

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on May 26, 2016 at the Upper Macungie Township building. The following Recreation Board members were present: Chairman, Dave Kentner; Secretary, Katie Shade; Jim Adams; Jocelyn Pattishall; Stephanie Rauch-Mannino; and Andrea Russell. Also present at the meeting: Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; and Dean Haas from Keystone Consulting Engineers.

Dave called the meeting to order at 7:06 PM. He asked all present to join him in the Pledge of Allegiance to the Flag of the United States.

A motion was made by Stephanie and seconded by Jocelyn to approve the April meeting minutes. All were in favor.

**PUBLIC COMMENT:** none.

**REPORTS**

COMMUNITY PROGRAMS SCHEDULED

*Adult Basketball*

This program continues until June 9 at Jaindl Elementary School's gym on Thursdays from 6:30 to 8:30 PM. Brian was there running this program.

*Disc Golf Opening Day*

This event was held on May 14 at Upper Macungie Park from 9:00 AM – 2:00 PM. Lynn said this program went well. The Township had \$25 left after expenses. Jim A. and Jim S. sold most of the food. Everyone involved said it was a great day. There are pictures on Facebook. This program wasn't intended to make money. Jim A. thought there were not a lot of people there. He estimated 50 to 60 people attended.

*Tennis*

This program for Pee-wees, Juniors, and Adults began on May 2 and continues until September 12 at Ricky and Blue Barn Parks. Times for the sessions vary. For the first session going on now, there are 55 players registered. For the second, there are 15 players registered. For the third session, there are six players registered. There is no cutoff date for registrations now. The instructor prorates the fee for late registrations. We will have a cutoff date for next year.

*Adult Volleyball*

This program begins June 5 and will run until August 28 at Upper Macungie Park on Sundays from 6:00 to 8:00 PM.

*Yoga in the Park*

This program will begin on June 5 and continue until July 17 at Lone Lane Park on Sundays from 7:00 to 8:00 PM.

### *Junior Golf*

This program will run from June 20 to August 10 at Independent Park on Monday & Wednesday mornings. Lynn emailed and called but got no response. She likes Embrace Your Dreams but is not sure about their administrative operation.

### *Movies in the Park*

This program will be held on June 17 at Lone Lane Park; July 8 at Breinigsville Park; and August 5 at Grange Road Park. The movies to be shown are "The Martian" at Lone Lane Park; "Hotel Transylvania 2" at Breinigsville Park; and "The Peanuts Movie" at Grange Road Park. All pre-movie activities begin at 7:00 PM. The Township has received \$6,610 in sponsorship. The program will break even this year. The new sponsorship level, \$900 banners, has been popular.

### *Family Fishing*

This program will be held on June 25 at Apple Ponds Park from 9:00 AM to 1:00 PM.

### *Music in the Park*

This program will be held in summer 2016. The Recreation Board has not yet set a date for this event.

### *Fireworks*

This event will be held on July 2 at Breinigsville Park in the evening.

### *Recognition Dinner*

This event will be held in fall 2016 at Independent Park. The Recreation Board has not yet set a date for this event.

### *Barktoberfest*

This event will be held on October 8 at Upper Macungie Park from 11:00 AM to 3:00 PM. Lynn is sending an email to previous vendors and sponsors next week and a mailer to follow. She has gotten some phone calls and registrations already from vendors and sponsors. Andrea asked if we have an attendance estimate. Lynn reported that UMT Police thought there were about 1,000 attendees throughout the whole day last year. 1,500, a number previously advertised, is not possible. Jim S. said Chuck Thomas counted the first year. He estimated 2 people per car. Andrea confirmed that the attendance didn't go down. Lynn said no.

### *Lauri Moore*

This program will be held on November 10 at Independent Park at 6:30 PM.

### *Hunter/Trapper Course*

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

### *Holiday Show*

This event will tentatively be held on December 2 at Independent Park from 6:00 to 8:00 PM.

### *Noon Year's Eve*

This program will be held on December 31 at Independent Park from 11:00 AM to 2:00 PM. This program is in the calendar. Stephanie reported that sponsorship letters are out. She

received a promise of \$750 from Air Products. Jim A. asked if Air Products will then be the title sponsor. Stephanie said it could be them and another \$750 sponsor.

5K

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

#### *Additional events*

Jocelyn proposed adding National Night Out and Emergency Preparedness Day to the list of Community Programs Scheduled. Katie will do this on the June agenda. Andrea said that National Night Out is August 2. Jim A. believes that Emergency Preparedness Day will be either September 17 or 24.

#### PROPOSED/NEW

##### *Comedy Show and Volleyball tournament*

Lynn continues to work on these programs.

#### **UNFINISHED BUSINESS**

##### Splash park rules

Lynn reported that the Board of Supervisors is waiting to approve the splash park rules until they get the pricing of everything, including the fence, etc.

Last month, the Recreation Board recommended a swipe system and fees. Township Manager Dan Olpere thinks that the fee (proposed at \$30 for residents and \$40 for non-residents, a maximum of 25% more than the resident fee) might prevent people from using it. Lynn asked if the Board thought the fees were excessive. The fees would be per household, not per person. Andrea and Jocelyn did think the fees were too high but they won't be using it as they have pools and/or older kids. Lynn said there will be people who use it and people who do not use it. Dean said that not that many places have splash parks. Those that do charge also have a pool. Jim S. asked Dean if Allentown has a problem. Dean said that Allentown has not. Jocelyn suggested lowering the fee for residents to \$20 and the non-resident fee accordingly. Lynn said that Dan suggested \$10. Dean proposed that the fee be structured so that a family could sign up for next year and get in this year for free (assuming the park opens this September). The fee is to cover the operating cost. Dean calculated it by adding the cost of chemicals and having someone there. KMS suggested having a day fee so we wouldn't exclude anyone for whom the seasonal fee might be too much. Jocelyn was concerned about daycares taking advantage of that sort of fee. Jim A. asked Dave what SPYA charges. Dave reported that SPYA charges a \$90 registration fee but that some of their funding comes from United Way. Each youth organization is different. Dave believes our concerns are not going to go away, charge or no charge. He prefers a small day charge. He wouldn't go there even if he had kids in the target age group. Whatever rule we put, someone's going to break it. Dean asked Dave if people sign a waiver when SPYA does membership. Dave asked Dean how Allentown controls its splash park. Dean said they previously did nothing, but this year there will be someone there. Dave said if we get lucky enough to get it open this year, we'll have to see. Stephanie reported that every splash park she's visited has not had a fee. Dave asked who commented on the fees. Lynn replied Dan, the Township Manager. Dean said the Supervisors asked to meet the costs. Lynn noted there are other ways to do something at Grange. The SPYA stand is far away from the splash park. Andrea asked Stephanie what fee she thought would be okay. Stephanie replied \$10 for this partial year and all of 2017. Andrea inquired how will the

Township get the waivers. Cameras will enforce the rules. Dean said the waiver protects the Township. Dave asked if Dean thinks the splash park will be ready this year. Jim S. said there's a timer on it. Lynn said the easiest change will be the amount of the fee. Jocelyn wants to raise it later. People live here for the Township's reputation and to send kids to Parkland. The card would be for a whole family. Andrea recommended making the fee \$10 for the remainder of 2016 and 2017 with the waiver. Katie agreed and added a stipulation that the Recreation Board can revoke next year on a different price for 2018 and possibly beyond. Those who buy at \$10 are guaranteed that price for this year and 2017 but may have to pay more in the future.

Stephanie is concerned for the proposed closing time of 8:00 PM. She thinks it should be earlier. If we are trying to discourage certain age groups from using the park, she believes closing earlier would help. Andrea said we discussed that issue. Lynn said the reasoning was that families could use the park after dinner. Lynn heard Scott Faust talking about the construction crews to install it; he wants someone with a lot of experience.

Andrea read an online comment from a Lower Macungie Township resident praising the playground at Grange Road Park. The Board agreed that it was nice to hear this feedback. Dean said it was a team effort. Maintenance is a continuing problem.

#### Giveaways

Lynn proposed carabineers, Frisbees, seed packets, sunglasses, sunscreen, and tree-shaped magnets. The Recreation Board selected sunglasses and sunglasses because of the hopeful splash park opening later this summer and they would be good for Emergency Preparedness Day. Lynn will also get the popular stylus pens again.

### **NEW BUSINESS**

#### Community Center Mission Statement

Lynn informed the Recreation Board that the Steering Committee members met and came up with a Mission Statement for the development and operation of the Community Center. Katie and Dean distributed copies of the Mission Statement for the Board to review. The Mission Statement reads as follows:

The Upper Macungie Township Community Center provides a safe, family-friendly state-of-the-art complex for year-round recreation and wellness for all ages and abilities. Utilizing a well-trained staff, the facility aims to enrich the quality of life of the community by providing innovative, and diverse programming, fostering community involvement and engagement.

The Recreation Board will recommend the Mission Statement to the Board of Supervisors for approval. Andrea, a member of the Steering Committee, said that when she was doing the exercises, she had couldn't recall about the budgeting for the staff to man the facility. Dean said that's part of the feasibility study. Dean passed out research looking at a National Recreation and Park Association (NRPA) study. Dean said we have a wish list of what we want in a recreation center but we have to see if they have the potential to succeed. A 10-minute travel time search from the proposed location through NRPA includes portions of South Whitehall and Lower Macungie Townships. Although our Township population is smaller than that which typically can sustain a pool, these additional populations could make a pool financially viable. The Township

doesn't want to duplicate efforts. The Township could maybe have reciprocity with neighboring townships if they are offering other recreation facilities and programs. The feasibility study will occur in the next month. Andrea inquired when the residents would get the survey. Dean said June 16, and asked whether the Recreation Board thinks it should be a mailing or only online on the Township website. Lynn wondered what the cost of a mailing would be. Dean said last time the Township sent the survey in the sewer bills. Andrea said she already paid hers for the year and that she thinks it needs to be mailed. Katie agreed because some people don't use computers.

Lynn asked if the Recreation Board had any edits or suggestions for the mission statement. Jocelyn wanted to clarify that "all ages" really means all ages and will include programming for preschool kids. Andrea said this project has a lot of support from the community.

Lynn asked what a competition size pool would be. Andrea said 50 meters. Jocelyn believes swimming teams and meets would be an income source. Lynn said one party already contacted the Township. There could be other interested parties. Dave asked if community residency matters for rentals. Lynn said for her, it's about time.

Jim A. thought the mission statement was fine and that Dean did a great job. Dean said it wasn't just him; the Steering Committee put the mission statement together. Lynn said they used the Parks and Recreation department mission statement.

Jim A. moved to recommend the Community Center Mission Statement to the Board of Supervisors; Andrea seconded. All were in favor.

#### Lemonade in the parks

Stephanie suggested a fun activity so that people know who the Recreation Board is. We'd set up a lemonade stand for 2 hours and be available to the residents at each park. Jim A. asked if this would take place on a weekend or weekday. Stephanie said any day. Dave said that anybody who's there knows there are parks. He suggested breaking up the Recreation Board. Andrea thought we could do this at Family Fishing. The Recreation Board also discussed the possibility of getting sponsorship or donations. Katie will contact Ocean Spray. Jim A. said that the Township needs an ice machine. Dave recommends June and Lone Lane because there is a high density of people as youth sports are still going on. Lynn said we should use the Township Recreation banner. Jim S. suggested using the Coke trailer. He thought the trailer and signs would attract more people than a table and a tent.

Andrea moved to have Lemonade in the Parks for 2 hours at heavily trafficked parks in June; Katie seconded. All were in favor.

#### **OTHER BUSINESS**

##### Independent Park Community Center rental and building update

In May 2016, there were nine rentals totaling \$4,400.

In May 2015, there were seven rentals totaling \$3,200.

UMT Recreation fund balance

**\$1,627,995.21**

Friends of Upper Macungie Parks and Recreation, Inc. fund balance **\$21,240.48**

Andrea said Friends should spend that money. Katie reminded the Board that a couple thousand of that amount will go to the splash park and the memorial from last year's 5K. Lynn said it also includes some recent donations for the dog parks. Jim S. suggested purchasing a picnic table for the Grange dog park. The Girl Scouts bought a picnic table at Upper Macungie Park. Lynn proposed buying mulch that's friendly for pets.

#### Park and Grant updates

Dean said the Township applied for more grants. The final phases of the splash park and extension of parking lots at Grange are underway. At Breinigsville West, the Township applied for grants to develop ball fields and pathways to connect the nearby neighborhoods to the parks.

#### Updates from Lynn

Lynn received a request for circuit training at Grange Park. If the Township offers it, it could be a program. The instructors want to charge. Andrea said that the proposed fee schedule holds us up. She suggested having signs at the outdoor programs, including yoga, saying that the Township sponsors these programs. Lynn will check with Attorney Schantz about the fee schedule.

Lynn also received a request to rent the Independent Park Community Center on New Year's Eve night. This will not conflict with our program, Noon Year's Eve. The community center closes at 11:00 PM. The Township would have to close at 1:00 AM. They would pay the rental fee, an additional holiday fee, and an alcohol fee. Katie suggested that in addition to the holiday fee and alcohol fee, they pay a rental for December 31 and the minimum rental for January 1, even though they'd be closing earlier. The request came from a former employee. Jim A. asked if they are charging for admission. Lynn said they are not. They'll have a band. Jim S. said we'd have to change the park rules. Lynn will talk more to the person who asked. Dave doesn't think the Recreation Board should decide this matter.

Stephanie moved to open the Independent Park Community Center past 12:00 AM on New Year's Eve 2016; Andrea seconded, adding a stipulation that it should be opened only if willing staff other than Jim S. is available. This motion passed 4-2-0.

**PUBLIC COMMENTS:** none.

#### **ADJOURMENT**

A motion was made at 8:42 by Katie and seconded by Andrea to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for June 30, 2016 at 7:00 PM at the Township building.

Dave Kentner, Chairman  
UMT Parks and Recreation Board