

## **Park and Recreation Board February 12, 2018 Meeting Minutes**

The February 12, 2018 public meeting of the Upper Makefield Township Park and Recreation Board was called to order by Member Eric Schaal at 7:30 p.m. In attendance were the following members of the Park and Recreation Board: Eric Schaal, Cathy Magliocchetti, Bill Hoefler, Jim Pearsall and Tim Thomas. Also in attendance were Assistant Manager Judy Caporiccio and Supervisor Liaison Tom Cino.

Members of the public were also in attendance.

### **Public Comment**

There was no public comment.

### **Election of Chair**

A motion was made by Mr. Schaal and was seconded by Mr. Hoefler to nominate Cathy Magliocchetti as Chair of the Park and Recreation Board for 2018. Motion carried by a unanimous vote.

### **Election of Vice Chair**

A motion was made by Mr. Schaal and was seconded by Mr. Thomas to nominate Mr. Hoefler as Vice Chair of the Park and Recreation Board for 2018. Motion carried by a unanimous vote.

### **Approval of Minutes**

A motion was made by Mr. Schaal and was seconded by Mr. Hoefler to approve the December 12, 2017 meeting minutes. Motion carried by a unanimous vote.

### **Upper Makefield Youth Baseball/Softball League**

Ray Pool, President of Upper Makefield Youth Baseball/Softball League, reviewed the club's most recent financial statements, revenues and expenses, noting that field maintenance expenses account for a significant portion of their expenses.

### **Tee Ball Field Proposal - UMYBSL**

Mr. Pool then outlined a proposal from Upper Makefield Youth Baseball/Softball League to install a tee ball field located adjacent to the picnic area at Lookout Park with a dirt skin infield, and a total field size of approximately 60' down the line. The club would provide temporary back stops and benches, which would be removed in the off season. UMYBSL proposes to wholly fund the project with an estimated cost of \$6,000. Planning & Zoning Director Dave Kuhns reviewed the proposal with the club's contractor and indicated that a grading plan and engineering review will be required. Discussion followed and a motion was made by Mr. Thomas and seconded by Mr. Hoefler to support the proposal of UMYBSL to install a tee ball field at Lookout Park with the club funding the construction costs of \$6,000 and a recommendation to the Board of Supervisors to contribute up to \$2,000 toward the costs of the grading plan and engineering review. Motion carried by a unanimous vote.

### **2018 Field Use Request - UMYBSL**

Mr. Pool submitted a Field Use Request on behalf of UMYBSL for use of the fields and snack shed at Lookout Park from April 1-June 24, 2018. In lieu of 2018 Field Use Fees, the club will provide the following maintenance at Lookout Park for 2018:

1. Prepare fields for use at the beginning of the season-purchase and spread infield mix as needed, clean dugouts, set-up and replace/repair field equipment.
2. Set up irrigation, fertilization and seeding plans as needed for fields.
3. Mow and edge fields throughout the year as needed to maintain playability. Requesting support from Township during the offseason.
4. Maintain fields, snack-sheds, batting cages and dugouts throughout the season.

Discussion related to field maintenance and mowing expenses followed, and Mr. Pool asked that the Township landscaper mow the fields every other week during the off season (see #3 above) while they are at the park to mow the common areas. The club would reimburse the Township in accordance with the current Township landscape bid cost of \$85/occurrence, and the club would absorb the cost of any additional mows. A motion was made by Mr. Hoefler and seconded by Mr. Schaal to approve the Field Use Request of UMYBSL as submitted for the period of April 1 – June 24, 2108 with the maintenance plan outlined above in lieu of a field use fee. The club would be responsible for field mowing from April-June and would reimburse the Township for field mowing every other week from July-November subject to review by the Solicitor and submission of all required insurance and required documentation. (Following the meeting, the Solicitor advised that the club communicate and contract directly with the landscaper). Additionally, a contribution to the Township of 10% of snack shed proceeds is required. Motion carried by a unanimous vote.

### **Rock Fastpitch Tournament Request**

Ms. Caporiccio noted that Rock Fastpitch submitted two tournament requests for Lookout Park for the summer, however one conflicts with UMYBSL park usage. The second tournament request is for use of Patriot Field, Freedom Field and Independence Field at Lookout Park for a tournament from July 17-21, 2018. Following discussion and input from Mr. Pool, a motion was made by Mr. Hoefler, seconded by Mr. Thomas to approve the July 17-21, 2018 Tournament Request of Rock Fastpitch with the requirements below in addition to required insurance and documentation:

- All fields must be rented for the duration of the tournament
- A pre and post tournament walk-through with a representative of UMYBSL
- Authorization is subject to playability due to weather conditions as determined by the Township with the Township reserving the right to cancel
- Fields and park to be returned to original condition
- Separate Insurance and a Board of Health Certificate for food vendor
- Park Fees according to 2018 Fee Schedule:
  - \$50 Application Fee
  - \$500 Park Security Deposit
  - \$100/field/day x 5 fields x 5 days = \$2,500
- Concession Stand Fees according to 2018 Fee Schedule:
  - \$250 Security Deposit
  - 10% contributions from net food sale proceeds
  - Board of Health Certificate (vendor)
  - Certificate of Insurance (vendor)

Motion carried by unanimous vote.

### **Patriot FC Field Use Request**

Rich Thomson, President of Patriot FC, submitted a Field Use Request for use of all Brownsburg Park

fields from March 11-June 30, 2018, no snack shed use in spring. Patriot FC submitted the following maintenance plan in lieu of field use fees for 2018:

- Collaborate with Township management, TruGreen, and Hammer Landscaping to plan, treat and remediate the soccer fields. The soccer club proposes to commit to spending at least \$5,000 on landscaping and maintenance services at Brownsburg. These expenses will be focused on weed control, fertilizer, seeding, rolling of the fields, and other treatments that will bring the greatest benefit to the fields.
- Additionally, the club plans to close Fields 1 & 2 to rest them through the spring and summer months to help the turf recover from recent use, working with a turf management company to implement a specific plan to assist these two fields in recovering and to gain the most benefit from the rest.
- Patriot FC will also pay to maintain soccer goals, equipment, and supplies utilized at Brownsburg Park.
- In addition to the financial support the club will provide, they will continue to communicate regularly with trainers, coaches, and volunteers regarding best practices to preserve field conditions. They will rotate goals and equipment, use channels in between fields, and conduct training and fitness sessions outside areas of heavy use. These efforts will help preserve the fields.
- Patriot FC volunteers and coaches will be at Brownsburg for portions of almost every day of the week during the spring soccer seasons. They will be observant and if improper usage or mistreatment of the fields, equipment, or courts at Brownsburg are observed, they will communicate to the Township. Trainers, coaches and volunteers have been instructed to call the police or 911 in the event of an incident.

Discussion followed and Mr. Thomson relayed that Patriot FC discussed the request that the club pay for winterization costs for the Brownsburg Park irrigation system and also escrow funds to replace the pump in the future. He said that provided the Club remains the primary user of the fields at the park for the year, the board will consider setting aside funds to offset winterizing the system (\$195.00 in 2017 as part of our seasonal field request and usage-fee agreement).

Mr. Thomson relayed concerns expressed by Patriot FC as reasons why they are not comfortable escrowing funds each year for the eventual replacement of the irrigation pump. As an at-will user of the fields, Patriot is required to request usage every fall and spring. Additionally, they do not feel comfortable setting aside funds from current families and players for an asset they will not use (the youngest players will be in high school before the pump needs replacement).

Mr. Thomson said the club recognizes that access to Brownsburg Park is a critical piece of their success and growth, and they feel confident that the then-current Board and its members would contribute an appropriate amount when the pump needs to be replaced, just as the club contributed to the new pump last spring.

Discussion followed and consensus was that it is mutually understood by soccer and the Park & Recreation Board that the Township installed the irrigation system with the understanding that there will be a reasonable and logical resolution in the future.

A motion was then made by Mr. Thomas and seconded by Mr. Hoefler to approve the Patriot FC Field Use Request for Fields 1-6 from March 11, 2018-June 30, 2018 with Patriot FC providing the

maintenance plan outlined above in lieu of field use fees plus reimbursement of the 2017 irrigation system winterization costs of \$195.00. Motion carried by a 4-0-1 vote with Mr. Schaal abstaining.

**Other Business**

**Lookout Park Building Improvement Project**

Ms. Caporiccio provided an update on the progress of the Lookout Park Building Improvement Project and noted that a time extension to April 13, 2018 (substantial completion)/April 30 (final completion) was granted by the Board of Supervisors due to extreme weather conditions early in the year.

**Sol Feinstone Elementary Design-A-Park Project**

Ms. Caporiccio reported that Supervisors Nolan and Ballerini joined Mr. Hoefler, Mr. Thomas and Ms. Caporiccio to judge the 3<sup>rd</sup> grade class Park Design projects at Sol Feinstone Elementary School. The top three projects were presented at the Board of Supervisors meeting on June 16..

**Adjournment**

A motion was made by Mr. Hoefler and was seconded by Mr. Schaal to adjourn the meeting at 9:10 p.m. Motion carried by a unanimous vote.

Respectfully submitted,

Judy Caporiccio  
Approved: April 9, 2018