

**UPPER MACUNGIE TOWNSHIP  
PARKS AND RECREATION BOARD  
Monthly Meeting Minutes  
October 2016**

The monthly meeting for the Upper Macungie Township Recreation Board was held on October 27, 2016 at the Upper Macungie Township building. The following Recreation Board members were present: Chairman, Dave Kentner; Vice Chair, April Navarra; Jim Adams; Jocelyn Pattishall; Stephanie Rauch-Mannino; and Andrea Russell. Also present at the meeting: Supervisor, Sean Gill; Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; Jason Schweyer from Keystone Consulting Engineers; and resident(s); Jennifer Szukicas from SPYA- observing a meeting, she might be applying to be a Rec Board member.

Jocelyn called the meeting to order at 7:05 PM. She asked all present to join him/her in the Pledge of Allegiance to the Flag of the United States of America.

A motion was made by Jim A. and seconded by Andrea to approve the September 2016 meeting minutes. All were in favor.

**PUBLIC COMMENT:**

Dave Kentner introduced Jennifer Szukicas the VP of SPYA. We will have at least one vacancy come January on the Recreation Board, and Jen wanted to observe a meeting to see if she would like to apply when the vacancy is advertised. Jim Adams has announced he will be “retiring” and Katie S. will be stepping down as secretary.

**REPORTS**

Community Programs Scheduled

Adult Volleyball- This program runs until March 2017 on Tuesday evenings from 8:00 to 10:00 PM at Fogelsville Elementary School’s gym.

Lynn stated this program is still going well. Rich and another volunteer are still leading it.

Adult Basketball- This program runs until November 10 on Thursday evenings from 6:30 to 8:30 PM at Jaendl Elementary School’s gym.

Lynn stated this too is going smoothly as usual. Brian Kresge is still leading this program

Barktoberfest- This event was scheduled for October 8 at Upper Macungie Park from 11:00 AM to 3:00 PM.

Lynn- Despite having to have the event on the rain date of 10/9/16, the event went well. There were several vendors who were not able to come on the rain date, along with the food vendor. Lynn got some of her Cedar Crest tennis players to sell concessions as a fundraiser for their team, so there was still food. The event attendance was still good despite the cool weather and rain date. Attendance is estimated between 600-700 people.

The vendor/sponsor income was- \$7,030.00

Expenses (banners, decorations, DJ)- \$555.52

Total Revenue- \$6,474.48

Jim A. made a comment about this being the most they ever made at this event. Lynn elaborated that there were 55 vendors and 9 sponsors, which is more than other years. Lynn increased the sponsorship level

rates by \$100 each, and as last year, attempted to keep costs as low as possible. Now that we have made some revenue on this event the past two years, Lynn is going to look into additional entertainment next year.

Recognition Dinner- This event will be held on November 9 at Independent Park, beginning at 6:00 PM.

The board decided on the type of food and members volunteered to bring certain items. Lynn will invite the instructors and volunteers of UMT Recreational Programs.

Jim S & Wife- desserts (cake or cupcakes)

Jim A- baked ziti

Andrea- salad

Lynn- drinks

Katie- cups, napkins, plates, eating utensils

Lauri Moore- This program will be held on November 10 at Independent Park, beginning at 6:30 PM.

Lynn- There are 38 registrants as of the meeting. One volunteer is needed just for the registration table. Lynn, Jim S. and his wife, will be there, so one other board member will be enough. Not many volunteers are needed for this program

Hunter/Trapper Course- This program will be held on November 13 at Independent Park from 9:00 AM to 4:00 PM.

Lynn- There are 14 registrants as of the meeting.

Holiday Show- This program will be held on December 2 at Independent Park from 6:00 to 8:00 PM.

Lynn- There are 36 registrants as of the meeting. Volunteers are needed; two for the registration table and one or two for the concession area. Lynn, Jim S. and his wife will be there, two or three board members are still needed. Lynn said she will ask Barry Moyer if he will be Santa again and if Katie would like to be the Elf again. Jim S. & wife volunteered to make baked goods for the concession stand. Other concession items are still needed.

\*10/31/16- Lynn asked Barry Moyer reprised his role as Santa and he agreed!

Kids' Noon Year's Eve- This program will be held on December 31 at Independent Park from 11:00 AM to 2:00 PM.

Lynn has added sponsor logos to the webpage. She is talking to a DJ, face painter, the Goddard School, UMT Police and UMT Fire for event entertainment. She and Jim will keep discussing the logistics of the balloon drop; how that will work and what is needed.

Comedy Show- This program will be held on January 13 at Independent Park, beginning at 7:00 PM.

Lynn- Once the Company sends more marketing materials, Lynn will promote this more. Lynn checked in with them, they are sending the materials soon.

Hippity Hoppity Show- This program will be held on March 3 at Independent Park from 6:00 to 8:00 PM.

Lynn- This event has the same concession and volunteer needs as the holiday show. Lynn announced that to the board as preparation since this event is not until the spring. Registrations are just starting to come in.

Tennis- This program will be held in spring 2017 at Ricky and Blue Barn Parks. Dates and times are to be determined.

Lynn- this program will repeat so it is on the Recreation "Calendar"

5K- This event will be held in spring 2017 at Lone Lane Park from 9:00 AM to 12:00 PM.

The board decided to table this discussion.

Movies in the Park- 2017 dates: June 9 at Lone Lane Park, on July 7 at Breinigsville Park, and on August 4 at Grange Road Park. All pre-movie activities begin at 7:00 PM.

## **PROPOSED/NEW**

Volleyball tournament- UMT is discussing having some kind of volleyball tournament at Rt. 100. The details are still being deliberated on. Sean Gill mentioned the two-day volleyball tournament that was at Grange Park this past summer for Sports Fest. He mentioned that tournament will repeat.

Kite Day- Katie will arrange for the expert to come to both Independent Park and Grange Park for possible locations. Lynn and Katie will meet him at these locations.

## **UNFINISHED BUSINESS**

Splash Park Fees and Rules- Sean Gill- The Board of Supervisors would like any and all recommendations the Recreation Board previously made regarding the splash park to be re-submitted. The budget will be approved shortly. After approval, construction of the splash park will begin as soon as possible.

The Rec Board reviewed their previous recommendations, and voted to recommend them to the BOS.

- A \$10 resident and \$20 non-resident seasonal fee for access using a swipe card to the splash park
- The installation of a swipe card system for entrance to the park and a waiver that needs to be signed when client picks up the card
- Surveillance cameras installed that supervise the splash park area, and any software or internet costs associated with this
- A visually appealing fence that encloses the splash park
- Approval of the suggested rules and regulations decided upon by the Recreation Board

- Create the signage necessary to post them at the entrance of the park
  - o Rules and regulations would need to be enforceable. The rec board recommends the BOS and Andrew Schantz see if any additional ordinances are needed

Small Games of Chance License- April will look into this further. Andrew Schantz would need to review this before the board moves forward with purchasing

**NEW BUSINESS**

None

**OTHER BUSINESS**

Independent Park Community Center rental and building update

October 2016- 9 bookings \$5,550.00

October 2015- 9 bookings \$4,475.00

Lynn- Now that the facility is booking more, the goal is to maintain a favorable balance between more rentals, and the higher expense that comes along with the facility being used more often. This is a good start, as there are the same number of bookings as last year, yet more revenue.

Upper Macungie Township Recreation fund balance **\$1,607,180.46**

Friends of Upper Macungie Parks and Recreation, Inc. fund balance **\$30,336.48**

Park and Grant updates

Jason- We should hear back by the end of October about several grants from Grange Park and Breinigsville West Park

Community Center updates

Sean G asked Lynn to update the group.

Lynn- We are working on Phase I of the construction of the community center; what the costs will be for the structure, and what amenities will we be able to build within our budget. Therefore, the costs will determine what amenities are constructed in the first phase.

To that end, Dean Haas (Keystone Engineers), is working on getting a cost estimate for the construction of the building itself. Dean will be getting this from the Graber Company. They construct pole buildings, which do not need a foundation. Grange park has quite a bit of rock, so this type of facility will save the township money in the construction phase. The interior of these buildings can be finished to reflect the needs of the facility (from a warehouse look to a home interior). This type of structure is also expandable, and will allow the facility to grow in the future.

Along with the cost estimate of the building, Dean will contact an architect who is familiar with this type of structure to design the interior. The architect will then give us an estimate on the interior of the building.

#### Updates from Lynn

Lynn- There is interest in pickle ball, and since the courts at Blue Barn were recently resurfaced, Lynn would like to plan an Opening Day for the courts in the Spring of 2017 much like the Disc Golf opening day. She would also like to work with Bret Spangler to structure a league of some sort for the spring and summer of 2017. She asked that the Recreation Board vote to approve the planning over the winter of a Pickle Ball Opening Day, and league to be held in the Spring of 2017. Bret already runs pickle ball leagues in our area, and he would be a great resource for this endeavor.

The Opening Day would incur minimal costs much like the Disc Golf Opening Day. Friends had purchased and sold hot dogs, pulled pork, and drinks (approx.. \$40-50). All participants were volunteers and the event was free. Lynn would look to do the same; sell concessions, and have Bret Spangler help lead the play that day. Jim S. mentioned that when the Ricky Park tennis courts are resurfaced, they will paint pickle ball lines there as well, so a league would be great and we would have the courts to support it.

More details of the Opening Day, and the structure of the league will be determined closer to the spring, but Lynn did not want to involve Bret Spangler without approval of the idea of an Opening Day and a league for Pickle Ball.

Dave made a motion to approve the planning of a Pickle Ball Opening Day at Blue Barn Park in the spring of 2017, and subsequently, the organization of a league. Motion was seconded by Jim A. All were in favor 6-0.

#### **PUBLIC COMMENT**

None

#### **ADJOURNMENT**

A motion was made at 8:10 PM by April and seconded by Stephanie to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for November 17, 2016 at 7:00 PM at the Township building. Please note this is a date change due to the Thanksgiving holiday. A meeting on December 15<sup>th</sup> was added to the schedule to prepare for the Kids Noon Year's Eve event. This meeting will need to be advertised.

Dave Kentner, Chairman  
UMT Parks and Recreation Board