

## **Park and Recreation Board March 12, 2012 Meeting Minutes**

The March 12, 2012 public meeting of the Upper Makefield Township Park and Recreation Board was called to order by Chair Randy Reardon at 7:33 p.m. In attendance were the following members of the Park and Recreation Board: Chair Randy Reardon, Vice Chair Dawn Wyatt, Member Donna DeSimone, Member Bill Hoefler, Member Tom Kovalcik and Member Eileen Sichel. Member Jim Pearsall was absent. Also in attendance were Supervisor Liaison Tom Cino, Andy Block and Keith Miller of Upper Makefield-Newtown Soccer Club.

### **Public Comment**

There was no public comment.

### **Approval of Minutes:**

A motion was made by Ms. Sichel and was seconded by Ms. DeSimone to approve the February 13, 2012 minutes. Motion carried by a 5-0 vote. Mr. Kovalcik was not present for this motion.

### **Children's Theater Camp Request**

Ms. Caporiccio provided an overview of the Pavilion Use Request submitted by Joe Nowosielski, Executive Producer of Arts Tech Solutions, to hold three one-week children's theater camps at Brownsburg Park for the following weeks in 2012: June 18-22, June 25-29 and July 9-13. This is a similar request to the one approved in 2011.

Discussion followed and a motion was made by Ms. DeSimone and seconded by Ms Wyatt to approve the request of Arts Tech Solutions to hold a full day children's theater program at Brownsburg Park Pavilion from 9:00 am – 3:00 pm during the following weeks in 2012: June 18-22, June 25-29 and July 9-13 at a cost of \$50/day plus a \$200 refundable security deposit, pending receipt of all background checks, child abuse clearances and certificates of insurance. Motion carried by a unanimous vote.

### **Lookout Park Improvement Update**

Ms. Caporiccio provided an update on the status of the Lookout Park improvements. At their February 21, 2012 meeting, the Board of Supervisors asked the township engineer to investigate the proposal of UMYBL to install an irrigation system at the upper and middle fields at Lookout Park, where the club has installed sod, and its potential impact on the well at the park. His review found "no compelling reasons not to proceed," provided that several conditions are met, including that UMYBL installs a variable speed chemical feed pump and provides maintenance/winterization of the irrigation system. The club is asking to utilize the system for two years, and then return to the township to revisit the need for field irrigation. The Supervisors will be reviewing this issue at the March 13, 2012 meeting.

In addition, staff has been meeting with UMYBL representatives during the last month at the request of the Supervisors to review their proposed park improvements. As a result of these meetings, the Township Manager will recommend to the Board of Supervisors that the township satisfy their commitment to spend \$1 for every \$2 spent by UMYBL up to \$25,000 on two dugouts and necessary stormwater management improvements to accommodate for the increased impervious coverage on this site.

As a follow-up to the park improvement process, the following clarifications were provided:

- No work can be performed or improvements made at the parks or to township property before first contacting the township and getting necessary permissions/approvals/permits/inspections

from staff /committee /Board of Supervisors, depending on the nature of the request.

- User groups cannot sublet township fields. Use agreements are between the township and each individual user. Necessary use forms/certificates of insurance/use agreements must be provided to the township for approval. Field Use Forms are available on the township website.
- The township maintains the field use schedule and will contact the user group if a request is received that may conflict with a previously approved request.
- Projects paid for by the township will be contracted for and overseen by the township.

### **Upper Makefield-Newtown Soccer Club**

Mr. Block introduced Keith Miller as the club's new liaison to the Park and Recreation Board. Mr. Block will continue to be involved with UMNSC and will focus on fundraising and turf development. The club is continuing to review their maintenance proposal for Fields 1 and 2 and will notify staff by the end of the week whether they still propose to assume all 2012 maintenance responsibilities except for mowing on those two fields in lieu of field use fees.

### **Park and Recreation Comprehensive Plan Discussion**

Copies of the 2005 Park and Recreation Comprehensive Plan Update were distributed at the last meeting for Board review to determine whether an update is appropriate at this time. There was discussion and consensus was that an update should be considered to determine whether the community's priorities have changed, and 2012 falls within the update period recommended in the 2005 Plan. Ms. Caporiccio reported that a Plan update may fall within the parameters of a Keystone Planning Grant. Because the grant applications are due in mid April, the application process must begin immediately.

Further discussion ensued, and other park and recreation needs and improvements were discussed, including the addition of walking trails at the Biddle Tract. The Board requested that a Keystone Grant application be submitted for one of the following improvements in order of preference: Brownsburg Park well, Brownsburg Park turf, Biddle Tract walking trail installation. For the next meeting, the Board requested that the township engineer provide an estimate of the cost and time required to prepare a Park and Recreation Comprehensive Plan Update as a possible 2013 budget request.

### **Other Business**

The following updates were provided:

- Sparkles Car Wash submitted a check for \$150 for the sales of township license plates
- Council Rock Lacrosse withdrew its 2012 Brownsburg Park Field Use Request
- Earth Day event scheduled for Brownsburg Park on April 21 from 10 am – 2 pm
- Tree Dedication and Memorial Service for former Supervisor and Park and Recreation Board liaison Dave Kulig on April 22 at 2 pm at the township building
- UMYBL Opening Day Ceremony and Ribbon Cutting at Lookout Park on April 14 from 9 am - Noon

### **Adjournment:**

A motion was made by Ms. DeSimone and was seconded by Ms. Wyatt to adjourn the meeting at 8:55 p.m. Motion carried by a unanimous vote.

Approved: May 14, 2012