

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on February 25, 2016 at the Upper Macungie Township building. The following Recreation Board members were present: Vice Chair, April Navarro; Secretary, Katie M. Shade; Jim Adams; Brian Kresge; 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 Pigiampicampi; and Dean Haas from Keystone Consulting Engineers.

Katie called the meeting to order at 7:05 pm. All present joined her in the Pledge of Allegiance to the Flag of the United States.

Stephanie moved to approve the January meeting minutes. Jim A. seconded. All were in favor.

PUBLIC COMMENT: none

RECREATION BOARD APPLICANTS

Katie explained that the applicants were not contacted until very recently. Lynn emailed them two questions yesterday. She has not received any responses yet. Andrea suggested that the applicants come to a meeting. Jim A., Brian and Jocelyn agreed. Lynn will forward the applicants' answers to the Recreation Board.

REPORTS

COMMUNITY PROGRAMS SCHEDULED

Adult Volleyball

This program began on September 15, 2015 and continues until March 29. It is held at Fogelsville Elementary School's gym on Tuesdays from 8:00 to 10:00 PM. This program appears to be going well. Lynn receives periodic emails.

Interior Design

This program will be held from March 1 to March 22 at Independent Park on Tuesdays from 6:00 to 8:00 PM. Six registrations came in the last week. Jim A. asked about the cost. Lynn said the instructor receives a percentage per person. The cost is \$56 for 4 classes. The instructor gets 65%.

Lauri Moore

This program will be held on March 3 at Independent Park from 7:00 to 8:30 PM. Lynn received 16 registrations so far but they are still coming in. Jocelyn asked what is the break even point for this program. Lynn said Lauri's fee is \$350. We charge \$15 per person. There are fewer registrations for this one than the one in fall. Lynn is collecting emails and sent out a blast about the winter programs. She emailed Lauri Moore attendees from November 2015 about this program.

Hunter-Trapper Course

This program will be held on March 6 at Independent Park from 9:00 AM to 4:00 PM. There are 40 registrants.

Hippity Hoppity Show

This program will be held on March 11 at Independent Park at 6:30 PM. So far there are 22 registrants. This is a new show but that is less than the Holiday Show. Deb Soltis and Jim A. are helping with concessions. Lynn looked into renting a bunny costume. Jocelyn and Katie volunteered to bring baked goods. Lynn will go to the dollar store to purchase some that the Township can reuse. Dean suggested asking Barry Moyer to dress up as the Bunny. Lynn talked to Steph Grim about the Easter egg hunt for next year. For this year, Lynn thought about hiding a few eggs in the building. Steph mentioned an email from Texas Roadhouse that she forwarded to Lynn. Lynn will review this email in more detail.

Organizational Crash Course

This program will be held on March 29 at Independent Park from 6:00 to 9:00 PM. Lynn reported that we have no registrants. She will advertise this to the Interior Design class. Brian asked if online registration is available. Lynn said not yet. Lynn will be getting software when the Finance Director has gotten his software.

Adult Basketball

This program will run from March 31 to June 9 at Jaindl Elementary School's gym on Thursdays from 6:30 to 8:30 PM. Lynn needs to update the website with this dates.

Disc Golf

This program will be held in spring 2016 at Upper Macungie Park. Andrea emailed Den Barr. He said May 14 might be better because there's a tournament in Slatington on May 7. Andrea asked when the newsletter deadline is. Lynn replied the 3rd week of March. Den mentioned hot dogs and soda are a hit. Jocelyn asked if this will be a kickoff party as we discussed before. It will be. Andrea noted that the 18-hole course is already being used. Lynn and Jim S. will place a sign about this program on the Upper Macungie Park message board near the restrooms. Jim S. is working with Eric Erb from Keystone Consulting Engineers to create maps of each hole that will be permanently displayed.

Tennis

This program for juniors and adults will be held from May 2 to June 6 at Ricky and Blue Barn Parks. Lynn asked the instructor about the pricing. She believes it will be the same as last year. There are different registration forms for each level.

Junior Golf

This program will be held at Independent Park during summer 2016. The instructors, Embrace Your Dreams – First Tee of Lehigh Valley, will give dates. They handle registration.

Movies in the Parks

This program will be held on June 17 at Lone Lane Park; on July 8 at Breinigsville Park; and on August 5 at Grange Road Park. Activities begin at 7:00 PM at all locations. At Lone Lane Park, the movie will be *The Martian* (rated PG – 13). A physics professor from Lehigh University will talk about the science of the movie. At Breinigsville Park, the movie will be *Hotel Transylvania*. At Grange Road Park, the movie will be the *Peanuts Movie*. Lynn is preparing a mailing to sponsors and this will go out soon. Andrea asked if the Board would like Kona Ice of Allentown to come and fundraise. The Board said yes.

Fireworks

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

Family Fishing

This program will be held at Apple Ponds Park in the spring or summer. This program has not yet been scheduled.

Volleyball

Lynn will contact Rich Kiser to see if he is still interested in running this program this summer. This program has not yet been scheduled.

Yoga in the Park

Lynn contacted the instructor today to see if the instructor is interested in having another session of this program. Lynn is waiting to hear back from the instructor.

Barktoberfest

This event will be held on October 8 at Upper Macungie Park from 11:00 AM to 3:00 PM. Lynn is ready to send a sponsorship mailing but is waiting until the movie mailing is sent.

5K

This event will be held at Lone Lane Park from 9:00 AM to 12:00 PM. Jocelyn doesn't mind being on the committee but can't chair due to family commitments. Katie also is not interested in chairing.

After lengthy discussion, the Board decided to delay the 5K. It will not be held in fall 2016. The Board will wait to cancel the race until the Board and Township staff try to recruit a

chair and additional volunteers. We will advertise on the race and Township Facebook pages.

Lauri Moore

This program will be held at Independent Park on November 10.

Hunter-Trapper

This program will be held at Independent Park on November 13.

Holiday Show

This program will be held at Independent Park in December.

Geocaching

This program has not yet been scheduled. Katie expressed concern that it has not been well attended in the past.

PROPOSED/NEW

Music in the Park

This program is proposed for summer 2016. The Board of Supervisors already approved this. Lynn will pick 1 date. Brian asked at which park this program would be held. Lynn hasn't decided yet. She mentioned the possibility of having it at Grange Road Park though. It would be family friendly live music. Lynn reported that Scott Faust said he could build an elevated platform, but not a full stage. Jim S. asked how much power the performers would need. Jim A. thought it would be a lot. Andrea suggested Lone Lane Park, as long as we abide by the noise ordinance and end before that time.

Kids' New Years Eve

This program is proposed for December 31 at Independent Park, with a balloon drop at noon. Stephanie is hoping to do something that's not so crowded in our Township, unlike PeepsFest in Bethlehem. She would like to rent a moon bounce. Doors would open at 11 with a DJ playing for a few hours. We could get food and beverage sponsors, and have other activities. The Board discussed offering a Township giveaway, perhaps noise makers. Local organizations and sponsors would have tables. The event would have one presenting sponsor and other community partners. This is just to be a fun event. Although people would have to register so we can control the number of attendees, ideally there will be no charge to register.

Jocelyn moved to recommend this to the Board of Supervisors for approval. Katie seconded. All in favor.

Andrea suggested that Lynn ask Chief Colon to mention our events or have papers available at the upcoming meetings for the Good Neighbor Coalition and other events.

UNFINISHED BUSINESS

Opening Independent Park Community Center to non-residents

Lynn asked if any of the Board members were opposed or indifferent to opening Independent Park to non-residents. Currently, residents can rent it but non-residents can have a resident sponsor to rent. The resident sponsor is the connection to the township. Andrea said that we should open it to non-residents if we're not filling it. Jim A. suggested a fee of \$50 more for non-residents. Brian wasn't aware that we don't presently rent to non-residents. Sean said the electric bill was \$1,300 last month. Lynn wants to take it to bridal expos. The Parks team is building a new path around the building for bathroom access from the patio. Stephanie asked the minimum rental is. Lynn said \$300 for four hours plus a \$200 security deposit. Each additional hour is \$50. Most people add time on. Wedding packages are \$700 over two days.

Andrea moved to recommend to the Board of Supervisors that the Township open Independent Park for rental by non-residents at \$50 more than the same rental cost for residents. Jocelyn seconded. This motion passed 6 - 1 - 0.

UMT Community Center steering committee

Lynn told the Board that the Board of Supervisors decided to hold off on making the ad hoc steering committee discussed last month an official committee. They're going to keep it funneling through the Recreation Board. The Recreation Board will review all steering committee recommendations and funnel them to the Board of Supervisors for approval. The Board of Supervisors will eventually make the committee official.

NEW BUSINESS

Splash park rules

Jim S. distributed copies of a list of sample splash park rules prepared by Eric Erb. Lynn asked if the Board wanted to take them home since there wasn't much time to review them tonight. Jim A. said yes, unless the Board has to make a decision about it tonight. The Board did not, so they will review the proposed rules and discuss in more detail at the next meeting. Dean passed around papers about the City of Allentown splash park and ADA swing gates.

OTHER BUSINESS

Independent Park Community Center rental and building update

Lynn reported that rentals have been slow this month. There was only one meeting. Some people put holds on. There were no rentals in February.

UMT Recreation fund balance **\$1,647,018.59**

Friends of Upper Macungie Parks and Recreation, Inc. fund balance **\$21,422.48**

Checks for the Easter show (\$250) and Lauri Moore (\$350) were signed tonight and will be deducted from this amount.

Park and Grant updates

Lynn sent the Board community support forms by email for the loop road around Grange Road Park and for Breinigsville Park West. Dean said there are three grant programs to which we apply. The state budget crisis means our grants are in limbo. The Township is getting reimbursed on the riparian buffer in Breinigville Schaefer Run. Lynn said we received a lot of forms for the last round of grants. Dean said bids are going out for the water line and sewer extension for Breinigsville Park West. We're providing a treatment facility for the existing Breinigsville Park. These projects should be done this season.

Dean said that the steering committee put together a list of amenities that they want in the community center. Keystone Consulting Engineers will conduct a needs analysis for this facility, consider the funding, and try to put together a sketch. Jocelyn asked how much this will cost. Dean will put a proposal together. Kimmel Brogrette's proposal was \$60,000. Keystone Consulting Engineers needs the scope. Sean said that previous supervisors approved this. We're just getting the ball rolling. The Board of Supervisors trusts Keystone Consulting Engineers.

Jim A. moved to recommend to the Board of Supervisors that Keystone Consulting Engineers conduct a feasibility study for the community center. Brian seconded. This motion passed 6 - 0 - 1.

Updates from Lynn

Newsletter

A new feature, in addition to the recreation pages, will be a "Save the Date" page listing all Township events.

PUBLIC COMMENTS: none.

ADJOURMENT

A motion was made at 8:52 PM by Jim A. and seconded by April to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for March 31, 2016 at 7:00 PM at the Township building.

Katie M. Shade, Secretary
UMT Parks and Recreation Board