

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – NOVEMBER 14, 2017

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on November 14, 2017. Mr. Gordon called the meeting to order at 7:30 p.m.

Those present:

Park & Recreation Board: David Gordon, Chair
Patricia Bunn, Vice Chair (joined meeting in progress)
Douglas Krauss, Member
David Malinowski, Member
Bryan McNamara, Member

Others: Monica Tierney, Park & Recreation Director
David Fritchey, Supervisor Liaison (joined meeting in progress)

Absent: Dennis Wysocki, Park & Rec Member

APPROVAL OF MINUTES

Mr. Malinowski moved, Mr. Krauss seconded and it was unanimously carried to approve the Minutes of October 10, 2017 as written.

UPDATE FROM THE LMT YOUTH COMMITTEE

Ms. Emily Huegler and Mr. Phil Genovese, LMT Youth Committee were present. Ms. Huegler stated they organized a Veterans Day supply drive that included Makefield Elementary, Eleanor Roosevelt, Afton, Charles Boehm, Pennwood, and the High School; and they collected almost 3,000 items that went to the Philadelphia Veterans Multi Service Center for their Perimeter Program. Mr. Genovese stated the Perimeter Program helps rehabilitate homeless Veterans and provides goods and services to 90 to 100 Veterans a day. He stated they collected toothpaste, toothbrushes, razors, shaving cream, etc.

Mr. Gordon stated when they were before the Board previously discussing their formation, one of the issues the Board discussed was the fact that they were all Seniors; and they were going to work on recruiting so that the organization would continue beyond this year, and he asked how that is going. Ms. Huegler stated

now that the Veterans Parade is over, they are going to focus on that. Mr. Gordon stated they would like to see this group continue. Mr. Genovese stated they have started a Facebook page – Lower Makefield Youth Committee.

BOY SCOUT PROPOSAL FOR INFIELD MIX BOX AT STODDART FIELD

Mr. Connor Bautz was present and stated he is a Life Scout from Troop 10. He presented pictures of the proposed box which he would like to build in early spring, 2018 before the season starts. He stated he needs approximately ten volunteers. He described the size of the box and the materials needed. He stated the project could cost \$900 to \$1,000 and he does not feel it would be possible to have a fundraiser such as a car wash which would be difficult because the project needs to be done in the spring and prior to that it would be too cold to have a car wash. He asked if it would be possible to get some funding from the Township; and if not, he would have to have multiple fundraisers.

Mr. Bautz stated there is currently wood and dirt in the area where a box had been located which was damaged, and having to remove all of that would add another weekend onto the project which would delay the project even more. He asked if it would be possible to clean up the material that is there now or would he need to do that himself. Mr. Malinowski asked Mr. Bautz if he has asked PAA for any of this. Ms. Bunn asked if he has talked to PAA about this project, and Mr. Bautz stated he has not. Mr. Krauss suggested Mr. Bautz reach out to the PAA Commissioner to discuss this. Ms. Bunn stated while the Township cannot give money, she feels they could give supplies such as the wood.

Ms. Bunn stated it may be a better project to put a second box in the upper field and have Park & Rec fix the box that was damaged. Mr. Bautz agreed to contact the PAA Commissioner.

Mr. Gordon stated Park & Rec is in agreement with the concept, but he should speak to PAA and see what they want and what they would be able to help fund; and then go back to Ms. Tierney who will coordinate the work the Township needs to do to assist with the project. Mr. Krauss stated they can also coordinate with PAA when the project should be done. Mr. Gordon stated the Park & Rec Board would like to see a picture of the completed project.

DISCUSSION AND MOTION ON RECOMMENDATION TO BOARD OF SUPERVISORS
FOR COMMUNITY CENTER RATES AND POLICIES

Mr. Gordon asked Ms. Tierney if this is different from what was discussed previously, and Ms. Tierney stated she took notes back from the last meeting. She stated she created a four-hour time block for all slots at a lesser rate which had been discussed at the last meeting. She stated she did some more research on kitchen use, and the previously proposed rate was pretty high so she reduced that to \$35 for a four-hour block and \$15 for each additional hour.

Ms. Tierney stated with regard to the contractors rather than doing a per person Fee, she has it structured as a 75/25 split between the contractor and the Township with 25% going to the Township. She stated she had talked to some users who were potentially interested, and they were not in favor of what had previously been proposed. She stated she also contacted some other Townships, and she feels what is now proposed is a good split based on the conversations she has had. Mr. Gordon asked if the contractors would set up their own Registration system or would it go through the Township; and Ms. Tierney stated it would go through the Township so they would be able to track it, and she has included that in the Policy which she attached. Mr. Krauss asked if the contractors would set the Fee, and Ms. Tierney stated they would set the Fee based on their costs. Mr. Krauss asked if they would also pay the cost for the room rental, and Ms. Tierney stated they would not. Ms. Tierney stated they could do a cut-off that they would have to have a certain minimum in a class in order to generate a certain amount. Mr. Krauss stated he was concerned that someone may only charge \$5 or \$10 a person and if they only get ten people, 25% of that would not result in the \$250 coming to the Township for use of the large room. Ms. Bunn stated she does feel there should be some minimum. Ms. Tierney stated there are smaller rooms they could rent.

Ms. Tierney stated she is working now with the legal team to come up with an Agreement, and they could add something into the Agreement to require a minimum rate that would cover the cost of the room.

Ms. Tierney asked about the potential for non-profits to have a reduced Fee Waiver of some sort. She stated she feels as long as it is a Lower Makefield based non-profit having some kind of function, they should have a reduced Fee. Ms. Bunn asked if the Seniors will then come back and state they are non-profit, and Ms. Tierney stated they are a User Group with a room. Ms. Bunn stated she does not feel there should be a policy on this, and they could negotiate this on a case-by-case basis.

Ms. Danielle Stinson, 667 Friar Drive, asked and if any part of the Community Center will be available for residents at no cost or any time you use the Community Center is there a cost to the residents. Ms. Tierney stated if you are reserving space, there is a cost. She stated there is a meeting room that is available for local meetings at no cost.

Ms. Karen Schaffer, 10 Manor Lane North, asked about Boy Scouts, Girl Scouts, or a Book Club; and asked if they would be charged. Ms. Tierney stated right now as it is structured, there would be a \$25 an hour charge for the room. Ms. Bunn stated that would be if you are going to reserve the space on a permanent basis. Ms. Bunn stated they are charging a Fee for the Seniors as well. Ms. Schaffer stated she does not feel that is right either.

Ms. Stinson stated she does not feel people will be renting the Community Center. She stated Girls Scouts are a non-profit organization and they would not pay \$100 since there is a minimum of four hours. Ms. Tierney stated that is incorrect. She stated it is \$25 an hour or a four-hour charge. She stated if they wanted to have it for four hours, it would be \$50 for a four-hour block.

Ms. Schaeffer stated she feels the charge defeats the purpose of the taxpayers paying for the Community Center. Ms. Bunn stated the Township has to pay for electricity, staff, etc. Ms. Schaeffer stated if there are classes by for-profit businesses, the Township is going to make money there. Ms. Bunn stated if someone is going to rent space on a permanent basis, they are taking it away from someone else. Ms. Schaeffer stated it is not renting space, and Ms. Bunn stated they are reserving it. Ms. Schaeffer stated there is only one room in the Community Center that has no charge which is first come/ first served; and Ms. Tierney stated that would have to be reserved.

Ms. Schaeffer asked what makes that room different, and Ms. Tierney stated it is smaller. She stated currently there is a huge need for meeting space for our local Government. Ms. Stinson asked if the Board of Supervisors' meetings will be held at the Community Center, and it was noted that they would not. Ms. Schaeffer stated the "no-charge" room could be used for Girl Scouts and Boys Scouts and non-profits at no charge, and Mr. Gordon stated he feels that would be fine. Mr. Gordon asked the size of the room, and Ms. Tierney stated it is approximately the same size as the room the Park Board is meeting in this evening.

Ms. Stinson asked if there is any common area if someone wanted to walk in off the street and use the Community Center and gather and have a conversation on a couch; and it was noted they do not have a space like that. Mr. Gordon stated the Pool has a charge, and you have to be a member to use the Pool. He stated the ball fields are Permitted, and YMS and PAA pay User Fees. Ms. Stinson stated she does not have an issue charging to use the Pool since they are providing a service; however, she does not pay for Macclesfield which is a public park and she pays her taxes. She stated this is a public Community Center. Ms. Tierney stated there are going to be annual Fees to run the Community Center. She stated with regard to manning the Community Center, they do not have someone to man the Community Center at all hours so by reserving it, they can control it.

Ms. Schaeffer stated she understands that the door will be locked, and unless you have a reserved room, you will not get in. Ms. Bunn stated it will be open when someone is staffing it during normal business hours. She stated they have to determine whether it makes sense to have someone work 12:00 to 8:00 versus 9:00 to 5:00. Mr. Gordon stated the Seniors will be in there a lot during the day. Ms. Schaeffer asked if during that time when it is open could she and Ms. Stinson walk in and have a cup of tea and sit at a table and talk if they wanted to. Ms. Tierney stated she does not feel that would work since sometimes it would be reserved.

Ms. Schaeffer stated the whole place would not be reserved. Ms. Tierney stated here is not really an open lobby. Ms. Schaeffer stated it would not therefore be open for general community use for "lounging." Mr. Krauss stated you cannot compare this to a Park where you can just walk in. Ms. Tierney stated there is an outside back seating area; however, it has no seating at the moment although it will, and that would be open. Ms. Schaeffer asked if anyone has considered an area within the Community Center where people could gather, and Ms. Tierney stated it was not designed like that. Mr. Krauss stated it was scaled down to a smaller facility. Ms. Bunn stated she would be concerned with parents bringing in their toddlers using it for playtime and running around the Community Center. Ms. Schaeffer stated it is a Community Center. Ms. Bunn stated that is not how this building will be manned, and it is not for people to just come in off the streets and sit down.

Ms. Tierney stated they will have programs and other offerings at the Community Center that will be run through the Park & Rec Department that will be available to the community.

Ms. Stinson asked if the residents will have to pay a Fee to go to these classes, and Ms. Tierney stated they will. Mr. Krauss stated it will be similar to the classes run for the Community by the School District. Ms. Stinson stated she has a problem with charging non-profits like Boy Scouts and Girl Scouts as there is a need, and

they are Township residents looking for a space. Mr. Gordon stated there will be the one room that is available for sign ups. Ms. Bunn states she feels the Seniors will question why the Boy Scouts and Girl Scouts are different, and Mr. Gordon stated the Seniors will be leaving things there and will be there every day. Ms. Schaeffer stated she feels the Seniors should get one room that is their room which is free; and anything above that room, should have a charge. Mr. Gordon stated the Seniors are being charged. Ms. Schaeffer asked when that was decided, and Mr. McNamara stated that was already decided at the October meeting. Mr. Gordon stated while the Seniors indicated they would prefer not to pay, the Township has elected to charge them a minimal charge. It was noted it is \$15 a year for a resident. Mr. Gordon stated it will be \$5 per person for the first year since it will not be a full year. Ms. Schaeffer asked if they understand the difference between their group and a non-profit, and Ms. Bunn stated that is why she does not feel they can say they should give it to non-profits for free.

Ms. Stinson stated there is a difference since the Seniors are a private group, and they are not a non-profit. Ms. Bunn stated Girl Scouts are a private group as well. Ms. Stinson disagreed and stated Girl Scouts are a non-profit organization, and Senior Citizens are “just a bunch of people.” Ms. Bunn stated they are still not for profit.

Mr. Gordon stated he still believes that the free room should be available for people to sign up for it. Mr. Gordon stated they are going to see how this goes as it is brand new and it is not even open yet. Ms. Schaeffer stated when people are asking, she would like to know what she should tell them. She stated there are long discussions about Fees for the Community Center on the 7,400-person Facebook page, and she would like to know what she should tell them. Ms. Bunn stated they should contact the Township, and no one else should be answering those questions. Ms. Schaeffer stated she is asking right now. Ms. Bunn stated they should ask the Township since it is a work in progress. Mr. Krauss stated the building is new; and what might be set at the opening, might change six months in the future after they get a sense of what programs are running, how the space is being filled, etc. Mr. McNamara stated the Board of Supervisors has the ultimate say, and the Park & Recreation Board is only a recommending body. Ms. Bunn stated once something is set by the Supervisors, it will be on the Website, and that would be the best place for people to get information.

Mr. McNamara stated baseball pays \$15 per resident and \$36 for non-residents per season.

Ms. Tierney asked if the Board is comfortable making a recommendation to the Board of Supervisors with the Fees proposed. She stated she is at a place where people are trying to reserve space, and they need to make a decision. There was discussion on the cost for the large room which is \$250 an hour or \$500 for a four-hour block.

Ms. Stinson asked if the large room is not being reserved, is it available for use, and Mr. McNamara stated it would not be unless someone were to pay for it. Ms. Tierney stated she was thinking about a Waiver for non-profits, and it would be a reduced fee for non-profits. Ms. Bunn stated she feels that would be a bad idea to start with; and if she were a Senior, she would be back to the Park & Rec Board about the Fees they are being charged. Mr. McNamara stated for \$15 per person per year, they are getting use of multiple rooms. Ms. Tierney stated they get a primary room and priority.

Ms. Stinson stated if you reserve the large room and pay the fee, she understands it would be private and no one else could come in. She asked if it was not reserved, and the Boys Scouts wanted to have their Pinewood Derby or someone else wanted to meet there could they not just go to a corner and use a corner of it. Ms. Tierney stated the facility will be locked in the evening because they do not have someone to man it. Ms. Stinson stated she feels it is “silly” for a room to go empty when groups could use it if it was not reserved for a private party. She stated there could be five different small groups meeting within that large room.

Ms. Bunn asked if they are charging the Lower Makefield Youth Committee, and Ms. Tierney stated they have not discussed that yet.

Ms. Stinson stated people are always looking for places to meet with a tutor, and Mr. McNamara stated that would be for-profit. Mr. Gordon stated the problem would also be manning it and controlling it; and it is not just going to be open all the time. Ms. Bunn stated if the building is only going to be staffed from 9 to 5, and someone wants to come in at 7:00 p.m. there would have to be a charge because the Township now has to provide staff. She stated if they were to have staff there from 12 to 8, and someone wanted to come in at 6:00 p.m. and staff were there, that would be a different scenario. She stated it is a fluid situation, and they are trying to work it all out.

There was discussion about access to the building, and Ms. Tierney stated it will be a key fob. She stated they would sign it out to whoever would be leading a class. She stated if they were to use the large room for a program with food, she will have to have someone come in to staff it. She stated if it were just a small meeting, she was not planning on having it staffed; but if it were a large function or multiple functions, they would need to have it staffed.

Ms. Stinson stated she feels it must be staffed. She stated she is a regional property manager, and you cannot have a Community Center open and not have staff even if there is just one meeting there. She stated there must be staff there when the door opens and then lock the door at night. Mr. Gordon stated there will not be someone there at all times. Ms. Stinson stated it is a Township Building, and they are leaving themselves wide open by not having a staff member there. Ms. Tierney stated if there is an evening meeting, they will have a key fob to get into the building and into the room they are using; and everything else will be locked. She stated they would then return the key fob unless it is a regularly monthly meeting. Ms. Stinson asked if the meeting starts, and someone is late, how would they get in the Community Center; and Ms. Tierney stated the person who is running the meeting would have to let them in. Ms. Tierney stated this is how other Townships do it at their Community Centers.

Ms. Stinson stated it has to be staffed. She stated if they want people to use the Community Center and go into the great room when it is not reserved, they need “to put a body there for \$8 an hour from 5:00 p.m. to 10:00 p.m.” She stated they should make “a trade with the Seniors,” and have the Seniors staff it for their use of the Community Center.

Mr. McNamara stated they are not going to have open hours for the community. Ms. Stinson stated if the great room is not reserved, it should be open to the community to use. Mr. McNamara stated there are no plans to just have the Community Center open for anyone who wants to use the great room, and Ms. Stinson stated it should be open. Mr. McNamara stated that would have to be decided by the Board of Supervisors.

Mr. Krauss asked if someone could just rent the kitchen, and Ms. Tierney stated they could, but they would have to have someone with the proper certification. Ms. Bunn stated the kitchen is very small, and she does not feel they could have a meeting in the kitchen. Ms. Tierney stated you could not have a meeting there, but you could have a cooking class or prep for something such as cooking for people in need. She stated some Churches have asked if they would be able to rent the kitchen.

Ms. Schaffer asked if there is a separate charge for the kitchen, and it was noted it is \$35 for a four-hour block. Ms. Bunn stated you would have to have Certification to use the kitchen, and Ms. Schaffer stated that would depend on what it would be used for. Ms. Tierney stated they would need to have someone with their Certification no matter what; however, Ms. Schaffer disagreed. Ms. Schaeffer stated her husband teaches this; and he advised her that if you are having a birthday party and are serving your family and friends, you do not have to have somebody

Serve Safe Certified. Ms. Tierney stated they would have to sign a Waiver with the Township. Ms. Schaffer stated Serve Safe is expensive as it is \$80 for the course materials; and even if you had a Township employee teaching the class, you still have to buy the book and the test. She stated if a Township employee were not teaching the Class, it would cost approximately \$200 to \$240 depending on how much the instructor makes so that it a big expense.

Ms. Tierney stated if you have a catered party, the caterer has to have the proper Certifications. She stated is someone were to just serve food such as like at a birthday party with just your family and friends coming, you can serve it but you have to sign a Waiver with the Township. Mr. Krauss stated if this would be the case if they were using the ovens or is it just serving food, and Ms. Tierney stated it would just be serving. Ms. Bunn stated she felt the Township had to have someone on site during that time. Ms. Tierney stated the Board of Health advised her this is if it is not open to the public. Ms. Tierney stated since the Seniors are housed there and are open to the public, they would have to have the Serve Safe Certification.

Ms. Schaffer stated Serve Safe is basically for restaurants, nursing homes, etc. She stated if you are doing it for your family and friends, you would not need to be Serve Safe Certified. Ms. Tierney stated this is correct provided you are not cooking; however, Ms. Schaffer disagreed.

Mr. McNamara stated at \$250 an hour, he does not feel many people will be using it for that.

Ms. Schaffer asked what uses they foresee the large room being used for, and Ms. Tierney stated the phone calls she is getting are for birthdays and baptisms. Ms. Schaffer asked if those people realize that the cost will be \$500 for that room, and Ms. Tierney stated she has not put Fees out there until they are approved. Mr. Krauss stated in the past, they have used the Township's large meeting room for musical concerts. Ms. Schaffer stated she feels that Monday through Thursday that room will be empty at night. Ms. Tierney stated there could be a program. Mr. Krauss stated someone might want to do a seminar and rent the space and bring in 100 people for \$25 or \$30 per person. Ms. Schaffer stated that would be the 75/25, and Ms. Tierney stated the 75/25 would be for a class organized by the Township.

Ms. Kathleen Hirko asked if you could not just go to the Community Center and walk in. She stated Mr. Benedetto stated many times that he "would go in with his newspaper and sit and have coffee." Ms. Bunn stated there is really no place to go and sit and have coffee. Someone asked if they could not sit in the great room using the tables and chairs. Ms. Bunn stated they are going to be put away and will not be left out. She stated it is a big open room. Mr. Gordon stated there will be an

outdoor area, and people could sit outside. Ms. Schaffer stated you could not get in unless you have a key fob, and it was noted you can just walk around back and sit outside. Ms. Hirko stated it does not sound very “community-friendly” and sounds more like a hall that you rent out and use for meetings. Ms. Bunn stated that is how the Township decided to program it for. Mr. Krauss stated using the word “community” means that they are going to have the opportunity for classes and things for people in the community to attend. Ms. Stinson stated she feels the building has lots of opportunities to have a community room, and she feels now is the time to recommend that the great room be a community room.

Ms. Hirko stated when it was stated the “Township decided,” she asked who is the “Township;” and it was noted it was the Board of Supervisors. Ms. Bunn stated the Board of Supervisors worked with the architect and came up with a Plan. Ms. Hirko stated while they came up with a Plan, the Park & Recreation Board is coming up with the uses. Ms. Bunn stated the rooms have already been built. Ms. Hirko stated the Park & Recreation Board is coming up with a recommendation on how it is going to be used. Ms. Bunn stated they are based on what the Board of Supervisors set the building to be.

Ms. Schaffer stated the Board therefore stated they did not want there to be couches with a seating area, and Ms. Bunn stated that is not how it was programmed. Ms. Stinson stated she feels the great room has the potential to be that versus sitting empty at night. Ms. Bunn stated during the day there will be programs for the Seniors a lot of the time so other people would not have the opportunity to sit in the great room. Ms. Hirko stated she assumes there would be a schedule so people would know when the Seniors were using it.

Ms. Stinson stated she feels the schedule should be “tweaked” in the summer when the children are not in School, and there might be more user groups that want to use it. Ms. Bunn stated the Seniors get first priority. Ms. Tierney stated currently the Seniors would use it on Wednesday, and the second Tuesday of the month.

Mr. Gordon asked if they want to amend the great room rates. Mr. McNamara stated he feels he Fee should be \$100 per hour. Ms. Stinson stated she is renting the Yardley Community Center for a birthday party, and they charge \$250 for three hours.

Mr. Fritchey joined the meeting at this time.

Ms. Stinson stated you can have up to 100 at the Yardley Community Center with tables and chairs. She stated they give you three hours of party use, but you also have time to set up and time to clean up so you probably have about five hours of use for \$250.

Mr. Gordon suggested that the rate be changed to \$100 for one hour and \$250 for four hours. It was noted that the large room holds 120 people. It was also agreed to charge \$75 for half of the room for one hour and \$150 for four hours. Ms. Stinson asked if this includes use of the kitchen, and Ms. Tierney stated you would have to rent the kitchen. Ms. Bunn stated those using one of the rooms would have to go through the other half if they wanted to use the kitchen; and Ms. Tierney stated if someone rented without the kitchen, they would automatically be put in the room which does not have direct access to the kitchen. Ms. Bunn asked what would happen if they both wanted use of the kitchen, and Ms. Tierney stated the second person making that request would be told that space is not available. Mr. Krauss asked if someone having a party in the non-kitchen room could still bring in food; and Ms. Tierney stated they could but they could not use the refrigerator, etc.

Mr. Krauss stated they need to include language with regard to the contracted classes that the minimum Fee would be at least the rate of the room. Ms. Tierney stated she can add that to the Contract since the Contract is still being written.

Ms. Schaffer asked if they can serve alcohol, and it was noted this is not allowed.

Ms. Bunn asked if someone can rent the great room if they are not a Township resident, and Ms. Tierney stated they cannot although non-residents can use the facility but it must be booked by a Township resident.

Mr. McNamara moved and Ms. Bunn seconded to recommend to the Board of Supervisors the Fees and Policies as Amended. Motion carried with Mr. Malinowski opposed.

DISCUSSION OF PICKLEBALL RATES

Ms. Bonnie Gannon, 601 Burgundy Place, Vice President and Treasurer of the LMT Pickleball Club, was present with Ms. Jody Plassa, President, along with the Director of Operations. Ms. Gannon stated they are seeking the Board's consideration to revise the current Fees that are charged by Park & Rec to the Pickleball Club. She stated pickleball is a different sport as it is more of a "social recreation" for older adults. She stated it is not a sport for the youth. She stated the current scholastic schedule the Township has of fall and spring is mainly around seasonal scholastic

sports. She stated pickleball is “more like a social recreation;” and adults play when they are not working or have time, and it is more like “drop in when you can.” She stated the other rationale is that the Fees that are charged and what their organization has to incur including insurance that the end user has to pay is not equivalent to the surrounding Townships and even commercial venues. She stated it is beyond what the normal rate for pickleball is on an annual basis, and they feel that they are not going to be able to survive and offer this recreation to the older adults in the community.

She noted the presentation provided to the Park & Rec Board which includes the history of their organization. She stated in 2015 the Township agreed to have two courts painted on Cardinal Drive which are multi-use. She stated it is still a tennis facility as well and they have eye hooks at the bottom to pull the nets down. She stated they started with twelve members, and the following year they grew to twenty members. She stated for those two years, they were only being charged the spring fees, and they were not charged for fall fees. She stated this past year they made a request to the Board of Supervisors to expand their pickleball facilities because they were growing. Ms. Gannon described all the work that Ms. Plassa is doing for the pickleball program. She stated in the spring of 2017 they had fifty total members. She stated they moved to Yardley Hunt where there were three courts which were painted for pickleball, and then they moved back to Cardinal Court after it was resurfaced and turned into four courts. She stated it is still also used for tennis, and their organization invested in portable nets and a construction locker to hold the portable nets.

Mr. Gordon asked what is at Yardley Hunt, and Ms. Gannon stated they have the eye hooks there so you can use them for pickleball. She stated there are three courts there. Mr. Gordon asked if anyone is playing tennis at Cardinal, and Ms. Gannon stated they are now that the courts have been resurfaced.

Ms. Gannon stated in August, because the Fees are spring and fall, they received another invoice. She stated at that point they had twenty-five additional members so it can be seen that there is significant growth. She stated currently they have almost eighty members with 53% of them being Lower Makefield residents. Ms. Gannon stated the other 47% come from Langhorne, Newtown, Washington Crossing, and some from across the River. She noted the other courts in the area. She stated most of the non-residents come from Newtown/Washington Crossing.

Ms. Gannon provided information showing what facilities other area Townships have and their fees. Ms. Gannon stated in Lower Makefield they have to pay insurance which is currently \$20 per person and there are other expenses since they had to invest in nets, have a Meet Up Fee and a resident fee and a non-resident fee. She stated adding that all up, they would be charging a resident \$63 and a non-resident \$105. Mr. Gordon asked where the \$20 per person insurance Fee comes from, and Ms. Gannon stated the Township asked them to provide insurance; and she added that no other local pickleball club has to provide their own Certificate. She stated what the insurance they are required to have does is to provide liability insurance; however, other Township just have their members sign a Wavier that they will not sue the Township.

Mr. Krauss stated according to the chart she has shown Warwick Township charges a resident \$30, and he asked if that is per season; and Ms. Gannon stated that is an annual fee. Mr. Krauss stated Ms. Gannon has shown a charge for nets and balls, and he asked if Warwick is providing all that equipment; and Ms. Gannon stated the Club has their own equipment, but they have dedicated pickleball courts so they do not need nets and they do not need to pay for insurance.

Ms. Bunn asked how long the nets last, and Ms. Gannon stated they last approximately two years. Ms. Bunn stated they are not paying \$10 per person for the nets twice a year as shown on the chart she has provided. Ms. Gannon stated they are paying that once a year. Ms. Gannon stated what is being charged twice a year is the \$30 per resident. Mr. Krauss stated the \$63 for residents and \$105 per non-resident is an annual number, and Ms. Gannon agreed compared to \$30 and \$35 that Warwick is charging so it is double what other Townships are paying for residents and they are paying triple for non-residents. Ms. Gannon stated that is why she is saying that they cannot survive if they are going to continue to charge these Fees.

Ms. Gannon stated in Doylestown a commercial venue was just opened, and it is not associated with the Township to her knowledge; and they charge \$50 for residents and \$50 for non-residents or a \$5 drop-in fee. Ms. Gannon stated unless Lower Makefield does something, she does not feel they will be able to continue offering adult recreation/pickleball for residents or non-residents because right now many people drive to Mason's Mill or Warwick to play. Ms. Gannon stated they are asking for consideration that they revise the Fee. Mr. McNamara asked if they are asking that it be cut in half so that it would just be an annual fee, and Ms. Gannon agreed.

Ms. Tierney stated Ms. Gannon currently keeps people on for the year, and Ms. Tierney only charges them for anyone additional. Ms. Gannon stated it is still \$72 for a non-resident. Ms. Tierney stated it is not. Ms. Gannon stated they still have to pay insurance. Mr. Krauss stated the Fee to the Pickleball group is \$15 for a resident and \$36 for a non-resident. Ms. Tierney stated if there are additional members after the initial sign-up, Ms. Gannon just pays for those people who joined mid-year. Mr. Gordon stated they are therefore just paying an annual fee, and Ms. Gannon agreed. Ms. Bunn stated the annual fee for the residents is only \$15. Ms. Gannon stated if Ms. Tierney was not able to do this for them, their resident fee would be \$63, but she is already cutting some of that down.

Ms. Bunn stated they are only charging them once a year per person, and Ms. Gannon agreed. She stated if they did not change anything the fee would be \$63 and \$105. Ms. Bunn stated it has been indicated that their season is April to October so they are not charging the spring and fall, and they are only charging them once. Ms. Gannon stated she is saying that \$63 and \$105 is what the Township's by-laws say; however, Ms. Bunn stated the by-laws say they are charging a resident fee of \$15. Ms. Gannon stated it is \$15 for the spring and \$15 for the fall; however, it was noted they are not charging them that. Ms. Bunn stated they are considering that their season is April to October, and Ms. Gannon agreed. Ms. Gannon stated she is just saying that the \$63 includes all the other fees she has shown. Ms. Bunn stated the \$15 and \$36 is all that the Township gets, and they are required to provide insurance so all the other numbers are what the Club is charging.

Ms. Gannon stated the \$63 is a market rate because if you play pickleball in Warwick all you have to pay is \$30; and she is currently charging their members in Lower Makefield \$47 for a resident and \$56 for non-residents. She stated she showed the \$63 because if the Township was charging them the \$15 twice a year, that is what it would be for a non-resident; however, the Park Board members stated that is not what they are charging them, and Ms. Gannon agreed. She stated on the very last page of the hand out if they would continue to do what they are doing now which is for an annual season, it would be \$48 if the Township charges them \$15 annually; and Mr. Gordon stated that is what they are doing, and Ms. Gannon agreed. Ms. Bunn stated they have always done that, and Ms. Plassa agreed that they have only paid once per year so far. Mr. Gordon stated they therefore want the Township to do what they are currently doing, and Ms. Gannon agreed.

Mr. Gordon stated they are also asking that they not have the same differential for non-residents, and Ms. Gannon agreed. Ms. Gannon stated they would want the non-resident to pay about \$53 which would mean that the Township would have to cut their Fees by \$16. Mr. Gordon stated his opinion is that he is comfortable with the differential that they have now. He stated he is glad they are able to play in the Township, and the facilities are for the residents. He stated they want to favor their residents and charge a little more for those who are not paying taxes in the Township.

Mr. Krauss stated some of the other Leagues absorb that difference and charge the same for everyone but still pay what is required to the Township.

Ms. Gannon stated the Township has been very supportive, but they have out-of-pocket costs. She stated she recognizes that they do not want taxes to go to non-residents; however, she feels the delta for pickleball is \$450 which is to paint lines on the tennis courts. She stated if there was not a pickleball club, the courts would be open, and non-residents could play on them anyway. She stated there is no increase in taxes to have pickleball in the Township. She stated they do not have dedicated courts, and they do not have to cut the grass. She stated even the re-surfacing was done for the benefit of the “tennis people,” so the delta is \$450. Mr. Gordon stated he disagrees, and it was done for the benefit of both tennis and pickleball.

Mr. Malinowski stated he could go to the pickleball courts and play for nothing anytime he wanted to, and Ms. Gannon stated while they could, this is an organized group. Mr. Krauss stated someone could play if the group that has Permitted it is not using it. Mr. Gordon stated their group is getting Permitted time, so they are guaranteed to play when they want to play. Ms. Gannon stated you could not go to the Cardinal Drive courts and play pickleball since there are only tennis nets there. Mr. Malinowski stated he could play on the courts where you have the ability to bring down the nets.

Ms. Gannon stated they are trying to meet a \$50 Fee since that is what the market is. Mr. Gordon stated they are there for the residents. Ms. Plassa noted the costs for the insurance. Mr. Gordon stated the Township is charging \$15 for residents and \$36 for non-residents. Ms. Gannon stated the market rate for pickleball is approximately \$35 for residents and \$50 for non-residents. It was asked if there could not just be a Township Club for pickleball so that they would not need insurance, and Mr. Gordon stated all of the organizations carry their own insurance.

It was the consensus of the Park & Recreation Board that they should be charged as they are now for one season at \$15 per person for a resident and \$36 for non-residents; and they would only be charged one time other than if someone joins mid-year.

LEAGUE LIAISON REPORT

Mr. Matt Marinelli, 527 Winchester Drive, Vice President of the Lower Makefield Football Association, was present. He stated they just finished and had 500 playing flag football and 120 playing tackle. He stated they held their Championship Games at Pennsbury High School. He stated their Tackle All-Star game for the in-house players will be on Thanksgiving morning at 9:00 a.m. at Macclesfield. He stated in the past they had an indoor flag program for different age groups at the NAC since there are some players who want a year-round program. He stated they went to the NAC because they could not get any field space. Mr. McNamara asked Mr. Marinelli to repeat his comment, and Mr. Marinelli stated they could not get any field space, and so they went to the NAC. He stated they had to cap it at 60 players the first year. He stated the next year YMS agreed to let them use one of the fields in the spring, and they had 75 players. He stated last year they had 175 play spring flag. He stated provided they could get space, he imagines they could get up to 250 to 300 players. He stated the flag program has grown, and they have 75 to 100 more players per year over the last three to four years; and flag football has become the predominant part of the League as there are not as many playing tackle football anymore as people are concerned. He stated flag football does give them skill position play as they do everything except for blocking and tackling in flag. He stated it is part of the NFL Flag Group, and next year they will go to seventeen-year-old players. He stated NFL Flag allows you to have players play in the program until they are seventeen. He stated years ago Flag Football was stopped at seven or eight years old, and you then had to go to tackle. He stated if they continue to expand their Flag Program, he feels in three years, they could get to 750 to 1,000 players.

Ms. Hirko asked their percentage of residents versus non-residents playing in their League; however, Mr. Marinelli stated it varies each year. Ms. Hirko asked where she could get these numbers, and Mr. Marinelli stated they are provided to Ms. Tierney. Mr. Marinelli asked about what private information needs to be provided, and it was noted they need their name and address so that they are paying the right User Fee. Ms. Hirko asked how she could get those numbers, and it was advised she could contact Mr. Tierney.

Mr. Marinelli stated there are space issues as they have six games taking place across the field which is not really safe since there is not a lot of space between the sidelines. He stated there are also parking issues at Macclesfield. He stated they could have had more than 500 players this year, but they had to stop because they did not have enough volunteers to coach.

RECREATION DIRECTOR REPORT

Ms. Tierney stated she provided the Park Board members the Park & Rec Report which will be the new format of her reports to the Board which should be easier to read and provide more data. She stated moving forward she plans to add a data analytic section so that she can provide an idea of field usage, how much the Leagues are paying, and how much the staff is working on the fields. She stated if the Board is okay with this, she would like to post this after each Board meeting so that people can have access to it on-line.

Ms. Hirko asked if there will be information on residents versus non-residents on it, and Ms. Tierney stated there will.

Ms. Tierney stated the Community Center will soon be rolling out. She stated it was the goal to have the Community Center open December 4 to the Seniors initially, and then going through the other two phases of having classes and reserving space; however, they will not be able to open December 4 because there was an issue with the phone installation, and they need that to make the fire system work. She stated they were trying to use Verizon, and Verizon refused because they do not have a pole with FIOS access in that area. She stated they waited three weeks on Verizon, and they finally refused; and now they are going with Comcast which is four to six weeks out. She stated she is also trying an alternate for the fire system as there is a cellular system that they can use.

Ms. Tierney stated with regard to the Dog Park, there was a lot of dirt and dirt removal; and she was concerned how they would be able to open the Dog Park when there is no grass and only mud. She stated she has learned that it could be up to two years to get a solid amount of grass there, and they are looking at alternatives such as sod as a pathway and fence portions off. Ms. Tierney stated she feels it is more realistic to open it early in the spring. Ms. Bunn stated originally there was to be a soft opening in December, and a grand opening in the spring; and Ms. Tierney stated now they are just going to have a grand opening in the spring.

Ms. Tierney stated the Bid for the Pool was over \$20,000 so they will have to go out to bid for the Pool wall. She stated she and Ms. Liney prepared a Request for Proposals for the summer concession, and Mr. Fedorchak is reviewing this.

Ms. Tierney stated at Memorial Park through a Comcast Grant the Garden Club has elected to donate a bench for the chimney section of the Park. She stated the Township also was contacted by Bucks Beautiful to see if they could plant daffodils in front of the Memorial for free, and they will be planting 5,000 to 10,000 which will come back each year.

Ms. Tierney stated she provided to the Board the new hiring form which will be sent out for the summer Pool staff. She stated they also changed the look of the Pool Rules and Regulations form.

Ms. Tierney stated she also updated the Dog Park Rules after meeting with Mr. Truelove. She stated this packet has now been approved by Mr. Truelove to post on the Township Website. She noted the Dog Park Registration form. She stated the Incident Report is still being reviewed with the Police Department to make sure everything is in line. She added they will also have an Incident Report similar to that for the Pool and the other Park & Rec programs. There was a question about the cost for the Dog Park, and Ms. Tierney stated it is \$35 for residents and \$50 for non-residents which is for two dogs, and a \$20 Fee for the key fob. There is a \$15 charge for each additional dog over two dogs. It was asked if the key fob could technically be used to get into the Community Center, and it was noted it could not. Ms. Tierney stated there will be one account for the Pool and the Dog Park, but you have to have identification to get into the Pool.

Ms. Tierney stated they have arranged Dog Park Orientation Classes, and the first one will be on November 29 at the Township Building, and you can register now on-line. Ms. Bun asked if you bring your dog to this; and Ms. Tierney stated you do not, and it does indicate that on-line. She stated there will be a second class on December 13, and a third class has been lined up.

Ms. Tierney stated some future initiatives have been listed in her report for items they are hoping to do soon including update the mission, vision, and goals for the Department, update policies and procedures since they were last done in 1994, and update the logo and create a brand identity for the Park & Rec Department.

Ms. Tierney stated future projects include an instant Feedback System within the Parks. She stated she has set up the Website so people can go onto the Website and provide feedback whenever they want to. She stated she is also looking at a bench donation program, and since she started approximately six benches have been requested so she feels a program should be put in place. She stated she would like to pick out a certain type of bench. She stated she is also in the process of automating all of the reservation processes so that you can go on-line to do this.

Ms. Tierney stated Ms. Lynn Todd has been promoted to Pool Operations Manager, and she will be taking care of all non-aquatic operations at the Pool such as programs, supplies, policies, and processes. Ms. Tierney stated they are still looking for an Aquatic Manager and hopefully they will get a commitment from an individual they are speaking to.

November 14, 2017

Park & Recreation Board – page 19 of 19

There being no further business, Ms. Bunn moved, Mr. Malinowski seconded and it was unanimously carried to adjourn the meeting at 9:20 p.m.

Respectfully Submitted,

David Gordon, Chair