

TOWNSHIP OF LOWER MAKEFIELD
PARK & RECREATION BOARD
MINUTES – NOVEMBER 13, 2018

The regular meeting of the Park & Recreation Board of the Township of Lower Makefield was held in the Municipal Building on November 13, 2018. Mr. Gordon called the meeting to order at 7:40 p.m.

Those present:

Park & Recreation Board: David Gordon, Chairman
 David Malinowski, Vice Chairman
 Douglas Krauss, Secretary
 Michael Brody, Member (joined meeting in
 progress)
 Patricia Bunn, Member (joined meeting in
 progress)
 Bryan McNamara, Member
 Dennis Wysocki, Member

Others: Monica Tierney, Park & Recreation Director
 Daniel Grenier, Supervisor Liaison

APPROVAL OF OCTOBER MINUTES

Mr. Malinowski moved, Mr. Wysocki seconded and it was unanimously carried to approve the Minutes of October 9, 2018 as written.

LEAGUE LIASON REPORTS

Mr. Greg Weber, Pennsbury Athletic Association, stated they have basically finished the fall season. He stated on the baseball side, they had both in-house and travel teams participating through the fall. He stated they interlocked with Levittown Continental and Fairless to make sure they had enough players for fall ball which is a struggle every year. He stated they played both in and out of the Township for the different age groups. He stated they had a very successful spring and fall season. He stated with regard to the softball side, he believes that the tournaments have wrapped up. He stated there were struggles with the weather, and he was not sure if softball was going to try to re-schedule that or not. He stated he knows that they had two successful tournaments as best as they could with the weather. He stated fall clean up is taking place now getting the fields cleaned up. He stated the 50/70 field across the street has been aerated and seeded; however, they did not aerate or seed the lower fields because of the softball tournaments, and they will coordinate that work with the Park & Rec staff.

Mr. Gordon asked about the batting cage projects. Mr. Weber stated they lost back stops and batting cages in a storm. He stated they had to rebuild two of the batting cages that they had installed two years ago. He stated they also added two more cages at the Fred Allan Complex, and they replaced one of the fallen cages with a newly-designed cage at Stoddard. He stated they currently have three cages across the street at Stoddard/Caiola Complex, two at Fred Allan, and another older one at Macclesfield; and they may consider putting in another one there in the future.

Mr. Weber stated they did a new design from what they historically had in the past for the batting cages. He stated there is no fencing surrounding the cages, and they are essentially u-shaped supports with the netting hanging from them over a concrete pad with AstroTurf. He stated because of that you do not have the mud or maintenance with weeds, grass, etc. He stated signs will be up stating “No Cleats.” Mr. Weber stated the nets will come down soon, as they just finished their season a week ago and they had gone longer because of the weather.

Mr. Grenier asked if they have considered the impact in case there are heavy snows this year given the collapsing last year. Mr. Weber stated they have re-designed a support system for the cages, and he reviewed the system they used which allows for the netting to be dropped easily. He stated for the winter, they will remove the nets entirely and get them into bins and find a place to store them. He stated they had a garage facility in Yardley Borough; however, they no longer have that since they were paying about \$3,000 a year. He stated they are going to organize the sheds that they have to find space to put the nets in storage. Mr. Gordon asked if they could be stored in the snack bars. Mr. Weber stated they may be able to, but there is not a lot of room in there. He stated the sheds they installed a few years ago are in good shape and have a small loft area. He feels if they organize them, they should be able to get them in the sheds.

Mr. Grenier noted the trail to be built around the ball fields. He stated as part of the tree planting plan there were some trees contemplated to be installed after the trail is done, and he feels PAA should have input in that relative to future trees to shade the outfield, etc. and not impact vision. Mr. Weber stated sometimes they do struggle with the trees on certain fields with drainage because if there is no sunlight, the fields do not dry out in those areas. He particularly noted Stoddard #3 which is always a challenge to get it drained and dried off in order to be able to play on it. He stated they put in drainage approximately one year ago along the right field line where they dug a trench, backfilled, and put in a pipe to absorb some of the water although it is still “swampy.” Mr. Grenier stated once the plan progresses, they will work with PAA in terms of tree locations. Mr. McNamara stated it is good to have trees for shade for fans.

DISCUSSION AND RECOMMENDATION TO THE BOARD OF SUPERVISORS FOR FEE INCREASE FOR STAFF SUPPORT

Ms. Tierney stated as they were looking at the numbers and getting ready for the Budget season, they found that the fee being charged for additional staff support, such as for larger tournaments and special events at the Community Center, is not sufficient to cover that expense. Mr. Gordon asked the current system in place, and Ms. Tierney stated they charge \$30 an hour for support for events. She stated it has not been raised for inflation in years, and the staff continues to get a 3% raise each year. Ms. Tierney stated she is recommending that something be put together that will be specific each year. She stated they would set the fee for the year based on inflation. Mr. Gordon asked if it is \$30 an hour per person, and Ms. Tierney agreed that is the fee currently. Mr. Gordon asked how they determine what manpower is required for each special event. Ms. Tierney stated for the Community Center they have been doing one to two people based on the number of people attending so if there were seventy-five people, they have had a least one support staff present; and if there were one hundred fifty or more, they have two people.

Ms. Tierney stated it depends on how much set up and tear down there is. She stated for the league events, they always have two people in case something happens to one so that there is a back-up person there. Ms. Tierney stated if there is food they have to have at least one person who has the Certification. She stated the current rate does not cover the costs, so they are losing money. Ms. Tierney stated they want to at least break even on covering the cost of the staff being there at an overtime rate. She stated they also charge for rental of the facility.

Ms. Tierney stated she is proposing that they do not set an actual fee, rather they say that they set the fee to cover the cost which would be time and a half, plus the employer share of FICA and Pension. She stated every year they would re-evaluate.

Mr. Krauss asked if the fee would still be published so people know what they are going to be charged, and Ms. Tierney stated it would be in the Fee Schedule and go through the Fee Resolution every year. Ms. Tierney stated there would be a hard amount determined each year. Mr. Krauss stated he feels they should have guidelines of how it will be charged at the Community Center. Mr. Krauss asked if you have seventy-five people but you are taking care of everything do you still have to have a support staff. Ms. Tierney stated if PAA has a meeting there and they are just sitting and not having food, they do not necessarily need support staff. She stated food would be an indicator of the need to have a support staff or if there is a lot of set up and take down or an electrical component.

Mr. Gordon asked, based on the calculation now, what would the cost be.

Ms. Tierney stated it would be approximately \$48/\$49. She stated what they do is estimate the total of all the staff and get an average. Mr. Gordon asked if it is always overtime when they use staff for this, and Ms. Tierney stated anytime after 2 p.m. or a weekend event it is always overtime. Ms. Tierney stated they would consider the rate every year before the Fee Resolution which would be mid-December for the following year. She stated this proposed increase would be for 2019.

Mr. Grenier asked if this would line up with when the Board of Supervisors approves the Budget, and Ms. Tierney agreed.

Ms. Bunn asked if it would be possible to schedule someone to have off in the morning and not make it overtime; and Ms. Tierney stated it is not possible with the Contract, as they have contracted hours. Ms. Bunn asked if they could change the Contract, and asked if this is not the time when everybody negotiates the Contracts. Ms. Tierney stated she believes they have a few more years on the Contract.

Mr. Gordon asked if there are extra hours where they could find a way to schedule people in within their forty hours as opposed to it always being overtime. Ms. Tierney stated they could not take an employee off from what their duties are and have them cover an event without it being overtime.

Ms. Tierney stated Veronica and the Intern also help with some of the evening events. She stated she herself is Certified for the food handling as are Veronica, and two other employees, so there are four who can cover the food-related events.

Ms. Tierney stated they would need a recommendation to the Board of Supervisors. She stated it will essentially be a 3% increase each year. Mr. Grenier stated there was a 3% raise in the Budget. Mr. Grenier stated there is a chance that the Fee could go down in the future if the more senior staff retires and more junior staff comes in at a lower rate. He stated the fee would be adjusted based on the average salary plus benefits of the staff that year. Ms. Tierney stated it would not include health benefits and just includes Pension which is directly related to the hours they work and the employer share of FICA.

Ms. Bunn stated she feels they should have a hard number. Ms. Tierney stated every year in the Fee Resolution it will be written down. Ms. Bunn asked what the fee will be in January, 2019. Ms. Tierney stated it would be approximately \$48/\$49 or they could round it up to \$50 for the hard costs. Mr. Wysocki stated they should also indicate that the fee will be set each year.

Mr. Wysocki moved, Mr. McNamara seconded and it was unanimously carried to recommend to the Board of Supervisors that the fee be set for the next year at \$50 an hour based on an average Park & Rec salary at time and a half plus the employer's share of FICA and Pension and fees to be reset each year with the Fee Resolution.

2019 PARK AND RECREATION AND POOL BUDGET SUMMARY

Mr. Grenier stated the Board of Supervisors had their Preliminary Budget meeting on October 30 and a follow-up at the Supervisors' meeting last week. He stated the Board has not yet voted on the Final Budget. He stated everything that Ms. Tierney will discuss is in the current Budget and no one has made any Motions to amend or change anything adding that nothing is final yet.

Ms. Tierney stated she met with Mr. Ferguson for many hours to discuss the Budget. She stated Park & Rec is doing great, and the millage is now covering the expenses operationally and we also have the User Fees that are helping. She stated they are also able to support some Capital projects.

Ms. Tierney stated they are able to support and match the Memorial Park Grant so that we can continue to proceed with that. Mr. Gordon asked what that will include. Ms. Tierney stated it would be the work on the east side including the tennis courts, pavilions, and some of the other amenities.

Ms. Tierney stated they are going to need new front doors for the Community Center as they are not push button/ADA accessible. She stated they are also going to need a sign for the Community Center as not having one has posed a problem as people do not know where it is. Mr. Krauss noted there are signs in other communities which can be programmed and list the events. Mr. Grenier noted they are expensive. Mr. Krauss stated he knows there are no other signs like that in the rest of the Township, but you can publicize functions on such a sign. Ms. Tierney stated that is not what she budgeted for.

Ms. Bunn asked if we are paying for the new doors at the Community Center, and Ms. Tierney stated we are. Ms. Bunn asked why we are not going back to the architect for this. Ms. Tierney stated the doors are ADA compliant, but they do not have the electronic component; and the Seniors are having trouble with the doors.

Ms. Tierney stated she also included renovating the Fred Allan bocce courts which is essentially just re-carpeting. She stated the amount budgeted is \$5,000 which is actually inexpensive. Mr. McNamara asked about the available turf, and she stated the turf is too long for bocce. Ms. Tierney stated the Department also needs a new truck as one of the trucks is over twenty years old and constantly broken down. She stated the new truck will be able to accommodate the plow and some snow equipment we already have. She stated they will do a three-year finance for the truck so it is \$16,000 this year. She stated we also need a small mower to replace an old mower, and there is significant acreage to be mowed every day.

Ms. Tierney stated money has also been budgeted for sketches for the Woodside bike path as well as the Feasibility Study for the Pool in the amount of \$25,000.

Ms. Tierney stated with regard to the Budget for the Pool, they will be able to cover the entire project of the pool wall and the gutter system. Mr. Gordon asked if this project will be done before opening next year; however, Ms. Tierney stated she does not believe it will, and they are looking to do it the day that they close. Ms. Tierney stated they are looking at an 8% increase in the Membership Fees to cover their expenses, adding there has not been an increase since 2011 or 2012. Mr. Krauss asked if that is an 8% increase across each user group, and Ms. Tierney agreed.

Ms. Tierney stated next year they are looking to do a Summer Camp hoping that it will be at least a break-even project. She is looking to have fifty children to try it out. They will have one trip a week, Friday mornings at the Pool, and crafts every day. It would be for ages six to twelve. She stated they will need summer time support staff for it, and that has been included in the Budget. She stated this is included in the Budget on Pages 21/22. She stated while they are preparing to spend for fifty children, at a minimum they would want to get thirty which will cover their costs.

Mr. Gordon stated they need to get started on this by early spring, and Ms. Tierney stated they have everything ready to proceed but wanted to make sure it was approved. Mr. Krauss asked where they would host it, and Ms. Tierney stated they would use the Community Center, Kids Kingdom, and the Pool. Ms. Tierney stated other surrounding Municipalities have camps, and she would like to try it.

Mr. Gordon asked if they would have it pay by the week; and Ms. Tierney stated this year because it is new, they will do either a four-week or eight-week option. She stated the Fees would be based on residents, Pool member, and non-resident.

Mr. McNamara asked for further clarification about the pool wall and asked if they are going to look into that when they do the Pool Feasibility Study. Ms. Tierney stated the pool wall has to be done, and they have been talking about this for twelve years. She stated while they have been patching it every year, she feels they are now at a place where they need a full repair.

Mr. Krauss noted Page 23 with regard to the Community Center for 260/Minor Equipment year to date it is \$13,000, projected is \$30,000, and the Budget was \$35,000. Ms. Tierney stated there are still some things they have to purchase. She noted there are pieces that need to go with the stage, and a number of other things. She stated they will probably not reach that number. Mr. Krauss asked if the doors could come out of this year's Budget so that money could be re-purposed for something else next year. He stated there is still \$22,000 left in this year's Budget.

Ms. Tierney stated there were specific line items that are still uncovered although she cannot recall them at this time. She stated she is not sure that the \$30,000 will be met so it is possible that could use those funds for the door, and she would look into that a little further although she is not sure that the doors would be considered Minor Equipment, and that would be more of a Capital purchase. Mr. Krauss stated it would just be the electric part. Mr. Grenier stated this is a “bottom up Budget,” and they do not have “everything on the bottom lined up,” which is what Ms. Tierney is trying to recall. He stated it is all within the Park & Rec Fund versus another fund so they can re-purpose within the Park & Rec Fund. Mr. Grenier asked Ms. Tierney to look into the \$30,000 versus the \$13,000 spent. Ms. Tierney stated they went over the numbers very thoroughly, although she cannot recall exactly what this was allocated for.

Mr. McNamara asked about the Community Center floors adding he did not feel the floors looked that bad. Ms. Tierney stated they are scratched, but nothing has been budgeted for the floors next year.

Mr. Krauss stated it appears they are \$50,000 under the Revenue Budget this year for the Pool, and Ms. Tierney agreed. She stated this is part of the reason why they have to increase the Fees this year. She stated they have the big project to do, there are increased costs every year, and we have not raised the Fees. Ms. Tierney stated they also need to have training for the staff, and they have not trained the staff in the past as well as they could; and it will take money to train the staff in the way they should be trained. She stated they will do more thorough background checks, physicals, drug testing, provide Certifications for staff, and a certain number of hours of training which they had not included in the past.

Mr. McNamara stated the Pool at East Brunswick New Jersey should be looked at with regard to their slides and other amenities which should be considered in the Feasibility Study.

Mr. Krauss stated the notes indicated that Fees for the Pool have not been raised since 2009; however, he feels they were raised more recently than that. Ms. Tierney stated she believes they discussed raising them last year, but they never did. Mr. Krauss stated he felt they were raised when Ms. Liney was here. Mr. McNamara stated he felt the Fees were lowered for Seniors, but were raised for some other categories. Ms. Tierney stated they may have been raised in some categories, but from what she found across the board they had not been raised since 2009.

SNIPES DISCUSSION

Mr. Gordon stated nothing has been included in the Budget for Snipes. Mr. Grenier stated Snipes is considered under Capital Projects, and Ms. Tierney stated they only had maintenance budgeted in the past for Snipes, and they did not have the whole project.

Mr. Grenier stated at the last Park & Recreation Board meeting he felt that they would have had something in the Budget for Snipes and some other projects; however, a few days before the Budget meeting he saw the Budget, and there was nothing budgeted for the Snipes project. Mr. Grenier stated he did not know at the last Park & Recreation Board meeting that we were in the position that we are in. He stated when the Board of Supervisors was discussing the 2018 Budget, at the December 20, 2017 Budget meeting, the Board of Supervisors voted to put in approximately \$2 million worth of Park & Rec related projects including Snipes, the Woodside bike path, \$100,000 for lights at Caiola and some other items; however, none of those projects were executed in 2018 so there was \$2 million that was not spent on Park & Rec projects in 2018 that had been approved as part of the 2018 Budget in 2017.

Mr. Grenier stated in July, 2018 the former Township Manager and the Auditor discussed the status of the overall Budget for the Township with the General Fund being the focus, and they made comments that the General Fund was at \$2.9 million, plus there was \$2 million coming in for the cell phone tower. He stated they were cautiously optimistic about this year's Budget; however after the new Township Manager went through the Budget and looked at the different funds, he found that several of the funds were in the negative. Mr. Grenier stated because the Township sold the cell phone tower for \$2 million the General Fund is projected to end up at almost \$2 million for 2018, and that did not include spending the \$2 million for the Park & Rec projects mentioned earlier that had been put in the 2018 Budget but never executed. Mr. Grenier stated last year the Board at that time approved all those projects. Mr. Grenier stated he has also recently heard that some other items have come to light so that the General Fund balance at the end of 2018 will probably be a little less than \$2 million, and moving into 2019 taking into account the different needs, they have found that a lot of the projects that we are mandated to do, which are mostly sewer project, will result in a General Fund balance at the end of 2019 of approximately \$1.5 million.

Mr. Grenier stated a lot of this is due to the Debt Service on the Golf Course which has gone from a couple hundred thousand up to \$1 million because of the way that it was financed. He stated the up-front payments for the first ten years were very low, and it was all interest payments; and this year they ballooned, and it will continue

to do that for a couple of years. Mr. Grenier was asked if the Golf Course does not pay for itself, and Mr. Grenier stated “it is not even close.” He stated this year they were down approximately 4,000 rounds of golf because of the rain. He stated they have done a comparison with other golf courses in terms of rounds and revenue, and the golf side is competitive with other public courses. Mr. Grenier stated the restaurant side is lacking, and they are looking into ways to increase revenue on the restaurant side, weddings, etc. Mr. Wysocki asked Mr. Grenier if they are counting in the Debt Service when indicating that the revenues do not cover the expenses, and Mr. Grenier agreed. Mr. Wysocki asked if the Golf Course covers its expenses if you do not include the Debt Service. Mr. Grenier stated this year it was difficult because of the rain, adding other years they were much better and were able to cover the expenses. He stated now the debt is in the millions where previously it was hundreds of thousands. Mr. Wysocki asked if this is a contract year for the management company, and Mr. Grenier stated he cannot provide details as it is an Executive Session item. He stated they are looking at ways to structure the Contract in terms of the different pieces of the Golf Course, the terms, and performance criteria. Mr. Grenier stated it is a well-managed course, and they are doing a good job but it is weather-related, and there is only so much money which can be made from the golf itself.

Mr. Wysocki stated he has heard negative feedback from a lot of players about the condition of the Course this year. Mr. Wysocki stated he knows the weather is often used to rationalize it, but there are other Municipal courses that experience the same weather that had much better conditions. Mr. Grenier stated the Golf Committee is reviewing those issues and giving recommendations, and he asked that Mr. Wysocki pass along any information he has about the conditions at the Course. Mr. Malinowski stated the greens are not in good shape, and the bunkers have never been in good shape. Mr. Grenier stated they did recently discuss the bunkers. Mr. Malinowski stated with regard to the conditions of the greens, it may be that the golfers may not be fixing divots on the greens or it may be that the greens are not being maintained correctly. Mr. Grenier stated he could take this feedback back to the Golf Committee and the Board of Supervisors. Mr. McNamara asked if the weather and the humidity could effect the growing of grass, and Mr. Grenier agreed adding they are also seeing this at the other Park & Rec fields.

Mr. Gordon asked about the Board of Supervisors’ vision with regard to the future of Snipes. Mr. Grenier stated based on what the new Township Manager has uncovered, 2019 and 2020 will be very difficult Budget years with a lot of sewer projects, additional Debt Service at the Golf Course, and a number of other items which are “big ticket” items. Mr. Grenier stated they have had some discussions with the leagues about meeting to discuss options. He stated they now have the Needs Assessment, which has provided some different approaches for the short

term and the long term. He stated there could be a short-term option about the Leagues getting together to reorganize on different fields and if there is an option for some kind of public/private partnership to move ahead with Snipes. He stated the Board wants to do Snipes, but they do not have the money, so they need to find ways to generate the funds to do it.

Mr. Gordon stated he is surprised about the increase in the Debt Service in terms of interest rates which in recent years were very low, and most homeowners got fixed long-term mortgages that did not have ARMs where there would be a balloon jump. Ms. Bunn stated she felt they had done that; however, Mr. Grenier stated there was some re-financing of some of the Township debt, but it did not effect the Golf Course debt, and it is just the way it was structured years ago and has not been re-structured since then.

Mr. Gordon asked if part of what went into the Debt Service was to pay the eminent domain lawsuit, and Mr. Grenier stated he believes that was part of it. Mr. Grenier stated he believes the Debt Service goes out to 2032, and it flattens out over the next few years, and then stays at that level until the end.

Mr. Grenier stated they need to look at ways to address revenue issues. He stated there was a time period when the Township was developing and the new developments would pay developer fees in amounts of hundreds of thousands of dollars every year for a long time; however, it has been flat the last twelve to thirteen years. Mr. Grenier stated they need to re-evaluate what they can and cannot spend money on and how they can generate revenue.

Mr. McNamara stated there is a separate Golf Course Budget, and Ms. Tierney stated there is a full Budget available on-line and at the Township Building.

Mr. Wysocki asked how the Golf Course compares to other area Municipal courses in terms of financial performance, and Mr. Grenier stated it is on par with other higher end public courses from a golf perspective. He stated there are areas for improvements in terms of revenue generation; however, he does not think there is the potential to cover all these balloon increases in Debt Service as there are only so many rounds of golf that can be played, food and beverage sold, and weddings and events held.

Mr. Krauss stated with regard to Snipes there is therefore probably twenty-four months of no opportunity at the moment for additional build out of any inventory in the system in terms of new space, and Mr. Grenier stated that is correct assuming they are speaking of it being fully funded by the Township. Mr. Krauss asked with regard to the next steps of identifying and working with the user groups what can the Park & Recreation Board and the Township do since he feels they should meet

now since the user groups will need to be planning for spring and may need to have to secure fields elsewhere. Mr. Grenier stated when this Budget came to light, he reached out to a few of the user groups asking them to get together to start brainstorming some ideas. He stated he reached out to YMS, PAA, lacrosse, and field hockey; and he asked them to reach out to those he had not contacted. He stated the groups are going to get together, and he will meet with a few of them as well to brainstorm some ideas and start the conversation. He stated once some ideas start to come to fruition, he will ask them, with Ms. Tierney's help, to come before the Park & Recreation Board for more discussion; and to do so soon since there is a need as they saw in the Needs Assessment.

Mr. Steve Beede, YMS, stated with regard to Snipes, they saw the Budget report and they understand the situation the Township is in; and even though they are frustrated by it, they know that there is not much that the Township can do to get the money so that Snipes could be built. He stated the different clubs are going to meet and come up with other options in terms of how they can find space. He stated the existing space is over-utilized, and the fields are "destroyed." He stated they actively trying to find anywhere else they can put their programs.

Mr. Gordon asked if there are Pennsbury-related options recognizing that they cost money. Mr. Beede stated there are. Ms. Bunn stated the Pennsbury fields are not in great shape either. Mr. Beede stated it is possible that the Pennsbury fields may be in better shape than the Township fields, depending on the location.

Mr. Gordon stated they were surprised to learn about the "drag" that the Golf Course will be on the Township for an extended period of time. Mr. Gordon asked if there are things that can be discussed about reducing that "drag." He stated he is not suggesting closing the Golf Course, but possibly they could have a public/private option to sell parts of it. Mr. Grenier stated he feels all options should be on the table with regard to the Golf Course as well as anything else that is a major "drag" on the Township to see if it can be addressed differently than how it has been in the past.

Ms. Bunn stated she felt the Golf Course was set up to be a public course, and it was noted it is a public course. Mr. Grenier stated the way the Budget is and will be for at least a couple of years, they are open to all options. Mr. Gordon stated he was not sure that they were using every acre of space at the Golf Course. He noted that Yardley Golf Course when they had financial difficulties sold a few acres for a substantial amount of money, and three to five townhouses were built on a corner of the Golf Course. Ms. Bunn stated she felt that the property was Deed restricted and could not be developed. Mr. Grenier stated while this is probably right, they are open to ideas; and Mr. Ferguson is looking at ways to pay

for different things. Mr. Wysocki discussed some options with regard to rates, and Mr. Grenier stated the Golf Committee is also looking into a number of things. Mr. Grenier stated he feels the greatest opportunity for increased revenue is on the restaurant/event side, and that is not something that our current Golf Course management team is very aggressive with. Mr. Wysocki stated they might want to consider separating the restaurant/event side from the Golf Course side since they are different entities, and a group running a Golf Course cannot necessarily run a restaurant. Mr. Grenier stated it is a nice restaurant with beautiful views, deck space, and a bar; and it should do well, but most people do not go there. Ms. Bunn stated they need to consider separating them, and they should have an event coordinator. Mr. Grenier stated they are discussing that. Ms. Bunn stated they need someone to promote it.

Mr. Wysocki asked Mr. Beede if lighting would help open up more of the park land we have and allow them to rotate more. He stated lighting may be a less expensive option than building out an entire park to get capacity. Mr. Grenier stated lighting at Snipes would be approximately \$900,000 and would be similar in cost to a turf field. Ms. Bunn stated the lighting cost across the street was only \$200,000. Mr. Grenier stated the bid cost at Snipes for lights was \$872,00 for four fields. Mr. Beede stated he has been in the lighting industry and he understands that it is about \$100,000 per bulb.

Mr. Gordon stated he understands what Mr. Wysocki is suggesting since the back fields at Macclesfield are not lit, so those fields cannot be used in the fall and early spring because it is dark. Mr. Beede stated they do get a lot of use, and they use them until you cannot see anymore. He stated there is a lot of game activity on those fields, but they have a very poor playing surface. He stated the most impactful thing for them is turf. He stated they are using the existing turf field as much as they can. He stated they have moved in-house onto it to minimize the cancelations they had to have this year. He stated on the travel side, they are one of the few clubs that can almost always play because of the turf field. He stated from a training perspective, they have fourteen to eighteen teams on it a night. He stated while more lights would be good, wherever those lights would be, it would just be a matter of time before those fields were destroyed. He stated it is not just soccer, as football is growing and sports in general are growing, and all of these groups are either here or looking to come in.

Mr. Beede stated they had a record year, and in-house their numbers were over eight hundred for the season. He stated they had to cap it due to lack of capacity. He stated the biggest problem this year was weather, and it was the worst in thirty years. He stated because they had to re-schedule or cancel games, they were pushed well beyond the typical schedule. He stated it created “animosity” with the program and disappointment. He stated with regard to the Columbus Cup, the tournament

in October, their numbers were down significantly. He stated the feedback they had on that was that it was because of the poor quality of the fields and parking. He stated this year they were down to two sites when typically they have had three or four sites. He stated this year they did off load a “decent” amount of the Macclesfield traffic to a field in Bordentown, and they brought food trucks in which were a huge hit. He stated as a result of being able to lower the numbers a little bit at Macclesfield, dropping from twenty-three fields to seventeen, the parking situation was significantly improved. He stated they found the biggest issue with parking at Macclesfield is that they are supposed to be able to park there with parking passes, but there are then no spots available. He stated overall it was a much better experience than it was in the years before. He stated there were also three to four fields that they could not put soccer on; and if they did, they found out from the year before, that those teams would not come back.

Mr. Beede stated the high school teams are all coming back now to train, and they have seventeen teams training through the week. He stated many of the younger teams have also continued as well because of all of the games that were re-scheduled so they are packed for the next two weeks. He stated they have a record number of travel teams going to Disney this year.

Mr. Wysocki asked what percentage of the in-house players are Township residents, and Mr. Beede stated it is 83%. Mr. Wysocki stated it continues to be an increasingly-popular sport. He stated YMS gave up space for the Dog Park with the the promise of having more space at Macclesfield because football was going to be moved to Snipes. Mr. Grenier stated it is disappointing all around.

OXFORD VALLEY BIKE PATH UPDATE

Mr. Bill Zadrovicz, Traffic Planning and Design, and Mr. Jim Majewski were present. Mr. Zadrovicz stated the Park & Rec Board has been provided a progress report of where they are with the Community Center trail design. He stated they were approached by the Township to apply for a Grant through DVRPC to complete the loop around the Community Center. He stated they saw it would be beneficial to break it down into two phases. Phase 1 and Phase 2 were shown with Phase 2 taking it from the softball field up to Mill Road. He stated for Phase 2 they will need to acquire right-of-way so they are going to get the easiest part done first as it does not require any right-of-way acquisition although there is a small Easement required from the Water Company.

Mr. Majewski stated when TPD spoke to DVRPC, which is the funding mechanism although the money comes through PennDOT, the initial concept was to complete the entire loop around; however, when they met with DVRPC, the right-of-way acquisition was a problematic issue to get the Grant. He stated DVRPC indicated that if it was put in, we would probably not get the Grant so the piece along the last property next to Mill Road and Oxford Valley was cut out. Mr. Majewski stated later in the discussions they indicated they did not want a dead-end section from the entrance to the softball complex to the property line. He stated that is why they have arrived as the proposed lay out.

Mr. Grenier asked the value of the Grant, and Mr. Zadrovicz stated it is \$700,000. He stated the soft costs were approximately \$150,000. Mr. Majewski stated the initial Application was \$740,000 which took it up to the property line at the end of the softball complex; however, that was scaled back by DVRPC, and they only granted \$700,000 for the construction costs which will be fully funded by the Grant. He stated soft costs will be engineering and inspection in the amount of approximately \$148,000.

Mr. Zadrovicz stated they accepted DVRPC's comments as to the design of the trail. He stated they are showing an 8' wide path meandering through the area, and they are trying to keep it closer to the roadways to match the trails throughout the Township now. He stated they also want to keep it closer to the roads for security purposes. He stated with the trail alignment, they are also trying to avoid trees; although there are a few trees by the softball field that will have to be removed. He stated there are also approximately four trees in front of the Community Center that they are going to look to relocate as part of the trail alignment. Mr. Zadrovicz stated they also have minor improvements other than the trail, including ADA improvements at Edgewood and Oxford Valley Road, and a mid-block crossing so they can get the neighbors from the neighborhood east of Oxford Valley Road into the Park. He stated they are proposing that crossing at Roelofs Road, although that may be changed depending on sight distance. He stated their preliminary analysis indicates the sight distance will be acceptable in that area. He stated it will include flashing warning lights that will be activated when a pedestrian comes up to the crosswalk, and they will not be constant. Ms. Bunn asked if that would be automatic or do you have to push a button. Mr. Zadrovicz stated it could be both, and they would recommend that you have the video cameras that would detect a pedestrian as they approach the crossing with the push button as a back up.

Mr. Zadrovicz stated they are recommending the 8' trail that will include a swale between the trail and the existing roadway network. He stated the 8' trail also matches the Township Ordinance and most of the trails in the area. He stated while there is a 10' trail option, that is more of a Federal funding, National standard for multi-use trails. He stated they feel confident that they could

present the case to reduce that down to 8' so that they could get additional trail length than what they are showing without have to go over budget past the Grant amount

Mr. Gordon asked when the work would be done, and Mr. Zadrovicz stated most of the engineering will be done in 2019 although some of that could go over into 2020. He stated it would then be put out to Bid, and he would estimate that construction would be in 2020/2021.

Mr. Majewski stated Mr. Brody had advised Ms. Tierney that he was concerned about the sight distance, and that is something that Mr. Zadrovicz and TPD looked into as far as whether they met the sight distance; and they felt that they may need to cut down a few trees. Mr. Majewski stated there are already some trees in the area that are slated to come down because of the alignment of the path, and there may be a few more that need to be taken down so that you can have a clear line of sight for a speed of what vehicles would be traveling on Oxford Valley Road. Mr. Zadrovicz stated this would be so that people are comfortable crossing Oxford Valley Road as they approach the crosswalk and to make sure they are able to see far enough.

Mr. Gordon stated Mr. Brody had texted him and asked the sight distance from the curb going west to the proposed crosswalk at Roelofs as he felt there was possibly only 300'. Mr. Zadrovicz stated coming out of the softball field looking to the left, currently they are estimating 332' and based on a 25 mile an hour speed limit it needs to be 155'. He stated they will be doing a speed study to determine the 85th percentile. Mr. Zadrovicz stated in the other direction, looking right, it is 385'.

Mr. Krauss asked if there are other signs that could be posted such as "Crosswalk Ahead" besides the flashing light at the crosswalk. Mr. Zadrovicz stated there is usually a static pedestrian warning sign placed approximately 200' to 300' prior to the crosswalk.

Mr. Majewski stated they know that people are not driving 25 miles per hour in this area so they will be doing a traffic study, and they may have to cut down a few more trees more are shown on the Plan.

Mr. Wysocki asked if this will be entirely funded through the State Grant, and Mr. Majewski stated the construction is completely funded by the Grant. He stated the Township will have to pay all of the costs for engineering, inspection, and the speed study.

Mr. Grenier asked if the totals for the four alternatives include all of the soft costs and construction costs, and Mr. Zadrovicz stated they do not include the soft costs. Mr. Grenier stated anything over \$700,000 will be the responsibility of the Township. Mr. Zadrovicz stated in order to be competitive to get the Grant they want to see a match, and he believes they showed it at 20%. Mr. Majewski stated if they do not spend the \$700,000 on the construction, they would lose whatever is left. Mr. Grenier asked if they could put it toward something other than construction related to the trail, and Mr. Majewski stated it is just for construction. He stated if the bids come in at \$660,000 for the construction, the Grant-funding agency will save money. Ms. Bunn asked what happens if it comes in at \$1.1 million, and Mr. Zadrovicz stated they will make sure that does not happen. Mr. Majewski stated Mr. Zadrovicz had money built in for stormwater management which is now a requirement for trail projects unlike in the past. He stated they will look at the designs that were done for the Community Center and the ball fields to see if there is extra capacity that was built into those designs so that the little bit of impervious that is being added for these trails can fit into that so that possibly nothing needs to be done on certain parts of the trail for stormwater management.

Mr. Grenier stated the trail ends just before the Township Building and is in the vicinity where they will be putting permanent chicanes and moving into the Sandy Run design, and he asked if this trail has to be integrated into that design. Mr. Zadrovicz stated they took it right to the existing trail. Mr. Majewski stated there is a segment where the crosswalk is at the Township Building, and if you go to the west toward the Railroad, there is a section of path that was built previously. Mr. Grenier stated they are assuming that Sandy Run and the permanent chicanes will not have an impact on the existing or proposed paths, and Mr. Zadrovicz stated they will make sure that they are seamless. He stated he assumes the chicanes will be in by 2019. Mr. Majewski stated the chicanes stop short of the Township entrance so it is at least 75' away.

REVIEW OF COMPREHENSIVE PLAN FINDINGS

Ms. Tierney stated the Bucks County Planning Commission did a Recreation Inventory Needs Assessment of the Township properties. She stated they interviewed all of the current sports and future sports leagues to come up with their results. Ms. Tierney stated they show that there is quantitatively enough facilities for our population; however, it is skewed, and there are sports that cannot be provided here because of the usage of the fields currently.

Mr. Gordon stated they included Pennsbury fields in the assessment of the accessible fields, but they are not Township fields, and we do not necessarily have access to them. He stated some we have access to at a cost, and some we do not have access to at all. He stated he does not feel it was right for them to have included Pennsbury fields as part of the Lower Makefield Township system.

Mr. Grenier stated while he does not disagree, what he read was that they included them to show that there is a potential that might be an option; however, they also made statements to the effect that they were not accessible. He stated they are obligated to show that they exist, but they also pointed out that while they exist it does not mean that we can use them. Mr. Wysocki asked why they are obligated to show that they exist, and why they would not show Northampton and other Townships' fields which could be available to the Township. Mr. Grenier stated it is because the Pennsbury fields are within the borders of our Township.

Mr. Brody joined the meeting at this time.

Ms. Tierney stated they did discuss that we cannot accommodate lacrosse, field hockey, ultimate Frisbee, or rugby user groups due to scheduling issues. She stated it was noted that we do not have enough facilities, and they recommend that we need at least a minimum of two more fields or a turf field. They also recommended that there be further study.

Ms. Tierney stated we do have serious overuse. She stated after this was published, she went out to Macclesfield and met with Mr. Beede, and they walked the fields. Ms. Tierney stated she knows that there is a serious overuse issue, and they cannot keep up with mowing, and they had a hard time fitting things in before YMS had their weekend events especially with the rain this year. She stated she feels the report accurately portrays that we do need more space, and there is no way that we could fit another group on our fields right now. She stated we are also not able to rest the fields, and currently they are mud and dirt.

Mr. Krauss stated they try to minimize cancelations, and there are a lot of other organizations that will close fields because of overuse; and he feels we have been lenient by not doing that and respected the user groups. Ms. Tierney stated we do not have the ability to rotate fields at this time the way they should be rotated. She stated she has included in her Director's Report that there is a pipe that is crushed on the side of the turf field that floods, and they are going to try to repair it this year internally. She stated the report does support what everyone is saying about the overuse issues and that we need more fields to accommodate our population. She stated while our population may not be increasing for youths, we still have a severe need; and we cannot keep up with the demand with what we have as far as usability on our fields.

Mr. Wysocki stated he feels the report undersells the need pretty dramatically. He stated YMS limited their participation because they did not have the fields to support their teams. Mr. Gordon stated the Columbus Cup is a huge fundraiser for YMS, and to hear that they dramatically lost teams because of the lack of fields and the poor quality of the fields that they were using will hurt their fundraising efforts.

Mr. Krauss stated the Frisbee Club has to go to Mercer County or other fields and pay three times the rate that they would pay in Lower Makefield.

Ms. Tierney stated while the population is not growing, our youth participation rate has been growing, and that may not be seen in this report.

Mr. McNamara stated they have heard that an alternative to Snipes would be to use the Quarry Hill and Afton fields, and he asked if anyone has had a direct conversation with Pennsbury about use of those fields. He stated PAA used them for baseball, but Pennsbury did not maintain them, and they charge a lot.

Ms. Tierney stated there are issues maintenance wise as it relates to their Union Contracts, and she does not feel the leagues would be able to help maintain them because of those Contracts.

Mr. Grenier stated YMS is talking to Pennsbury to see what would be feasible. Ms. Bunn stated if they are going to be using those fields, they need to realize that there are no bathroom facilities. Mr. Grenier stated he knows some people on the School Board, and once he posted the Needs Assessment on line, they took it to their Facilities Director for discussion since Pennsbury was called out in the report as an option. Mr. Grenier stated there may need to be meetings between the groups to see if the relationship can be improved. Ms. Tierney stated she has some contacts at Pennsbury and agreed to reach out to them as well.

Mr. McNamara stated YMS already uses the Edgewood fields, and they could discuss increasing their usage at other Pennsbury fields and possibly even take on mowing them. Mr. McNamara stated he believes that they only mow their fields once a month.

Mr. Grenier stated all options are being considered for the short term and the long term.

Mr. Krauss asked about the other survey they have recommended to be done. Mr. Grenier stated the other survey is something that they proposed to the Township up front. He stated that would be for all of Park & Recreation and

not just fields. Mr. Majewski stated they did the last survey like that in 1996, and he provided Ms. Tierney a copy of it, and possibly she could forward that to the Board. Mr. Grenier stated given the current state of our Budget, he does not feel such a survey will be done any time soon; however, a general survey may not be a bad idea to see where we are over twenty years later. Ms. Bunn asked why we would have to pay someone to do it, and asked why we could not do it and not cost the Township money. Ms. Tierney stated it is best to have it done by a third party so you have a non-biased opinion versus having our staff go out and come up with questions. Ms. Bunn stated they could take survey questions from other surveys and ask those questions, and added she does not feel we should be paying someone \$25,000 to do it. Mr. Majewski stated he feels part of the cost was that they would be mailing the survey to each resident. Mr. Grenier stated there are other ways to do it, and they could look into seeing how they could be more efficient. He stated he does feel the concept of a survey is a good idea and it could provide valuable information.

Mr. Brody asked how long the Needs Assessment that has been done is considered to be viable; and he asked if they are able to get funds in two years would they have to do another assessment. Mr. Grenier stated he does not feel that would be necessary if it were in two years since he does not feel the demographics will have changed that much; however, if it is over twenty years, he feels they should do another assessment. Mr. Grenier stated in this instance he feels it made sense to do the survey that was done for a variety of reasons, and he feels it would make sense at some point to update the survey that was done in 1996 which covers different topics.

Mr. Wysocki stated if and when they do the next survey, he feels they need to be careful as to how the questions are phrased. Mr. Majewski stated that is true for any survey.

RECREATION DIRECTOR REPORT

Ms. Tierney stated the Dog Park has a new key fob system which is working very well, and she can see everything on her cell phone. She stated everyone has been able to access the Park, and the gate opens up immediately with no delay. Mr. Grenier asked if it is possible to save the video, and Ms. Tierney stated it is saved for two weeks unless there is an incident which can be recorded. She stated it is important that they be advised of the time and date of any incident. Mr. Grenier stated he could not find an incident report for the Dog Park, and Ms. Tierney stated it is on the main Park page. Ms. Tierney stated she does not have control yet of the Dog Park Web page because the Committee is still using it as a fundraiser.

Ms. Tierney stated the bricks are in and installed at the Dog Park, and there is another order they will be getting. She stated six benches have also been donated to the Township - two at the Community Center donated by the Seniors, two donated at Fred Allan, one at Veterans Square, and one donated by the Martha Washington Garden Club at Memorial Park.

Ms. Tierney stated the Veterans' Parade was a success, and the only problem was that a train was parked on the tracks right before the start of the Parade, and a few people who were supposed to be in the Parade did not make it in time. She stated the Pennsbury Band was there. Ms. Tierney stated the walkway has been installed as have the plants at Veterans Square.

Ms. Tierney stated they are working on getting the forty-one shade trees at the Dog Park.

Ms. Tierney stated with regard to Social Media, they have transitioned over to be a Park & Rec page, and they merged the Pool and the Dog Park Facebook pages, and everything is coming out from one place. She stated they now have over 2,000 followers. Mr. Brody asked if there are content procedures in terms of what can go up and who writes and reviews it; and Ms. Tierney stated she is the only one controlling it, but she does have policies and procedures that she has put together. Mr. Brody asked if she has someone spot checking what she is writing, and Ms. Tierney stated she does. She stated she is only putting up events or "big news." She stated the information about the key fobs and the bricks being installed went up. She stated it is only events and news about Park & Rec, and it is not a conversation page.

Ms. Tierney stated at Macclesfield Park she did a walk through with Mr. Beede and Mr. Copson, and they looked at the fields. She stated during the fall they are going to do heavy maintenance to the fields because of all the damage that has been done due to the rain and over usage. Ms. Tierney stated at Memorial Park she had an arborist come out and look at the trees that were installed in the Arboretum; and while some of them did die, some of them just looked like they were dead because of all the rain. She stated they are looking at how they can replace some of those plants, but that will probably not happen until the spring. Ms. Tierney stated she also had an arborist look at the Garden of Reflection, and there are some trees that need to come down because of infestation.

Ms. Tierney stated at the Community Center Aiden is going to be starting his project. She stated they installed the concrete pads, and they are ready to proceed. Ms. Tierney stated the Special Events Committee will not meet for the remainder of the year, but they did discuss sponsorship and how they will continue to do the same sponsorship program that was done this year for Community Pride Day.

OTHER BUSINESS

Ms. Bunn asked about the Garden of Reflection and getting the funds under Township control. Mr. Grenier stated the Township reached out to the 501C3 in August regarding some of the advertising they were doing which was misleading. He stated the Township has not made any overtures toward trying to get those funds into the Township-run 501C3. He stated they are trying to work out agreements with them to see if they would be willing to release some of those funds to help out with actual maintenance ahead of reaching their principal goal which is \$2 million. Ms. Tierney stated she knows that they recently received another large donation, but she does not know the exact amount. Mr. Grenier stated depending on who you talk to, their principal balance is approximately \$1 million.

Ms. Bunn stated she felt that the Township had requested documents including tax papers which they refused to provide. Ms. Bunn stated they have discussed this for years. Mr. Grenier stated they are an independent 501C3 over which the Township has no control. He stated the Township has its own 501C3 to accept donations for the 9/11 Memorial and other items. Mr. Grenier stated the independent 501C3's Charter is to help pay for the 9/11 Memorial. He stated if they advertise that they are actually paying for things now, they can be told to Cease and Desist because they are not.

Mr. McNamara stated the situation is going to rectify itself in a few years, and he would not recommend doing anything about it at this time.

Ms. Tierney stated she has been communicating with all the 9/11 families, both sides, and everyone is getting along very well; and she feels we are moving in a good direction.

Mr. Grenier stated it may be worthwhile to have a discussion with those involved in the independent 501C3 to hear what their plans are.

There being no further business, Ms. Bunn moved, Mr. Wysocki seconded and it was unanimously carried to adjourn the meeting at 9:40 p.m.

Respectfully Submitted,

Douglas Krauss, Secretary

