydro flask so they need to think about this carefully moving forward implementing a policy. She stated a hydro flask is much more environmentally friendly, and to try to limit that at the Pool would be a problem.

Mr. Wysocki stated there are also two pieces of this – the rule and then the enforcement of the rule. He stated they would have to discuss this with the Township solicitor. Mr. Krauss stated there is a rule that there is no alcohol so that anyone who would bring it in, is breaking the rule.

Mr. Blundi noted the twenty-five rescues a day, and he asked if they review Pool incidents periodically or at the end of the season. Ms. Tierney stated they do track it; however, she has never reported it to the Board. She stated they track it and try to make adjustments based on what they find throughout the year. She stated she could provide a report to the Board once a month during the Pool season. Mr. Blundi stated he feels it would be good to review with the Board the prior year’s accidents prior to the Pool opening, and they could discuss how they are going to address things going forward for the coming year.

Mr. Krauss asked if they know if there are twenty-five rescues a day, if a certain percentage are in a specific pool or at a certain location. He stated they could consider if there are ways to mitigate some of those incidents. He asked what kind of details they record. Mr. Wysocki stated if there is data, they should put it to use.

Mr. Blundi stated he assumes the Pool rescues were primarily children and it would be important to let the members know the number of rescues made the prior year. He stated he knows that the lifeguards do a phenomenal job protecting the Pool users.

Mr. Wysocki asked if the insurance companies look at the Pool, and Ms. Tierney stated they do.

Ms. Tierney stated the primary responsibility of the lifeguards is prevention, and that is why there are a lot of rules in place. She stated the rescues that were referred to by Mr. Bartusik and Mr. Hayes were not necessarily someone drowning in the water, and it would be someone struggling before they get to that point. She stated a lifeguard jumping into the water to assist is counted as a rescue. Mr. Wysocki stated he assumes that they err on the side of caution.

Mr. Krauss stated it would be helpful to know in which pools these were happening and which locations in the pool.

Mr. Hayes stated they did speak to a Manager who works at the Pool frequently who indicated that most of these incidents occur on the slides; and once the kids drop off they struggle from the current getting to the ladder.

Ms. Tierney stated they do track data internally and review it every year, and try to make adjustments. She stated the wrist bands and water test were something that was done last year to indicate whether someone is able to use the diving board or the slide; and they are adjusting that even further. Ms. Tierney stated she could formalize the data for the Board and share it with them.

Ms. Bunn asked if they could share this with the public, and Ms. Tierney stated everything is an open record to the public. Ms. Bunn stated there was a lot of backlash about the Pool and people are speculating that we are not going to open again next year. She stated if we share some information, that might be helpful. Ms. Tierney stated she is glad to share information.

Ms. Tierney stated they could discuss what they would like to provide in a report. Ms. Bunn stated they have never shared that type of information in the past, and she feels that they could do so moving forward. Ms. Tierney stated when the CAPRA project is completed, there will be a link on our Website to it, and every document we have in Parks & Rec, including all numbers and data will be linked to the CAPRA document; and everything will be able to be seen on the Website once this is done. Ms. Tierney stated it is a very transparent way to show how we operate. Mr. Wysocki stated he feels it will help people understand the foundation for changes to policies and procedures based on that data.

Ms. Bunn stated she feels it would be helpful if we can come up with a document before the start of the year showing a timeline as to what it takes to get the Pool open. She stated she does not feel people understand what a tremendous undertaking it is before the public can enter the Pool; and if they have the data, the public may have a better understanding and be less critical. Ms. Tierney stated they do keep timelines as to how they do things administratively and with the maintenance.

Mr. Krauss recognized Mr. Bartusik and Mr. Hayes for the job they did and wished them success in their careers. Mr. Bartusik stated this was a great experience for he and Mr. Hayes; and he thanked Ms. Tierney and Lynn for their help. He stated they have learned a lot about documentation, organization, and implementation for their field in the future, and this was a great experience.

Ms. Bunn left the meeting at this time.

BUDGET UPDATE

Mr. Krauss stated 2020 has been a challenging year. He stated Ms. Tierney will be discussing 2021 recognizing that everything is fluid.

COVID-19 Impact/Plan for 2021

Ms. Tierney stated it was difficult to put this together since they do not know what the fall will look like and if they will be able to have a full season or not. She stated due to COVID-19 there was a loss of Revenue from rentals,

memberships, User Fees, and the Pool closure; and she is projecting a total shortfall of approximately \$200,000. Ms. Tierney stated to cover that they have \$250,000 in the Park & Recreation Capital Reserve Fund, and the Township Manager has discussed this with the Board of Supervisors. She stated this is the \$250,000 match. She stated we would have to extend the Memorial Park DCNR Grant to the end of 2022, and they would need to reach out to them to use if this is possible; and that would give time to replenish the \$250,000 so that we can do the project.

Mr. Wysocki asked what this match was for, and Ms. Tierney stated it was for the entire east side expansion project. She stated the cost to do that had come in very high, and they had to reduce the scope of work. She stated if they were able to put extra money in the Capital Reserve Fund, they would be able to do the entire project.

Ms. Tierney showed a slide of all the projects they had been considering, and she stated she would like to know if the Board could provide a prioritization so that when she is putting the Budget together, she can make sure that the projects that are important to the Park & Recreation Board are included.

Ms. Tierney stated if the Golf Course were “to become whole,” there is the potential that monies could start coming into Park & Recreation.

Mr. Wysocki asked for a clarification on this. Ms. Tierney stated if the Golf Course were to be completely paid off, when the Golf Course has excess Revenue, some of that could be placed in Park & Recreation. She stated if that does happen she wants us to be prepared.

Ms. Tierney stated this year they discussed completing the Needs Assessment and creating a Park & Rec Strategic Plan. She stated the Needs Assessment would be completing an assessment of all of the facilities and not just the sports fields, and all of the programs - not just the sports programs.

Ms. Tierney stated a questionnaire would be given to all of the residents, and with all the information and knowing our Master Plan for the Township, they would create a P & R Strategic Plan. She stated with that in place that would help the Township secure potential funding in the future; and if there is match money, we might be able to move forward on more projects. She stated she feels it would be important to focus on this as a priority.

Ms. Tierney stated the Community Center doors have been a problem. She stated they were pushed to this year, and now they are going to be pushed to next year; and she feels that would also be a priority. Ms. Tierney stated the Memorial Park playground has a number of holes in the rubberized surface which they would be looking to patch.

Ms. Tierney stated there are a number of larger projects including the tennis courts, and she added that all of the tennis courts need patching and repair. She also noted the Woodside bike path, and they have a Grant for the planning of that with a 15% match required. She stated they are also applying for a Grant of up to \$437,500 which was approved by the Board of Supervisors. Ms. Tierney stated while no match is required for that Grant, it would “sweeten the deal” since they still have \$125,000 in Capital Reserve to match a potential Grant for the Woodside bike path.

Mr. Wysocki stated they are looking at Park & Rec as a self-contained entity; and there were shortfalls because the Revenues that usually come to Park & Rec from the sports teams were not available due to COVID. He asked if that same impact was felt in other Departments of the Township. He asked if Park & Rec has to bear the burden solely of the shortfalls or are there are other areas that did not suffer as much so that money from other parts of the Township could be moved to support the Park & Rec Budget. Ms. Tierney stated she would not be able to speak on the total Township Budget although she does know that the Township is going to have some deficits this year. Mr. Wysocki asked where were the shortfalls. Ms. Tierney stated she only focuses on the Park & Rec Budget. Mr. Wysocki stated he wishes that a Supervisor were present this evening to discuss this.

Mr. Blundi stated he knows that there is a concern about Real Estate Transfer Taxes because there were not as many home sales this year versus last year. He stated Mr. Ferguson has discussed this the last few Supervisors’ meetings. Mr. Wysocki stated he is surprised by that since he knows a number of Realtors who are extremely busy since people are moving out of the City into the Suburbs. Mr. Blundi stated there was nothing happening in February, March, and April; and the question is whether it will catch up or not.

Mr. Wysocki stated this was an unusual year, and the impact on Park & Rec was huge because the sports teams were not allowed to play so no User Fees were generated. He stated there was also no Pool Revenue. He stated he does not feel that it would be unfair to ask Mr. Ferguson if there is a way to get some relief from the Township’s General Fund.

Mr. Krauss stated he feels there is an opportunity to do that because there was a renewed interest in parks since people needed to find ways to socialize and do things outdoors. He stated he feels this is also an opportunity to accelerate some of these projects because there is a need to increase recreation.

Mr. Wysocki stated people have re-connected with walking, biking, and going to parks; and he feels that we have grounds for asking for more money and getting a bigger Budget in Park & Rec to do these things that the community needs during these times.

Ms. Tierney asked if they are looking to ask for funds from the General Fund, and Mr. Wysocki stated he feels they should “pitch this to the Supervisors.” He stated there was feedback that the loss of the Pool this year was a “big deal.” He stated they also need good bike paths and tennis courts since people were allowed to play tennis; and all of these things are in higher demand now. He stated it does not seem to be the right time to be taking things out of the Park & Recreation Budget.

Mr. Blundi asked if the projects being shown on the slide were for 2020 or 2021. Ms. Tierney stated these are overall projects. She stated they would not be able to do them all next year because she does not feel that they will have the money; however, she would like to get some things done, and that is why she would like to prioritize them.

Ms. Tierney noted the \$50,000 to \$200,000 to take care of the Schuyler tennis courts. She stated there was discussion about those courts. Mr. Wysocki stated he feels they should ask to get them done. He stated Mr. Krauss is correct in that these services are more in demand now than ever.

Mr. Krauss stated he understands that there is only a finite amount of funds; however, he feels there is an opportunity to discuss this with the Board of Supervisors. He stated they were not able to move forward with the Memorial Park project, and this would be the time to re-Bid this; and not wait until the sale of the Sewer system when money will come in since they do not know how long that could take.

Mr. Blundi stated he feels that if not everything can be done, repairing what is “broken” should be done first as opposed to starting new projects. Mr. Wysocki stated while he agrees with Mr. Blundi in principle, he is still not ready to say that all these projects should not be done.

Mr. Blundi asked with regard to the Needs Assessment, are they going to hire someone to do that for us; and Ms. Tierney agreed. She added that they had half of the Needs Assessment completed for the sports. She stated they would be bringing in an outside, non-biased company to do a full complete Needs Assessment. Ms. Tierney stated \$30,000 might be a little low. She stated there are a number of Grants available for this type of project, and she is hoping to apply for a Grant in April if possible to be able to offset the cost.

Mr. Blundi asked if the Needs Assessment is a stepping stone to getting more Grants, and Ms. Tierney agreed. Ms. Tierney stated if you have a complete Needs Assessment that includes community involvement such as a survey, and you can create a long-term Strategic Plan, by having that information set up it makes it much easier to get Grants. She stated projects could include working on the house at the Five Mile Woods, doing more environmental programming, developing Snipes, adding fields, etc. She stated the Grantors will see that a lot of thought went into this and that helps get Grants in the future.

Mr. Krauss asked Ms. Tierney if she would like the Board members to send her their feedback as to priorities. Ms. Tierney stated she could put this out to the Board so that they could do a prioritization, and they could review the information she receives.

Mr. Wysocki asked if this is the complete list or are there other things that could have been put on the list, and Ms. Tierney stated there are many other things. Mr. Wysocki stated he feels all of these items are things that the community needs, and he feels they should grow the list and ask for more. He stated assuming there is more impact from COVID through next summer, these items would be even more vital. He stated they have learned that these are things that people can do adding that there is a way to play tennis safely. He stated they can also ride bikes and walk on the paths which is happening more and more. Mr. Wysocki stated he feels they should grow the list, and he would not be comfortable prioritizing it.

Mr. Krauss stated if there is another list with other items, he feels they should look at those. He stated he knows that there were other items that included improvements.

Mr. Wysocki stated he agrees with Mr. Blundi that if there are things that are in disrepair, they should be fixed; however, that should not be at the expense of adding things that are necessary such as more tennis courts and more bike paths including the Woodside piece if we really need that.

Ms. Tierney stated there are two types of lists – maintenance/bringing us up to par and then the new items. Mr. Krauss stated they could separate those and prioritize within those lists. Mr. Wysocki stated he feels Schuyler is more than maintenance. Ms. Tierney stated it would cost \$200,000. She stated she feels it would be better to do that after the Memorial Park tennis courts are in place, since they would be impacting the YM Tennis players so the timing of Schuyler is very important since they do not want to make it so that YM Tennis does not have a home. Mr. Krauss stated it is important for the Supervisors to recognize that by putting off one project, the other courts continue to become more in disrepair; and shutting those courts down is not really a viable option since that would be eliminating recreation space in totality. Mr. Wysocki stated he knows there are issues at Schuyler; however, it seems that those courts are always full. He stated he agrees that they should get the Memorial Park tennis courts done before they take away Schuyler.

Mr. Brody stated the entire back side of Schuyler is falling off, and there are huge cracks. Mr. Wysocki stated they need to get Memorial Park up and running right away. Ms. Tierney stated they could do a temporary patch at Schuyler, finish Memorial Park, and then re-do Schuyler. Ms. Tierney stated tennis and pickle ball are in very high demand due to COVID-19. Ms. Tierney stated she has a waiting list for those wishing to join the Pickleball User group. She stated she had to freeze adding more to the group because there are others who just want to play singles. She stated there are facility management issues with pickleball because they do not have a sufficient number of courts. She stated putting in the pickleball courts at Memorial Park will be a great relief. She stated there are about 135 members in the Pickleball group, and there are 45 people on the waiting list. Mr. Wysocki stated he feels it is probably the fastest-growing sport in the Township, and Ms. Tierney agreed. Mr. Krauss stated they might want to consider at some point changing the number of courts at Memorial Park from four courts to eight or twelve to take into account future growth.

Mr. Wysocki stated he feels they need everything on the list and more given what is taking place so he would have a hard time prioritizing the list and eliminating anything. He stated he agrees with Mr. Blundi that they should take care of things that need to be repaired so that they can be used, but they should not do that at the expense of adding things that are necessary to accommodate our constituents.

Mr. Krauss stated he wants to make sure that Ms. Tierney has what she needs to present to the Board of Supervisors from a Budget perspective and whatever she needs to “sell their case” so that they have the best chance of success of getting approval. Mr. Wysocki stated there is hard evidence of this. He stated one of the first sports approved under COVID was Golf because they could do so without violating social distancing. He stated tennis quickly followed. He stated people are also out biking and walking, and he feels that this is something that will continue even after COVID.

Mr. Brody asked about the amount that was paid for the previous assessment for the sports fields, and Ms. Tierney stated she estimated that it was about \$16,000. Mr. Brody stated while he agrees with Mr. Wysocki, he does not feel that Mr. Ferguson will allow them to run a negative balance. He asked if the Park & Recreation Board has another meeting before the Board of Supervisors would be considering the Budget, and he asked if the Park & Rec Board could have another month to consider this further, or will they miss the opportunity to provide input if they do not consider this tonight. Ms. Tierney stated normally she would be further along in the Budget process but having no idea what to expect in the fall makes it very challenging. She stated she feels they are looking at a late October Budget meeting with the Board of Supervisors. Ms. Tierney stated they have certain fixed costs, and she wanted to bring to the Park & Recreation Board the items that are outside of those costs. Ms. Tierney stated she would be glad to update the list, and she can send something out to the Board members. She stated she would prioritize the Needs Assessment and the P & R Strategic Plan because that will also identify things that we need to spend money on in the future in a way that involves the community. Ms. Tierney stated she also feels that the Memorial Park playground is an absolute need as are the Community Center doors.

Mr. Brody stated he feels they could cut the Woodside bike path as he does not feel that is a sound plan due to the steepness of the hill. He stated while he does not live in that area and does not know what the issues are by not having the Woodside path, he feels that in terms of the majority of families, he does not feel non-serious bike riders are going to be riding on Woodside Road given the proximity of the I-295 exit ramp. Mr. Wysocki stated serious bike riders use the road and not the paths. Mr. Wysocki asked if the \$437,000 Grant is part of the \$635,000. Mr. Wysocki stated they already approved that so they could go forward with that with almost no impact. He stated a 15% match is hardly anything.

Mr. Wysocki stated he would go on record that he would like to do all of these projects and even more, and he feels that they could educate the Supervisors about what they discussed today including a step approach to the tennis courts so that Memorial Park gets done quickly and then Schuyler can then be repaired properly so that there is not a depletion of tennis facilities in the Township. Mr. Wysocki stated he would also like to add to the list and indicate that they need help financially.

Mr. Krauss stated he agrees with Mr. Wysocki and would rather go in asking for what they want as he feels there is a case for these projects and more given the demand.

Mr. Brody asked if it would make sense to indicate that need but also include a prioritization back-up so that the Park & Recreation Board still has a voice.

Mr. Brody stated he would also be willing to meet sooner than the regularly-scheduled Park & Rec meeting to discuss this further. He stated there is no Supervisor liaison present this evening and they have no Budget information, and they are being asked to make a Budget decision with no information.

Ms. Tierney stated she will be going through the entire Budget and be able to identify the amount of money they would have to spend on these projects. She stated she cannot present a negative balance, and will have to present a break-even so we will need to be realistic about what we have. She stated if they have to take the \$200,000 from the Capital Reserve Fund to cover the deficit, there would still be \$50,000 from Memorial Park. She stated the reality of managing and getting all of these projects done in one year would be a lot. She stated she feels getting all these projects done is going to take multiple years, and prioritizing them would be important.

Mr. Krauss stated he does not disagree in terms of managing the projects and getting the funds, but he feels that Mr. Wysocki's idea of making sure that there is an emphasis and demonstration of the need to the Supervisors is important. Mr. Krauss stated there is the potential that funding may become available, so it is important that the Board of Supervisors is fully aware of all of the things that they could be doing. Ms. Tierney stated she agrees.

Mr. Blundi stated with regard to Memorial Park and the matching Grant for \$250,000, he understands the plan is to use part of that \$250,000 that is in the Capital Reserve to offset losses from COVID. He asked if there is money to do part of the Memorial Park project. Ms. Tierney stated that depends on what the overage will be. She stated with whatever is remaining they may be able to do a part of the Memorial Park project. She stated they

would have to talk to the Township engineer to see if there is a good way to break it down so that they could get something done. Ms. Tierney stated she does not feel that they would be able to do the tennis courts. Mr. Blundi asked about pickleball courts, and Ms. Tierney stated they could not do those with just \$50,000. Mr. Krauss stated the cost is almost the same as tennis in terms of fencing. Mr. Blundi stated the total cost was \$800,000, and they have \$250,000 set aside. Ms. Blundi stated prior to Mr. Blundi being on the Board this was put out to Bid and the Bids came in much higher. She stated originally it was a \$500,000 project, and there was \$250,000 in the Capital Reserve Fund and a \$250,000 Grant; but the Bids came in very high. She stated after those high Bids, the Board pared down the project so that they could do it in phases. She believes they were looking to do the pickleball, tennis courts, and the path. She stated the true project, however, is approximately \$800,000. Mr. Blundi stated they have \$250,000, but at this point it is now just \$50,000 since they are planning to use \$200,000 to offset losses from COVID, and Ms. Tierney agreed. Mr. Blundi stated we do not have the other \$300,000 to get to the \$800,000. Mr. Blundi asked if they could take what they have and ask to get a tennis court at Memorial Park. Ms. Tierney stated she does not feel it would be to our benefit to get one tennis court and then add more courts later as it is best to do the project at one time. Ms. Tierney stated possibly they could get some of the paths done or some of the pads done for some of the projects; however, she would have to discuss this with the Township engineer to get a better assessment.

Mr. Blundi stated he feels that all of these projects are important; however, just like for Park & Recreation, there has been stress due to COVID for other Budgets in the Township as well. He stated the Golf Course loans are now ballooning so the interest payments are much higher than they were in the past.

Mr. Krauss stated it is a consensus of the Board that they feel that all of these projects are important, and they want to add more. He asked Ms. Tierney to send the Park & Rec Board a follow-up list so that they can each provide their input in terms of prioritization.

Mr. Wysocki stated the Park & Recreation Board is not an approving entity, and they can only make recommendations; and he is very comfortable recommending the need for all of these projects and letting the Supervisors decide what they can afford. He stated he feels the Park & Rec Board has an obligation to advise the Board of Supervisors that their data, feedback, and observations suggests that these things are more in demand now than

ever before. Mr. Wysocki stated he recognizes that it would be unmanageable to get all the projects done at once, and they need to consider the sequencing of the projects. He noted specifically patching Schuyler, completing Memorial Park, and then coming back and doing Schuyler the right way. He stated he feels that more than any other Department in the Township Park & Recreation probably was hit the hardest by COVID since their Revenue sources were not allowed to take place. Mr. Krauss stated in addition people were looking to Park & Recreation to provide activities.

2021 Fee Presentation for Recommendation to the Board of Supervisors

Ms. Tierney stated this is something that the Park Board is going to have to make a recommendation on to the Board of Supervisors. Ms. Tierney stated she has looked at our Fees compared to other Townships, and she has also had requests for certain things which she was unsure what the charge should be. Ms. Tierney stated she does not feel they should be raising Pool Fees next year regardless of how they will have to operate, and she would like to keep those the same. She stated they are going to work hard to try to operate in some capacity, although she does not know what that will look like.

Ms. Tierney stated with regard to field rental Fees, she is looking at keeping those the same; but she would like to add a per game cost since she does sometimes have a field available. She stated the fee for the day is \$250; however, that would be very high for one game. She stated she called other Townships and found that a per game rental fee of \$50 would be suitable in addition to the Light Fees if lights are required.

Ms. Tierney stated the picnic pavilions have been \$10 an hour for a very long time, and she is looking to increase those to \$15 an hour because there is upkeep required as there is trash removal, etc.; and this increase would help to offset some of those costs. She stated she would also like to offer an option of \$100 for the day.

Ms. Tierney stated she has had requests for reservation of a basketball court for an event or for one game. She stated this is especially true during COVID. She stated there is a difference between the League Fee and a rental; and she would like to change the wording from “volleyball court” which they do have at this time to “court reservation,” and increase that Fee to \$15 an hour to match the picnic pavilion rental. Ms. Tierney stated these are the only Fee changes she is proposing for 2021.

Ms. Tierney stated she is looking at a series of Special Event Fees, and she has been discussing this with Doylestown since they have a significant list of Special Event Fees. Ms. Tierney stated she is getting more and more requests to offset more of their programming with outside programming. She noted food truck events and the Movies in the Park. She stated we are partnering for those type of events, but she feels we could bring more to the Township if we had a full program for Special Events.

Mr. Wysocki noted the Field Rental Fee of \$50 per game, and he stated that would not be in addition to a charge for renting the field for a day; and Ms. Tierney stated they would either get it for the day and have multiple games or have just one game which would be \$50 provided they supply their insurance information and everything else that is required.

Mr. Wysocki stated he feels they should put a time limit on the one game, because someone could have a “marathon game” which takes the whole day. He suggested that it per for one game, not to exceed two hours.

Ms. Tierney stated other Towns have it not to exceed three hours. This was satisfactory to Mr. Wysocki.

Mr. Krauss stated the field rental for the day is \$250, and he asked what the time limit is for that. Ms. Tierney stated if they are paying for the lights they could extend it into the evening. Mr. Krauss stated someone might decide it is better pay on a per-game basis rather than a per-field basis, and they need to make sure that \$50 per game makes sense. He stated someone might only want to play four games and pay \$200 versus reserving it for the whole day.

Mr. Wysocki stated if they were assuming the one game fee was not to exceed three hours, and there were four games at three hours, that would be twelve hours, which would be a full day so that would be \$200 versus \$250. He stated if it was \$75 per game, it would be \$300 so it would be worthwhile to rent the field for the day.

Ms. Tierney stated if they would like to change it to \$75 she could do that for a potential Motion. Mr. Wysocki asked how that would compare to the rest of the Townships that were surveyed, and Ms. Tierney stated \$75 would be high. Mr. Wysocki suggested that they make it \$60 per game. He stated in the summer there would be fifteen hours of daylight so \$60 would make it worthwhile for someone to rent it for the day rather than by the game.

Mr. Blundi asked what they were doing in the past. Ms. Tierney stated the charge was \$250 so people were not playing on our fields if they just wanted to play one game.

Mr. Brody stated if they care about the money, they should charge by the hour. Ms. Tierney stated the \$50 per game was based on a nine-inning baseball game so it would be three hours. Mr. Wysocki stated it would therefore be \$20 per hour if they made the Fee \$60. Mr. Krauss stated they could state that it is \$20 an hour for a minimum of three hours so if they wanted it for four hours, it would be \$80. Mr. Brody stated he was in favor of this. This was acceptable to the Board.

Ms. Tierney stated all Leagues would have first right of refusal, and she would run it by the League to make sure that there is free space to be able to fit someone in. Ms. Tierney stated this would only be if there is availability.

Mr. Brody asked if a resting field is considered available, and Ms. Tierney stated it is not.

Mr. Wysocki stated with regard to the court reservation versus the volleyball court reservation, he assumes this would be basketball; and he asked about tennis. Ms. Tierney stated while they could do that, she feels they need to be careful about tennis because we have a tennis pro in the Township who does YM Tennis, and they would need to be careful how they do that. Mr. Wysocki asked if there are any other tennis groups besides YM Tennis that try to get the courts and reserve them. Ms. Tierney stated there are tennis pros who just show up on our courts and use them. Mr. Krauss stated historically there are people who just show up to give lessons, and they hope that a court is available.

Mr. Wysocki asked if those in the pickleball group pay User Fees, and Ms. Tierney stated they do. She stated they did not pay this year due to COVID since they did not get a full season in. Mr. Wysocki asked what they would do if there were a group of people who wanted to play for three hours one day a week, and he asked if they would be able to get courts for that time; and Ms. Tierney stated they would have to consider that. Mr. Wysocki stated they may want to make this broad enough for Ms. Tierney to deal with this situation so that tennis courts would be part of a court reservation. He stated otherwise they would be limited to one hour. Ms. Tierney stated they could just leave the

courts for open play since they are already busy with just having open play, and they would not take reservations. Mr. Wysocki stated his point was that if someone wanted a court for more than an hour, they could book it and pay for that. He stated if this is not permitted, they would have to get off of the court after the hour. Ms. Tierney stated they may have to look into this further and see if they want to set hours that are allowed for rentals. She stated she was proposing this so that she would have this provided for if something were to come up with regard to a court rental. Mr. Wysocki stated he feels it is probably better not to have it restricted just for volleyball, and he would be in support of including a court reservation so that Ms. Tierney has some latitude to cover that.

Ms. Tierney stated Mr. Beede texted her with his concern as to what type of measurers would be put in place to protect the fields if we were to rent them out to another group. Ms. Tierney stated they could have them put down a security deposit like they do for their other rentals and have them sign an Agreement that they would have to fix damage; and they may want to set that tonight as well. Mr. Wysocki asked if that would be like a “mini-Permit;” and Ms. Tierney stated they would get a Permit, and they would have to pay a deposit and they would get the deposit back upon completion of the rental provided it is given back in good condition.

Mr. Brody stated there is a recent perception that “the Township is for sale,” so to see us go out and put all of our public/community courts for sale and create an equity issue is of concern to him. He stated if they are going to be allowing some degree of renting out of the tennis courts, it should be limited so that there are not renting out all of the tennis courts. He stated this would be the same for the basketball courts since there is only one set of lit basketball courts which are heavily used. Mr. Brody stated he is concerned about taking public parks and making them for sale especially at this time.

Ms. Tierney stated she would be glad to not even do it, but she would like to have this available in the event that she runs into a situation such as someone having a corporate event. She stated the way the volleyball court issue came about was because a local resident was having an event and wanted to use all of the volleyball courts. Ms. Tierney stated she would be fine if the Board indicates that there are to be no court rentals, but this was a good placeholder for her to have a Fee to be able to charge in the event that she does run into something.

Mr. Krauss stated if they at least as part of a policy state that no more than a certain percentage of available time will be rented so that if the community indicates that they are not able to access the courts there would be something that indicates that at no given time no more than a certain percentage is available to private groups for rental. Mr. Krauss stated he would be concerned if they were renting out 50% to 60% of the open time.

Mr. Brody stated he would be comfortable with moving forward with a Fee if they could come back at the next meeting with follow-up guidelines on court rental usage. He stated he feels they should be conscious of the equity issue and address it at a future meeting. Ms. Tierney stated she would be glad to come up with guidelines for rentals.

Mr. Brody moved and Mr. Wysocki seconded to recommend to the Board of Supervisors the Fee Schedule for 2021 which includes a \$20 per hour, three hour minimum, rental for fields as well as the Court Rental Fee.

Mr. Blundi stated he felt they were going to hold back on the Court Rental Fee until they had a recommendation back from Ms. Tierney as to a percentage of usage for rentals. Mr. Wysocki stated he feels they can trust Ms. Tierney to come up with something that makes sense but put the Fee forward at \$15 per hour, with the caveat that she will come back with something so that it does not get perceived as a “selling of the Township.” Mr. Blundi stated he feels the Park & Recreation Board should decide on what that percentage of usage that should be. He stated if they are not charging for reserving for tennis courts, pickleball, or basketball courts now, he does not know why they would do that going forward. Mr. Wysocki stated it would be for situations where people want them for a block of time because they have a small event. He stated he does not feel that would effect the Fee so he would be willing to put the Fee change forward. Mr. Blundi stated if they are not reserving tennis courts now, if this is put in place people will be asking for the courts for three hours. Ms. Tierney stated she does not have to approve their request.

Mr. Brody moved to amend the Motion and add it is at the Park & Recreation Director’s discretion with a review at the next meeting of policies and procedures for allocating court rentals. Mr. Wysocki stated he would second that; however, he does not feel that is necessary since they are only making a Fee change suggestion at this point. He stated at this point they are just talking about a Fee, and Ms. Tierney stated has the discretion to approve or not approve something.

Mr. Blundi stated he feels the Fee is reasonable, but they are adding a reservation system for tennis courts, pickleball courts, and basketball courts which they do not have in place now. He stated he does not want that to be abused. Mr. Wysocki stated he feels it will be controlled by Ms. Tierney. Mr. Krauss stated he understands that they are setting what the Fee would be, and it would be under Ms. Tierney's discretion whether that availability would be given to an organization. He stated each scenario would be different. He stated if he wanted to run a singles and tennis tournament that would run for three days across the community, she might not allow that to happen, but she may be willing to allow a three-hour window on a certain day at a cost of \$15 per hour. He stated he does not feel they would open up every court for a reservation.

Mr. Wysocki stated they could take out the change to court reservations and just raise the Fee to \$15; however, Ms. Tierney would then not have the comfort in dealing with the occasional request she may get about a tennis court or a basketball court, although she could still deal with it like she deals with it now. Ms. Tierney stated she would be glad to keep it as just the volleyball court reservation and increase the Fee to \$15 or they could Table this until she has more information for the Board. She stated she believes that there is time to do that if they meet in early October. She stated she does not believe there is time available to meet again this month, but there would be time to meet before the Fee Resolution passes. Mr. Brody stated he believes that Ms. Bunn would probably have comments about this, and he feels it should be considered by the full Board. Mr. Blundi stated he would agree to Table it, adding he feels they could be putting Ms. Tierney in a bad position by having a policy that is not clear, and making her the "gate keeper."

Mr. Brody moved and Mr. Wysocki seconded to rescind the Motion.

DIRECTOR'S REPORT

Mr. Brody stated he lives by Oxford Valley Road near the fields where a lot of public grass gets cut, and he wanted to commend the Public Works Department for all the work they are doing with the limited number of staff they have. Mr. Wysocki agreed. He stated he sees them working at Memorial Park. Mr. Brody stated even with COVID, people always comment on how good the ball fields look. Mr. Wysocki asked Ms. Tierney to pass along their thanks. Mr. Blundi stated he has been walking at Memorial Park, and the trees look good; and he sees the work being done at the path. He stated there are a lot of people there playing basketball and volleyball and using the playground.

Mr. Wysocki asked if they are going to turn the fountains on for 9/11, and Ms. Tierney stated they are on already. She stated they will be on for approximately four weeks. She stated they wanted to keep them on for the porous pave install. She stated the installation will take place the week of September 16. She stated some of the Porous Pave professionals will be on site to volunteer their time. She stated it has been a great project and great working with the Tech School students. She stated she hopes that partnership continues. Ms. Tierney stated the students from the Tech School were paid for that work through a Grant. Ms. Tierney stated she agrees with Mr. Blundi that there have been numerous people going to Memorial Park using the facilities.

Special Events 9/11 and Veterans Day

Ms. Tierney stated they have been working diligently to make 9/11 as remote as they possibly can. She stated this year it will be a drive-through experience, and they are going to put luminaries along the road. She stated as people drive through, they will turn their radios on, and there will be pre-recorded speeches that will be heard. She stated the recordings will start up to one mile out from the site so you should be able to hear everyone's speech as you loop through. Ms. Tierney stated a video will also be shown on the TV Channel and social media. She thanked Middle Atlantic Event Group who have been great to work with, and they donated all of their time to be able to do this event. She stated they have worked in advance of the event video-taping and prepping for the event. Ms. Tierney stated some Girl Scout Troops will also help with the initial lay out. She stated throughout the day there will be things on social media and on the Township TV Channel as well.

Mr. Brody stated if this is successful he would like the Township to consider something for Halloween. He stated Yardley Borough canceled Canal-o-ween, and possibly we could implement a Canal-o-ween drive through along this same route and people could come out in advance and drop off their pumpkins and people would then drive through to see the pumpkins. Ms. Tierney stated she has been working with Middle Atlantic Event Group for some potential Halloween events that could go over a series of days. She stated they could look into Mr. Brody's suggestion. She stated they are also showing Hocus Pocus as one of the movies in October.

Ms. Tierney stated with regard to Veterans Day, she has been in discussion with Ms. Kathy Kraeck. Ms. Tierney stated she does not foresee a Parade this year as she does not feel they could ask Veterans to sit in cars of other people, particularly the more senior Veterans. She stated she also does not feel having groups of marching in a Parade would be safe or having people gathering along the side of the road as well. She stated they are looking into some other way to potentially celebrate Veterans on Veterans Day, and they are still in the beginning of those discussions.

Goals Update

Ms. Tierney stated she sent the Park & Recreation Board a link to the Goals update. She stated a lot has changed due to COVID-19. She stated she wanted to do five or more varied outdoor programs, and they may be able to do some things in the fall such as Yoga in the Park. She stated they were going to have an NFL Alumni Association Camp at Macclesfield Park, but that was canceled due to COVID-19. She stated while they rescheduled the Mommy's Lil' Black Book event, although she is not sure they will be able to do that. Ms. Tierney stated at this point Pennsbury is remote so she is not sure that they will be able to do any of the partnership activities with them that they were hoping to do this year.

Ms. Tierney stated with regard to the goal of establishing three annual volunteer opportunities, she believes they will still have a tree planting at the Farm; and the EAC and Public Works will do the leadership role. Ms. Tierney stated she has been meeting with the EAC to develop a Recycling Plan for the Parks, and they are doing an assessment of all of our receptacles at this time.

Ms. Tierney stated with regard to Special Events, most of the Special Events were canceled this year. She stated they are currently working on a Sponsorship Book with sponsorship opportunities for all events for the year 2021.

Ms. Tierney stated it was very hard not to cancel more than 10% of events this year because of COVID-19.

Ms. Tierney stated she is looking into a comprehensive Marketing Plan, and she is looking into bringing students to bring together all the marketing and social media posting as a package similar to what they had the Penn State students do.

Mr. Wysocki asked Ms. Tierney if she decided to do anything with the Naming Policy. Ms. Tierney stated they could bring that back before the Park & Rec Board at any time. Mr. Wysocki asked if the Board of Supervisors wants to see something like this with regard to naming Parks, signs, etc. Ms. Tierney stated she feels it would make things easier although she did not discuss this with the Board of Supervisors. She stated she feels the Policy should be more broad and not just be for Parks. She stated they could add it to the next Agenda.

Mr. Krauss stated he agrees that it should not just be limited to Parks, and it could be a street signs, buildings, etc.

Mr. Wysocki noted they did have the discussion about naming the circle at Memorial Park; and Mr. Krauss stated once COVID hit, that discussion stopped. Ms. Tierney stated the timeline for that particular request has passed. She stated she could reach out to Ms. Saracini. Mr. Brody stated they had asked Ms. Saracini to consider a different type of proposal as they were not in favor of the street sign, and they were considering a pedestal with a plaque. Mr. Brody stated before they reach out to Ms. Saracini, he would prefer that the Park & Rec Board decide what they would want to do for the Township as a whole. Mr. Krauss stated they can put this on the next Agenda.

Ms. Tierney stated also on the list was re-painting the smaller rooms in the Community Center. She stated the Community Center is vacant right now so it would be a good time to paint and do some of the small repairs. She stated when the mowing slows down, she will bring those employees in to do some of these smaller projects. Ms. Tierney stated they did replace shingles at the pavilion.

Ms. Tierney stated the doors for the Community Center are on hold, but she still feels this is an absolute need although at this time the Seniors are not using the facility. Mr. Blundi asked Ms. Tierney if she needs an okay from the Park & Rec Board or the Board of Supervisors in order to do this. Ms. Tierney stated it was approved in last year's Budget; however, it was put on hold because it was \$30,000. She stated they will Bid it out; and if there is a big change, she will bring it to the Park & Rec Board. If there is not a big change, she will take it right to the Board of Supervisors for approval to move forward with the Bid.

Ms. Tierney stated they did do some minor repairs at the Pool, and next week they will be working on the HVAC system. She stated they did some projects before the decision was made to close; and those projects will be beneficial for 2021. Ms. Tierney stated there are some projects that still need to be done that they are projecting for 2021.

Mr. Krauss stated he is frequently at the pickleball courts and there is no bathroom at Cardinal. He asked if there is a way to have a porta-potty there. Ms. Tierney stated she could get one out there. Mr. Krauss also noted that while he does not believe there have been complaints from neighbors, they might consider putting up the green soundproof barriers on the fence on the two sides that faces the residences. Ms. Tierney stated there are resident concerns about how early pickleball is starting because pickleball is loud. She stated she has talked to the homeowners that sunrise to sunset is Park policy. Ms. Tierney stated she knows that some of this will be alleviated once they open the Memorial Park pickleball courts, but it currently is an issue for one of the neighbors. Mr. Krauss stated he does not know the cost of the screening and whether that would be a solution. He stated the earliest that he is aware that they play is Sunday morning at 8:30 a.m. Ms. Tierney agreed to look into the barriers.

Mr. Krauss stated it would also be helpful if the maintenance crew could install steps on the slope. He stated it does get muddy. Mr. Brody asked if that could be a Scout project; and Ms. Tierney stated she did ask a Boy Scout to do that, and he turned it down for another project. Ms. Tierney stated she met with the Disability Advisory Board and asked them to do a disability assessment of all of the Parks to see where there are barriers, and that is one of those barriers. She stated if they were to just put steps in there, that would not really solve the full problem, and there may be something else they have to do there to make it better. Mr. Krauss stated while you could wheel a chair up there today, it is not convenient, and it is really not safe; and many of the people playing pickleball are older people.

Ms. Tierney stated she would like the Disabilities Advisory Board to look at it so they can make it completely accessible if they are going to do a project there. Mr. Krauss stated if they were to do a walkway, they would not need steps.

Ms. Tierney stated the CAPRA process is great, and she would like to include the Board wherever she can; and if there is a certain piece that the Board would like to get involved with, she would welcome that. She stated they have been doing more group meetings and League meetings discussing different topics throughout the Township to get their ideas. She stated she would like to have the Park Board more involved in the CAPRA process, and she can provide an outline of the different things that they are covering as she would welcome the Board's expertise. Mr. Krauss stated he would like there to be a way to have a shared site; and even if it did not have edit functionality, they could see what materials are being worked on. Ms. Tierney stated she can make any document available, but she would like to wait until she has things beyond an initial draft version. Mr. Krauss stated if there is a section that she would like them to review or get feedback on, they could do that rather than wait for the whole document to be reviewed at one time. Ms. Tierney stated she is planning on going section by section. She stated the Risk Management presentation was this evening, and by the end of next month she feels they will have the Risk Management Section of CAPRA done; and they will then move onto the next piece.

Ms. Tierney stated with CAPRA everything will get uploaded onto the Township Website once it is approved by CAPRA following their walk through of the Township and her presentation at the National Park & Recreation Conference.

Ms. Tierney stated possibly members of the Park & Rec Board would be willing to serve as mentors if there is an area of their professional life where they could mentor an Intern.

There being no further business, Mr. Wysocki moved, Mr. Brody seconded and it was unanimously carried to adjourn the meeting at 9:10 p.m.

Respectfully Submitted,

Michael Brody, Secretary

