

TOWNSHIP OF LOWER MAKEFIELD  
PARK & RECREATION BOARD  
MINUTES – APRIL 14, 2026

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on April 14, 2026. Mr. Krauss called the meeting to order and called the Roll.

Those present:

Park & Recreation Board:                    Douglas Krauss, Chair  
   Michael Brody, Vice Chair  
   Kim Rock, Secretary  
   Mike Blundi, Member

Others:    Lynn Todd, Operations Manager  
   Rob Vandegrift, Program Manager  
   Judi Reiss, Supervisor Liaison

Absent:    Rob LaBar, Park & Rec Board Member

1. Approval of Minutes

Ms. Rock moved, Mr. Blundi seconded and it was unanimously carried to approve the Minutes of March 10, 2026.

2. Food Truck Requests

Mr. Vandegrift stated there is a policy that food trucks are permitted in any of the parks and playgrounds in the Township except for the ones with operating snack stands which are Caiola, Fred Allan, and just outside the Pool complex, although they can serve at Kids Kingdom but not park at the Pool complex itself.

A. Joseph Kazanjian

Mr. Kazanjian stated he lives in Feasterville and has been in the water ice business since 1972. He stated in the past he would get invited in at Caiola and Stoddart depending on who was in charge. He stated there is a lot less soccer being played at Macclesfield than there was previously as they are now using other fields including school fields.

He stated the snack bar at Macclesfield has not been operating for years. Mr. Vandegrift stated at the Kids Kingdom area, those who get approved park by Kids Kingdom but can be seen from the Pool, basketball and tennis courts. Mr. Kazanjian stated he has had a Permit from Lower Makefield since 2000. Mr. Krauss stated PAA should be encouraged to reach out to him if their snack stand is not open or they would like his assistance.

Mr. Vandegrift stated Mr. Kazanjian will be sent a form to complete for final approval.

B. Adeeb (Eddie) Mustafa

Mr. Mustafa stated he was raised in Northeast Philadelphia, and his trucks are parked in North Philadelphia. He stated it is his second year in Lower Makefield. There was discussion as to where the trucks can park near the Pool/Kids Kingdom, and Mr. Vandegrift stated this year they cannot park at the Pool gate. Mr. Mustafa stated he mainly carries soft serve ice cream.

3. Youth Organization Contract Review and Recommendation

The Facility Agreements had been provided to the Board for their review. Ms. Todd stated these were vetted through the Township staff and solicitor and will be going before the Board of Supervisors.

Mr. Blundi stated he did not see that they were required to provide a schedule of fees or their financial information including a balance sheet and budget, which he felt they were asked to do. Mr. Krauss stated the schedule of fees is listed as a requirement to be submitted within 15 days of the start of each season. He stated they also have to submit their non-profit status. Ms. Todd stated she did not believe the Township was interested in seeing their balance sheet. She stated they pay based on the users who live in the Township and those who are non-residents which is what the Township is more concerned about along with their insurance.

Mr. Blundi stated he would like the Leagues to submit their schedule of fees so that they can be reviewed, and Mr. Krauss stated that is part of the requirements as #2 under Membership and Rosters. Mr. Krauss stated

Mr. Blundi could make a recommendation to move this into the Organizational Documentation as #4. Mr. Blundi stated he does not want it to be provided after the fact. Mr. Krauss again stated the requirement is that it is to be provided within 15 days from the start of each season. Ms. Reiss stated she understands that they publish their fees when they announce registration. Mr. Blundi stated he is asking that before they open up registration that they give the Township a list of their programs and what they are charging. Mr. Krauss stated Mr. Blundi could make that recommendation.

Mr. Brody asked Mr. Blundi what he is proposing should be done if they are charging a fee that he feels is too high, and Mr. Blundi stated he would need to know the fees before he could make that determination. Mr. Brody asked why we are trying to get involved with the pricing. Mr. Krauss stated that the document includes that they have to submit their schedule of fees; and if there is no intention of the Board to modifying them, it should not matter whether it is provided before or after. Mr. Blundi stated he does not know if the Board would want to modify it or not. Mr. Krauss stated he does not feel it is the Board's purview to tell the Leagues what they should charge based on their costs, etc. Mr. Blundi stated he would like them to submit it for the Board to review it.

Mr. Blundi asked what other Townships charge for soccer and baseball. Mr. Brody stated our Township does not have soccer or baseball, and we have outside Leagues provide those. Mr. Blundi asked what Middletown does, and Mr. Brody stated someone on the Board would have to research that if we wanted to know that answer.

Mr. Blundi stated YMS bought a facility in another Township to run a winter program out of. Mr. Brody stated we have their fees, and the Board can decide if they want to talk to them about lowering their fees and that can happen regardless of when we see their fees. Mr. Blundi stated he would like to see their fees before they open up registration rather than after the fact.

Ms. Reiss stated they are independent, and they pay the Township for the use of the fields. She stated they pay their own insurance, and they are not under any obligation to let the Township know the fees other than what is in the Contract. Mr. Blundi stated they are not under any obligation unless the Township tells them they are. Mr. Blundi stated if they decide not to tell the Township the fees when they are asked for them, the Township can

run their own soccer program. Ms. Reiss stated children in Lower Makefield can play sports in areas other than Lower Makefield. Mr. Krauss stated each League does provide for hardships. Mr. Blundi stated he would like to know why a 6-year old has to pay \$170 in Lower Makefield but \$25 in Middletown. Mr. Blundi stated he would recommend getting their Fee Schedule before they open up registration, and he would also like to see their financials.

Mr. Blundi moved that the Fee Schedule should be provided prior to Registration opening so that the Board can be made aware of it prior to Registration opening.

Mr. Krauss stated in order for a League to use Township facilities they have to sign the Agreement and provide certain documents, and a League will not start to collect money if they have no place to play. He stated Mr. Blundi is asking that they provide their fee schedule prior to getting a Permit as opposed to what is currently in the Contract which requires that the Fee Schedule be provided within 15 days after signing a Permit. Mr. Krauss stated he recalls that baseball sign-ups start in January, so they would have to have a document signed with the Township sometime in December. Mr. Brody stated if there were to be a field change or something different, they would have to adjust what they were charging for the registration. He stated he feels the Township can do a better job of partnering with the Leagues; and if there is a problem with the rates, the Township should discuss it with the Leagues. Mr. Brody stated he does not feel we should be taking such an aggressive approach with the Leagues. He stated those who pay the fees must not have an issue as there are other places where they could play.

Mr. Krauss stated those who run the Leagues are volunteers and have jobs so that sometimes things are done last minute. He stated if there is a desire to do an analysis as to how we compare to other Townships, we can do that and work with the Leagues as partners to see if there are ways they can cut costs, although he feels that a lot of the Leagues do that anyway.

Mr. Blundi moved that the organizations submit all of their programs and all of their fees associated with the programs before signing any Contracts.

Mr. Krauss stated the way it reads now, they have to submit all the documentation within two weeks of execution. Mr. Blundi stated he read it as within two weeks after the season starts, and Mr. Krauss stated that is not what it states.

Mr. Gordon Workman, Lower Makefield Football Association, stated this has been going on for a year, and the Leagues were told that they would have input and be able to see the documents, and asked if that will happen before this goes to the overall Board for approval. Mr. Krauss stated this is an opportunity to comment; however, Mr. Workman stated he has nothing in front of him. He added that while Ms. Tierney has left, she promised them for many months that they were going to see this. Mr. Krauss stated he had assumed that this had already happened, and Mr. Workman stated it did not happen with LMFA. He added if they are signing this for a year, they have two sessions; and the price may vary based on unexpected costs, and he would be concerned about being locked into the fall season in December of the year before. Mr. Krauss stated he does not believe that they would be locked in, and they would just have to re-submit indicating the updated registration fees as the original submission was based on estimated costs; and they understand that costs change.

Mr. Blundi asked when they submit their rosters, and Mr. Krauss stated 15 days before the start of each season as shown in Section C #1.

Mr. Blundi's motions died for lack of a second.

Mr. Krauss moved that the Leagues shall submit to the Township their Schedule of Fees for all programming as part of the Organizational Documentation which has to be within two weeks of full execution of the Agreement. This removes #2 from the Membership and Rosters.

Motion carried unanimously.

Mr. Krauss called for a vote on approval of the League Agreement.

Mr. Brody stated he is concerned that Mr. Workman has not seen the Agreement and that they are voting on something that the Leagues have not seen. Ms. Todd stated they met with the Leagues and had discussions with them.

The League Agreement was approved with Mr. Brody abstained.

Mr. Krauss stated he understands that everything is the same for the Non-League Agreement. Ms. Todd stated it is the same except that the Pool Swim Team Agreement has verbiage speaking to aquatics.

Mr. Krauss stated there was previously a loosely-run, pick-up softball program which got a Permit to play softball every Sunday morning. He asked if a group wants to come and use a field, he understands that even if they are not a League, they would still have to organize and be insured. Mr. Vandegrift stated they would have to in order to protect the Township. Mr. Blundi stated anyone can use the field if there is no one using it, and Mr. Krauss agreed. Mr. Vandegrift stated while anyone can use the fields, it cannot be an organized group without a Permit if it is to be a weekly situation.

Mr. Blundi moved and Mr. Krauss seconded and it was unanimously carried to approve the Swim Team and non-League Agreements.

#### 4. Shade Structure Grant Opportunity

Mr. Vandegrift stated the Disability Advisory Board brought this to his attention which is through the American Academy of Dermatology in the amount of \$8,000. He stated part of the Application process requires that there be some kind of sun safety/skin cancer awareness program one year prior to being eligible for the Grant. He stated he is currently working on building a program to accommodate that. He stated while we will not be eligible for the 2026 Grant which opens in the fall, we should be eligible to apply in the fall of 2027. He stated we also need to provide materials regarding sun safety. He stated he is getting more information as to what qualifies as a program.

Mr. Krauss noted the possibility of sunscreen dispensers at the Pool; however, Mr. Vandegrift stated that would be an expensive cost.

Mr. Vandegrift asked that if any of the Board members have a dermatologist that he could contact, that he be provided with their contact information.

Mr. Vandegrift stated the \$8,000 Grant would be enough for one 10 by 10 shade structure.

## 5. Memorial Park Project Review and Recommendation

Mr. Will Daggett, Carroll Engineering, stated he has been working on this project for some time, and they are close to finalizing the plan. He stated the option they are presenting fits within the budget, and there are some alternates once they are final costs after using the Keystone Purchasing Network system which is different from the typical Bid process which they were doing before which is why there was a slow down as well as getting acclimated with S. J. Thomas who is going to be the contractor doing the work through the KPN Network.

The proposed plan was shown to the Board. The manufacturer of the equipment is Playworld, and the distributor is George Ely Associates. The plan offers a number of different features including slides, swings, and a spinner. He stated the footprint of the playground is a lot less than the previous proposal. He stated the Board of Supervisors wanted an indoor restroom which is shown on the Plan as opposed to portable restrooms. He stated the restroom is now a majority of the cost. Cost estimates were provided to the Board. He stated currently they are \$10,000 over Budget with this option, but there is a 3% buffer which is \$27,000. He stated he is working with SofSurface to see if they can come down in cost, as he feels that their costs are high

There will be no curb between the existing and the new, and they will be pushed together and share the curb. Mr. Daggett stated the fence will remain, which he feels is best since one play area is for younger children and one for older children; and they do not always mix well if they are together. Ms. Reiss stated if there is a fence a parent would not be able to get to an older and younger child if they were in different play areas. Mr. Daggett stated the entrances are relatively close together. He added that the Secret Garden is an inclusive playground, and those children often need space.

Mr. Krauss asked if the proposed playground space has been reduced from the previous proposal or is it just less equipment. Mr. Daggett stated the equipment was reduced and the space has shrunk as well. He added that initially it was to be about 8,000 square feet, and now it is about 5,800 square feet. Mr. Krauss noted the trees shown on the Plan, and Mr. Daggett stated those are not there currently, and they are proposed trees. Mr. Krauss asked if they wanted to expand,

those trees would not have to be planted; and Mr. Daggett agreed or they could be re-located, and it could be expanded if there was another Grant opportunity.

Mr. Daggett stated the darker shading is new pavement, and all the underlay images are existing pavement. He noted the fence line which will wrap around the entirety of the area. The bathrooms were noted to the southeast, and it will have a 5' walkway around it. He stated there is a connecting path to the other trails. The existing bathroom will remain. Mr. Daggett stated the Board of Supervisors requested an adult changing station, and that will be in the new restroom and meets all the regulations.

Mr. Blundi stated he would prefer that the walkway be wider than 5'; however, Mr. Daggett stated 5' is the ADA requirement and making it larger would impact the Budget.

Mr. Blundi stated he feels there needs to be more than one shade structure. Mr. Vandegrift stated the shade structures are not covered under the Grant, and any shade structure would come from the Township Budget. Mr. Daggett stated that is shown in the cost estimate of about \$5,000 for a 14 by 14 shade structure. Installation was included in with the other equipment installation and he requested that it be written out separately in the amount of about \$2,000 so it will be about \$8,000 to \$10,000 for the shade structure.

Mr. Blundi asked the height of the shade structure, and Mr. Daggett stated it shows that it is 10' high with a single pole with a foundation. It will be a strong fabric with a 4 by 4 piece in the center which the pole is mounted to. The pole will be set in the ground. Mr. Daggett will check with the manufacturer about the fabric being taken down over the winter.

Mr. Blundi stated he feels the Township should spend another \$5,000 and do two shade structures. He also stated it does not appear that the benches underneath the shade structures have backs on them.

Mr. Daggett stated the ones with backs are not as wide and they are about \$200 more.

Mr. Vandegrift stated with regard to the shade structure, it is \$5,905 just for the structure, and the estimated construction cost is \$9,621 so that is about \$16,000 for the shade structure as shown on the cost estimate.

Ms. Reiss asked what the bench seating is made of, and Mr. Daggett stated it is all metal. Ms. Reiss noted metal will get hot. Other types of materials were discussed, and Mr. Daggett agreed to look into those.

Mr. Blundi asked if the benches that are not under the shade structure will be cemented into the ground, and Mr. Daggett stated they are all into the ground and are not movable.

Ms. Kim stated she is in favor of the trees especially if shade structures will cost \$16,000, agrees with the comment about avoiding metal for seating.

Mr. Daggett stated the cost of the installation for the shade structure will come down since he split the installation equally between each piece of equipment, and the larger structure will be the majority of the cost.

Ms. Rock stated she would like to see a composite material for the benches and not metal. Ms. Rock stated she is in favor of the separation of the two play areas so that the older children are separated from the younger children.

Mr. Daggett discussed the two proposals – one from Miracle and one from George Ely, and he stated he would prefer George Ely based on the large structure and the swings. Mr. Blundi asked how long the structures last, and Mr. Daggett stated while he does not have a number, what Miracle and George Ely proposed are equal in terms of the materials and longevity. Mr. Blundi asked Mr. Daggett to find out from the manufacturer how long they are expected to last.

Mr. Blundi stated there is a real need for shade at this park, and he would lose the spinner and get another shade structure instead. He also asked why they are showing a 14 by 14 shade structure as opposed to 18 by 18, and Mr. Daggett stated it is because that is what fits in the space. Mr. Daggett stated as seen in the cost estimate, the surfacing is the largest part of the playground cost which at this point is proposed to be about \$200,000. Mr. Blundi stated he is not asking to expand the surface area. He stated he feels the shade structure could be 14 by 18. Mr. Daggett stated square shade structures as much less expensive than the rectangular ones because it is only a single pole.

Ms. Reiss noted an area where she feels another shade structure could be located which would shade both playground areas as there is not any shade currently at the existing playground. Mr. Daggett stated shade structures can be added at any time, and they do not have to be added with this project. Mr. Krauss stated they could recommend showing a dotted line where a future shade structure could be located so nothing is put in that location. Mr. Blundi stated he feels they should just put in another shade structure; however, Mr. Daggett stated at this point he assumes that just getting the one shade structure approved will be hard enough. Mr. Krauss stated if they get the Shade Grant noted earlier it could be part of next year's Budget. Mr. Krauss stated at this point he feels they should just update the rendering where a future shade structure could be located so that nothing is put in that location which would have to be taken out in the future.

Mr. Daggett stated they are hoping to start construction in July because there are time constraints with the Grant.

Mr. Blundi asked what it would cost if they were to put two 10 by 10 shade structures together so that it would become 20 by 20, and Mr. Daggett stated he would have to get that priced by the company. He stated getting more pricing would involve additional time as they have to do a new quote each time which then has to be run through the KPN system each time.

Mr. Blundi is asked that Mr. Daggett look into whether the shade canopy can be taken down for the winter since if it is going to last longer, he feels that we have to do that. Mr. Krauss also asked that he look into non-metal benches with backs. Mr. Daggett stated that there is an option to have a table under the shade structure as opposed to benches, and he asked the preference. Mr. Daggett stated he feels benches can accommodate more people, and the Board agreed.

Mr. Vandegrift stated there are cost reduction alternatives including reducing the playground surfacing area about 300 to 500 square feet while keeping all of the currently proposed equipment and the double-decker cone spinner could be substituted with a smaller version a 2/3rds or less. If necessary they could remove a single equipment item to reduce costs. He stated engineering costs should remain below Budget depending on future project direction. Mr. Krauss asked how much they need to cut, and Mr. Vandegrift stated around \$10,000.

Mr. Daggett stated while they are \$10,000 over Budget, there is a 3% safety factor and it could come out of that. Mr. Krauss stated they do not know if there is tax, and Mr. Daggett stated they found out today from KPN that they are tax free on this project. Different costs for the spinner were discussed. Mr. Daggett stated his goal is to get the \$10,000 out of the surfacing company but keep the amount of space as proposed. He stated the Board could make a recommendation of what to reduce in case he is not able to get a reduction on the surface material. Mr. Krauss stated the costs for a non-metal bench is not known at this time.

Mr. Blundi stated he would prioritize the benches and then having a smaller piece of equipment. Ms. Rock stated she feels non-metal benches are a priority. Mr. Brody stated he would go along with whatever the rest of the Board wants as he feels the Park has already been made worse just so that they could add a bathroom. He stated he does want backs on the benches. Mr. Daggett stated he feels that they should have the four pieces of equipment since there are not many parks that have only three pieces. Potential locations for more benches were noted, benches were noted, and Mr. Daggett will get costs.

Ms. Rock moved and Mr. Blundi seconded to recommend to reduce the square footage of the surfacing which will lead to having enough funds to have non-metal, backed benches; and if possible, having a removable canopy of the shade structure, and mark off an area for a future second shade structure when funding is available.

Mr. Blundi stated while it does not have to be part of the Motion, if using dark colors for the composite benches will cause them to heat up, they should use lighter colors. Mr. Daggett agreed to look into this and get what would be the best, coolest bench available.

Motion carried unanimously.

## 6. Liaison Reports

There were no Liaison Reports at this time.

## 7. Park & Recreation Report

### A. Pool Updates

Ms. Todd stated they were at \$577,113 this morning with 4,165 members. The gel coating and painting of the slides will start around April 20 weather dependent. All of the pools are to be painted, and that will be starting tomorrow.

Mr. Blundi stated after the last meeting Mr. Vandegrift sent out a recap showing that last year if there had been a family cap, there would be 300 families that would have participated. He stated we have 240 families benefitting this year from the family cap. He asked if these are new families this year or are all 240 part of the 300 from last year. Mr. Vandegrift stated presently there are 26 new families in that group.

Mr. Krauss asked the number of Pool members last year, and Mr. Vandegrift stated it was 6,100. Mr. Blundi stated previously they were advised where we were now versus where we were last year at the same time, and he asked that they be provided with that information next month.

### B. Tennis Courts Update

Mr. Vandegrift stated the geo-technical testing at Revere Courts was completed on March 27, and the holes that were created by that testing have been repaired so that it is playable until work begins. The survey has been completed as well although he does not yet have the information on the survey. Mr. Vandegrift stated Cardinal Court painting is scheduled for May 4 depending on weather. It should take a few days after that until they can be used.

### C. Program Update

Mr. Vandegrift stated a dance class for those with Parkinson's and their caretakers will be added in the summer, and this will be publicized in the coming weeks.

Mr. Vandegrift stated Camp staff interviews were completed today, and offers should be made by next week.

Mr. Vandegrift stated the Lower Makefield Youth Committee and the Lower Makefield Township Seniors are having an Electronics Help Class on Thursday. He stated anyone is welcome to sign up for that event.

#### D. Egg-Stravaganza and Special Event Updates

Mr. Vandegrift stated the Egg-Stravaganza was a success with over 3,600 eggs hidden. The grand prize winner was one of their Camp families.

Mr. Vandegrift stated upcoming Special Events in conjunction with the Kim Rock group include a shredding event on April 25 and the Everything is Free Event at the Kids Kingdom/Pool parking lot on May 16 at 9 a.m. Ms. Rock stated it is a yard sale where everything is free. She stated there is a Sign-Up Genius because they are limiting it to 50 cars because there are 50 parking spots. Mr. Vandegrift stated the Movie in the Park is scheduled for July 30, and it will be the Super Mario Galaxy movie.

Ms. Reiss asked what is being done on July 4<sup>th</sup>, and Mr. Vandegrift stated they did not make any plans because they are going to Bucks 250. Ms. Reiss asked if there is anything scheduled in Lower Makefield during that week, and Mr. Vandegrift stated there is not currently. Ms. Reiss stated she would like some tourist dollars brought into the Township at some point during the year.

#### 11. Public Comment

There was no wishing to make Public Comment at this time.

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

Respectfully Submitted,

Kim Rock, Secretary

