

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – DECEMBER 11, 2007

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on December 11, 2007. Chairman Fritchey called the meeting to order at 7:40 p.m.

Those present:

Park & Recreation Board: David Fritchey, Chairman
Henry Carpenter, Vice Chairman
Patricia Bunn, Secretary
David Gordon, Member
Fran McDonald, Member
Andrew Newbon, Member
Dennis Wysocki, Member

Others: Terry Fedorchak, Township Manager
Donna Liney, Recreation Director
James Majewski, Township Engineer (joined
meeting in progress)
Steve Santarsiero, Supervisors Liaison

APPROVAL OF MINUTES

Mr. McDonald moved, Mr. Wysocki seconded and it was unanimously carried to approve the Minutes of October 9, 2007 as written.

DISCUSSION AND MOTION ON PROPOSED RENOVATIONS TO POOL COMPLEX

Mr. Ted Wallover, Wallover Architects, was present with Greg Stoloski, Pool Manager. Mr. Wallover stated at the last meeting they discussed the possibility of developing a new tot pool and expanding and renovating the intermediate/teaching pool. He stated they had discussed adding the ADA ramp at the Olympic pool, but they deleted this because of the cost and because he did not feel it would be appropriate to do that renovation now recognizing that within a finite timeframe additional work will have to be done at this pool. He stated he is concerned with spending money on an ADA ramp at the pool now which may have to be re-done for a future renovation. He stated this pool is over thirty years old and is nearing the end of its life. He stated they will need to do re-piping, install new gutters, re-painting, etc. He feels to do anything at this pool at the current time would be inappropriate.

Mr. Wallover showed an existing survey of the pool and showed the area in front of the existing filter building/Manager's Office. He showed an area of significant grade change which limits the amount of usable space in front of the concession area/dressing room area and Manager's Office. He stated the grade change also creates a situation such that the Pool Manager does not have direct view of the tot pool, and they have therefore proposed changing the area. He stated they propose to change the elevation of the area which will also take away the ADA issue in the area as well.

Mr. Wallover stated the tot pool will be a rectangle with two benches and a "beach" access area all centered on the new access off the current entrance point. He stated they are showing vegetative plantings, but would suggest that the tree have a tall enough canopy so that all of the area is visible. They are also proposing a shade structure over the "beach" area. He stated at the intermediate pool, they are also considering two retractable umbrellas to provide more shade at the pool edge. Mr. Wallover stated the body of the tot pool will be 25' by 45' with 8" around the perimeter dropping to 12" to 15" in the center. He showed pictures of some of the features that can be incorporated in the tot pool. He stated they would have interactive play features. They want to make the area around the tot pool usable for parents. He stated with the proposed renovations, they will have an area that is basically level.

Mr. Wallover stated they intend to increase the intermediate pool to 65' by 60' which equals a 40% increase. They will have an ADA-compliant ramp into the pool, in-pool benches, and will maintain the existing stairs as well. He noted the areas which will have the Myrtha systems. He showed a location where they would have an ADA-compliant walkway to the lower level so there is a complete handicap-accessible route directly from the entry to the pool. He noted an area where there would be a series of steps.

Mr. Wallover noted the location of the existing filter room which is currently very crowded. He stated they are recommending building a new filter room at a location he noted on the plan and described what equipment would be re-located to this new filter room which will take some of the equipment out of the elements as well as equipment out of the existing filter room. He noted a location where there is currently a hut at the secondary entrance, and they feel this should become part of the new building so that there is a controlled gate with telephones, computers, etc. He stated they can then have service access to the building directly off the parking lot.

Mr. McDonald asked if this would require elimination of any of the parking spaces in front of the new building; and Mr. Wallover stated they may have to lose a few directly in front of the building but stated they will have to go out and plot this now that they have the survey. He noted they may be able to move the building back in slightly, and they may not have to change the parking at all.

Mr. Fedorchak asked about the existing elevations from the back of the office area up to the intermediate pool. Mr. Wallover stated the existing finished floor elevation in the building is set at 1468. He noted the tot pool area of 1495. At the intermediate pool it is 1462. He stated this corresponds to the entry elevation. He stated they want to make more space for the patrons.

Mr. Wallover also noted the location of the existing pavilion and stated they could consider doing something with a BBQ pit which would provide an area where the pool members could cook and provide an area which could be used for outings and parties and present a revenue stream for the facility.

Ms. Bunn asked what would happen in the existing filter room in the area where they would be abandoning the piping, etc., and Mr. Wallover stated it would open up the area so that the remaining equipment would be more accessible. Mr. Wallover stated they may want to consider changing the filtration system in the future to a system that would minimize backwash which may generate savings in the long run. Mr. Newbon stated they previously discussed the possibility of putting in salt systems; and Mr. Wallover stated with the Myrtha system you can do this. He stated they have several projects currently being bid with salt-generating systems. He stated people who swim in these feel that it is better for the skin. He stated even with this system, you still have chlorine. He stated they must make sure that the sanitizer systems can handle the pools – particularly the tot pool. He stated there are UV systems which kill pathogens, and he feels that UV should be a part of the tot pool and probably the intermediate pool as well. He stated the water in the tot pool turns over every fifteen minutes. He stated with the Myrtha system, there is no leeching of minerals from the concrete or plaster in the water so it is easier for the operator to maintain the water chemistry with this type of system.

Mr. Fritchey asked about the Myrtha product, and Mr. Wallover stated the back is stainless steel and the front is a 60 mill hard PVC. He noted other locations where they have successfully used this system. Mr. Fritchey asked the estimated cost of the proposed renovations; and Mr. Wallover stated he is still working on this but feels, exclusive of contingencies, it will be \$1.280 million. Mr. Fedorchak asked if this will include engineering and project management; and Mr. Wallover stated it does not. Mr. Fedorchak asked if \$1.5 million would get the job done, and Mr. Wallover stated this would be sufficient and they could add even a few more features at the tot pool area for this amount.

Mr. Fritchey asked if this should be done as a one or two-phase project. Mr. Wallover stated he feels they should do it in one phase because if they separate it, it would not be large enough to attract builders. He feels if they start construction in September, 2008, they would be ready by May, 2009. He stated with the Myrtha pool systems, they can work in the winter. Mr. Fritchey asked how much additional it would cost for the BBQ pit, and Mr. Wallover stated it would be approximately \$20,000 for a mason to do this.

Mr. Majewski joined the meeting at this time.

Mr. Fedorchak asked about construction time, and Mr. Wallover stated it would be September to May. He stated they would make sure that the Pool would be done four weeks before Memorial Day. Mr. Fedorchak asked where the Myrtha product comes from, and Mr. Wallover stated it comes from Italy. Mr. Fedorchak asked how long it would take to manufacture, and Mr. Wallover stated it would take one or two days. He stated this process essentially makes it a new pool. He stated this process is cost-effective and extends the life of the facility. Mr. Carpenter stated this will result in a dramatic change to the intermediate pool and will provide a fifteen year guarantee.

Mr. Stoloski stated he and Mr. Wallover reviewed the project prior to the meeting, and he now feels that they will be able to utilize what he felt was previously wasted space. He stated the Township recently adapted computer software for the gate passes and part of the requirements is that they scan IDs when members come into the pool and this will necessitate that the back gate as well as the front gate have a certain type of hardware which he feels needs protection from the elements and security so a building at the back location would be important. Mr. Stoloski stated the benches in the intermediate pool will give them the opportunity to host lessons off of the benches which will help the children feel more secure. He stated by changing the grades as proposed, it will improve the line of sight from the Manager's Office. Mr. Stoloski stated while he understands the need for shade, he wants to make sure whatever they do it is visually appealing. Mr. Wallover stated these will be features that bring more value to the members and will add to the quality of the facility.

Mr. Carpenter asked about the incline from the parking lot at the side gate, and Mr. Wallover stated there is a significant grade change from the parking lot, and they may need a ramp. Mr. Stoloski stated many people come in at this location with strollers.

Mr. Santarsiero stated if there is a consensus of the Park & Recreation Board that this is a good plan, they should make a recommendation to the Board of Supervisors.

Mr. Fritchey moved, Mr. Gordon seconded and it was unanimously carried to recommend to the Board of Supervisors approving going forward on the time schedule discussed this evening.

Mr. Santarsiero stated he feels these improvements will necessitate a rate increase noting it has been eleven years since there was a rate increase. He feels an increase would be more palatable to the members if they can see that something like this is being done, and he feels this is a major renovation as half the Pool area is being renovated. Mr. Fritchey stated he understands there is over \$500,000 in the Pool fund; and Mr. Fedorchak stated these funds are separate from the Township funds and the monies are restricted to pool projects, maintenance, and pool operating costs. He stated while there are funds

available, he would not recommend that they apply all of this as a down payment toward this project as they would still need to keep a certain amount in reserve toward future projects and emergencies. He stated they would have to borrow money to finance the project in the range of \$1 million to \$1.5 million. He stated this would mean a Pool Membership increase in the \$40 to \$60 range on an annual basis which they could stage over 2009 and 2010. These numbers are based on a twenty year Note. Currently the rates are \$360 for early payment and \$400 after the Discount period for a Family Membership.

Mr. Santarsiero stated there has not been an increase in over a decade, and this is a major capital improvement with potential of future costs as well as they consider upgrades to the 50 meter pool. He stated the expansion of the intermediate pool will be extremely helpful because that pool is currently very crowded. He stated expanding it by 40% will be very much appreciated by the members as will the improvements to the tot pool and the additional shade.

Mr. Gordon asked about Swim Team and swim lesson fees, and Mr. Stoloski stated the Swim Team money stays with the Swim Team. Ms. Liney stated swim lessons are considered sales. Mr. Stoloski stated they currently have the lowest priced swim lessons in the area by approximately \$40 to \$50. Mr. Gordon stated this is one of the reasons he raised this point as he feels the swim lesson price is phenomenally low, and this may be an area where they could increase their funds. Mr. Stoloski stated he would prefer putting this off for a year or two as they did increase the fees a few years ago. He stated Lower Makefield's rates are hundreds of dollars lower than other area pools.

Mr. Fedorchak stated the last new construction initiative was the flume slides; and the first year they were operational, they saw a \$70,000 increase in revenue. He stated he feels these proposed improvements will speak to the needs of an important constituency at the Pool.

APPROVAL OF RECOMMENDATION TO RENEW LMT POOL CONCESSION STAND CONTRACT WITH M.L.E. ENTERPRISES

Ms. Liney stated the Food Services Agreement to operate the snack bar at the Community Pool is up for renewal. In the best interest of the Pool, the Township has gone to a one-year Agreement with the vendor. M.L.E. Enterprises continues to work with the Township in addressing the cleanliness in the eating areas, upgrade menu offerings with more healthy and varied options, and respond to the concerns and needs of the Pool Membership. M.L.E. Enterprises was given a 99% Food Inspection Rating by the Bucks County Board of Health in 2007.

Ms. Liney proposed that the Park Board recommend to the Board of Supervisors an extension in the amount of \$3,300 for the 2008 Pool Season for M.L.E. Enterprises. This represents an increase of \$100, or approximately 3% over 2007. The vendor does pay for the electric used in the concession stand.

Ms. Liney stated the Township will continue to assess the progress of this contractor in satisfying the needs of the Pool Membership.

Mr. Newbon moved, Mr. McDonald seconded and it was unanimously carried to renew the Concession Stand Contract with M.L.E. Enterprises as outlined by Ms. Liney.

SUPERVISOR LIAISON REPORT

Mr. Santarsiero stated they are holding the line on millage for Park & Recreation and many Departments this year. They are calling for a 2 mill tax increase for the General Fund. He stated the payroll costs and benefits are driven by Contracts, and they are adding a net of three new Police Officers which they feel are necessary. He stated the transfer tax revenue has not been as favorable as in the years past. He stated there is a \$500,000 deficit over where they were in 2005 in transfer taxes. He stated they continue to spend more than they are taking in so the cash reserves are going down, and they cannot continue to do this and be fiscally responsible. They have therefore had to propose raising taxes. He stated they were able to cut some things back, as originally they had proposed a 3 mill increase and it is now down to 2 mills. Mr. Santarsiero stated if they get the Budget passed, he feels they will be in a good financial position going forward.

Mr. Santarsiero stated with regard to the Park and Recreation projects he feels they will have to look at borrowing money in the future. He stated many of the Board of Supervisors would have liked to started work on some Park and Recreation projects in 2008 such as at Snipes or the fields at Memorial Park, but they do not have the ability to do so this year. He stated when they are looking at the 2009 Budget, he hopes that they will be in a better position to look at a Bond issue to cover some of these recreation items. He stated when the Board of Supervisors considers the Budget next Wednesday night, he hopes all of the Boards and Commission members will come out and voice their support for the Budget and the tax increase so that the Township can continue to provide these amenities on a going-forward basis. He noted the Lower Makefield Township portion of the total taxes paid by the taxpayers is the smallest portion of the tax bill. He stated the Township tax increase will equal approximately \$80 per household for the year.

Mr. Santarsiero stated there will be a lot of issues coming up over the coming year including considering further open space purchases. He stated there have been a number of discussions about buying the development rights for some significant parcels. He stated the Environmental Advisory Council is doing an inventory and ranking of the open space in the Township. He stated they need to consider which parcels are more likely to be developed. He stated he feels the Township should be aggressive about purchasing the two to four acre lots where a developer could potentially “shoehorn-in” a few homes; and the more they do this, the more the character of the Township will change. The Board should also consider some of the larger parcels as well. He stated this will cost a significant amount of money, and they may need to go out to a Bond Issue for this as well.

Mr. Gordon asked the status of Matrix, and Mr. Santarsiero stated they have heard that they are hesitant to start construction until there is a resolution on the Middletown piece. He stated Middletown feels that because they already have age-restricted housing, they are reluctant to agree to another such development. He stated he will be discussing this with Middletown.

RECREATION DIRECTOR’S REPORT

Ms. Liney stated the Township is in the process of installing new software by Capturepoint for the Community Pool Membership system. The system will provide the convenience of an on-line registration for the Pool and the efficiency of retaining membership information for ease with future renewals. Ms. Liney stated Pool safety and security will be improved by issuing bar coded photo ID cards for all members. These first steps in upgrading pool software will establish the ability for automated financial reporting this year and allow for e-commerce payment solutions beginning 2009. Ms. Liney stated the initial setup will require members to come to the Township Building to have their pictures taken. In a gesture of good will and attempt to offset any inconvenience to residents, the Park Board may want to approve offering a free guest pass for 2008 memberships.

Mr. Fritchey stated he feels this would be a good idea. He moved that they approve a free guest pass for 2008 memberships as outlined by Ms. Liney. Mr. Newbon seconded and the Motion carried unanimously.

Ms. Liney stated the artificial turf project on Macclesfield C is proceeding. The turf rug is purchased and awaiting shipment from South Carolina. The exchanging of topsoil for fill dirt, while weather dependent, continues to move forward. The Park crew has removed over 40 truckloads of topsoil for use at Memorial Park. Yardley Makefield Soccer is targeting the end of February, 2008 for this great addition to be completed.

Ms. Liney stated the Garden of Reflection fountains have been winterized for the season as well as all Park and Pool restroom facilities.

Ms. Liney stated the Board of Supervisors have scheduled Wednesday, December 19 for the adoption of the Township Operating Budget for 2008.

Ms. Liney stated the Township will be attending the annual Lower Makefield Seniors Holiday Luncheon this Friday. With the growing Senior population in the Township, this is a key organization in the community. She stated the Seniors always have a great turnout at this event, and it provides a good opportunity for the Township to recognize the Seniors' volunteer efforts by presenting approximately 15 thank you gifts for service.

Ms. Liney thanked all the members of the Park & Recreation Board, the Supervisor Liaison, as well as the volunteer organizations for their continued support with the community this past year and stated she looks forward to another successful year in 2008.

Ms. Liney stated the first Park & Recreation Board meeting for 2008 is scheduled for Tuesday, January 8 at 7:30 p.m.

OTHER BUSINESS

Mr. Newbon asked if any consideration had been given into the possibility of a "finger reader" as opposed to a Pool Membership card. He stated there had been concern about young people switching Membership cards back and forth. Ms. Liney stated this should not be a problem with the new system as a picture will come up on the screen and a bar code will indicate that individual is already in the Pool Complex. He stated if there was a finger reader, you would not have to carry your badge with you when you come to the Pool. Mr. Carpenter suggested that they look into this for future years. Ms. Bunn agreed to provide information to Ms. Liney on an individual who works on this type of system.

Mr. Gordon stated they had also previously discussed doing something with regard to the Snack Bar using a bar code so that people could have charge accounts. Ms. Liney stated they are looking into this for 2009 so that people could have an account for the snack bar, swim lessons, guest passes, etc.

Mr. Gordon stated he feels the fee for a guest at \$10 per person is too high. He stated when he had eight relatives visiting, he was not willing to come to the Pool for two to three hours at a cost of \$80. He feels the high cost discourages people from bringing guests to the Pool. Mr. Newbon stated when the guest fees were lower, they felt that people felt it was more cost advantageous to pay as a guest as opposed to having a Pool Membership. Mr. Gordon stated he feels there should be a cap on how much you pay at one time such as \$10 a person with a cap of \$50. Mr. Fritchey expressed concern with

the potential of people paying \$50 and bringing in fifteen people. Mr. Gordon stated they could put a cap on the number of people able to come in for \$50. Mr. Carpenter stated he had previously suggested that each Membership should be given a certain number of guest passes each year. He noted they have a family that comes in every summer for a weekend and they all go to the Pool with them. He feels it would be reasonable if every family had five free passes each year. He stated he recognizes that there will be people who try to cheat, but feels they should not penalize everyone else. He stated he also recognizes that the daily guest fees are a great source of revenue for the Pool, but feels there should be a way they can provide free member passes. He stated once there is a computerized system, there should be a way to key in information to find out if people are using these passes illegally. Mr. Newbon stated previously they offered a free guest pass if Members completed a survey. Mr. Carpenter stated they could also offer five free guest passes per year for each family, but they would have to come to the Township or the Pool in order to get them. Mr. Newbon stated he feels much of this involves a lot of administration. He noted he feels what the Pool is charging not only for their Membership or for Guest Fees is reasonable. Ms. Liney stated they do offer Weekly Family Memberships for approximately \$25 to \$35 for the week. Mr. Carpenter stated he still feels that each Family Membership should come with a certain number of free guest passes each year. She stated they could consider something further in 2009. Mr. Wysocki stated there was prior discussion about an increase to the swim lesson fees and there may be other sources of revenue they should look at such that there are minor increases on a more regular basis to help offset the anticipated future expenses; and since the swim lesson fees are still below the norm and they were not increased for a few years, they could look into this. Mr. Fedorchak stated he feels they could look into increasing the swim lesson fees this year which may bring in \$10,000 to \$15,000 for 2008.

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

Respectfully Submitted,

Patricia Bunn, Secretary