

**UPPER MACUNGIE TOWNSHIP PARKS
AND RECREATION BOARD Monthly
Meeting Minutes February 2020**

The monthly meeting for the Upper Macungie Township Recreation Board was held on Thursday, February 20, 2020, at the Upper Macungie Township building. Recreation Board members present: Katie Shade, Gwen McCurdy, Dave Kentner, Bret Spangler, Karla Trumbauer, Matthew Bernard; Wes Schlauch; Andrea Russell. April Navarra was absent. Also present; Recreation & Events Coordinator, Lynn Matula, Parks Team Leader Jim Soltis, Deb Soltis; Friends Members Jeff Lapp.

Other members of the public in attendance:

- Matt Russell – member of GLV Mobile Food Alliance
- Bill Patterson- Mad Science of the Lehigh Valley
- Christine Gabel – Healthy Kids Running
- Scott Cope - Wildlands Conservancy

Chair Bret Spangler called the meeting to order at 7:02 PM. He asked all present to join in the Pledge of Allegiance to the Flag of the United States of America. Katie made a motion was made by and seconded Gwen by to approve the January meeting minutes. All were in favor.

PUBLIC COMMENT

Christine Gabel from Healthy Kids Running (non-profit) attended to discuss a running program focused on kids ages 2-14. Would like to hold an event on five Sunday evenings (4pm) in either Grange or Lone Lane Park. Would like to get up to 150 kids but may not have that many for the first session. She has submitted a permit for April/May dates (starting April 19th). There would also potentially be a Fall series. Lynn indicated this could be co-hosted/co-sponsored with Upper Macungie Township to be included under our umbrella. Katie indicated we have a 1 mile map of Lone Lane that could be provided. Cost would be \$35/series or \$10 per race – shirt is included for people that sign up for the entire program. Bret asked if pets were allowed – Christine indicated likely not.

Bill Patterson of Mad Science of the Lehigh Valley – This is an international franchise and has been in existence for over 30 years. was invited by Lynn to discuss the potential of a science camp. There would be no up-front cost for the township based on attendance. Cost per child is \$125 for half-day/\$250 for full. If there are more than 15 kids, there would be a lead and assistant teacher, all ages together (use buddy system). This has been running in Lower Macungie for some time. They handle their own advertising, supplies, etc. They would also add us to their insurance certificate. We would just decide on the theme. Additional details are in issue briefing.

Matt Russell from Kona Ice – Matt came to discuss a potential food truck festival. The GLV Mobile Food Alliance has 30-40 trucks now and are looking for another location to have a food truck festival. The Fairgrounds location has not worked out recently, so would like to find another location. A large tent with chairs/tables would need to be provided, and alcohol would need to be allowed. Matt suggested having this in conjunction with a beer fest or another type of event would make it more of a draw. The Alliance would also provide music and beer (if needed). potential tie in would be National Night Out and/or Bville Fireworks. Bret suggested 5/16-17 to coincide with pickleball tournament. End of June would work better to avoid conflicts with sports at the park. Dates and fees would need to be discussed further.

REPORTS

Community Programs Scheduled - Lynn sent out the program update via email. She will send updated dates on programs out as well. Lynn mentioned we now have volunteers for basketball and volleyball.

Proposed/New - See new business

UNFINISHED BUSINESS:

- Reminder to complete financial disclosures and clearances
- Kids Noon Year's Eve
 - **Bret motioned to hold Kids Noon Year's Eve on Jan 3, location TBD. Matthew seconded. Gwen, Dave, Bret, Karla, Matthew, Wes approved. Katie opposed.**
 - Location discussion – need to understand if PSD locations would be available at this time, or potentially renting a tent with heaters or another location. Dave indicated that the only schools that would likely be large enough would be the middle schools or HS, none of which are in UMac.
- Barktoberfest potential move to Grange – Lynn indicated logistically this would be easier at Grange with room for growth. Parking is also a potential issue if there is rain. Bret expressed concern with putting too much at Grange and not utilizing another park, which has always worked well. There is also more potential for conflicts at Grange. Discussion – would we be able to also have the rain day in a different location? There is concern of people getting confused with a change in location. Dave suggested moving the rain date location to a different section of Grange. **Katie motioned to move Barktoberfest to Grange Park on October 10, rain date would be the 11th, but in a location at Grange distanced from the other events. Bret seconded. All approved.**
- Lemonade in the Parks – **Katie motioned to cancel; Bret seconded. All approved.**
- Sponsor Banners – Lynn indicated we could have a range of sizes and could standardize quality. UMac would maintain ownership of signs and locations. Lynn got multiple quotes for pricing comparisons. Potential locations – fencing at Bville park, grange baseball fence, concession stand at Grange. Bret asked if this was something that could still be done this year. Lynn could develop sponsorship levels and put in the spring newsletter if we approve sponsorship banners at a high level. **Karla motioned to allow for sponsorship banners at designated locations at the parks in accordance with township and park guidelines, Bret seconded. Gwen, Dave, Bret, Karla, Matthew, Wes approved. Katie opposed.** Details on structure and rules to be determined at a later date.
- Shade structures – cost will be approx. \$9k per structure (2), not including labor. No action needed by the board at this time. **Removed from future discussion.**
- Quarry usage/grant to fill – LCA uses the quarry as a water table. To fill would be a very large undertaking, and the township isn't interested in funding this at this time. **Removed from future discussion.**

NEW BUSINESS:

- Mad Science Camp – Matt asked about ratio requirements, no ratio requirements for this age range. Everyone agreed we should start with half-day to assess interest. We have multiple options with locations. Katie suggested if this is approved, we can advertise on the Parkland

recreations web page. Katie motioned to hold a half-day science camp hosted by Mad Science of the LV at Lone Lane park from July 20-24 at \$125/kid; Bret seconded. All approved.

- Easter Egg Hunt – Bret indicated that the concerns expressed via email aren't unique to these types of events. Karla expressed support for structuring more of a scavenger hunt/completion challenge, rather than a free-for-all. Lynn also suggested having a group completion challenge, rather than a competition. Bret suggested we have police presence or participation as well. All agreed to not have the event be a competition. Suggested having hidden eggs at each of the parks that people can find and bring back to township building for a prize. Dave expressed a concern around parking capacity and maybe splitting up into 2 sessions for different age groups. Dave expressed a concern with April 4 being opening day for many spring sports and potentially being a conflict depending on how much space is needed. Karla motioned to have a non-competitive Easter Egg Hunt at Lone Lane Park on April 4 rain or shine with age-defined sessions; Katie seconded. Gwen, Katie, Bret, Karla, Matthew, Wes approved. Dave abstained
- Lil Athletics – Karla expressed support for this based on past experience. Bret motioned to approve Upper Macungie Recreation to utilize Lil Athletics to run programs as written in the issue briefing in the summer of 2020; Gwen seconded. Katie indicated that the 80/20 split would be non-negotiable. All approved.
- Programming Partnership with Velodrome – Programs have not been fully defined, but Lynn is requesting approval to work with Velodrome to offer programs together. Some programs may have costs, specifically for the seniors, which would be requested from Friends. Not funding the programs would not have an impact on us being able to co-promote programs. Gwen asked if there would be any conflicts with the yoga that is sometimes held at the Farmers' Market. Bret motioned to postpone approval to next month and have Lynn work with Jocelyn to determine specifics for programs (dates, costs).
- Healthy Kids – Bret motioned to approve the Healthy Kids Running series for 5 weeks from 4/19-6/7 on Sunday evenings; Karla seconded. All approved.
- Movies in the Park – Everyone will populate top 10 movies or any oppositions in a spreadsheet on Google Drive prior to 2/24 by 4pm. Lynn will try to send South Whitehall movies as a reference.
- Top Voted New Programs – Deferred to next meeting
- Mess Fest – Has been done with other Macaroni Kid chapters. This would be a free event. We would want the materials used to be safe for environment and easy to clean. We would like this to be discussed at the next meeting and would like Macaroni Kid to be in attendance. Karla will write an issue briefing.
- Food Truck Festival – Andrea indicated June 28th would be the ideal date. Bret motioned to approve a Food Truck Festival hosted by GLV Mobile Food Alliance in partnership with Upper Macungie recreation for 6/28 at Grange Park; Andrea seconded. There is some discomfort around co-hosting/sponsorship for an event with alcohol, they must hold liability. Gwen, Dave, Bret, Karla, Matthew, Wes, Andrea approved. Katie opposed.

OTHER BUSINESS:

- Pavilion Rental Update
 - Reservation reporting will begin the end of April
- UMT Recreation fund balance – (see spreadsheet) \$1,675,299.12
- Friends of Upper Macungie Parks and Recreation, Inc. fund balance - \$26,211.32
- Recreation & Events Coordinator Updates – Newsletter publisher is changing to save money. Expectation is that newsletter will be mailed mid/late April.
- Officer Update – Bret thanked Lynn for her prep work with the issue briefings. Bret discussed the issue of attendance and indicated that the attendance policy in the by-laws was intended to ensure we had a quorum and could have productive meetings.

PUBLIC COMMENT:

None

ADJOURNMENT

A motion was made at 9:24pm by Bret and seconded by Karla to adjourn the meeting, and all agreed. Next month's meeting is scheduled for Thursday, March 19, 2020, at 7:00 PM at the Township building.

Bret Spangler, Chairperson UMT
Parks and Recreation Board