Upper Makefield Township Board of Supervisors
October 21, 2025 Budget Workshop Minutes

The October 21, 2025 Budget Workshop of the Upper Makefield Township Board of Supervisors was called to order by Chair Yvette Taylor at 6:58 p.m. In attendance were the following members of the Board of Supervisors: Chair Yvette Taylor, Vice Chair Ben Weldon, Treasurer Braun Taylor, Member Tom Cino and Member Tim Thomas. Also in attendance were Township Manager Gregg Schsuter, Assistant Township Manager Judy Caporiccio, Finance Officer Lisa Panzer, Planning & Zoning Director Denise Burmester, Public Works Superintendent Matt Gorman, Police Chief Mark Schmidt.

PLEDGE OF ALLEGIANCE

Ms. Taylor led in the Pledge of Allegiance which was followed by a moment of silence.

Mr. Schuster then provided highlights of the following funds: General Fund Expenditures (Emergency Servies and Planning & Zoning/Code), Park & Recreation, Tree Fund, Liquid Fuels, and the Capital Fund. Throughout the presentation, members of the Board asked questions and provided comments.

Robert Rupp, Chair of the Park & Recreation Board, provided an overview of the Board's Park & Recreation Capital Fund request for playground replacement at Brownsburg Park. Providing accessibility to the park features and the playground equipment is a priority as well as including equipment for older children ages 5-10 and shaded areas. The Board hopes to apply for grants to assist with funding and has also discussed a phased approach to improvements.

Mr. Schuster shared his observations that the General Fund cash balance has trended downward in recent years. Though still healthy, it is something to be aware of with future planning.

Next steps in the process are the preparation of the Preliminary Budget and Board authorization to advertise it for public review. This item will be placed on the November 5, 2025 agenda and 2026 Budget adoption placed on the December 2, 2025 agenda.

Mr. Schuster acknowledged the staff members who assisted in the preparation of the draft document, and the Board thanked Mr. Schuster and the team for their efforts to prepare the documents for Board review.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Ms. Taylor announced that an executive session will be held following this meeting for personnel matters.

A motion was made by Mr. Cino and seconded by Mr. Weldon to adjourn the meeting at 7:38 p.m. Motion carried by unanimous vote.

Respectfully submitted,

Gregg Schuster
Township Manager
Approved: November 5, 2025