

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on December 15, 2016 at the Upper Macungie Township building. The following Recreation Board members were present: Vice Chair, April Navarra; Secretary, Katie Shade; Brian Kresge; Stephanie Rauch-Mannino; and Andrea Russell. The following Recreation Board members were not present: Chairman, Dave Kentner; Jim Adams; Jocelyn Pattishall; and Karla Trumbauer. Also present at the meeting: Recreation and Events Coordinator, Lynn Pigliacampi; Dean Haas from Keystone Consulting Engineers; and resident Brett Spangler.

April called the meeting to order at 7:10 PM. She asked all present to join her in the Pledge of Allegiance to the Flag of the United States of America.

April moved to approve the October meeting minutes. Andrea seconded. All were in favor.

The Recreation Board discussed the November work session notes but did not approve them. No business was conducted in November due to a lack of quorum.

PUBLIC COMMENT

Brett Spangler introduced himself. He is the SPYA softball commissioner working with children ages 4-18. He also plans pickleball games for adults in the Township. He attended prior Recreation Board meetings and may be interested in serving on the Recreation Board.

REVIEW OF THE TOWNSHIP STAFF REQUEST REGARDING THE COMMUNITY CENTER

Lynn was asked for an update on the status of the Steering Committee for the Community Center. To her knowledge, the reason the committee meetings were put on hold was because some initial design and cost decisions needed to be made before a true phase 1 of the building could be presented for the Steering Committee's opinion. There was enough information to estimate what initial ground preparation costs would be, as well as the cost of the "shell" of the building. Those costs were estimated at \$1,000,000.00. There is the development company nearing completion on a residential complex. The company will owe us \$1,000,000.00 in recreation fees, which are often, contested by these companies. The company offered to make a capital improvement valued at \$1,000,00.00 instead of paying it. Due to the initial construction costs of the community center being the same value, and the possibility of the developer contesting the fee, the township feels this could be a good option. Dean H. reminded the Recreation Board that Pennsylvania recreation laws allow for requesting a fee unless a developer can provide recreation amenities. Most developers don't go this way and pay the fee, and this proposal seems to be a good option. Lynn said the proposed structure would not be the pole building that had been discussed, but a more solid steel building, which is what this developer is used to building. Brian wondered if the project will still be at Grange Road Park. Dean said yes. April asked what would stop the developer from using lower quality materials to decrease their cost further. Lynn and Dean responded that you would have construction site supervision the way you would during any building construction, and the permitting in place would prevent unsafe or

cheaper work being done. Brian asked if someone else would do the finishing. Lynn said yes, Upper Macungie Township public works staff would do all the finishing they could at a cost savings to tax payers. Brian asked what the timeframe would be for this project. Lynn said public works would like to start preparing the ground as soon as they are able. Dean said the developer is looking to build in the Lehigh Hills area behind Weis. He thought the structure could be built within a year, but before construction begins, the Township has some work to do (permitting and filling) regarding the Grange Road Park site, which is what our public works department can do. Andrea was concerned that Keystone Consulting Engineers did all the work on the pole building and now the Township is talking about something else. Dean said all design work done thus far was simply sketch work. Right now, the Township is trying to figure out what uses and what fees they would get. The architectural fee estimate was higher than anticipated. Architect Howard Kulp, who serves on another Township Board, is advising the Township now. Lynn said the cost estimates from the feasibility study are more applicable to a building like this, instead of a pole building. Dean said the proposed structure would probably be a pre-manufactured metal building. April inquired whether the Township would be able to expand the facility and what the size difference would be between the pole building and the proposed building. Dean showed a drawing with 42,000 square feet. Lynn said the drawing contains basketball courts, a fitness center, a community room, entrance, kitchen and concession stand. This is an initial thought. Andrea and April thought the locker rooms are small. April asked whether the basketball courts would be lined for volleyball. Lynn said yes, they would be lined for other activities. She and Dean also suggested many other items to make the amenities in the community center as multi-purpose as possible. Dean said the Township is looking at needs and potential revenue. But Dean believes from the feasibility study, that having options such as a turf covering would be justifiable as football, cheerleading, and field hockey, lacrosse, soccer events could use it. Lynn and Dean met with Dave Kentner, who told them that SPYA needs basketball courts and turf fields. Dean said the Township Supervisors and staff are looking for a recommendation from the Recreation Board to allow them to consider the proposal. Dean said there is a municipal code in Pennsylvania that allows townships to collect recreation fees. A developer can provide facilities, make a capital improvement, or pay a fee in lieu of the improvements. The Board motion would justify the proposed capital improvements, since this is not usually the way recreation fees are recovered. Brian wondered what would happen if the Board votes on this. Lynn said the next step would be to consider or negotiate. Dean said this proposal allows for fewer building phases, and a better aesthetic. The Recreation Board noted that the aesthetic would be important to the general public.

Stephanie moved to recommend that the Board of Supervisors consider a public improvement in the form of the construction of the exterior shell portion of the new Recreation Center at Grange Park, a regional park, in accordance with **Section § 22-711 “Dedication of Parkland or Payment of Fees in Lieu of Dedication”** as set forth in the Upper Macungie Township Subdivision and Land Development Ordinance. [Ord. 01-11, 6/21/2011, § 711; as amended by Ord. 2011-4, 7/7/2011]. Katie seconded this motion. The Board conducted a roll call vote:

Dave voted by email: Yes.

April: Yes.

Katie: Yes.

Brian: Yes.

Stephanie: Yes.

Andrea: Yes.

Karla voted by email: Yes.

Jim A. voted by phone: Yes.

This motion passes 8-0.

REPORTS

Community Programs Scheduled

Kids' Noon Year's Eve

This event will be held on December 31, 2016 at the Independent Park Community Center from 11:00 AM to 2:00 PM. Lynn said planning for the event is coming along well. There will be six groups coming with giveaways, activities, or games. This includes the Upper Macungie Township fire and police departments. There will also be a face painter and DJ. The DJ has been texting Lynn and sending pictures of possible light arrangements. Lynn ordered and received decorations. For giveaways, there will be Crayola items, party hats, and other items ordered by Lynn. There is no registration for this event. Lynn created a New Year's Eve bingo sheet that the kids can fill out. The kids may receive their party hat and noisemaker in the lobby from Lynn because there is only an hour between the start of the event and the balloon drop. There will also be a photo booth and props, including a New Year's Eve sheet for the kids to fill out and to hold up in a picture. Lynn is still working on set-up and games. One station will be an open coloring table because Crayola donated a lot of big coloring books and art supplies. The remaining stuff from the party packages will be at other tables as prizes for games. Subway might donate; Lynn is working with them on this. The Dunkin Donuts community cruiser couldn't come because they had something scheduled. Lynn will contact them early next year. She will start decorating during the work week because there aren't any events scheduled at Independent Park on evenings that week. She may need help inflating the balloons. The Recreation Board discussed using air tanks to for balloon inflation. As far as volunteers, Lynn said she will need people to staff games and possibly concessions, mostly on the day of the event. Andrea noted her son could probably volunteer. April suggested having a bean bag toss, bowling, and ring toss games. Lynn is thinking about running some "Minute to Win It" style games. Katie suggested having Velcro balls thrown against the wall. Andrea assumed that parents of kids with latex allergies just won't come. She also suggested using Sign Up Genius for volunteers. Lynn asked where the Recreation Board thought the photo booth should be placed. She thought it could be constructed in the lobby. Katie suggested the Lounge off the Lobby. Andrea suggested spike ball as a possible game. Lynn created a Facebook event for the first time. There are already 203 interested and 24 individuals going. Andrea is worried about having to turn people away.

Comedy Show

This event will be held on January 13, 2017 at the Independent Park Community Center, beginning at 7:00 PM. Lynn will be promoting this on Facebook. The webpage is up. This event is listed on the Township's Facebook cover photo. The tickets are available online; Lynn will take some registrations if mailed or dropped off.

Movies in the Park

This program will be held on June 9, 2017 at Lone Lane Park; on July 7, 2017 at Breinigsville Park; and on August 4, 2017 at Grange Road Park. Pre-movie activities begin at 7:00 PM each night. "Pete's Dragon" will be one movie. Lynn wasn't able to get the other suggestions together for this meeting. The Recreation Board will discuss this in January.

Proposed/New: none.

UNFINISHED BUSINESS

Splash Park

The Township extended the bid deadline to December 28 in order to modify the plans/specifications to clarify questions from potential bidders.

Small games of chance license

April is still working on this. She will report to the Recreation Board in January.

NEW BUSINESS: none.

OTHER BUSINESS

Independent Park Community Center rental and building update

Upper Macungie Township Recreation fund balance

Friends of Upper Macungie Parks and Recreation, Inc. fund balance

Lynn will update the Recreation Board on this information at the January 2017 meeting.

Park and Grant updates: none.

Community Center updates: none.

Updates from Lynn: none.

December 2017 meeting date¹

PUBLIC COMMENT

ADJOURNMENT

A motion was made at 8:05 PM by Katie and seconded by Andrea to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for January 26, 2017 at 7:00 PM at the Township building.

April Navarra, Vice Chairperson
UMT Parks and Recreation Board

¹ The Board did not discuss this agenda item. Katie will email the Recreation Board to confirm this date.