

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING

October 4, 2005

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held at the Boettcher House Museum on Tuesday, October 4, 2005. Chairman Bohan called the meeting to order at 7:30 p.m. In addition to Chairman Bohan, board members present included Keene, Laubach & Miller.
- II. **Review and Approval of September 6, 2005 Minutes** - Mr. Miller made the motion to approve the September 6, 2005 Minutes as written. This motion was seconded by Mr. Keene.
- III. **Treasurer's Report** – Mr. Miller reported on that year to date revenues look relatively good in most areas, except for Mini-Golf. Mr. Miller questioned what Stauffer Recreation Fees Revenue (listed on revenue report) consisted of. Director Lovelette explained that all income to this account were for programs whose location is Stauffer Park. He further explained that there is a program income account located in facilities (i.e., pools, rink, etc.). Mr. Miller noted that quite a few of the income accounts are well over 100% for the year (page 3 of Revenue/Expenditures Report - as of September 30, 2005). Mr. Miller also noted that Skyline Pool improvements were \$32,420 for this year, commenting these pool improvement expenses have been occurring year after year (page 23 of Revenue/Expenditures Report - as of September 30, 2005). Mr. Bohan commented that most of the time (that he has been at the Overlook Community Campus), the Mini-Golf seems to be "very quiet". Director Lovelette stated that three factors attribute why the course has not been busy this year; 1.) More promotion needs to be done, as comments still being received that the course is unknown; 2.) This year, course has been a construction site (barn renovation); and 3.) The course is too easy. Director Lovelette explained that item #3 could very easily be accomplished by our staff.

IV. Committee Reports:

Facilities Committee – Mr. Keene had no report at this time.

Personnel Committee – In Mr. Gard's absence, there was no report.

Program Committee – Mr. Miller had no report.

Public Relations Committee – Mr. Laubach reported that there was an article in the newspaper regarding muskies being stocked at Perelman Park (Conestoga River).

Finance Committee – No additional report.

V. Old Business

Comprehensive Plan Status Update:

Overlook Community Foundation Report – Chairman Bohan stated that the Board's last meeting minutes were included in the package. Director Lovelette reported on the status of the SRBC well monitoring project. GeoServices will present their recommendation plan to SRBC. Chairman Bohan reported that there was a lot of conversation regarding the barn at the meeting. Negotiations are proceeding for restaurant food service (1st floor of barn - no alcohol). Alcohol will possibly be available on the 2nd floor where the banquet/party facilities will be located. Director Lovelette reported that four (4) bids were received for concessions in the barn. Three (3) of these groups were interviewed. Chairman Bohan commented that there is a lot of "misinformation out there" regarding the campus property. Mr. Keene asked who owns the Mayer House. Director Lovelette reported that the house is owned by the Historical Society (since it has been moved onto the campus property). Director Lovelette presented the final report that was prepared on the Community Center options by staff and consultants.

(Continued)

V. Old Business – Continued

Overlook Community Foundation Report (Cont'd.) – A booklet will be mailed to all residents in a few weeks, with a comment card to be returned to the Township. At a special meeting, December 1, the Advisory Board will present the rankings to the Commissioners, and in turn, the Commissioners will vote on December 12. Director Lovelette reported on the status of the Dog Park. Hummer Turfgrass agreed to seed the grass at the park. Before seeding, fine grading was started and rocks were found. Director Lovelette further reported that all rocks were in the process of being removed before the seeding could be done. The park was to open October 29.

Park Review - Landis Woods - Mr. Keene reported on his findings in the park, commenting that no litter/trash was to be found, trails are in great shape. A few benches need attention (overgrowth). Mr. Keene reported that the Landis Woods Art Show was a great success. Overall, the park looks like it is in fine shape. Chairman Bohan reported that the house is being rented most of the month (group meetings). Mr. Keene asked if the Bulletin Board could be updated (Summer flyer in case).

2006 Proposed Budgets - Director Lovelette reported that the budget hearings will be held at the Boettcher House next Tuesday (10/11). Township staffing requests for 2006 will be handled separately. Director Lovelette reported that the Capital budget had not changed (since last month). With regard to the Proposed Operating Budget, Director Lovelette reported that the Stauffer Trustees Revenue has been lowered (per month) to \$132,000 (vs. previous \$180,000 per month). Director Lovelette also reported on the changes in the Operating Budget Expenditure Accountst: #451 Account - Leisure increased by \$19,642 due to updated information on benefits that has been received from the Finance Department; #452 Account - Parks increased by \$36,000, again, benefits. Decreased the following accounts: Maintenance salaries by \$4,000, Equipment rental decreased by \$1,500, Minor Parts \$2,000 and Real Estate Taxes by \$2,000; #453 Account - Stauffer increased by \$6,000 in benefits; #454 - Skyline decreased \$92 (increase in benefits, eliminated Auto Allowance, Gas & Oil and Minor Parts line items); #455 - Overlook Pool increase by \$372 in benefits; #456 - Overlook Activities Center decreased by \$318 (benefits); #458 Account - Sand Trap increased by \$3,568 (benefits and licensed beverages); and #471 - Overlook Falls Mini-Golf decreased by \$191 (benefits). Director Lovelette briefly overviewed the budget summary report.

VI. New Business

Fall Family Night – Director Lovelette reported on the Fall Family Fun Night that will be held at the Mini Golf Course on Saturday, October 29 (flyer enclosed with this month's package material). Director Lovelette reported that night (glow) mini golf will be played, as well as crafts, games and hay rides. Admission will be \$5/person.

Correspondence – No correspondence was enclosed.

VII. Commissioner's Report - In Mr. Downing's absence, there was no report.

VIII. School Board Report - In Mr. Hodge's absence, there was no report.

IX. Museum Board Report – Mr. Keene reported that there is a "Raptors" program that will take place at the Boettcher House on Sunday (press release on table this evening).

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Director Lovelette reported that there were two (2) School Board reports that were included in this month's package that were acquired on-line by Lorri (Board Flashes no longer sent through inter-office mail). It was decided that both reports were acceptable to include In the board packages each month.

X. Director's Report – Enclosed.

XI. With no further business to discuss, the meeting was adjourned at 8:33 p.m., with a motion made by Mr. Keene. This motion was seconded by Mr. Miller.

Respectfully submitted,

Lorri A. Haney