

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

April 6, 2010

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, April 6, 2010. Chairman Bohan called the meeting to order at 7:00 PM. In addition to Chairman Bohan, board members present included DeSha, Krick, Laubach, Lee, McBride and Miller. Also present was Recreation Director Lewis and Commissioner Martin and Public Works Director Neff. Guests present included: Peg Adams, 60 Melody Lane, Lancaster, PA 17601, Mark Kilpatrick 1512 Zarker Road, Lancaster, PA 17601, Todd Heckman, 331 Millpond Drive, Lititz, PA 17543, Andy Woolley, 217 Heatherstone Way, Lancaster, PA 17601, Walter Seace, 320 Petersburg Road, Lititz, PA 17543.

- II. **Review and Approval of Public Meeting and Board Meeting Minutes – March 7, 2010** – After review of the Public Meeting Minutes, Ms. DeSha stated that she was not in attendance for the meeting. With this correction so noted for the Minutes of the Public Meeting, Mr. Lee made a motion to approve the March 2, 2010 Board Minutes as written. This motion was seconded by Ms. DeSha and then approved unanimously.

- III. **Treasurer's Report** – Ms. DeSha distributed a monthly summary for January and February. Ms. DeSha reported that total park expenditures are running low as compared to expenditures last year. Recreation Revenue is on target for this time of year. Expenses on the Recreation side are tracking the same as last year. Ms. DeSha pointed out that \$2,100 per month is being spent on refuse dumpsters. Public Works Director Neff explained that the dumpsters are needed for the "Carry In, Carry" out program that was initiated a few years ago. Ms. DeSha stated that she thinks that the dumpsters are being utilized for more than park use. Chairman Bohan stated that when this program was reviewed it was less expensive to provide the dumpsters than to have maintenance staff emptying trash barrels throughout the parks. With regard to the Capital accounts, Ms. DeSha asked Public Works Director Neff if a line item expense of \$29,000 (listed twice) was a duplication (under Community Park). Director Lewis explained that she will question these two expense line items. Chairman Bohan asked if the Sand Trap Restaurant line items have been removed from the Recreation Budget. Director Lewis stated that she did discuss this with Finance Director Stratchko and it has been proposed to remove these accounts from the Recreation and Parks budgets and move them to the General budget.

- IV. **Committee Reports**
 - A. *Facilities* – Ms. DeSha updated on the status of the Great PA Clean Up event that will take place Saturday, May 1st at 9 AM at Destination Park. Additional volunteers are needed for this year's event. To date, less people have volunteered as compared to last year. There will be 1,400 plantings that will be planted during the event. Ms. DeSha shared picture slides on park facilities and pointed out various maintenance items that need addressed. Ms. DeSha suggested that bocce sets, quoits and horseshoes be available for rent at the Mini-Golf site. She also suggested installing a bike rack at Destination Playground. Chairman Bohan reported on the status of the volunteer renovations taking place at the Stoner House (Overlook Community Campus). The group will present a plan at the next Overlook Community Foundation meeting. Director Lewis reported that the Skyline Pool renovation project is on schedule. Skyline is slated to open the middle of June.
 - B. *Personnel* – No report.

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IV. Committee Reports (Cont'd.)

- C. *Program* – Ms. DeSha reported that she met with all Recreation Staff regarding programming. Facilities Manager Slick is in charge of aquatics, mini-golf and senior programming. The High School pool will be renovated this summer, so spring recreation classes were shortened by one week. Youth Sport & Fitness Coordinator Quarino is in charge of youth programming. The youth basketball program has concluded and Youth Sport & Fitness Coordinator is working on summer playground, youth and teen summer camps, and developing new youth offerings (Super Hero & Princess parties). Recreation Superintendent Norton is in charge of Adult programs. He is involved in the Lighten Up Lancaster program, the geological programs, offering a Scavenger Hunt this summer for the Smart Strides program.
- D. *Public Relations* - No report.
- E. *Finance* – No additional report.
- F. *Non-Motorized Pathway Committee* – Chairman Bohan stated that a list of the committee members were included within this month's packet. The next meeting of this group will be held April 13.

- V. **Director's Report** – Enclosed in packet. Ms. DeSha asked if Director Lewis had anything to share from the PA Recreation and Parks annual conference which staff attended. Director Lewis stated that she will bring a staff synopsis to next month's meeting. Director Lewis reported that she did attend a session regarding geocaching (geocaching is a worldwide game of hiding and seeking treasure). Mrs. Miller questioned the removal of the black walnut tree at Stauffer Park (how it relates to MTSD). Director Lewis explained that the wood from the tree will be going to the school district for their wood shop use.

VII. Old Business

Meeting proceeded to Item C., Discussion - Field Usage Charges and Youth Sports Agreements.

Discussion - Field Usage Charges and Youth Sports Agreements - February 22 Commissioners meeting implement user fees for all of the sports fields. P & R Board member Lee and Director Lewis met with Youth Sports organizations to discuss. Baseball and football groups sent info out to parents which Chairman Bohan thought was premature. Chairman Bohan asked the following questions to the board members.

- 1.) Should MT Resident Community groups participate in the funding of the development, maintenance and/or enhancements of MT facilities or parks used by those groups? Board Member answers: DeSha-Yes; Lee-Yes; Krick-Yes; McBride-Yes; Miller-Yes.
- 2.) Which of these would you consider as a possible way to have fee participation happen?
 - Group contracts "x" amount per year per contract? DeSha-Yes; Lee-No; Krick-Yes; McBride-No; Miller-No.
 - Voluntary amount per year? DeSha-No; Lee-Yes, based on year's past history; Krick-Yes; McBride-No; Miller-Yes.
 - User Fees? DeSha-Yes; Lee-Yes; Krick-No; McBride-No; Miller-No.

(Continued)

VII. Old Business (Cont'd.)

Discussion - Field Usage Charges and Youth Sports Agreements (Con't.d)

- Membership Fees? DeSha-Yes; Lee-Yes; Krick-Yes; McBride-Yes; Miller-Yes.
- Taxpayers pay for everything? DeSha-No; Lee-No; Krick-Yes; McBride-Yes; Miller-No.

Chairman Bohan explained that he will share the answers to these questions with the Commissioners. Chairman Bohan stated that the Summary of Discussion that will be presented by Mr. Lee should be a recommendation to the Manheim Township Parks & Recreation Board (not MT Commissioners). Mr. Lee reviewed the information listed on the Summary of Costs to Operate Manheim Township Sports Fields. Mr. Lee explained that the first two line items have been removed (purchase administrative costs and land purchase). Turf Replacement at Year 15 (shown at bottom of page) was also taken out. Another item that was controversial (amongst youth groups) was Construction Costs w/ 20 Year Payoff, but was left on the summary. Mr. Lee further explained that if the Construction Costs were taken out the grass fields maintenance fee would be approximately \$20/hr. Additional fees are listed at the bottom of the summary are for extras (lighting, set up, etc.). There is an additional cost of \$5/hr. for baseball fields (vs. soccer/lacrosse). Mrs. Miller asked how many times a week that the ballfields are lined. Public Works Director Neff reported three times per week. Mr. McBride asked Director Lewis how pavilion rental fees were established. Director Lewis stated that the Commissioners govern the setting of the fees. She further explained that the pavilion rental times were changed this year to two separate time periods (8A-2 PM or 3-10 PM). Mr. McBride asked if a pavilion was "knocked down by an act of god" would the (re)construction cost be a factor in the setting the next years fees. Director Lewis stated that all or most of the pavilions were donated by a community service club, so the answer to that question would be no.

Chairman Bohan stated that the Commissioners nor the Parks & Recreation Board want the Youth Sports groups to pay "an inordinate burden" of fees to provide facilities. The issue, Chairman Bohan, stated is that each group "should participate in an equitable way". Chairman Bohan stated that the focus should be that all of the Township needs to be served.

Mr. Lee summarized Report to Manheim Township Commissioners (April 6, 2010). Mr. Lee stated that there needs to be some consistency established regarding youth sports agreements realized in the future. Mr. Lee stated that participation is needed if higher level fields are wanted. With regard to the Weaver Road Complex, Mr. Lee stated that no one (youth sports groups, resident taxpayers) is in favor of proceeding with Weaver Road once the construction costs are known. He further stated that "we need to come to some resolution regarding the levels of responsibility and contribution". Todd Heckman, Baseball/Softball Association, recommended that maintenance fees be charged (not user fees). Chairman Bohan polled the Board members whether the Township should supply grass fields (not premium nor synthetic) for free use (all said yes); premium grass fields (one yes). Chairman Bohan reviewed the fields' spreadsheet. Chairman Bohan suggested that the Commissioner use this as a tool. Mr. Lee suggested that time be taken to make this decision. Chairman Bohan asked the Board members if Mr. Lee's report should go to the Commissioners. All ayes. Chairman Bohan asked if a recommendation to implement user fees (which two options are proposed). Ms. DeSha proposed recommending to the Commissioners that the Board is all in agreement that there should be some type of fees assessed to the youth sport organizations and also defer the building process on the Weaver Road site. Mr. Lee resolved that the Commissioners should be making a decision on three (3) things: 1.) Do they agree that the basic fields be the responsibility of the community?; 2.) With regard to premium fields at Overlook, what is expected for ongoing maintenance of these fields?; and 3.) For future fields development, which will be based on agreements created prior to development. Ms. DeSha did not agree and stated that the development of the Weaver Road property should be tabled for this year and continue negotiations with the youth sports organizations. Chairman Bohan would also like to recommend to the Commissioners that they revise/consolidate all current agreements and urge them to enforce them.

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VII. Old Business (Cont'd.)

Discussion - Field Usage Charges and Youth Sports Agreements (*Con't.d*)

Mr. McBride shared that synthetic turf is \$13/hr. (per cost basis and minus construction). Mrs. Miller questioned damage (graffiti, etc) and control on these synthetic fields. There will be a six foot fence around the complex. Mrs. Miller asked which recommendation will be addressed first. The contribution by the youth sports organizations or the Weaver Road project? Chairman Bohan stated that the recommendation to the Commissioners that they can make a decision on these items and offer Parks & Recreation Board's collaboration with the Youth Sports organizations. Chairman Bohan thanked Mr. Lee for his report. Mr. Lee thanked the Youth Sports groups for attending the meetings. Chairman Bohan Ms. DeSha shared her concern regarding the management of the number of fields that are being added and also the number of fields that will be needed in the future. How will they be funded? When does it end? Chairman Bohan stated that the consensus of the board is that people need to contribute, the question is how is their contribution is administered. Commissioner Martin shared his recommendation. He suggested that user fees be established along with youth sports group agreements and don't offer a lot of options. Mrs. Miller made the motion to recommend to the Commissioners the creation of equitable contracts with all resident Youth Sports groups for current field use and also future field use (Weaver Road Complex). MARGIE...**COULD NOT HEAR WHO SECONDED...Do you remember?** This motion was seconded by Mr./Ms. _____. In favor: Krick, Lee, McBride & Miller. Abstain: DeSha. Chairman Bohan stated that he will e-mail final verbiage for the recommendation to the Commissioners and ask for an electronic vote on verbiage that he will deliver to the Commissioners at their next meeting (4.12.10).

Mrs. Miller also suggested making the motion that the Commissioners that the timeline for the Weaver Road project be reconsidered in light of the economy. Commissioner Martin stated that it was a good time to bid (work needed). Mrs. Miller stated that "it was a bad time to spend money, because people don't have it." Commissioner Martin stated that the money is already there to construct the field complex. Mrs. Miller withdrew her motion. Chairman Bohan asked the youth sports groups representative that were in attendance a the meeting to convey to their group's parents that "the process of the MTRD Board is about coming to some understanding and consensus". Chairman Bohan also stated that he thought it was premature to get parents "riled up" about the proposal of increased per player fees. Chairman Bohan also stated that he hoped that the Youth Sports groups felt that the Parks & Recreation Board had credibility for negotiating and representing youth sports groups.

Comprehensive Parks, Recreation, Open Space Plan and Greenway Infrastructure Plan – A copy of the RFP (Request for Proposal) was included in the packet. Director Lewis reported that the RFP submittal deadline was 4.16.10.

Weaver Road Property Update – Previously discussed.

VIII. New Business

Correspondence – None.

IX. Overlook Community Foundation Report – Chairman Bohan reported that the entire meeting was discussion regarding the Stoner House.

X. Commissioner's Report – Commissioner Martin had no additional report.

XI. School Board Report – Mrs. Miller had no report.

XII. Museum Board Report – Ms. DeSha reported that the last program held at the Boettcher House, entitled, "A Historical Perspective of Landis Woods: Presentation by Landis Family Member, Bonnie Landis Hauser 30 people attended. Ms. DeSha announced that this year's programs were listed on page 20 of the spring activities addition. Additional electrical work (receptacles) is being completed inside the house.

XIII. Adjournment - The meeting was adjourned with a motion made by Mr. Krick at 9:45 PM. This motion was seconded by Vice-Chairman Laubach.

4.22.10 (1340)