

A public meeting of the newly formed Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, February 5, 2002, in the Township Building; Ann Thornburg-Weiss presiding.

In attendance were Commissioners Ann Thornburg-Weiss and William Bryers. Also present were Jonathan Bleemer, Assistant Township Manager and Finance Director; Susan Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

Mrs. Weiss explained that the duties of this committee is to monitor Library operations, monitor Parks and Recreation Department operations, develop plans for Township properties, and monitor contracts.

Move to Accept the Minutes of the October 2001 Contract Review Committee Meeting Without Reading:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the October 2001 Contract Review Committee Meeting without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks and Recreation Director:

Mrs. Lohoefer presented the report of the Parks and Recreation Director of January 2002:

Camphill and Highland Athletic Complex (CHAC):

- The site is scheduled to open for baseball and softball use this spring.
- The site will not be used for soccer until fall.
- The backstop and player protection screens on the north side baseball field will be installed by the end of March.

Upper Dublin Community Pool:

- The pool gutter replacement project was completed in mid-January.
- The Department has invoiced and received the full Community Development Block Grant funding reimbursement for the pool gutter replacement project (\$105,000).
- Concrete finish work and caulking will be completed shortly.
- In the spring, the main pool floor will be coated with a leveling product called "Thoroseal" and both pools will be painted.

Other Open Space Projects:

- Completed construction of the EPI-Center lower level restroom.
- Ordered and received the "Hustler 72" mower with cab.
- Ordered play equipment for installation at Veterans Memorial Park and Mondauk Common. The Department was able to take advantage of a "winter special" that saved over \$700 on the order (state contract prices).
- Ordered picnic benches and tables for CHAC. Ordered three memorial benches commissioned by Township residents.

- Working with the play equipment vendor to design an accessible play area for CHAC. The playground equipment, being purchased with a \$35,000 donation from Prudential, will be installed in time for a "grand opening" celebration sometime in September.
- A professional services contract proposal from LandConcepts Group was accepted for completion of the Aidenn Lair Park Land Management Plan. The report, which will be similar in style and content to the completed for Mondauk Common and Veterans Memorial Park, will provide information and data support for 2003 budget requests. A neighborhood survey will be conducted, and a public meeting will be held to review the results of the survey. Two presentations before the Board of Commissioners will be scheduled as the project progresses.

Mondauk Common:

- Preparing for the upcoming rental season. Reservations will be taken beginning March 1st.
- Rates have been slightly increased for the year 2002.
- Information brochures have been updated.
- Rental information will be available on the Township's website very soon.
- The Director met with the Shade Tree Commission in January to discuss "clear cutting" of the upland woods at Mondauk Common. The outcome was to request a proposal from LandConcepts Group to develop a Vegetation Management Plan. The proposal will be discussed at the Shade Tree Commission's regular meeting in February.
 - Thinning of the trees has already significantly limited the starling population by reducing the number of perch points.

SiteWatch:

- Patrols are set to begin the first weekend in March.

Seasonal Employees:

- Applications for spring and summer seasonal employees are being accepted for the following positions:
 - Mondauk Common park attendants
 - UDCPool lifeguards
 - Robbins Park team teachers and maintenance laborers
 - Playground, Small Folks, Camp BIG and X-Zone leaders and aids
 - Summer league supervisors
 - Summer parks laborers
- Applications are available in "downloadable" form from the Township's website.
- The Evening/Weekend Coordinator's position has been filled by Mark Patterson who served on the SiteWatch staff since 1997, served as the SiteWatch Supervisor in 2000, and added supervision of Park Attendants in 2001. In his new capacity, Mark will continue to coordinate these two staffs plus the UDCPool staff. He will oversee summer sport leagues, work his way into the Mondauk Common permit-issuing process, and help the Department develop and then oversee the permitting of the newly renovated meeting rooms.

Upper Dublin Twining Valley Golf Classic:

- The event will take place on Thursday, June 6, 2002.
- The Director met with Commissioners Pesavento and Derr regarding this year's event which will be similar in size and scope as past events.
- Larry Kane will again act as Celebrity Host.

Upper Dublin Community Day:

- The event is scheduled for Sunday, October 6th.
- Co-chairs for the event will be former Commissioner William Gift and his wife, Dolores.
- Planning began on January 27th.
- Additional help for the various committees is welcome. If interested, contact the Township or Mr. and Mrs. Gift.
- A second planning meeting is scheduled on March 10th.

Parks Crew:

- Completed a major clean-out and reorganization of the Parks and Recreation storage area in the lower level of the EPI-Center.
- Removed the CHAC north side back stop in preparation for installation of the new one.
- Installed a memorial plaque on a bench at Loch Alsh Reservoir.
- Painted trash cans for placement at various parks.
- Assisted Highway Division with snow and ice control and subsequent storm clean-up.
- Installed new heaters in the Mondauk Common restrooms.
- Installed a timer on the exterior of the Mondauk Common restrooms lights to provide light for anyone locking up the site after dark.
- Completed some downed tree work at Robbins Park and Mondauk Common.
- Removed an old fence from the CHAC north side creek.

Recreation:

- The Leisure Guide to Winter 2002 was distributed in late December. Registration began on January 7th. The recreation staff is managing 46 programs, trips and activities scheduled between January and March 2002. At the end of the month, more than 54% of programs were guaranteed, and 37% were still accepting registrations. Under 9% had been cancelled.
- The staff organized two busses filled with 90 participants on a successful ski trip to Big Boulder on the Martin Luther King birthday holiday.
- A night skiing trip planned on February 1st was cancelled on January 30th due to the unseasonably and sustained warm weather and predictions for rain and continued warm temperatures.
- A trip to Jack Frost on February 15th has one bus filled, and a second bus will go with at least 35 additional participants.
- A weekend trip to the Foxwoods Casino and Resort, advertised in the Leisure Guide for the end of April, has been rescheduled for October 20-22, 2002. Brochures are currently available.
- A weekend trip to Niagara Falls is scheduled in August. More information will be available soon.
- Discount lift tickets to various Pocono mountains will be on sale at the Parks and Recreation Department Office into March.
- The Leisure Guide to Spring 2002 will go to the printer by February 11th and should be in the mail by early March.

Year-End Financial Information:

- Said information has been submitted to the Board of Commissioners.

Comprehensive Plan Report Card:

- This plan provides programs and services for the people of Upper Dublin Township. It includes an action plan, objectives and goals. Mr. Bryers will look for redundancies and report back to the Committee next month.

Report of the Library Director:

Mary Lou Troy discussed activities in December 2001 as follows:

Hours:

- The Library was open 30 days in December for a total of 235 hours.

Public Services and Statistics:

- Circulation for the month of December was 10,864, an all-time high for the month of December and an increase of 14% over last December. Total circulation for 2001 was 163,254 items, an increase of 15% over circulation in 2000. This is the Library's highest annual circulation ever topping the previous high of 157,264 in 1997 by 4%.

Staffing:

- The position of Head of Technical Services and Systems position has been filled by Kathy Brannon who began working on December 27th.
- Marion Rosenbaum began working as a part-time reference librarian on January 7th.

Library Board:

- The Library Board met on December 10th to discuss the budget, staff performance evaluations, and the mechanism for evaluation of the Library Director and salaries for Library personnel.

Meetings:

- Most of the staff attended a training program on helping the public search the online catalog which was presented by the MCLINC System Administrator.

Facilities:

- The replacement shelving for one run of the old wood shelving has been purchased from Brodart. The staff is now developing a plan to unload the present shelves, dismantle them, set them up in their new location assemble the new shelving and reload the stacks. The old shelving matches the fiction shelving and will be used to add shelving to the fiction area.
- The North Hills T1 line has been activated. It will allow a complete cataloging and barcoding of the North Hills collection.
- The new reception style chairs and a love seat for the children's area have arrived.

January highlights included the following:

Hours:

- The Library was closed Saturday, January 19th, for electrical work to the Township Building complex.

Public Services and Statistics:

- The highest ever circulation for the month of January: 13,215 items or 456 items per day.
- The Library was visited by 11,316 people or 390 people per day.

Computerization:

- A 4 year old public Internet access workstation was replaced.
- MCLINC will be replacing all public access workstations this year.
- The entire Library staff now has Win 98 or better on their desktops.
- The staff is conducting trials of several databases for possible purchase including: Learn-a-Test, NoveList, and the World Book Online.

Book Clubs:

- Both book clubs continue to meet.

National Library Week:

- Plans for National Library Week activities in April include a performance by the Rags to Riches Theater Company, a family program on Music and Peoples of the World, a POWER Library database demonstration day, and a display honoring the Library's volunteers.

Library Board:

- The Library Board met and discussed an outline for a facilities plan and plans for celebrating the Library's 70th anniversary which will occur this year.

Summer Reading Club:

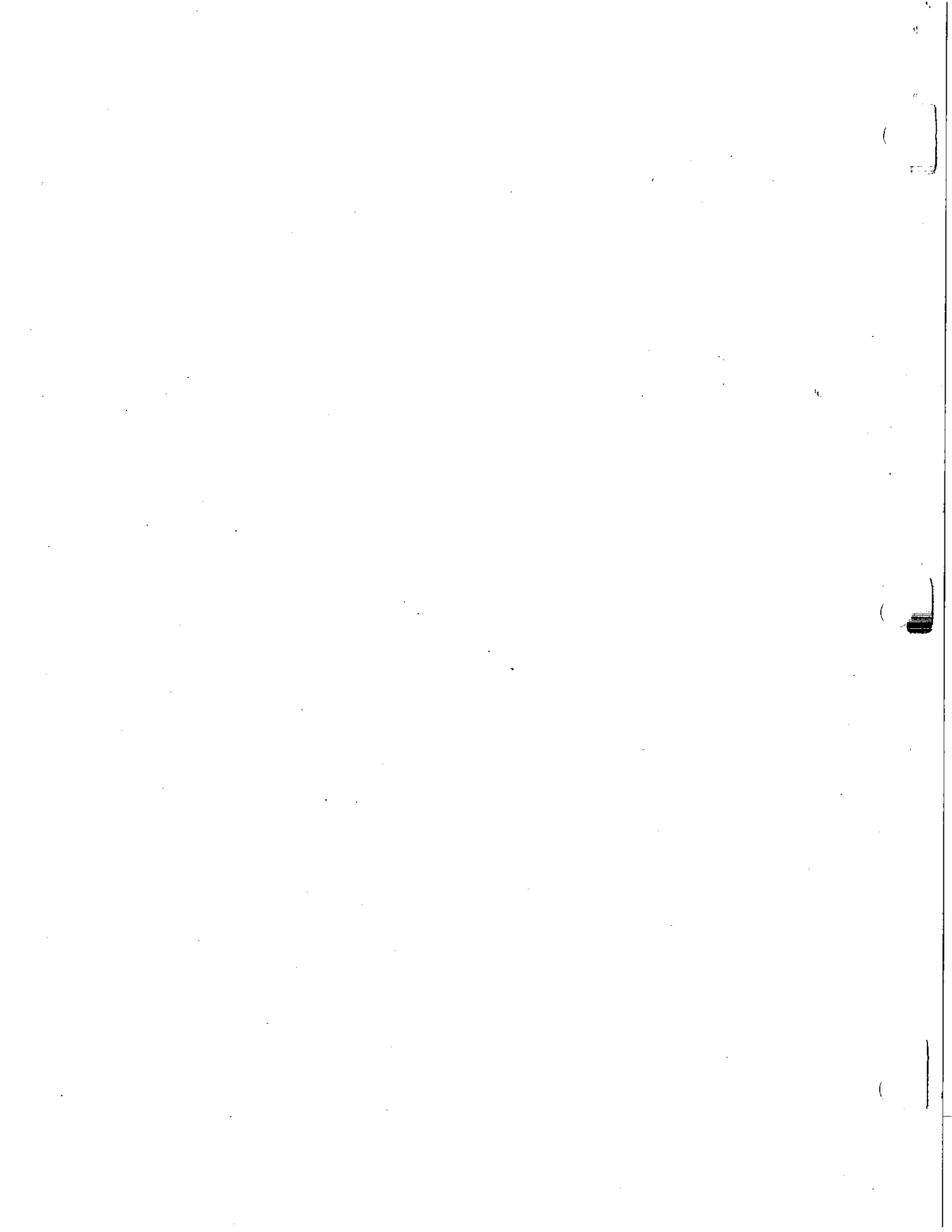
- Planning is underway for the 2002 Summer Reading Club: "Spotlight on Reading: Be a Star @ Your Library."

2001 Annual Report:

- The 2001 Annual Report is being prepared.
- 2001 was the busiest year ever.
- Circulation was 163,265 which was up 15% over 2000 and 70 4% over our previous high circulation figure from 1997.
- The number of people visiting the Library was up 11%.
- The increase can be attributed to a number of factors:
 - The success of the reference librarian's readers' advisory efforts
 - The wonderful Summer Reading Club theme
 - The increasing amounts of books on tape, CDs and videos available, and the downturn in the economy.

Mr. Bryers was interested in knowing who uses the Library. Ms. Troy said the Library receives figures quarterly, and typically approximately 10% of the population using the Library are Horsham residents. When Horsham's free library is operational, the Upper Dublin Library will see a small decline in circulation.

Mr. Bryers encouraged the Library staff to work on programs for viewing on Channel 16. Mrs. Weiss suggested that the newly formed Task Force on Technology might want to become involved in this endeavor.



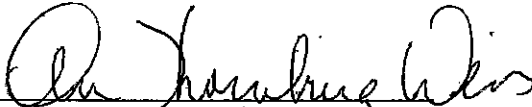
ADJOURNMENT:

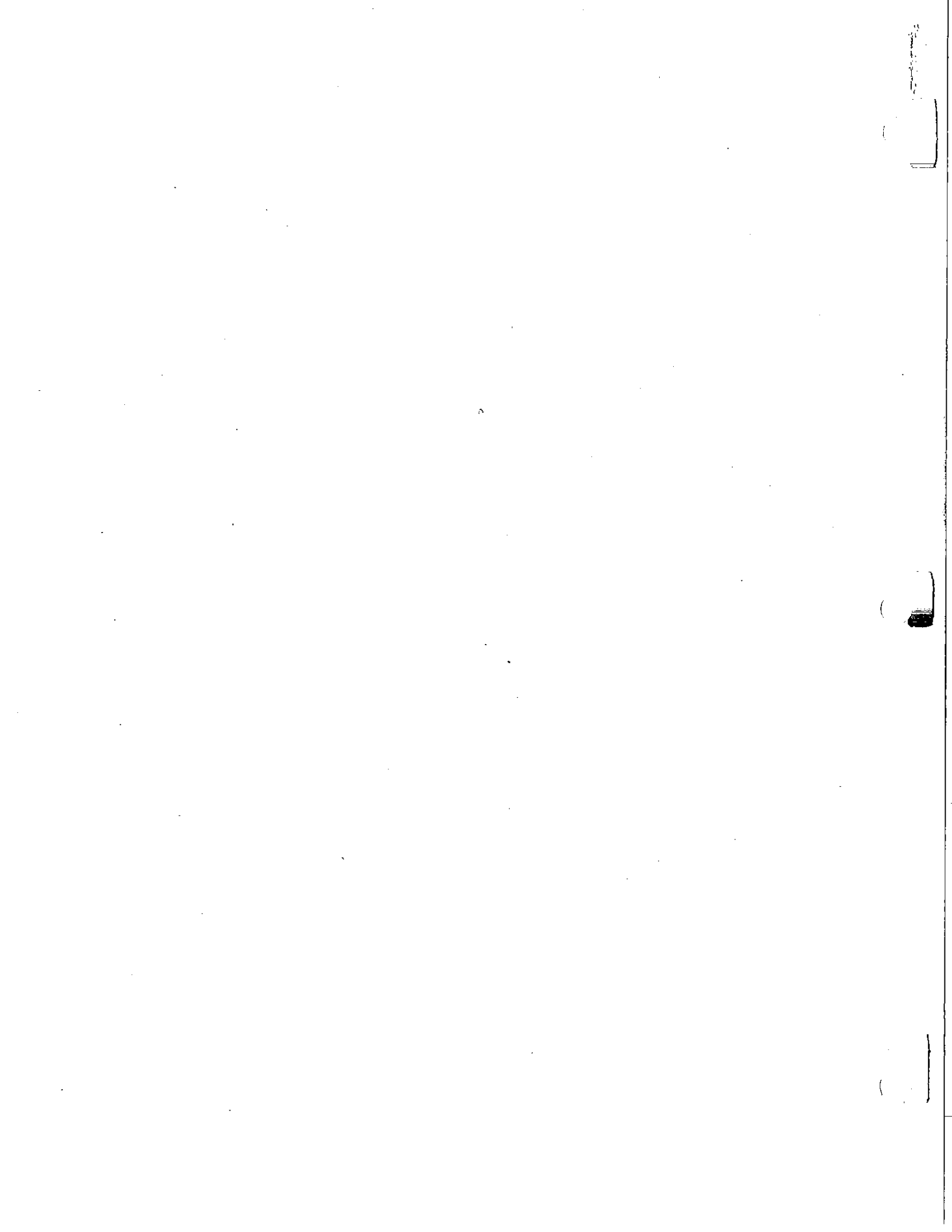
There being no further business to discuss, Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:05 p.m.

Respectfully submitted:


Louise Birett, Recording Secretary

ATTEST:


Ann Thornburg-Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, March 5, 2002, in the Township Building; Ann Thornburg-Weiss presiding.

In attendance were Commissioners Thornburg-Weiss and Bryers. Also present were Paul Leonard, Township Manager; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT MINUTES OF FEBRUARY'S MEETING WITHOUT READING.

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the February Meeting of the Public Activities, Lands and Contracts Committee without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy discussed her report for the month of February:

Circulation:

- Highest ever circulation for the month of February: 14,751 items (526.8 items per day).
- Circulation of books for adults is up modestly (not as high as in 1996 and 1997).
- Juvenile fiction and nonfiction were at their highest levels for the month of February.
- Circulation of non-book items is at an all time high (a reflection of the improving collection of books on tape, videos, music and DVDs).
- 11,965 people visited the library (an all time high for February, and an average of 427 people visiting the Library per day).

One of the reasons for increased circulation is a renewed emphasis on books from the local schools which are participating in the Montgomery County Reading Olympics:

- Upper Dublin High School
- Sandy Run Middle School
- Maple Glen Elementary School
- St. Alphonsus School
- Philmont Christian Academy
- Gwynedd Mercy Academy

Quarterly Pennsylvania Access Card Usage Samples:

The sample determines reimbursement by the state for use by non-Upper Dublin residents under the Access Card Program:

- 25% usage was to non-Upper Dublin residents.
- 12% to Horsham residents.
- 3% to Montgomery Township residents.
- 2.2% to Wissahickon Valley residents (Ambler, Lower Gwynedd and Whitpain).

- 2.1% to Abington residents. (By way of comparison, 51% of Abington Library's circulation was to non-Abington residents).

Accessing Library Accounts from Home:

- Patron Access service was activated on March 1st.
- Library users will be able to see the books they have out and their due dates, a list of any hold requests they have placed, their registration information, and any fines or fees assessed to their account.
- Library users must first come into the Library and obtain a password.
- MCLINC is planning to publicize this service over the next two weeks as will Upper Dublin Public Library.
- A flyer is available in the Library, and information will be going up on the Library's web page soon.

POWER Library Brochure:

- The brochure developed by Beth Albertini for MCLINC is now available.
- A POWER Library Demo Day is being planned in conjunction with National Library Week.

Shelving:

- New fiction shelving was installed in mid-February by a crew from Public Works.
- Approximately 1,500 books were removed from the old-style nonfiction shelves.
- Shelves were disassembled and moved to the fiction area where they were reassembled.
- Nonfiction shelves were assembled and reloaded with the 1,500 books in order.

Selections for Summer Reading Groups (including Literary Lunches and Ravenous Readers:

- The list of selections will be communicated to the various school librarians.
- Barbara McNutt will visit schools to promote the Summer Reading Club: "Spotlight on Reading: Be a Star @ Your Library."
- Letters will be sent to all parents of kindergarten students urging them to obtain library cards for their children.
- Barbara McNutt will be making arrangements to visit as many kindergarten classes as she can.

Library Renovation as Part of the Township Building Renovation:

- Mr. Leonard informed that carpeting and painting will be competitively bid.
- Funding is separate from that for the Township Building project.
- Staff has asked for modest changes, and the time to do so is before the carpeting and painting program is begun.

Mrs. Lohoefer was acknowledged for her part in hosting an appreciation program for Parks & Recreation volunteers.

ADJOURNMENT:

Mr. Bryers motioned with Mrs. Weiss seconding, to adjourn the meeting and go into executive session to discuss the following:

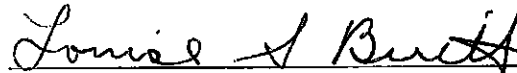
- Svitek and Wenger Pasture Land Lease Agreements
- Resolution to Consent to Transfer of Control and Internal Reorganization from Comcast to AT&T Comcast Corp.

VOTE ON MOTION

ALL YES

MOTION CARRIED.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, April 2, 2002, in the Township Building; Ann Thornburg Weiss presiding.

In attendance were Commissioners Thornburg Weiss and Pesavento (substituting for Commissioner Bryers). Also present were Paul Leonard, Township Manager; Sue Lohoefer and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:45 p.m. by asking those present to pledge allegiance to the flag. It was broadcast live with accompanying videotape.

MOTION TO ACCEPT MINUTES OF MARCH'S MEETING WITHOUT READING.

Mr. Pesavento motioned, with Mrs. Weiss seconding, to accept the Minutes of the March Meeting of the Public Activities, Lands and Contracts Committee with two corrections.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy discussed her report for the month of March. Emphasis was made on receipt of grants via the MCLINC project for replacement of approximately of nine Win95 machines for both the staff and public use. These nine machines are part of a total grant award to MCLINC in the amount of \$87,475 under a Library Services and Technology Act.

The Committee was reminded that the last full week of April is National Volunteer Week and that there will be luncheon on Friday, April 26th at 12:30 PM in the Library, which all Commissioners are invited to, recognizing the 2,030.5 hours of volunteer service given to Upper Dublin Library.

Various questions were answered by the Library Director from the committee.

Report of the Parks & Recreation Director:

Sue Lohoefer presented her report for the month of March. Special emphasis was placed on the award to Parks & Recreation Program Director, Karen Hegedus, of Outstanding New Professional from the Pennsylvania Recreation & Park Society, Inc. This is a competitive award available to all people working in the profession across the State.

The CHAC site is scheduled to open for baseball and softball use this spring.

Upper Dublin Twining Valley Golf Classic is scheduled for Thursday, June 6th. A Planning Committee Meeting was held on March 5th and letters to golfers and beneficiaries were sent by the end of the month. Letter to sponsors and celebrities will be sent the first week in April.

Sitewatch staff began working abbreviated shifts on March 2nd. Mondauk Park Attendants will begin working weekends in April.

DISCUSSION ITEMS:

Committee reviewed third drafts of the Svitek and Wenger Pasture Land Lease Agreements and recommended forwarding the Svitek Lease to the tenant for their review and response. It was suggested that the Wenger Lease be reconsidered, given historic information detailed to the Committee by Sue Lohoefer.

Committee discussed a Resolution to Consent to Hearing to Transfer of Control & Internal Reorganization from Comcast to AT&T Comcast Corp. and agreed to recommend to the full Board that they schedule a hearing on this matter.

ADJOURNMENT:

- Mr. Pesavento motioned with Mrs. Weiss seconding, to adjourn the meeting.

VOTE ON MOTION

ALL YES


MOTION CARRIED.

Respectfully submitted,



Paul A. Leonard, Recording Secretary

Attest:



Ann Thornburg Weiss, Chairperson

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, May 7, 2002, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Bryers and Weiss as well as Paul Leonard, Manager; Ken Crony, Esquire, representing the Solicitor's Office; Susan Lohoefer, Parks and Recreation Director; Mary Lou Troy, Library Director; and Hugh Reilly, Manager of the Twining Valley Golf Club.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM APRIL'S MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from April 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department during the month of April:

- The Director met with the Project Manager from the Department of Conservation and Resources (DCR) at the Camp Hill site. This was the final step toward obtaining reimbursement from the DCR. A letter was received from the state with questions as to how Upper Dublin Township will deal with certain things at the site. Receipt of a \$75,000 grant is expected within the next two months.
- Replacement of the gutters at the Upper Dublin Community Swimming Pool has slowed down a bit due to problems with grouting, seams and finishing, but the Department feels the pool will be open on June 22nd as scheduled.
- Installation of new playground equipment took place in Veterans' Memorial Park and Mondauk Common.
- Plans for the 2002 Upper Dublin Twining Valley Golf Classic are on going. As of the present time, 12 corporate sponsors, 4 patron sponsors, and 5 hole sponsors have committed to participating in the event. In addition, 25 foursome slots have been reserved with three more slots to be filled.
- Permits issued included:
 - Mondauk Common – 111 permits (seasonal as well as one-time uses). Also hosted 3 walkathons.
 - Robbins Park – Permits issued for three birthday parties, a Brownie Troop outing and a wedding ceremony.
 - EPI Center – Two rentals for meetings; and Funastics party. Rental brochures are available to the public.
- SiteWatch activity continues – 83 contacts for violations of ordinances.

The Montgomery County Senior Games will take place next week. All those 50 years and older are eligible to participate. This year, the oldest participant is expected to be 90 years old.

- Karen Hegedis and Sue Lohoefer recently attended the Community 2002 Expo at Montgomery County Community College and were involved in organizing a two-hour family games session.
- Mrs. Lohoefer met with a representative from Letterco in Perkasio who is in the process of providing prices for gateway signs for a number of parks in Upper Dublin Township. Mrs. Lohoefer showed the Committee a sample sign with a teal background and white lettering. The sign replacement program will take place over the next 3-5 years. The Department has some money left over from last year which has been earmarked for this project. The proposed signs will be 3 ft. x 8 ft. and be installed at major entranceways of parks.

Answering questions raised by Mr. Bryers, Mrs. Lohoefer explained that the existing signs are 10-18 years of age and it takes quite a few man-hours to take care of them. Department personnel have also spent time making a number of the existing signs. As an example of costs involved, the sign that is in place at the Jarrettown School cost the Township \$900 to make. The Township needs a comprehensive sign replacement plan to improve the image of the parks. In addition to being costly to make, the old signs are not as attractive as the new ones of extruded plastic. The plastic signs will also require very little maintenance.

Mr. Bryers asked for written comparisons to be supplied to the Board of Commissioners before any decision is made.

- The recreation staff is launching 48 programs in the spring (counting the multiple session factor – 101 in all).
- Crews are working on maintaining ball fields throughout the Township by dragging them weekly; applying weed and feed applications on infields, installing playground equipment, installing approximately 60 tons of certified wood chips at four sites, installing two additional commemorative benches (at Burn Brae and Mondauk Common), mowing being done on a three-day schedule, and completing commercial fertilization that was budgeted for at Mondauk Common and Camp Hill and Highland..
- Mrs. Lohoefer updated the Committee on Goal No. 2 of the Comprehensive Plan regarding open space and specifically providing adequate parkland to meet the needs of Upper Dublin citizens now and in the future.
 - Elimination of the inactive parkland deficit
 - Protecting School District playing fields
 - Acquiring open space as set forth in the 1994 Open Space Plan
 - Floating a bond issue for purchasing School District land and also providing linkages, sidewalk and pathways
 - Planning for and establishing a control system
 - All questions raised by the Committee will be addressed at the June meeting of the Public Activities, Lands and Contracts Committee
- Goal No. 3 of the Comprehensive Plan talks about improving parks and recreational facilities to a level that raises them to community standards.

- Mr. Bryers had previously asked for a seasonal financial summary to be provided showing why expenses and revenues were up during the winter season. Mrs. Lohoefer has provided a more in-depth summary of programs that includes what was offered and programs that were added which were not budgeted. The new format will be used for all reports to the Committee in the future.

The Department always expects to make higher revenues, but budgets its programs conservatively. Summer programs have fixed costs, but every additional program adds to the bottom line. Some program expenses go up as participation numbers go up. Adjustments are then made to the expense estimates. Causes of cost increases could be attributed to a change in instructors, change in vendors, etc. The Department constantly strives to offer new programs and monitor them to see if they succeed. The Department subscribes to a professional organization which indicates that up to 22% of cancellations is an acceptable amount. Anything more than that would indicate an offering to the wrong age group at the right time, with the right cost, and with the right content. If there are very few cancellations, the Department knows it is not offering enough. Mrs. Lohoefer assured that her staff has a "handle" on the programs on a day-to-day basis which will help make up the differences by the end of any given recreation season.

- Mrs. Lohoefer informed that Cheltenham Township has recently opened a skate board facility. It is the first of its kind for use by the general public in Montgomery County. She provided the Board of Commissioners with a two page information sheet providing information thereon.

She also noted that a commercial skateboard business has opened in Willow Grove. The owner is looking to open another one in a different locality soon.

Mr. Bryers asked that the Committee be provided with the demographics of the public availing themselves of Parks and Recreation Department offerings, i.e., who is signing up, what their backgrounds are, why they are signing up for certain programs, etc. It was noted that the Asian community seems not to be participating.

Mrs. Lohoefer said there are presently two target groups, i.e., senior citizens and those living in North Hills. She was pleased to report that the lower level of the North Hills Community Center is now renovated and the Department is looking for activities to present at that location.

She informed of a demographic module available on the internet that could be accessed to provide demographic information.

Report of the Library Director:

Mary Lou Troy presented highlights of activities at the Upper Dublin Library in April:

- The Annual Report for the Library to the Commonwealth of Pennsylvania was completed in April. Statistics included therein were:

75,662 books in the collection

2,087 items in the non-book collection (not including individual issues of periodicals)

Collection figures for the North Hills branch will be ready later this year.

There was a significant increase in the use of the Library in 2001, both in circulation and people using the library.

Computer usage totals 478 people per week.

- Statistics for April include:

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|-------------------------------------|--|
| Number of patrons using the Library | Up 90% for the year |
| Circulation | 15,500 items (highest ever for the month of April) |
| Children's non-fiction circulation | Second highest for the month of April |
| Children's fiction circulation | Second highest for the month of April |
| Adult non-fiction circulation | Highest in the past three years |
| Adult fiction circulation | Highest ever for the month of April |
| Use of audio/visual material | Highest ever in the history of the Library |

- The Library conducted a Pennsylvania Access sample in April. This is something that is done several times a year to obtain reimbursement from the Commonwealth of Pennsylvania for use of the Library by residents of other communities:

| | |
|---|------|
| Residents of Upper Dublin Township | 77% |
| Residents of Horsham | 10% |
| Residents of Montgomery Township | 2.5% |
| Residents of Ambler, Whitpain and Lower Gwynedd | 2.2% |

- Plans are in progress for the summer reading club. The theme this year will be "Spotlight on Reading: Be a Star at your Library."

Barbara McNutt will be visiting schools and distributing flyers on the summer reading program.

- First grade students from the Fort Washington Elementary School will be visiting the Library, and parents are being urged to obtain a library card for their children ahead of time.
- Barbara McNutt is planning special events in May commemorating the 100th anniversary of teddy bears.

Mrs. Weiss noted that 2002 is also the 100th anniversary of Peter Rabbit.

- Library staff met with the organizers of the Upper Dublin Community Day in preparation for the Library's participation in the event.

The Upper Dublin Library will be celebrating its 70th anniversary with a party featuring an entertainer as well as other activities. Cake will be served.

Staff changes:

Carol Morgan is retiring after 40 years of service to the Library.

Full-time staffing duties are being changed around. The plan is to have two equal but different full time jobs.

Part-time worker, Christie Lauder, will be spending her summer in Japan. The staff is hoping to hire a part-time student to fill her place.

- The staff is working with architects who are helping to make recommendations for carpet, paint and use of space in the Library.

Mr. Bryers asked to be provided with "catalog only" statistics.

In the March report, it was stated that Beth Albertini adapted a program from the Indian Valley Library. Mr. Bryers asked that appropriate portions of that program be placed on Channel 16 for viewing by the general public.

DISCUSSION:

Review of the Twining Valley Golf Course Master Plan:

Mr. Leonard stated that:

- Hugh Reilly, of Links Management and Manager of the golf course was invited to attend this meeting as well as Ken Crony, Esquire, who worked on the Lease with Twining Valley Golf Course.
- Jim Blankovich prepared the Master Plan which was received by the Township in August of 2001. Several comments were forwarded to Mr. Blankovich by Links Management on February 14, 2002.
- The Master Plan is a "wish list" containing suggestions that should be dealt with immediately and those improvements that could be done in the future.
- Laurence Hirsh of Golf Property Analysts, specializing in financial analysis for improvements to golf courses, submitted a proposal to provide consulting services on April 30, 2002.
- Hugh Reilly has proposed a 2-5 year extension to the Lease.

Mr. Reilly made the following comments:

- On December 3, 2001, Mr. Reilly outlined priorities in the Long Range Plan in writing to the Township.
- Providing cart paths is a top priority.
- Demographics definitely support a driving range.
- The plan recommends an irrigation system at a cost of \$675,000 (not including water). The problem is "where will the golf course get the water." The entire course has one well with runoff going into the lake.
- Keeping the fairways green is a serious problem.
- The present well system permits care of the greens and tees.

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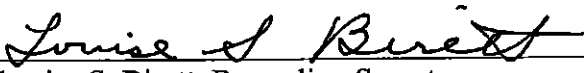
- The golf course is not prepared for dry weather at all. Links Management relies on stormwater runoff.
- The water problems should be addressed first.
- Installation of cart paths should be addressed after the water problems are addressed.
- The irrigation system needs to be renovated to assure another ten years out of it or more.
- Infrastructure must be put in before a driving range is constructed.
- Jim Blankovich has proposed everything Mr. Reilly feels is necessary, but the order of construction must be changed.
- Mr. Blankovich does not want to move greens more than a few hundred yards.

Mr. Bryers said the ultimate goal of the Board of Commissioners is to look at the plans and determine why certain things were done and why the Board approved what was done.

ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting and enter into executive session with Messrs. Leonard and Croney.

Respectfully submitted,


Louise S. Birett, Recording Secretary

Attest:


Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, June 4, 2002, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Derr and Weiss as well as Paul Leonard, Manager; Karen Hegedys, representing the Parks and Recreation Director; Mary Lou Troy, Library Director; and Anthony Birdsong, Summer Intern.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM MAY'S MEETING:

Mr. Derr motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from May 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Karen Hegedus substituted for Susan Lohoefer and discussed the activities of the Parks and Recreation Department during the month of May

- **Township Complex Construction:** Department staff has taken several opportunities to tour the new building and observe first hand the progress being made in the Department's office suite. Several design vs. as-built issues were addressed with the architect.
 - **Camp Hill and Highland Athletic Complex (CHAC):** The reopening of the park and new site amenities has raised certain issues with the neighbors. Field use, field scheduling, and lighting issues continue to be addressed by Township staff, neighbors and youth sports organization members. These issues will be resolved as quickly as possible.
 - Mr. Leonard interjected that the primary focus has been related to lighting. Some progress has been reported. The staff is experimenting with material changes to the lighting.
 - **Upper Dublin Community Pool Gutter Replacement (UDCP):** A punch list has been developed for close-out of the UDCP replacement project.
 - **Other Open Space Projects:**
 - The parks crew graded and seeded the grounds at the EPI-Center that were disturbed by installation of underground drainage pipe.
 - Finish work was completed around the Mondauk Common basketball courts.
 - **Upper Dublin Twining Valley Golf Course:** Planning for the 21st annual event on June 6, 2002 near completion. The field of 120 golfers plus 30 celebrity golfers was filled as of the registration deadline of May 18th. A silent auction and raffle associated with the event received wonderful support from vendors, merchants, and other sources of donations.
- Mondauk Common Permits: 122 issued during the month.

- Robbins Park Permits: 5 events were hosted, 4 of which were birthday parties.
- Sitewatch Contacts: 165 contacts during the month.
- "Barks in the Park" - Mondauk Manor Dog Park Area: Mrs. Lohoefer was contacted by the Director of Education for the Pennsylvania SPCA to discuss the possibility of applying for development grants for such a facility. A meeting is set for mid-June.
- Montgomery County Senior Games: The Director assisted throughout the week of the Montgomery County Senior Games. More than 410 senior adults ages 50 and up participated in more than 20 events. The week concluded with a luncheon on May 17th.
- Personnel:
 - The Department hosted an Upper Dublin High School graduating senior, Frannie Bui, for a 3 week Community Study from May 10th through May 31st.
 - The Department welcomed Temple University senior intern, Anthony Birdsong, for a 15 week summer internship.
- Programs:
 - Number of programs – 76.
 - Multiple session programs – 95.
 - Summer playgrounds – 386 children registered at 14 sites throughout the Township.
- Annual Spring Flea Market: 50 vendors displayed their wares at this annual event to more than 200 shoppers.

Mr. Leonard reminded that the Board of Commissioners had asked the Department to table staff and resource requests during budget discussions in November of 2001 until June 2002. Said items will be on the agenda of the Stated Meeting in June at which time Susan Lohoefer will be present to answer any questions.

Report of the Library Director:

Mary Lou Troy presented highlights of activities at the Upper Dublin Library in May:

- Summer Reading Club Plans – Theme: Spotlight on Reading: "Be a Star at Your Library:"
 - Registration started on June 3rd. Ninety-five children signed up the first day.
 - The Library will be decorated with stars created by the children registered for the reading club.
 - Among the rewards for participating (and reading all summer) will be stickers, activity sheets, prizes, free books, and the opportunity to attend the programs funded by the Friends of the Library.
 - Evening programs include:
 - Artist/musician David Perry
 - "The Story of our Flag"
 - Rags to Riches Theater performing "Little Red Riding Hood"
 - Renaissance Man, Christopher Davis (Shakespeare, medieval wit)
 - Interactive theater presentation of "Cinderella" by Kit 'N Kaboodle
 - Tuckers Tales Puppet Theater
 - Magician Tom Yurasits
 - Ventriloquist Marion Gehman

- The above programs are free, but children must be participating in the Summer Reading Club to register to attend.
 - In addition, there will be six creative young artists programs with a craft and a story. These programs will be on Monday mornings and will be repeated Monday afternoons. Again, they are open only to children participating in the Summer Reading Club.
 - Barbara McNutt visited Maple Glen, Jarrettown, Thomas Fitzwater, and Fort Washington Elementary Schools where she spoke to a total of 1,141 students over the course of a week. Several of the children showed up at the Library over the next few days telling us how much they enjoyed Miss Barbara's visits to their school and how much they love their Library.
- Other Children's Activities:
 - First grade students from Fort Washington Elementary School are visiting the Library this week. They walk over, get an introduction to the Library, and are treated to a story by Ms. McNutt, a talk about the summer reading club, and the opportunity to take out books. Arrangements were made in advance with the teachers to make sure that the children have all applied for and received their Library cards in advance.
- May Statistics:
 - Statistics continue to run well ahead of last year and higher than any other year.
 - Average monthly circulation for the past 5 months has been 14,444 items compared to previous highest of 13,072 for last year and 13,046 in 1997.
 - Book circulation is up 7% for the year, non-book circulation (including books on tape, videos and music) is up 35% for the year.
- Staffing:
 - Carol Morgan's last official day was last week but she has agreed to come in and help train the new Front Desk Associate and Library Administrative Assistant Katherine Barnes who starts next week.
 - Part-timer Alfia Henry is leaving for a full-time library position in Philadelphia. Her position will not be advertised until later in the summer because two summer front desk assistants were hired.
 - Marcus Ellington, a student at Upper Dublin High School, has been working at the Library as part of a Community Study Program.
- Library Board:
 - The next scheduled meeting of the Library Board will take place on June 17th.
- Court Decision:
 - The Third District Court ruled on the constitutionality of the filtering requirements of the Children's Internet Protection Act on May 31st. It found the requirements to be unconstitutional. The opinion comments on the inability of the filters to block unwanted material without also blocking access to large quantities of speech protected under the first amendment. They found that the law would require libraries to abridge the First Amendment rights of their patrons in order to receive federal funds. Because the filters sometimes blocked religious, political and general informational sites as pornographic when they clearly were not, the judges deemed them unable to carry out the task for which they are designed.
 - The court did not say that libraries could not use filters, just that they could not have them on all workstations.

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- The court listed a number of less restrictive methods that libraries could use to protect children from unwanted material. Many of these methods, such as clear policies and workstation placement, are in use at the Upper Dublin Public Library.
- The ruling will be appealed to the Supreme Court, but for now, the government is enjoined from enforcing the contested provisions.
- MCLINC is going ahead with its purchase of filtering software.
- The Library Board will discuss the court decision at its June 17th meeting, and will discuss how Upper Dublin will employ filtering technology in light of the court decision.

Mrs. Weiss asked what policies are in place with regard to books no longer needed in the collection. Ms. Troy said they go into the Friends' book sale. The money earned supports the children's library. Those books deemed "non-saleable" are sold to a wholesaler or discarded, depending on condition.

ADJOURNMENT:

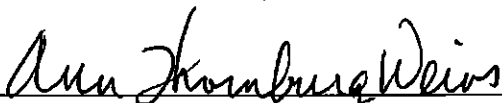
Mr. Derr motioned, with Mrs. Weiss seconding, to adjourn the meeting at 6:50 p.m.

Respectfully submitted,

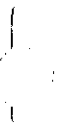


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, July 2, 2002, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Bryers and Weiss as well as Paul Leonard, Manager; Susan Lohoefer, Parks and Recreation Director; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM JUNE'S MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from June 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy discussed her report for June, 2002.

Statistics:

- Summer is always the busiest time at the Library.
 - Circulation in June – 16,959 items (12% increase over June 2001 and second highest monthly circulation ever except for July 2001).
 - Overall circulation is up nearly 11% for the year.
 - Circulation of audio and video materials up 39%.
 - Book circulation is up 6.3%.
 - 12,543 visitors in June (8% increase over last year).
 - Library visits increased 6% for the year.

Summer Reading Club:

- More than 640 children have signed up for the Summer Reading Club "Spotlight on Reading: Be a Star at Your Library."
 - Programs which require registration in the Summer Reading Club include:
 - July 2 – "Story of Our Flag" featuring Betsy Ross.
 - Rags to Riches Theater.
 - The renaissance Man.
 - Kit's Kaboodle.
 - Tuckers Tales Puppet Theater.
 - Magician Tom Yurasits.
 - Ventriloquist Marion Gehman.
 - August 6 – Talent Show – The Library is seeking singers, comedians, jugglers, actors, dancers, artists and puppeteers ages 4 to 18. Performers have until July 24 to register. If there are more registrants than space, acts will be chosen for variety. This is a fun program and not a competition.
 - Craft and Story Programs. Kudus to Donna Kamp and Caroline Hewitt for their help in preparing for these programs.
 - Literary Lunch Programs.
 - The above programs are funded by the Friends of the Library through the Library Book Sale.

Other Programs:

- The two book discussion groups continue to meet.
- Beth Albertini has found a discussion leader for the September program "Screening the Classics" – a series of book and film discussion programs sponsored by the Pennsylvania Humanities Council.

Funding:

- The budget just passed in Harrisburg contains level funding for State Aid to Public Libraries. Thus the Library's state appropriation will be about the same for 2003. Estimates will be received in time for the budget process.

Library Board:

- The next meeting of the Library Board will take place on July 8th.

Mr. Bryers asked if the Library has a plan for acquiring books and other materials before budget negotiations? Ms. Troy said that the staff looks toward replacement and replenishment money to obtain a balance between the children and adult populations. The Library Board has approved a selection policy and has provided guidelines for choosing materials.

Mr. Bryers asked if the Library staff has sufficient numbers in place for objective materials, not just books? Is there a detailed collection development plan in place? Ms. Troy informed that the staff knows where improvements are necessary. They are aware that there are areas in the collection that requires purchases each year (i.e., medical books, travel books, etc. which need to be updated yearly).

Mr. Leonard asked if there is a process in place to assess the collection? Ms. Troy answered that the Library's collection is a good one? However, the staff is way behind in weeding out books and other out-of-date material as well as publications that have not enjoyed much circulation. The staff tries to assess in terms of the amount of time things have been circulated. Staff is doing extensive weeding in areas where space is limited, particularly fiction.

Mr. Leonard asked if it would be reasonable to suggest that the Library's budget request for next year emphasize the additions and the condition of the collection? Would it be reasonable to focus on the collection (where we are at and where we are going)? Ms. Troy said it is a multi-year task which takes a great deal of time. This is something that the Library Board is well aware of, but she believes it is something that they feel is necessary. Ms. Troy will try to provide the Board of Commissioners with a clearer idea of what is needed and plans for the Library in the future.

Ms. Troy opined that it would be more important to go through a strategic planning process which would involve consultants and members of the community. The Library really needs to be looking at services targeted toward the community. Most of what the Library staff has done in the past years has been reactionary. The current ability to meet the high demands is evidence that the staff has pretty well caught up. It is difficult to figure out what the role of a public library will be over the next ten years. In terms of public library service, Upper Dublin's library is fairly small.

Mr. Leonard informed that because the Fire Company had an improvement plan in place, the Board of Commissioners were very generous at budget time. He urged that the Library staff should "plan to plan."

Mr. Bryers commented that it is good stewardship for the Board of Commissioners to know where the Library is going and where it should be.

Ms. Troy cautioned that what works in one community may not work in another.

Mr. Bryers commented that as Horsham Township comes on board, Upper Dublin might find its direction needs changing.

Mr. Bryers asked that the Library staff put together some details to give the Committee a handle on present conditions and their desires for the future.

Mr. Vischer, in the audience, suggested that the Library display a suggestion box as well as create a focus group.

Report of the Parks & Recreation Director:

Susan Lohoefer shared a letter from Linda Granito, an Upper Dublin Township resident, in-part as follows:

“ . . . I very much enjoy taking my young daughter to Mondauk Park. . . On several occasions, there were women smoking around the perimeter of the sandbox and near the playground equipment. On each of these occasions, I had to move my daughter (as did other parents) away from where these people were smoking. Additionally, I noticed that some of these women discarded their used cigarettes on the ground.

I have two recommendations:

- I feel strongly that cigarette smoking should be permitted only in designated areas, especially away from where the children play and eat, and that a ‘NO SMOKING’ policy should be enforced in all other areas of the park. . . . Adults and children alike should not have to inhale secondary cigarette smoke.
- . . . I would additionally recommend that you place in designated smoking areas, receptacles to safely extinguish the cigarettes.”

Ms. Lohoefer noted that smoking is not regulated in the Township’s ordinance. She believes there is some merit to discussing smoking and safety of the children in Township Parks.

Ms. Weiss was in favor of no smoking at all in parks.

Mr. Leonard said it was determined by the Board of Commissioners that the Township Building is a non-smoking facility. From an enforcement standpoint, he suggested addressing the problem in public parks rather than enacting a complete ban.

Ms. Lohoefer was asked to draw up a sketch of areas in public parks where she feels smoking should be prohibited. Ms. Lohoefer felt that all playgrounds should be designated as smoke-free zones. It was suggested that SiteWatch could be in charge of regulating no smoking rules in the ten Township playgrounds.

Mr. Bryers asked what the likelihood is of fire in wood chips that are in place around playground areas? Ms. Lohoefer was asked to document fire hazards and present her findings to the Committee so that this issue can be discussed intelligently.

Ms. Lohoefer discussed the activities of the Parks and Recreation Department during the month of June:

- Township Complex Construction: Department staff anxiously awaits moving into the new offices. Clean-out of current offices was initiated. Both staff and customers continue to cope with the challenges associated with construction debris, logistical changes, and inconsistent indoor temperatures.
 - Camp Hill and Highland Athletic Complex (CHAC): The Township continues to address use issues. SiteWatch and the Police Department have responded to several complaints regarding over age users of the north baseball field. The Soccer Club and Township continue to gather information working toward a consensus on north field lighting issues.
- Upper Dublin Community Pool Gutter Replacement (UDCP): The pool opened on June 22nd with one of the largest crowds in recent history the first weekend. Evening/Weekend Coordinator Mark Patterson, Manager Bob Ozga, Assistant Manager Darlene Williams, and Head lifeguard Allison Skalski are operating the facility according to department standards.
- A final punchlist of items for the gutter contractor was drawn up for immediate completion or immediately following the conclusion of the season.
- Upper Dublin Twining Valley Golf Course: The Department was very pleased with the Golf Classic. There was a full field of 120 golfers plus celebrities. It is anticipated that \$15,000-\$20,000 will be distributed to charities.
- Upper Dublin Community Day 2002 – October 6, 2002: The Director continues to act as liaison between the planning committee and the Township. Delays in completion of the Township Building Complex (new construction and refit) may create the need to relocate one or more scheduled activities.
- Mondauk Common Permits: 156 issued during the month.
- Robbins Park Permits: 7 events were hosted.
- EPI-Center Rentals: 1 birthday party hosted.
- Sitewatch Contacts: 61 contacts during the month.
- “Barks in the Park” - Mondauk Manor Dog Park Area: Mrs. Lohoefer met with the Director of Education for the Pennsylvania SPCA to discuss the possible development grants for such a facility. Research continues. The Department is concerned about liability and rules.

• Personnel:

- Recreation Program Coordinator, Karen Hegedus, is on maternity leave until the end of July. The entire Parks and Recreation Department staff is recognized and thanked for taking over her assignments and making the transition as seamless as possible.
- Rodney Pitt was named to the Department's new laborer position.

Responding to a query from Mr. Bryers as to whether there will be extended hours at the Upper Dublin Community Pool during extreme heat situations, Ms. Lohoefer informed that the pool closes at 8:00 p.m. the staff needs a rest, especially on very hot days.

Ms. Weiss pointed out the importance of giving teens things to do and providing places to go. She favored the Township investing in a community/teen center. Ms. Weiss also looks forward to the day when Upper Dublin Township will address the skateboarding issue.

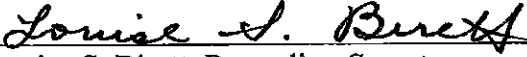
Responding to complaints by Mr. Vischer about the existence of ivy poison in the trees at Mondauk Common, Ms. Lohoefer will have Department crews address the situation.

Ms. Weiss stressed the importance of obtaining a Long-Range Comprehensive Plan for the Upper Dublin Twining Valley Golf Course. Mr. Leonard informed that the Township has asked the manager of the Golf Course to use all due diligence to wrap up this matter. Mr. Bryers asked that Mr. Leonard determine whether Mr. Blaukovitch has been contacted in this regard.

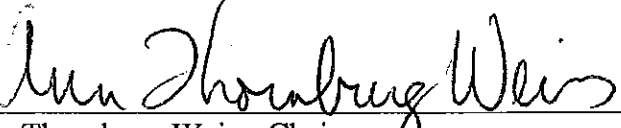
ADJOURNMENT:

Derr motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:20 p.m. to go into executive session discuss contract matters.

Respectfully submitted,


Louise S. Birett, Recording Secretary

Attest:


Ann Thornburg-Weiss, Chairperson

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, September 3, 2002, in the Upper Dublin High School Cafeteria, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Bryers and Weiss as well as Paul Leonard, Manager; Susan Lohoefer, Parks and Recreation Director; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JULY MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from July 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed her report for the month of August 2002.

- **Township Complex Construction:** Department staff participated in the multi-day move to the new building. It was a seamless transition, and the office staff is pleased with its new accommodations.

Camp Hill and Highland Athletic Complex (CHAC): The Township continues to address use/lighting issues. A report prepared by an independent lighting consultant with suggestions for the north side nuisance abatement was presented to the neighbors and representatives of the Upper Dublin Soccer Club at a meeting on August 7th. Discussions with the two groups will continue.

Paul Leonard and Sue Lohoefer have tried to accommodate everyone involved. All lighting issues have been thoroughly examined. Mr. Leonard thanked Ms. Lohoefer for her efforts in this regard.

Township crews installed a play structure and swings at CHAC. With remaining funding, benches, picnic tables and additional single event play pieces will be purchased and installed. This project was made possible by a \$35,000 donation by The Prudential Insurance Company.

- **Upper Dublin Community Pool:** The pool closed on September 2nd. Revenues exceeded projections (125% of budget), but staff and operational costs were elevated due to the extremely hot, dry summer which did not yield the usual 15% lost time projected due to inclement weather. Mrs. Lohoefer is very pleased with the performance of pool staff members during the season, and mentioned Mark Patterson and Bob Ozga in particular.
- **Aidenn Lair Park Land Management Plan:** A meeting was held with approximately 40 interested neighbors and Commissioner Derr on August 27th at the EPI-Center. Consultant Rick Collier from LandConcepts reviewed steps to date toward drafting the plan. Opinion survey results were reviewed and consultant recommendations were unveiled followed by a 30-minute question and answer session.

Mr. Collier's future timetable includes:

- September 10 – Presentation to the Board of Commissioners at the Stated Meeting.
 - September 17 – Delivery of the draft plan.
 - October 1 – End of review period and final discussions by the Public Activities, Lands and Contracts Committee.
 - October 8 – Possible acceptance of the plan by the Board of Commissioners at the Stated Meeting.
- Upper Dublin Community Day 2002 – October 6, 2002: The Director continues to act as liaison between the planning committee and the Township. Seventy different midway activities and entertainments are planned. Delays in completion of the Township Building Complex (new construction and refit) may create the need to relocate one or more scheduled activities.
 - Mondauk Common Permits: 104 issued during the month.
 - Robbins Park Permits: No events were hosted.
 - EPI-Center Rentals: Funnastics party hosted.
 - Personnel:
 - Recreation Program Coordinator, Karen Hegedus, has tendered her resignation. It is hoped a replacement will be found by mid-October. The new coordinator will be asked to concentrate on four areas: teens, senior adults, North Hills community, and the Asian community.
 - Joe Levy has been hired as a part-time office assistant.
 - Interviews were held for a Parks Laborer position.
 - Two back injuries were reported during the month.
 - Programs:
 - Ms. Lohoefer expressed appreciation to her entire staff for their work this summer.
 - 119 different programs were offered.
 - 80% of the programs were held.
 - 8 adult programs were offered; 4 were held, 4 were cancelled.
 - 2 senior adult programs were scheduled but were cancelled due to lack of interest. It is felt that senior adults do not wish to venture out in hot weather. Mrs. Lohoefer will contact the senior centers in Upper Dublin and Ambler for suggestions.
 - 3 out of 33 youth programs were cancelled due to small amount of registrants.
 - 6 pre-teen programs were offered.
 - Ticket sales continue to be a good source of revenue for the Township (772 for a total of \$17,845.65).
 - Met with representatives from North Hills, Bob Danaher and Dr. Steve Wilcox, regarding the North Hills Community Center After-School Program.

Ms. Weiss informed of a letter received from Mr. White of the Jarrettown Methodist Church suggesting an assessment of Ballfield No. 2 at Mondauk Common. He urged the Township to leave it at its present location.

The Township Solicitor will be asked to draft a no-smoking ordinance in public parks. Since there is a difference of opinion between the two members of the Public Activities, Lands and Contracts Committee, i.e.,

Ms. Weiss in favor of pioneering such a ban; Mr. Bryers against a no-smoking ban in open areas, the Board of Commissioners will be asked to discuss this matter at a future Stated Meeting.

Report of the Library Director:

Mary Lou Troy discussed her reports for July and August, 2002.

- Statistics:
 - Circulation in July – 19,743 items; 14,893 people.
 - Circulation in August – 17,263 items; 13,207 people.
 - Overall circulation is up more than 11% for the year.
 - Library visits have increased 8% for the year.

- Summer Reading Club:
 - The Summer Reading Club was a tremendous success.
 - 718 children participated (a significant increase over the 628 who participated in 2001).
 - The entertainment programs sponsored by the Friends of the Library were very successful.
 - The story and craft programs proved so popular that the Library staff will be trying them as part of the regular fall programming.
 - Overall, 3,444 people attended the various summer reading programs (a 10.3% increase over 2001).
 - Costs for the summer program were:
 - \$2,250 donated by the Friends of the Library for entertainers
 - \$300 from various sources for prizes for weekly contests
 - \$1,209 from the library budget for supplies, decorations and refreshments\$3,759 total spent on the Summer Reading Club

- Other Programs:
 - The Pennsylvania Humanities Council book discussion group starts this week with a screening of “The Talented Mr. Ripley” on September 8th and a discussion of the book on the evening of September 10th. There are still a few spaces available for this monthly discussion series that runs through December. Information is available on the Library website or at the front desk.
 - Plans for Upper Dublin Community Day are underway. The Library will be celebrating its 70th birthday with a display and a cake. Children’s entertainer, Janine Kelly, will present two shows in the Library.
 - The Library staff is in the process of evaluating video equipment (large screen TVs vs. projectors) to use with its programming. Whatever equipment is decided upon will be purchased via a state bid.

- Grant Application:
 - Ms. Troy is working on a grant application for \$17,000 under the Library Services and Technology Act (LSTA). The funds will be used to hire a professional library planner to assist in developing a long-range plan for library services and the development of an ongoing planning process. Ms. Troy noted that the Library has not had a formal plan since 1977.

- MCLINC:

- MCLINC has finally received its funding for its LSTA grants that were awarded in the spring of 2002. This means that nine of the old Windows 95 public access computers in the Upper Dublin Library will finally be replaced.
 - The MCLINC Board of Directors is in the process of revising its funding formula (how membership dues are calculated) to more accurately affect activity by its member libraries. It is expected that Upper Dublin's membership costs will remain the same or be slightly reduced in 2003. The preliminary MCLINC budget for 2003 has been completed and shows a 3% increase over 2002.
- **Facilities:**
 - The Library staff moved into their new offices in the beginning of August. Staff is still living out of boxes but are functioning very well. She thanked her staff for their diligence during the move.
 - Ms. Troy's former office will be converted into a small meeting room that can also function as a "quiet place" for users of the Library who might be annoyed with the noise when children's programs are being presented.
- **Personnel:**
 - Beth Albertini has resigned her position as Head of Reference, and Cheryl Fiory assumed her duties today.
 - Marcia Chou and Mary Lou Troy spent much of August conducting interviews.

DISCUSS:

Twining Valley Golf Course Long-Range Comprehensive Plan:

Ms. Weiss informed that the committee is in receipt of the final Long-Range Comprehensive Plan for the Upper Dublin Twining Valley Golf Course. The plan will be discussed in depth at their October meeting.

It was noted that the Finance Director and the auditors have been meeting with golf course personnel regarding a revenue review.

Consultant for Fire House:

Mr. Bryers was of the opinion that the Township staff should be charged with selecting a consultant to provide expertise in planning for improvements to the fire house.

Messrs. Derr, Leonard and High will discuss unresolved issues with fire company personnel.

Comcast Metrophone Amended Site Lease Agreement:

After Mr. Leonard explained that revisions to the amended Comcast Metrophone Site Lease Agreement deals with metes and bounds, the committee recommended that this issue be presented to the Board of Commissioners for comment and approval.

Revised Recycling Consortium Lease Agreement:

Mr. Leonard informed that the Lease Agreement is still subject to some discussion between the various municipalities.

Mr. Oyler explained that the draft Lease Agreement is the product of all comments made at a meeting between interested parties and covers everything of concern to Upper Dublin Township.

The committee members were asked to send their comments to the Township Manager in a timely fashion.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m. to go into executive session to discuss contract matters.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, October 1, 2002, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Derr as well as Paul Leonard, Manager; and Susan Lohoefer, Parks and Recreation Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE SEPTEMBER MEETING:

Mr. Derr motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from September 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed her report for the month of September 2002.

- **Summer Programs:** Various summer programs received tremendous coverage in the Ambler Gazette. On behalf of the Parks and Recreation Department, she thanked the reporter responsible therefor.

Camp Hill and Highland Athletic Complex (CHAC): Through the efforts of the Parks and Recreation Director, the Township Manager, the neighbors and members of the Soccer Club, an agreement has been reached regarding an acceptable North field lights schedule.

- South side lights will be on no later than 9:00 p.m.
 - North side lights will be turned off at 9:05 p.m. on weekdays except for a period of seven weeks (specifically for practice) when they will go off at 9:35 p.m.
 - North side lights will go off no later than 10:00 p.m. on Fridays and Saturdays.
 - The Parks and Recreation Department will continue looking for an alternative practice field.
- **Upper Dublin Community Pool:** The pool closed on September 3rd. Mrs. Lohoefer is very pleased with the performance of pool staff members during the season, and mentioned Mark Patterson and Bob Ozga in particular.
 - **Tennis Court Repair:** Minor repairs were completed at Three Tuns Park and two courts at Aidenn Lair Park.
 - **Upper Dublin Community Day 2002 – October 6, 2002:** The Director continues to act as liaison between the planning committee and the Township. A great deal of time was dedicated to helping the planning committee during the past two weeks.
 - **Mondauk Common Permits:** 104 permits issued during the month. Mrs. Lohoefer is very pleased with the heavy usage.

Sitewatch: Very busy this month with 138 total site contacts.

- Budget: Department personnel continue to work on the 2003 budget proposals.
- Personnel: Received 42 applications for the Recreation Program Coordinator position. Kathryn "Kate" Mills, a Temple University graduate, has accepted the position and will begin work on October 16th.
- Programs:
 - Registration for fall activities started September 18th.
 - Pre-school and special events programs have been successful.
 - Most children's programs have average registration.
 - Attendance at adult programs (except for trips) has been less than hoped for. The Department will look into ways to improve interest.
- Parks:
 - Seasonal maintenance is on going (includes mowing, trimming, and soccer field maintenance).
 - Mondauk Common enjoys high usage by picnic groups.
 - Additional signage has been placed at the CHAC fields in an effort to address a potentially dangerous situation due to misuse of the DROP OFF ONLY area. The Police Department has also been involved. It is being suggested that adults park on the Founders Building parking lot when their children are playing on the South side.
 - Matthew Price completed an Eagle Scout project by completing a soccer kick wall at CHAC south. He will be recognized at the October Stated Meeting by the Board of Commissioners.
- Consideration of Smoking Ban in Parks:
 - A proposed ordinance will be discussed by the Board of Commissioners at the October Stated Meeting.
- Aidenn Lair Park Land Management Plan: Rick Collier of LandConcepts drew up the draft plan. He was asked by Mr. Leonard to inform the Board of Commissioners at their October Stated Meeting that they are being asked to accept the report, but that there is no need to adopt it. It will merely act as a blueprint for future consideration, and give the Parks and Recreation Department guidance as to what priorities there are and maintenance issues. The report will be given all due consideration, but it does not lock the Board of Commissioners in financially or in any other way.

Mr. Derr motioned, with Mrs. Weiss seconding, to bring the Aidenn Lair Park Land Management Plan Report before the Board of Commissioners.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Report of the Library Director:

In the absence of Mary Lou Troy, Paul Leonard highlighted the following in the Library Director's report for the month of September:

Upper Dublin Community Day:

- In conjunction with Community Day, the Library will celebrate its 70th birthday with cake in the lobby, an entertainer for young children, and a display of Library scrapbooks and memorabilia. The theme is "Past, Present and Future of Upper Dublin Public Library." Expanded hours will coincide with Community Day hours. Information is available on the Library web site.

- Grant Application:

- Application has been made for a \$17,000 Library Service and Technology Act (LSTA) grant to hire a professional library planner to assist the staff and Library Board in developing a long-range plan for library services. The consultant will be asked to assist the Board and staff in developing an on-going planning process. Notification of grant awards are made sometime in February, with the projects to be completed by May 2004.
- The Montgomery County-Norristown Public Library is currently doing a similar strategic planning process. The Library Director will participate in a focus group of Montgomery County Library District Library Directors as part of that process.

- MCLINC:

- The MCLINC Board of Directors has revised its funding formula (how membership dues are calculated) to more accurately reflect the activity by its member libraries. As a result, Upper Dublin's membership costs will be slightly reduced in 2003.

Facilities:

- Library staff and Township staff are currently working on specifications to put the Library carpeting and painting out to bid.
- Prior to the above work, a section of old wooden shelving will be replaced with some of that shelving going to expand the shelving area for the mysteries section.

DISCUSS:

North Hills Community Center Lease Agreement:

Mr. Leonard said:

- The proposed lease is a standard suburban form lease that the Township uses for other tenants of the Township.
- There is no doubt in his mind that the lease is in need of updating.
- The lease is on hold because he is not aware of any subleases that necessitate a long-term contract with the North Hills Community Center.
- The Township's Solicitor is reviewing the leases proposed by Abington Hospital and the North Hills Manor Tenant Management Corporation.

On behalf of the North Hills Community Group, Linda Maiden said:

- They would like to extend a long-term lease.
- They have two proposals for subleases.
- They are considering entering into a long-term partnership with the Boys and Girls Club.

- Current subleases are with:
 - Abington Hospital
 - Head Start
 - Upper Dublin Township Public Library
- They have a short-term verbal agreement from September to December with the North Hills Manor Tenant Management Corporation who wish to use the basement area for academic and recreational purposes.

Jack Law, Vice President of the Boys and Girls Club of Philadelphia, gave a brief overview of his organization as follows:

- The organization has been in operation for a hundred years.
- They offer physical and non-physical programs for children ages 2-18.
- They run eight facilities in the City of Philadelphia.
- Licensed daycare is offered to children 2-5 years of age.
- School-age daycare is provided to children 6-12 years old.
- They offer before school care, serve breakfasts, take the children to school, and pick them up at the conclusion of the day.
- Youth sports are offered.
- Computer labs are provided with the goal that "every child will be computer literate."
- For the 13-18 population, a national program entitled "Keystoning" is offered with emphasis on leadership development.
- Average daily attendance at the eight Philadelphia locations is 8,000 children (not including those in daycare).
- Membership costs are \$10 per child.
- They provide a very safe environment.
- Famous alumnus include: John Chaney, Bill Cosby, and Mayor John Street.
- Partnerships with them over a three-year period will entail \$100,000 for academic, recreational and operating expenses.

Neil Rhynes, of the North Hills Community Group, made the following comments:

- Before the inception of their programs, the building was scheduled to be torn down.
- Now they have a grass roots organization made up of alumni who attended the school.
- Asked for a ten year lease to move forward with planning for what will be done with the lower floor.
- The Community Center should be a partnership between the School District, Township citizens and the Boys and Girls Club.

Mr. Leonard stressed that the North Hills Community Group should draw up a budget and submit same to the Township before further discussions can take place. He offered the expertise of the Finance Department to assist them in creating a budget.

wining Valley Golf Course Master Plan:

The Township Engineer is reviewing the Master Plan with reference to the fifteenth hole.

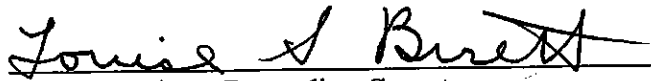
Revised Recycling Consortium Lease Agreement:

The Township is awaiting a response from the Consortium as to details raised by Commissioner Weiss. The Consortium's Solicitor is expected to contact the Township's Solicitor shortly.

ADJOURNMENT:


Mr. Derr motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:


Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Wednesday, November 6, 2002, in the Maple Glen Elementary School Cafeteria, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Bryers and Weiss as well as Paul Leonard, Manager; Susan Lohoefer, Parks and Recreation Director; and Mary Lou Troy, Library Director; Gilbert High, Township Solicitor; and Jeff Wert, Township Engineer.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE OCTOBER MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from October 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed her report for the month of October 2002.

• 2003 Budget:

- Completed preparation of the 2003 Operating and Open Space Budget proposals.
- The greatest impact on the 2003 Operating Budget will be full year funding for two Parks Laborers, the Evening/Weekend Coordinator, and the part-time (20 hours per week) Office Assistant.
- The Director will go before the Board of Commissioners on Wednesday, November 20th.

• Upper Dublin Community Day – October 6, 2002:

- 5,000 participants throughout the day (the largest crowd ever experienced during Upper Dublin Community Day).
- Mrs. Lohoefer recognized the following persons for their efforts in making the day a success:
 - The Parks Crew under the direction of Superintendent Frank Isabella (pulling equipment and supplies together, assisting in set-up and take-down, ongoing trash removal).
 - School District Staff under the direction of Jim Latzko and John Harrar (provision of utilities, facility access, equipment).
 - Tammy Echevarria (decorations).
 - Mark Patterson and Susan Lohoefer (logistics).
 - Anne Frederick (Antiques on the Air).
 - Jo Levy, Janice Smith and Joanne McBrien (various capacities).

• Camp Hill and Highland Athletic Complex (CHAC):

- The evening/weekend coordinator, Mark Patterson, made multiple daily visits to CHAC to monitor light usage.
- Lights were manually shut off on rainy days and evenings.
- Lights were manually controlled at each field based upon a changing schedule.

- No complaints have been received from the neighbors.
- Six trees will be installed at the CHAC site.
- Switching equipment has been installed.

Mr. Leonard informed that he and Mrs. Lohoefer held several meetings with neighbors which resulted in an amicable settlement over the lighting problems at CHAC. A written agreement has been drawn up subject to change and review by the Board of Commissioners.

- **Aidenn Lair Park Land Management Plan:**
 - The Management Plan was accepted by the Board of Commissioners on October 8, 2002.
- **Mondauk Common Path Realignment and Crosswalk:**
 - The parks crew worked with a local contractor to realign the path (elongating it a full 1.0 mile).
 - Installed new brick crosswalk further up in the entrance queue.
 - Stop signs and other signage is in place.
 - Berms have been lowered.
- **Veterans Memorial Park:**
 - The parks crew worked with the highway crew and a local contractor to install a Highland Avenue crosswalk including signage, depressed curb and a limestone screening connector to the walking track.
- **Dannenberg Arboretum:**
 - The parks crew and engineering staff worked together to layout a small parking lot at the site.
- **Township Building Community Rooms:**
 - The Director developed "Policies for Use" for the newly renovated community rooms at the Township Building.
 - The community rooms will consist of:
 - Seating for up to 300 people.
 - One large open area with dividers into four areas.
 - Some round and some oblong tables will be provided.
 - Community programs cannot interfere with scheduled Township use of the community rooms.
 - The Township Manager, Upper Dublin School District, Evening/Weekend Coordinator and Program/Office Coordinator participated in the review of the proposal.
 - Existing rental and use policies, regulations and fees used by Plymouth, Montgomery and Northampton Townships as well as the Lancaster Recreation Commission were used to form the Upper Dublin proposal.
 - Classes of groups who will be using the community rooms have been identified, including non-profit groups, community based organizations, commercial businesses, etc.
 - Reasonable cost recovery will be established.

Mr. Leonard interjected:

- Various unconnected HVAC equipment was found in the ceiling of the community rooms.
- The meeting rooms are in good shape, but staff is not certain that the controllers can be made operable.
- With proper management and policies, the rooms will become a community asset.

- Statistics:
 - Mondauk Common Permits: 133 issued during the month.
 - Robbins Park Permits: 3 events hosted during the month.
 - EPI-Center Rentals: 2 events hosted during the month.
 - Sitewatch – 35 site contacts during the month.
- The Director of Parks and Recreation was involved with the following activities:
 - Attended DVIT “Facilitation Skills” seminar.
 - Attended the NRPA Congress in Tampa, FL.
- Personnel:
 - Recreation Program Coordinator, Kathryn Mills, began her employment on October 16th.
- Programs:
 - Because the Upper Dublin Parks and Recreation Department will no longer provide direct services, the satellite Recreation Office located in the North Hills Community Center was closed.
 - The North Hills Community Group is taking responsibility for fall programs.
 - The Parks and Recreation Department will partner with the Community Group.
 - Mr. Bryers asked for an analysis of what programs were spearheaded by the Township and the costs thereof.
 - SAUDC likes to be in charge of their own programs, but the Township subsidizes the costs for the facility. SAUDC pays rent and their own phone bill.

Parks:

- Michael Flynn, an Eagle Scout from Abington, completed stream and pathway cleanup along the Sandy Run Creek/Dannenber Property over two weekends in mid-October.
- Consideration of Smoking Ban in Public Parks:
 - A proposed ordinance will be voted on by the Board of Commissioners on November 12th.
- Recreation Staff Activities:
 - Katie Mills, Recreation Program Coordinator, was involved in the following activities:
 - Received orientation from staff members re: programs, facilities, etc.
 - Became familiar with Parks and Recreation Department procedures.
 - Prepared for fall programs.
 - Attended programs which began during the month.
 - Participated in Upper Dublin Community Day.
 - Became familiar with School District permit requests/concerns/problems/policies.
 - Began fall financial and overall evaluations on completed programs.
 - Became oriented with parks, facilities, and buildings.
 - Assisted with preparations and lead Ghosts, Goblins & Witches Party, Parent’s Night Out, and Creative Arts Fall Fling.
 - Contacted instructors to confirm program and dates for the winter program season.

- Organized instructor contact letters and permit requests for winter programs.
 - Viewed last year's information for all programs.
- Tammy Echevarria, Program/Office Coordinator, was involved with the following activities:
 - Introduced two over-night trips.
 - Group leader for day trip to New York City
 - Met with members of SAUDC to finalize plans for Fall Flea Market.
 - Assisted in finalizing plans for Ghosts, Goblins and Witches Party at the Fort Washington Fire Company location.
 - Prepared for Creative Arts Fall Fling.
- Mark Patterson, Evening/Weekend Coordinator, was involved with the following activities:
 - Permit coordination.
 - Sitewatch.
 - Mondauk Common park attendants.
 - Program support.
- Deb Ritter, Administrative Assistant, worked on the following projects:
 - Customer service representative support.
 - RecWare Administration.
 - General parks and recreation administration.
 - Parks administration.
 - Program administration.
 - Special projects.
- Jo Levy, Office Assistant, performed the following services:
 - Completed weekly bank deposits.
 - Compiled payroll information.
 - Verified all RecWare reservations/filed.
 - Updated cable messages.
 - Wrote checks/filed invoices.
 - Created credit card form for front desk
- Anne Frederick, Joanne McBrien, Janice Smith, Customer Service Representatives, worked on the following:
 - Processed fall program registrations.
 - Fielded questions re: Fall programs.
 - Processed credit card payments.
 - Called participants re: additional/missing registration information.
 - Verified registration information.
 - Calls for cancelled and rescheduled fall programs.
 - Processed refunds.
 - Sold tickets for UD Players show "Working."
 - Updated non-resident mailing list.

- Updated New York City Dining Guide.
- Continued to enter e-mail addresses in Township mailing address book.

Report of the Library Director:

Mary Lou Troy discussed her report for the month of October, 2002:

- Statistics:
 - Circulation in October – 15,619 items (2,000 items more than previous October).
 - Library visits have increased 8% for the year.
- Upper Dublin Community Day:
 - The Library celebrated its 70th birthday on Community Day.
 - More than 100 pieces of birthday cake were consumed.
 - The display “The Past, Present and Future of Upper Dublin Public Library” was well received.
- Library Web Page:
 - The web page features information on the POWER Library.
 - Coincides with a publicity push for these resources sponsored by the State Library.
 - Radio ads started running in early November.
 - The State Library will be providing local libraries with a public relations tool kit later this month.
 - Billboards advertising the POWER Library will be on display by the end of November.
- Children’s Programs:
 - 594 people attended children’s program in October including:
 - Story and craft programs (one scheduled in November, and one in December).
 - Bedtime story hours (November 6 and 20).
 - Puppets Pizzazz will present a program for Children’s Book Week on November 11th.
- Calendar of Library Events for November:
 - Available at the front desk of the Library.
- Library Board:
 - Next meeting scheduled November 28th.
 - Major discussion on a behavior policy for the library, and a policy on unattended children in the Library.
- Library Budget:
 - Exceptional items include:
 - Line item for a consultant for the planning project. Balanced by a grant on the revenue side.
 - Increased spending in the furniture and equipment line item to add audio-visual shelving, local history shelving, and chairs for the Library meeting room.
 - Staffing line items represent no increase in the number of staff and only a two-hour per week increase in the hours of part-time staff.
 - Percentage increases in salaries over last year’s budget are skewed by the salary and wage adjustments made mid-year 2002.

- Equipment:
 - Shelving ordered under a state contract.
 - Installation anticipated in December.
 - Specifications for the replacement of the carpeting and repainting the Library not yet complete.

- MCLINC:
 - Orders have been placed for the new public access workstations.
 - Upper Dublin will receive nine computers to replace the old Windows 95 computers that were part of the original MCLINC installation.
 - The new workstations will run Windows 2000 and feature flat screen monitors.
 - After the workstations are in place, MCLINC will schedule an upgrade of the Polaris library automation software.

- Education:
 - Two of the newest part-time staff members were able to attend MCLINC sponsored automation training.
 - More of the Library staff will be attending this training in November when the session will be repeated in Upper Dublin.

DISCUSSION ITEMS:

North Hills Community Center Lease Agreement:

Melinda Maiden represented the North Hills Community Group, and distributed budget information to the Committee.

Mr. Leonard noted the presence of the Solicitor, and suggested that the North Hills Community Group use the Lease Agreement with SAUDC as a guide. He also asked Ms. Maiden to articulate what the Community Group feels is critical.

When Ms. Maiden said the Community Group is hoping for a ten year lease, Mrs. Weiss said she was adverse to long-term leases, and Mr. Bryers said he does not want future Boards tied up with problems that could arise over a ten year period.

The North Hills Community Group is looking for help from the Township in the areas of snow removal, utilities, structural repairs, painting of the lower level, and care of the outside of the facility until they can become self-sufficient.

Mr. Leonard opined that there should be a distinction between maintenance and capital repairs.

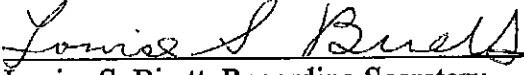
Twining Valley Golf Course Master Plan and Revised Recycling Consortium Lease Agreement:

The Committee decided to go into Executive Session with the Township Solicitor and Engineer to discuss these issues.

ADJOURNMENT:

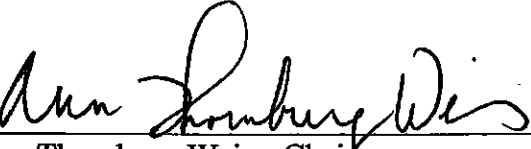
r. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, December 3, 2002, in the main meeting room of the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Bryers and Weiss as well as Paul Leonard, Manager; Susan Lohoefer, Parks and Recreation Director; Mary Lou Troy, Library Director; and Ken Cronney, representing the Township Solicitor.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE NOVEMBER MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from November 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed her report for the month of November 2002.

- 2003 Budget:
 - The Director presented the proposed Operating and Open Space Budgets to the Board of Commissioners on November 20th.
- Camp Hill and Highland Athletic Complex (CHAC):
 - Mark Patterson, Evening/Weekend Coordinator, continues to manually control the lights at each field based upon a changing schedule.
- Township Building Community Rooms:
 - The Director and Mark Patterson worked with the furniture installers to uncrate 150 chairs, 24 rectangular tables, and 8 round tables. Rooms were set up in various configurations to get a "feel" for how the rooms could be used.
 - The Montgomery County Consortium of Communities met on Friday, November 15th, and used the audio visual and internet equipment. No problems reported.
 - Requests are being taken on the rooms based on past practices until a new set of rules and regulations are approved.
- Statistics:
 - Mondauk Common Permits: 32 seasonal field permits issued during the month.
 - Robbins Park Permits: 3 events hosted during the month.
 - EPI-Center Rentals: 3 events hosted during the month.

- The Director of Parks and Recreation was involved with the following activities:
 - Attended the kickoff meeting for the 2003 Montgomery County Senior Games on November 14th.
 - Met with the Upper Dublin School District Grounds Supervisor regarding use of school fields following pesticide applications.
 - Met with 309 Improvement Project representatives to discuss mitigating the impact of the road widening on Robbins Park.
 - Worked at the 23rd Annual Fowl Shooting Contest on November 22nd. Participants numbered 140. Two cartons of food were collected for the Community Cupboard during the event.
 - Consulted with Springfield Township regarding candidate selection for their Parks and Recreation Director vacancy.
- Programs:
 - The Leisure Guide to Winter 2003 was developed and sent to the printer on November 29th. New programs and events were developed by Katie Mills and Tammy Echevarria as well as some of the Department's contract program staff.
- Park Crew Activities:
 - Park maintenance, seasonal maintenance, leaf removal, tree maintenance, last mowing, preparations for snow, inspecting equipment, etc.
- Upper Dublin Player's production of "Work:"
 - Will take place December 5, 6, and 7, 2002.

Report of the Library Director:

Mary Lou Troy discussed her report for the month of November, 2002:

- Statistics:
 - Library use increased, but most of the increase was due to videos and books on tape.
 - The number of people using the library in November was very similar to that in November of 2001. The numbers for 2002 were 11,445 people (395 people per day).
- Library Web Page:
 - The web page still features information on the POWER Library.
 - Radio ads created by The State Library started running in early November.
 - The Upper Dublin Library received is PR toolkit and hopes to be able to adapt some of the materials for flyers and for cable TV.
- Children's Programs:
 - Attendance at story hour sessions was good but not outstanding.
 - The new craft and story programs are very popular with children ages 3-6.
 - Two bedtime story hours were also very popular.
 - A special program for Children's Book Week by Puppet's Pizazz (funded by the Friends of the Library) was very well received.

- More than 175 people attended a special reading by Jarrettown teachers and administrators to commemorate Children's Book Week.

Future Children's Programming:

- The theme for the Summer Reading Club will be "Get In The Game @ Your Library:" Summer Reading 2003." Barbara McNutt attended a workshop at the Pennsylvania Library Association Conference looking at the materials that will be provided by the Commonwealth and gathering ideas for activities. Ms. McNutt also attended the "Sneak Previews" sponsored by the Montgomery County Library District which showcases children's entertainers suitable for library programs. The Friends of the Library will sponsor the programs.
 - Separate story hours are planned for two year olds and those under two years of age.
 - Bedtime story hours are being scheduled more frequently next year.
- **Calendar of Library Events for December:**
 - The calendar is available at the front desk of the Library.
 - Programs planned include:
 - Several holiday story times.
 - Book discussion groups including the last of the Screening the Classics series. The Library has applied for another PHC grant for a different program, and Cheri Fiory spoke to their representatives at the Pennsylvania Library Association Conference about what other support they could provide for library literary and cultural programming.

New Workstations Have Arrived:

- This is a major task because there are nine workstations to configure and place on the network, and nine old workstations to decommission. MCLINC, as a non-profit organization, will be disposing of the Windows 95 workstations by donating them to a Norristown charity that will refurbish them and distribute them to families in need throughout Montgomery County.
- **Upgrade of the Polaris Library Automation System:**
 - The upgrade will occur in mid-January and will include an improved public catalog, including book jacket covers as seen on an Internet bookseller's website and tables of contents for works of non-fiction.
 - One of the improved functionalities will be the ability for library cardholders to place hold requests from home.

DISCUSSION ITEMS:

Twining Valley Golf Course Master Plan:

Mr. Leonard drafted a letter to Links Management about the Twining Valley Golf Course Master Plan. Commissioners Weiss and Bryers will submit their revisions to the Solicitor.

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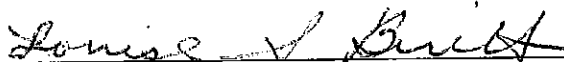
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JOURNMENT:

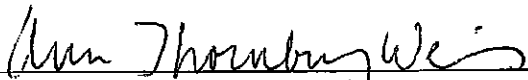
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:00 p.m. and go into Executive Session to discuss the North Hills Community Center Lease Agreement and the Links Management Sublease Agreement.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, January 7, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

Attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE DECEMBER 2002 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from December 2002.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

The Parks and Recreation Director's written report for the month of December 2002 was submitted by Mr. Leonard in the absence of Mrs. Lohoefer. No discussion.

Report of the Library Director:

Mary Lou Troy discussed her report for the month of December, 2002:

- Statistics – December 2002:
 - Library use increased.
 - Circulation of all types of materials increased.
 - Total circulation = 12,217 items (a significant increase in circulation over December 2001 totals of 10,864 items).
 - 10,107 patrons used the Library in contrast to 9,554 a year ago.
- Statistics – Year 2002:
 - Total circulation – 181,785 (compared with 163,265 in 2001).
 - Total patrons – 148,798 (10,000 more than 2001).
 - Average of 528 items checked out per day for the year (up from 473 for 2001).
 - Average use of Library by 433 patrons per day (compared with 403 per day in 2001).
- Events re: "One Book, One Philadelphia" Project:
 - The Upper Dublin Library has ordered a number of copies of the book chosen for this project – Lorene Cary's "The price of a Child." The book is set in Philadelphia in 1855 and is the tale of a woman who escapes the bondage of slavery, travels the Underground Railroad, and finds freedom. The Library staff intends to host a book discussion group as well as other events in relation to this book.

- Upgrade of the Polaris Library Automation System:
 - The Library catalog will not be available during the upgrade.
 - All transactions will be recorded offline in text files for upload into the system when the upgrade is complete.
 - The Library web page and public Internet access will still be available.
 - Kathy Brannon has been installing the new Windows 2000 public computers and readying the existing Windows 2000 and Windows 98 computers for the upgrade.
 - Once the servers in Conshohocken are upgraded and the data reindexed, Library staff will install the new client software on all workstations.
 - The upgrade will include an improved public catalog including book jacket covers and searchable tables of contents for many items.
 - Library users will also be able to place requests from home.
- State Aid to Public Libraries:
 - Upper Dublin Library will receive \$116,047.16 (\$4,000 less than budgeted).
 - On the plus side, \$5,000 more in fines and fees were collected in 2002 than budgeted (mostly due to the increased use of the Library).
 - If Library use continues to increase, the fines and lost book charges should also continue to increase.
- LSTA Grant Applications:
 - Awaiting approval of a \$17,000 grant for a planning consultant.
- Tax Forms:
 - The Library will continue to distribute forms and assist patrons in finding forms they need online.

DISCUSSION ITEMS:

New Horizons Montessori School Lease:

Michael Yanoff, Esquire, represented the New Horizons Montessori School ("School"). He informed of the following:

- The proposal for a new five year lease had its genesis in a series of meetings between the Township Manager, Commissioner Weiss and members of the New Horizons' Board of Directors.
- The proposed lease agreement is patterned after the present SAUDC Lease Agreement.
- The five year lease would provide the School with the opportunity to investigate its future options.

Mrs. Weiss made the following comments:

- The lease is set to expire in May or June of 2004.
- The Township had notified the School that it is not interested in renewing the lease.
- Problems to be considered include the fact that the deed shows the property reverting to the School District when no longer used by the Township and/or its lessors.
- She suggested the formation of a citizens' group to be involved in deciding how to use or dispose of the School building.
- Extending the lease might allow a committee to provide guidance.

Mr. Leonard interjected:

- The above also applies to three other properties owned by the Township:
 - Fort Washington Elementary School
 - East Oreland Elementary School
 - North Hills Elementary School
- The reversion clause is activated when a building is no longer used for a public use.
- The question remains whether the School's activities constitute a "public use."
- Neither the Township nor the Upper Dublin School District staff sees any overriding need for the building in question.

Mr. Yanoff said:

- If the Township receives money in terms of a lease for real estate, then it is considered a municipal purpose.
- This is not a situation where the School intends to stay for five years and come back for another extension.
- This is a five year extension of the lease, after which time the Township can do what it wants with the property.

Mrs. Weiss commented:

- She believes the lease will address some of the problems raised by her constituents.
- She has concerns regarding the playground and traffic.

Mr. Yanoff advised:

- The playground has been closed.
- The School has engaged the services of a consultant to devise a plan for the upgrading and running of the playground.
 - There is a possibility that the playground could be moved across the street.
- Traffic presents itself differently than in previous years.
- Bridge closings will be a problem when Route 309 and the Turnpike projects are worked upon.
- He prefers dealing with issues on a regular basis via quarterly meetings and an annual report.
- A considerable amount of money has been expended by the School for improvements to the building. This negates the argument that the School only pays a \$1.00 per year to use the building.

Mrs. Weiss countered that it is costing the Township a lot of money to keep the building going.

Mr. Leonard said suggestions have been made to have the School pay a fair market rental rate with the lease extension.

Mr. Leonard made the following observations:

- The zoning is residential, and anyone interested in the property must abide by that zoning.
- A public school is permitted within an "A" Residential District.
- If the Township is looking for options and recommendations, the time line for that would be something less than five years.
- The Gatsme Model Railroad also occupies the building, and that group has a significant investment in their area of the building.

Township staff needs direction from the Board of Commissioners as to how to proceed.

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- The use of the SAUDC Lease as a basis may or may not be appropriate.
- The Township wants to make sure that the windows in the building are safe to which the President of the Board of Directors for the School informed that \$15,000 was recently expended to replace several windows.

Discussion was closed with Mr. Bryers saying that the next meeting will take place in executive session with staff. Public discussion will continue the following month.

Links Management Sublease Agreement:

The Township's comments were sent back to Links Management for their review.

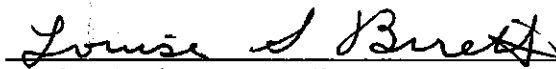
North Hills Community Center Lease Agreement:

The Solicitor prepared a draft agreement which is now in the hands of the North Hills Community Center Group for review.

ADJOURNMENT:

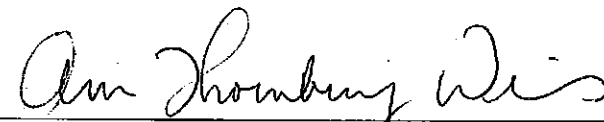
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:15 p.m. and go into Executive Session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, February 4, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Derr (sitting in for Commissioner Bryers) as well as Paul Leonard, Manager; Susan Lohoefer, Parks and Recreation Director; and Ken Cronney, representing the Township Solicitor.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JANUARY 2003 MEETING:

Mr. Derr motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from January 2003.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed her report for the month of January 2003:

• Announcements:

- The Pennsylvania House of Representatives has recently passed Resolution No. 4 designating a week in January as Recreational Professionals Week.
- A letter from the Ambler Area Running Club was recently published in the Ambler Gazette thanking the Board of Commissioners for voting to lengthen the Mondauk Common walking trail to one mile.
- Evelyn B. Wright recently celebrated her 100th birthday. During her lifetime, she was a teacher at Temple University, the North Glenside Elementary School (currently the North Hills Community Center), and the Sandy Run Middle School. In appreciation of her service to Upper Dublin Township, the Evelyn B. Wright Park was named in her honor. Mrs. Lohoefer has sent Ms. Wright a congratulatory letter on the Township's behalf.

• New Year Tasks:

- Updating information sheets, brochures and handouts for 2003 was completed for Mondauk Common, EPI-Center, Robbins Park, Birthday Party Packages, seasonal ballfield permits, and Montgomery County Senior Games. The Township's website has downloadable copies of all of the aforesaid information.

• Township Building Community Rooms:

- Staff has fielded many calls and received numerous applications for community use of the Township Building Community Rooms. Every group request has been accommodated to date. No group has been charged. Outside groups have been able to provide proof of liability insurance as well as security deposits without issue. Some interest has been shown for paid rooms.
 - Mr. Leonard commended Mrs. Lohoefer for the great job she did with the details of the community spaces in the Township Building.

- Donations/Community Service:
 - The Maple Glen Elementary School PTO donated two equipment boxes to the Township.
 - Villanova University has made two 36 in. bleachers (three levels) available to Upper Dublin.
 - Clare Taylor, Amy McCaffrey, Kerry McFarland and Sara Boyd, students at the Fort Washington Elementary School, completed several hours of community service by removing trash from Mondauk Common, the Camp Hill and Highland Avenue Athletic Complex, and the Loch Alsh Reservoir.
- Recreation Programs:
 - The Upper Dublin Parks and Recreation Department received notification that "Little Chefs/Junior Chefs" was selected to receive a 2003 Excellence in Programming Award from the Pennsylvania Recreation and Parks Society.
 - The Department sold over \$4,000 worth of discount ski tickets during the month. The season total exceeds \$7,500 to date. The Department receives a small handling fee per ticket.
 - The Leisure Guide to Spring 2003 will be sent to the printer by the second week in February.
- Park Crew Activities:
 - For the first time in close to a decade, weather conditions were such that the Loch Alsh Reservoir had developed a thick enough ice cover (minimum 6 in.) to permit ice skating. With the total support of the Township Manager, skating areas were tested regularly by the parks crew, roped off and marked.
 - The parks crew worked along with highway crews during every snow storm and subsequent cleanup during the month.
 - Ice fishing is permissible at the Loch Alsh Reservoir. Anyone 16 years of age and older will need to obtain a 2003 fishing license to do so.
 - Mr. Leonard commended Recreation crews for spending a significant number of hours away from their homes working on snow removal on Christmas day
- Impact Fee Survey Conducted by Horsham Township:
 - Horsham Township compared fee schedules of 19 municipalities. Upper Dublin's fees were lower than most.
 - Mrs. Lohoefer would like to know if the Board of Commissioners would consider commercial refits or new commercial development in its fee schedule.
 - She will confer with the Code Enforcement Officer to obtain suggestions as to what a potential fee might be.
 - The Committee will be provided with samples of various draft ordinances in this regard.
- Impact of Route 309 Development in December.
 - Ken Croney said that the Township should send PennDOT a letter stating that Township property to be condemned will have a minimal impact.
 - Mr. Leonard informed that the suggested "takings" have been sent to an appraisor in an effort to gear up for the action by the state.
- Sign Machine:
 - The Township's sign machine is capable of making corrugated plastic signs. Ten double-sided signs can be made for less than \$200.

- Twining Valley Upper Dublin Golf Classic:
 - The golf tournament is scheduled to be held on Thursday, June 5, 2003.

Report of the Library Director:

In the absence of Mary Lou Troy, Paul Leonard presented her report for the month of January 2003:

- Library Software:
 - Most of the Library software upgrade went smoothly, but it was followed by a hard-drive failure which put the Library offline for a day a week later. Not all of the statistical reports have been rewritten to reflect the upgrade. Therefore, some statistics may be revised in February.
- Upcoming Children's Programs include the following:
 - Regular story hours
 - Bedtime story hours
 - Dr. Seuss celebration
 - Chinese New Year program on February 5th
- Events re: "One Book, One Philadelphia" Project:
 - The Library is in receipt of 25 copies of the book chosen for this project – Lorene Cary's "The price of a Child." These books will first circulate to participants in the discussion group scheduled for March 10th. Registration for the discussion group begins February 7th.
 - Negotiations are in progress to bring Lorene Cary to Upper Dublin to speak in May. The program will be a partnership between the libraries of Upper Moreland and Upper Dublin.
 - Funding will be from the Friends of the Library and, hopefully, a Pennsylvania Humanities Council grant.
- Formation of a Marketing and Public Relations Committee:
 - While the Library receives good press about its childrens' programs, the staff feels the Library does not communicate enough with the public and the press about all of the other things happening at the Library.
 - The Committee will assess the Library's current communications to the public and press, develop and maintain a press list, and come up with ideas for publicizing Library activities, programs and services.
 - For the time being, the group will develop and coordinate publicity efforts on an ad hoc basis, but it is anticipated that additional part-time hours at the front desk or reference desk will eventually be required to allow fulltime staff to devote more time to marketing and public relations.
- Shelving:
 - New non-fiction shelving has been installed.
 - Some of the old shelving was moved to the wall near the mystery section.
 - The mystery and science fiction sections will be expanded.
 - The new shelving and the reuse of the old shelving will give the Library 84 ft. of new shelving in non-fiction and 108 ft. of new shelving for mysteries and science fiction.

DISCUSSION ITEMS:

Links Management Sublease Agreement/Long Range Plan:

Links Management's Long-Range Plan was received a week ago and is being taken under advisement.

The Board of Commissioners has agreed to proceed with the sublease amendment to authorize a sublease for a chiropractor.

Ken Croney said the Solicitor's office drafted a three-part agreement as a consent to the sublease based on the stipulations of the Board of Commissioners. It was circulated to the Township Manager and Links Managements' attorney, Bill Stewart. The Solicitor is awaiting Mr. Stewart's comments/revisions.

Hugh Reilly, who manages the Twining Valley Golf Club, had a problem with the stipulation that only members of the Golf Club may use the chiropractor on premises. He posed the following arguments:

- Suppose there is a situation where someone wants to evaluate the chiropractor before joining the club?
- He objected to the restriction on advertisements.
- He does not think it will be a problem to inform the public that chiropractic services are available on the fitness center sign.

Mr. Leonard made the following comments:

- The property is zoned residential.
- The Board of Commissioners is desirous to proceed ahead with the lease.
- How can the Township ensure that the chiropractic office will be truly linked to the fitness center and that there will not be a situation where, under Township auspices, the chiropractor will have an unfair advantage?

Mr. Reilly suggested a three-month chiropractic membership, and then the requirement to join the fitness club within a certain time frame thereafter (perhaps 60 days). He will draw up a proposal for the Township's perusal.

Mr. Croney said Mr. Reilly's suggestion would be hard to police.

Mr. Reilly argued that opening a chiropractic practice to the public is a way to increase membership.

Mr. Leonard said this is a "stretch" from a zoning standpoint. He does not want to see the chiropractic office used as an independent business.

Mrs. Weiss had a problem with a 60-day time frame. She likes evaluation of the chiropractor on a one-time basis.

Mr. Reilly posed a hypothetical situation where someone would get hurt at the fitness center and accuses management of not having the proper staff.

Mr. Croney reiterated that the chiropractic office should be part of the fitness center, and that the chiropractor only permitted to treat members.

Mr. Reilly was asked to confer with his attorney, and then their "language" changes to the sublease should be submitted to the Township Solicitor's Office in time for the Stated Meeting scheduled for February 11, 2003.

ADJOURNMENT:


Mr. Mermelstein motioned, with Mrs. Weiss seconding, to adjourn the meeting and go into Executive Session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, March 4, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Manager; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE FEBRUARY 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from February 2003.

VOTE ON MOTION ALL YES MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer was not able to attend the meeting. Her report was submitted in written form.

Report of the Library Director:

Mary Lou Troy presented her report for the month of February 2003:

- **Statistics:**
 - The library continues to have increased usage.
 - Circulation was up 8% in January and 4% in February – both are from record numbers last year.
 - Attendance at various programs was good.
 - 78 people attended the program to celebrate the Chinese New Year.
 - 38 people attended the program presented by the string quartet from Upper Dublin High School. This program received fine coverage in the Ambler Gazette.
 - Story hour attendance was 317.

- **Staffing:**
 - Library staff continues to attend training on new capabilities of the upgraded library software.
 - The public is beginning to use the features of the software as well.
 - On two of the days that the Library was closed due to inclement weather, library users renewed 28 items by connecting to their library account over the Internet.
 - During February, 16 out of about 600 hold requests were placed by library patrons themselves.
 - Library staff is working to educate the public about the new feature and has been encouraging members of the public to obtain passwords so they can access their accounts from home.

- **Children's Programs:**
 - The current story hour sessions run through mid-March.
 - The next regular story hour sessions starts April 1.
 - There will be a bedtime story hour in-between the two story hours.
 - Tucker's Tales Puppet Theater will be at the library on April 9th with a fractured version of "Aesop's Fables."
 - A story and craft program is planned for Mothers' Day in May.

- Events re: "One Book, One Philadelphia" Project:
 - The library is pleased to announce that Lorene Cary, author of "The Price of a Child", the book in the "One Book, One Philadelphia" program, will speak in the Upper Dublin community room on Tuesday May 6th in a program jointly sponsored by the Friends of the Upper Dublin Public Library and the Upper Moreland Public Library.
 - Grants have been applied for from the PA Humanities Council and the Willow Grove Foundation to help with the costs.
 - While the program is free to the public, tickets are required and will be available at the end of March from either of the sponsoring libraries.
 - The "One Book, One Philadelphia" book discussion sponsored by the Montgomery County Library District featured a scholar from West Chester University and filled very quickly.
- Power Library:
 - The Montgomery County Library District has some PR funds that will be used for spots on cable television promoting the use of the POWER Library. Look for the spots on CNN, MTV, the Cartoon Network and one other in April to coincide with National Library Week.
- Grant:
 - The library has been awarded a \$17,000 LSTA grant to hire a planning consultant.
 - While an RFP cannot be issued until contracts are signed and the grant period begins in June, the Library Board and the library staff will be forming an advisory committee to guide the process.
- Pennsylvania State Budget:
 - Governor Rendell's budget proposal shows a balanced budget by cutting spending in many areas, including a 50% reduction in funds for Library Development. This category includes Aid to Local Libraries, County Coordination Funds and District Center funding among other things.
 - State Aid to Public Libraries is 17% of the budget of Upper Dublin's library.
 - Library Staff will be watching developments closely and will be ready to assist legislators and the Department of Education as they work their way through the budget process.
- Montgomery County Library District Legislative Breakfast:
 - The annual Montgomery County Library District Legislative Breakfast is scheduled for Friday April 11, 2003. This will be an opportunity to discuss library and library funding issues with local legislators and library staff from all areas of the County.
 - Ms. Troy will obtain invitations for the Committee members.

DISCUSSION ITEMS:

Links Management Sublease Agreement/Long Range Plan:

Mr. Leonard stated:

- It is up to Links Management to provide the language for a Long Range Plan.
- Links Management did not take a Long Range Plan as seriously as the Township would have liked.
- Links Management has suggested starting over again with new long range planners.
 - Mrs. Weiss was opposed to this suggestion.
- The Township will obtain advice from legal counsel regarding the ramifications of not being able to accomplish a Long Range Plan.

North Hills Community Center Lease Agreement:

Mr. Leonard made the following comments:

- A meeting was held with the new president of the Community Center.
- He asked the Community Center to identify issues they would like to include in the lease.
- He suggested they might want to obtain legal advice before going forward with the lease. A list of attorneys who might be helpful was provided to them.
- The Community Center has been asked to provide copies of all their subleases.
- Another meeting will be scheduled with North Hills Community Center leaders.

New Horizons Montessori School Lease:

Mr. Leonard updated the Committee as follows:

- A meeting with neighbors was held on February 27th. Mr. Leonard explained to the audience the importance of zoning. The following issues were also discussed:
 - Possibility of sale of the property.
 - The reversion clause.
 - The School District is having the property appraised. They were asked to include what the market value rental might be.
 - Demolition of the building.
 - Renewal of the lease.
 - Conversion of the building to residential, institutional, or community center.
 - Traffic on Fort Washington Avenue.
- The Township has no use for the building.
- The zoning classification for the property is residential.
- It is suggested that the Board of Commissioners renew the lease for a time less than five years.

Representatives from the New Horizons School commented as follows:

- They would indemnify the Township from any damage that might result from the School District exercising the reversion clause in a new lease.
- Regarding zoning, a change in ownership might cease any right to a non-conforming use.
- They have offered what they think is a fair monthly rental of \$150 per month.
- During the years the school has occupied the building, the school has paid for expensive capital repairs to the building.
- The playground has been closed due to safety issues. It will not reopen in its current condition.
 - Mr. Leonard asked that the playground be completely demolished due to its obsolete structure. He suggested a play structure be installed that could be moved when and if they vacate the property.
- The school has been engaged in doing a market analysis.
- The school has done extensive planning regarding programmatic needs:
 - Staffing
 - Infrastructure
 - Curriculum
- The school has an active Long Range Planning Committee.
- The school is focused on achieving growth and stability.

Mrs. Weiss suggested that this issue be brought before the Board of Commissioners for further discussion.

Mr. Bryers asked the representatives what they have done to find a new locations since they received notification from the Township of the intention not to renew the lease.

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- They are trying to stay within the area where their families live.
- The Fort Washington Office Park is being considered as a new location.
- They have considered possibly purchasing the existing building.
- They are looking at the market and are considering what must be done to raise the capital to pay rent or a mortgage.

Mr. Leonard expressed concern about the age of the school building and the safety concerns involved therewith. He is not sure that the Township wants children to be using the building.

John Creighton of Forsythe Drive was involved with the school when it was open. He informed that the original lease in 1982 was for 15 years with two 5 year options to renew at \$1.00 per year.

Mrs. Weiss noted that there were changes made to the lease in 1989, and the lease was extended to May 31, 2004.

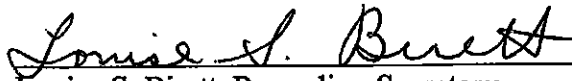
Mr. Creighton asked the Board of Commissioners to consider if the building is an asset. If it is not, he suggested closing the building down and using the land for another purpose. If it is an asset, he urged the Township to figure out a way to make it work for the betterment of everyone.

Matt Kern of Donna Drive participated on the committee to restructure the administration of the school. A director of admissions was hired as well as a director for planning and development. New Horizons is doing everything in this power to move forward in an effective manner.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting.

Respectfully submitted,

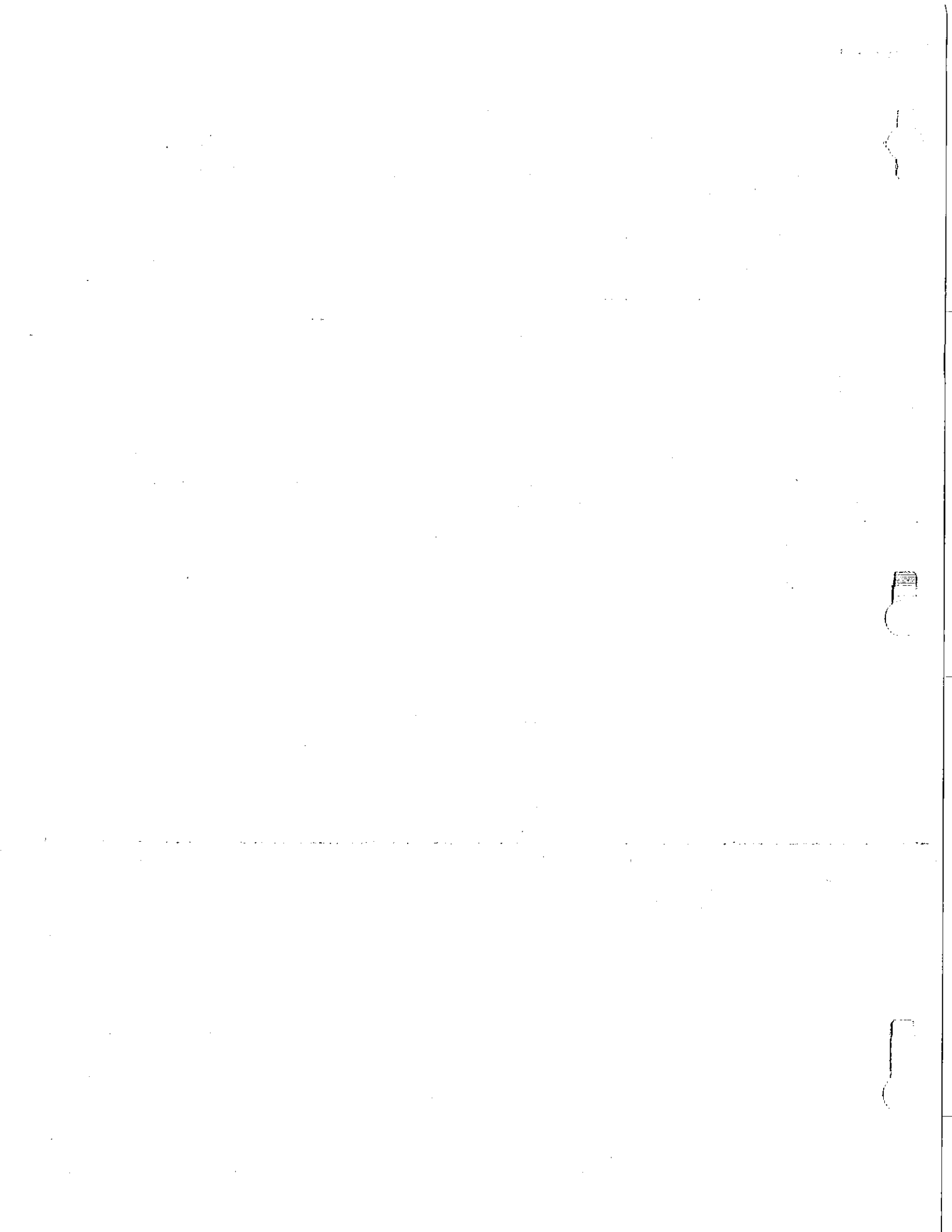


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, April 1, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Gilbert High, Township Solicitor; Sue Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MARCH 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from March 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of March 2003:

- Statistics:
 - The library continues to have increased usage.
 - Circulation was up by 16% in March.
 - Total circulation for the first quarter is up nearly 11% over 2002.
 - The number of people using the Library has increased about 3% for the first quarter (most of the increase can be attributed to patrons taking out more materials).

- Staffing:
 - The additional part time staffing added in 2002 permitted the Library to keep the North Hills branch open for two weeks during the absence of the Branch Head.

- Children's Programs:
 - Spring story hour sessions began today. There are so many very young children that the sessions might be split into two.
 - During March, the following programs were presented:
 - o 314 children and their parents attended story hours.
 - o The Dr. Seuss celebration "Read Across America" attracted 58 children and their parents.
 - o 75 children and parents attended the Campbell School of Scottish Dance.
 - o A total of 238 children and their caregivers from neighborhood nursery school classes visited the Library.
 - Upcoming family programming:
 - o Tucker's Tales Puppet Theater will be at the library on April 9th with a fractured version of "Aesop's Fables."
 - o A story and craft program is planned for Mothers' Day in May.

- Statewide budget cuts:
 - State Aid to Public Libraries took a 50% reduction in the current budget process.
 - Library advocacy groups are working to have this funding restored by the June 30th deadline for the state budget process.
 - If the cuts stand, the Upper Dublin Library will lose \$58,000 of its state aid (equivalent to more than half of the part time salary budget or nearly half of the book budget. It is also equivalent to one full day of library staffing per week or all of the Saturday and Sunday staffing. It represents 8.5% of the Library budget.)
 - The Montgomery County-Norristown Public Library, which relies on three different types of state aid, will see a 25% decrease in its overall budget. In jeopardy are:
 - o Daily deliveries of books from library to library.
 - o The ability to obtain specialized materials through Inter-Library Loan.
 - o Summer Reading Club promotional support.
 - o Staff support for Science in the Summer.
 - o The special bookmobile services that go to retirement and nursing homes and daycare centers including several in Upper Dublin.
 - o Books by Mail services to the homebound and shut-ins.
 - o Business and newspaper databases subscribed to fill gaps in the POWER Library offerings and the in-depth reference collection and services municipalities expect from the county library.
 - Because part of Montgomery County-Norristown's aid is due in July, they will feel the first part of the budget cuts soon after July 1st. Ms. Troy will be participating in meetings during the next month as the county library attempts to work on a budget and plan for district and county services for the second half of 2003.
 - Ms. Troy has sent a number of letters out to the Montgomery County state representatives and state senator. There may be a time with the Board of Commissioners might wish to weigh in by passing an appropriate resolution.
 - Ms. Troy will meet with representatives of the State Library at the end of April.
 - The state budget will be adopted June 30th.
- Events re: "One Book, One Philadelphia" Project:
 - Lorene Cary, author of "The Price of a Child", the book in the "One Book, One Philadelphia" program, will speak in the Upper Dublin community room on Tuesday, May 6th, in a program jointly sponsored by the Friends of the Upper Dublin Public Library and the Upper Moreland Public Library.
 - Grants have been applied for from the PA Humanities Council and the Willow Grove Foundation to help with the costs.
 - While the program is free to the public, tickets are required and will be available at the end of March from either of the sponsoring libraries.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- General Activities:
 - Attended the Pennsylvania Recreation and Park Society's annual conference in State College
 - Assisted at the DCNR Citizens Forum held on March 2nd.
 - Presided over the annual Awards Banquet.

- Upper Dublin won awards for its Junior Chefs and Little Chefs Programs.
 - Mrs. Lohoefer was one of three practitioners selected to speak to the Pennsylvania House/Senate Joint Conservation Committee in Harrisburg on March 10th regarding the benefits of community recreation and parks. The purpose of the presentation was to urge the legislature to restore original funding levels to the Keystone Grant Program.
 - Contacted DCNR regarding possible grant funding for continued CHAC development.
- Parks Crew Activities:
 - Twelve gateway signs have been delivered for installation. The new teal and white signs will appear at Mondauk Common, Aidenn Lair Park, CHAC, the EPI-Center and Veterans Memorial Park.
 - Leftover 2003 capital sign funds will be directed toward developing regulatory signs for park entrances that will satisfy a deficiency identified by the Township's loss control advisor.
- Evening/Weekend Activities::
 - Mondauk Common Park staff has been hired. First shift was March 29th. The park office will be open weekends through April and nightly beginning May 1st.
 - Mondauk Common permits were accepted through the month for availability beginning April 1st. Permits were written for school group picnics, tournaments, walk-a-thons, family events and business outings.
 - Sitewatch staff began abbreviated shifts in mid March (delayed due to snow). Four hour shifts began March 31st.
 - Staff has been hired for the Upper Dublin Community Pool. Most of the 2002 staff is returning (including the Manager and Assistant Manager).
 - Spring and summer ball field permits were issued for School District and Township fields. Soccer field spring practice and game permits were issued.
- Upcoming Events:
 - A "Story Book Eggstravaganza" will take place on April 11th.
 - Soccer registration begins on April 4th.
 - Registrations for Summer Stage and Kids Stage are being accepted.
 - Registrations are open for the Montgomery County Senior Games.
 - UDJA Cheerleading will begin this year for middle school children (5th, 6th and 7th grade).
- Miscellaneous:
 - A new report format was devised that will furnish monthly totals for park usage.
 - A Program Status Report has been reinstated.
 - Playground brochures have been mailed and other pocket brochures are being readied for mailing.
 - Residents have until the last week in April to register their children in the four playground programs.
 - The program will be opened up to non-residents the first week in May.
 - Schedules can be found in the Leisure Guide published by the Township and viewed on cable TV.
 - The Department received its first requests for information from two boy scouts seeking information on parks and recreation merit badges. Any interested scouts are directed to on-line information which directs them to locations on the internet where they can obtain additional information.

- Mrs. Lohoefer has been astounded by the number of people using the Township's website to obtain parks and recreation information.
- Montgomery County has indicated that a referendum will be placed on the voting ballots regarding open space.

DISCUSSION ITEMS:

Links Management Sublease Agreement/Long Range Plan:

The Township has received a response from the Solicitor's Office in writing. This Committee will discuss same during executive session.

North Hills Community Center Lease Agreement:

The Township Manager and Commissioner Weiss recently met with the new president of the North Hills Community Center and identified five issues that would be important to consider regarding lease renewal. It was suggested that the Community Group seek legal advice, and they were provided with a list of appropriate attorneys with whom they might wish to consult. They were provided with a model lease that they might wish to work from. The current lease remains in force on a month-to-month basis.

New Horizons Montessori School Lease:

Mr. Leonard informed:

- The school and Township recently became aware of a 3,000 gallon underground oil storage tank on the New Horizon's property.
- The heating system was converted to gas many years ago.
- The oil tank currently contains approximately one foot of old heating fuel which needs to be pumped out and the tank itself will most likely be removed by Township forces when classes end before the summer months.
- If all goes well, it could be a "non-DEP" event.
- Expenses associated with the above will be \$3,000-\$5,000 on a least cost basis.

Answering questions raised by Jenina Lindh of Summit Avenue regarding the play structure, Mr. Leonard said it is a topic within the lease, it remains closed, and it needs to be removed. It is his belief that the structure should not be replaced with anything near the size or scope of what is there now. If new equipment is installed, it would be constructed out of metal and removable when New Horizons vacates the premises.

Replying to concerns raised by Ingrid Rivel of Summit Avenue, Mr. Leonard said that new playground equipment is something that remains to be talked about and the lease will be revised according to the Township's wishes.

Mrs. Rivel asked that anything new be placed further away from the residential property lines.

Svitek/Wenger Leases:

Mrs. Wenger has provided fairly significant information that the lease was always intended to be nominal. The same is not true for the Svitek lease.

The Sviteks have received a number of contacts from the Township regarding renewal. The Township proposed a significant increase in the proposals.

Mr. Leonard suggested that this be turned over to the Solicitor's Office.

Bus Shelter Leases – Fort Washington Office Park:

Dan Murphy represented Clear Channel Outdoors (CCO), a provider of shelter services to the community. The current contract has expired and is up for renewal. Mr. Murphy made the following comments:

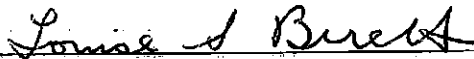
- At the present time, there are five bus shelters in Upper Dublin Township.
- CCO owns 600 structures in Philadelphia County.
- CCO provides the structures, maintenance, electricity and lighting.
- Bus shelters promote public transit and lessen traffic congestion.
- CCH has agreed to pay the Township a fee for each panel of advertising in the sum of \$50 per face or \$100 per panel per month.
- For shelters located on State Highways, CCO has agreed to pay the Township a fee for each panel of advertising in the sum of \$75 per face or \$150 per panel per month.
- During the period when signs are not sold, CCO agrees to post, at no space charge to the Township, and public service message which the Township wishes to promote.
- CCO must have public service messages from the Township in stock and they must not be time sensitive.
- CCO inspects all structures at least once a week.
- CCO has no competitors in either Montgomery or Bucks County.

Code Enforcement will be asked to look at all current facilities. This Committee will continue discussion on this topic at its May meeting.

ADJOURNMENT:

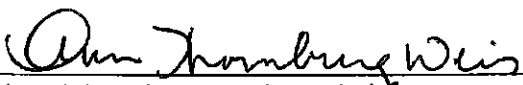
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:25 p.m. and go into executive session with the Solicitor and Township Manager.

Respectfully submitted,

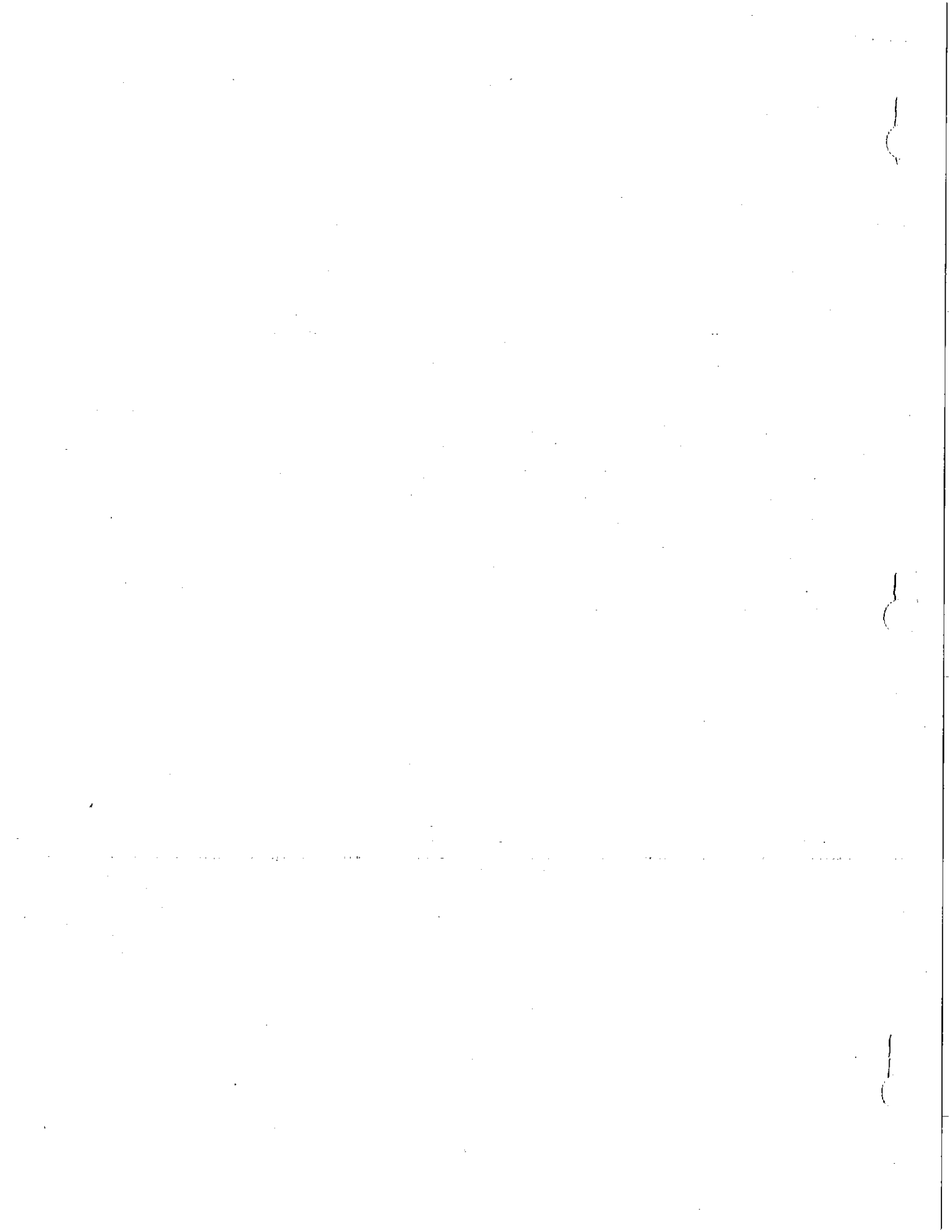


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, May 6, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

Attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Sue Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE APRIL 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting from April 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of April 2003:

• **Statistics:**

- The library usage was similar to that in April 2002.
- Circulation increased to 15,702 (541 items per day).
- The number of people using the Library decreased by 7% to 12,790 (441 people per day).

Events re: "One Book, One Philadelphia" Project:

- 300 people are expected to attend the program presented by Lorene Cary, author of "The Price of a Child", the book in the "One Book, One Philadelphia" program, in the Upper Dublin community room this evening. The program will be jointly sponsored by the Friends of the Upper Dublin Public Library and the Upper Moreland Public Library.
- Head of Reference, Cheri Fiory, deserves the credit for making the arrangements with Ms. Cary, writing the PHC grant, and developing most of the print material and press releases.

• **Library Board:**

- Arthur Zanan will not seek reappointment to the Library Board.
- The terms of two other Library Board members are also up in June, but they have indicated their desire to remain on the Board. They will be asked to resubmit their curriculum vitae to the Public Activities, Lands and Contracts Committee.

• **Patriot Act:**

- The Patriot Act can supercede the Pennsylvania Confidentiality of Library Records laws. The Library Board recommended composing a privacy statement listing the kinds of information the Library collects and under what circumstances that information can be made available to others. The statement will be posted and be available at the front desk and on the Library's website.

- 50% Cut in State Aid to Public Libraries:
 - The Pennsylvania Library Association and many local libraries have suggested that the legislature consider a supplemental appropriation to restore library funding.
 - Upper Dublin Library has been collecting comment cards asking patrons to state why the Library is important and how it affects their lives.
 - A display of some of the comments collected can be viewed in the front of the Library.
 - A display will be compiled and shared with local legislators.

Mrs. Weiss commented affirmatively about the volunteer luncheon held recently. It was a nice way to recognize all those that volunteer at the Library.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Upper Dublin Twining Valley Golf Classic:
 - Planning continues.
 - Through April 30th, 10 corporate sponsors, 2 patron sponsors and 5 hole sponsors have committed along with 16 celebrities plus Larry Kane.
- General Activities:
 - Awarded contract for replacement of EPI-Center lower level windows. Completed 4/23-24.
 - Met with New Horizons Montessori School President, Ellen Sternberg, three times regarding playground, equipment, placement and possible funding donations for equipment to be placed across the street at Klosterman Park.
 - o The Department's objective is to have every neighborhood served with a playground within a half-mile walking distance of homes.
 - o Equipment installed now will have a life expectancy of 20-25 years.
 - Communicated with various individuals regarding Community Room use.
 - o Coordinated reservations and presentation needs with the Evening/Weekend Coordinator.
 - o 150 chairs are available when the room is in use. If more are needed, they can be rented.
 - Assisted at the Department's Storybook Egg-stravaganza on Friday night, April 11th.
 - o There were more than 125 participants.
- Statistics:
 - 78 permits were issued for use of Mondauk Park.
 - 3 birthday parties were held at the EPI-Center.
 - 79 contacts by SiteWatch.
 - 2 birthday parties were held at Robbins Park.
- Personnel:
 - The Director conducted a 6-month progress evaluation for the Recreation Program Coordinator.

- Parks Crew General Activities:
 - Gateway signs were installed at Mondauk Common and Veterans Memorial Park.
 - Ten park regulation signs were ordered at the end of the month and will be installed upon receipt in May. Information from Public Works indicates that creating a similar sign would take 4 processes and applications; once signs are received on site, the Sign Shop will be asked to take another look at how and if the additional signs can be made internally.

- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – Staff worked weekends through April. Now working nightly through September.
 - SiteWatch – A full schedule is being conducted (four hours weeknights, and 2-3 four hour shifts on weekends).

- Discount Amusement Park Tickets:
 - Cataloged consignment tickets have been received for summer amusement park resale.

- Summer Programs:
 - The Leisure Guide to Summer 2003 was delivered to the mail house by April 25th.
 - Registration for Summer Playgrounds, Small Folks, Camp BIG, X-Zone and Super Summer Adventures for residents opened April 28th. Registrations for non-residents began on May 5th.

- Upcoming Events:
 - Open Summer Registration – begins May 12th at 9:00 a.m.
 - Summer Stage and Kidz Stage registration on-going.
 - Mid-Stage is at capacity.
 - Registration continues for the Montgomery County Senior Games, which will take place the week of May 12-16. Over 450 participants are expected.

- Parks Maintenance:
 - Temple University Ambler Campus rented 12 E-Z-Up tarps from the Township for an Earth Day Celebration on April 23rd.

After the Golf Classic, Mr. Bryers asked that Ms. Lohoefer concentrate on the long range Parks and Recreation Program – where we are, and where we are going.

DISCUSSION ITEMS:

Links Management Sublease Agreement/Long Range Plan:

Mr. Bryers observed that there are many maintenance issues that Links Management needs to address.

New Horizons Montessori School (NHMS) Lease:

Commissioners Weiss and Bryers met with the Township Solicitor in executive session in April.

The following changes were made to the draft lease agreement:

- Page One – Background – The last sentence of the paragraph was changed by Mr. Bryers to read as follows:
“This Lease is intended to set forth the relationship between Township and NHMS for a Lease Term beginning on the date indicated above and ending June 30, 2005.”

The following discussions ensued:

Michael Yanoff,
Esquire (NHMS
Attorney)

- A spreadsheet shows significant value differences between a two-year and five-year lease.
- His clients are asking for an extension of the lease time and asking for a once and done lease.
- They contend that there is work to be done on the building which NHMS cannot do with a two-year lease.
- NHMS representatives are present this evening to make an economic fact statement.
- Two years is not enough time for NHMS because there is not much property available within the Upper Dublin area for their consideration.

Paul Leonard

- The Township is now discussing three years which will get NHMS through three school years.

Michael Yanoff

- He insisted it would be in the school's best interest to extend the lease for a five-year term.
- NHMS is proposing a \$1,000 per month rental rate.

John Zoharchack, a
member of the Board
of NHMS

- NHMS must factor in repairs and maintenance as well as additional landscaping and snow removal expenses when considering the rental rate.

Michael Yanoff

- There are not many comparables when discussing the rental rate.
- NHMS needs to come up with a rental fee on a numbers crunching basis.
- Arriving at the numbers will be much easier once other outstanding issues are resolved.
- Insurance proceeds have been a long outstanding issue because work was not done for which NHMS received benefits.
- Repairs to the kitchen after a fire were never undertaken.

William Bryers

- The Township has contemplated closing the building down and not making any further upgrades/repairs.

Paul Leonard

- The approved insurance claim was for \$73,000.
- The actual costs were approximately \$22,000.
- The current Code would require total replacement of the kitchen.

Michael Yanoff

- Paragraph 3 reflects that the NHMS building is used by other organizations.
- Paragraph 4 deals with ADA compliance. To make the building ADA compliant would be cost prohibitive.
- He would like to see the first sentence of Paragraph 6 entitled "Structural Maintenance: Utilities and Equipment" to read:
"Township shall, at its own expense, maintain the structural integrity of the roof, floor and walls of the Premises, but not the playground structures, and shall remain responsible for any capital improvements to the Premises."

Ann Weiss

- She might have a problem with the use of the word "shall" instead of "may."
- Mr. Yanoff struck off the following sentence under Paragraph 6, "Structural Maintenance: Utilities and Equipment," but Mrs. Weiss wants it to remain as follows:
"NHMS shall also pay sewer rent and all taxes and assessments upon the Premises and the buildings and improvements thereon which are assessed during the term of this Agreement."

Michael Yanoff

- He asked for time to make a determination about including the above sentence.
- Paragraph 9 was changed to reflect a mutual release from all liability by reason of injury or damage to any person or property on the premises.
- Paragraph 12 and all other references to the playground are no longer valid because the playground equipment has been removed. The NHMS is looking at new playground equipment that will be more suitable to the school and the neighbors.

il Leonard

- The NHMS will make a contribution to the Township for placement of approved playground equipment in Klosterman Park near the basketball courts on Prospect Avenue.
- The cost of the play structure across the street will be \$15,000, and Township crews will do the actual installation.
- It has been suggested that much smaller equipment be installed for little children of pre-school age.
- The play structure on the NHMS property will be used at a time when neighborhood children are at their own public schools.
- The earth in the location of the old play equipment must be stabilized very quickly to provide runoff.

Michael Yanoff

- Responding to notices received from the Environmental Protection Agency regarding asbestos violations, NHMS hired a consultant immediately.
- The NHMS is currently gathering a list of all expenses they have and will incur in the near future.

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Jenina Lindh, a
resident of Summit
Avenue

- She and her neighbors lived with the stresses and oppression caused by the old playground structure for thirteen years. She is apprehensive about what is to come in the future.
- Concerned where the playground equipment on the NHMS property will be located.
- She asked that whatever is installed be located close to Madison Avenue.

Paul Leonard

- The school and Township must also take the neighbors residing on Madison Avenue into consideration.

Jenina Lindh

- If the NHMS playground equipment will be used by the public as well, will gates be installed and who will control the gates?

Paul Leonard

- The play area will be policed the same as other parks in the Township. Perhaps SiteWatch will become involved.
- NHMS wants to enjoy the appropriate use of the land.
- The Township wants to avoid being a "watch dog."
- The Township has had a lot of success when designing playgrounds.

Mrs. Lindh

- The neighbors are asking for a healthy hedge between the playground and residential areas.
- She would like to see some type of growth or barrier behind the garage to keep children from hanging out in that corner of the property.

Ingrid Rivel, a
neighbor on Summit
Avenue

- She asked the Committee to make sure that it is talking about a new lease, not a renewal of the current lease.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to continue the meeting in another conference room and allow the Public Safety, Works and Services Committee to commence their meeting at 7:30 p.m. Paul Leonard accompanied Mr. Bryers and Mrs. Weiss and took notes on the remaining discussions concerning the North Hills Community Center Lease Agreement and the Open Space Contribution Fee Ordinance.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, June 3, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Sue Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MAY 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of May 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of May 2003:

• Statistics:

- Circulation increased by 10% to 15,063.
- The number of people using the Library decreased slightly to 11,426.
- There is significant interest in the Library's audio/visual collection.

Summer Activities:

- Summer Reading Club - "Get in the Game @ Your Library"
- Weekly Entertainment Programs funded by the Friends of the Library:
 - Appalachian Cloggers "Fiddlekicks" with the band "Hobo Pie"
 - Meet "Betsy Ross" and hear "The Story of Our Flag"
 - Performance by Rags to Riches Theatre
 - Singer Pete Moses
 - Ventriloquist Marian Gehman
 - Storyteller Vicky Town
 - Juggler Dave Smith
 - The Activated Storytellers
 - Visual Comedian Pete Geist
- Other Summer Activities:
 - Science in the Summer
 - Storytimes
 - Literary Lunches
 - Rookie Readers Book Discussion Group (beginners)
 - Craft and story programs
 - Rock n' Roll party (ages 3-6)
 - Heavy Equipment Demo Day
 - Talent Show
 - Summer Reading Club (adults)

Barbara McNutt visited all of the public elementary schools and St. Alphonsus promoting the Summer Reading Club.

First grade classes from Ft. Washington Elementary School will visit the Library the week of June 9th.

- LSTA Grant:

The RFP for a consultant is nearly complete, and will be issued upon receipt of a signed contract from the state.

Mr. Leonard recommended that a performance contract be required when hiring the consultant. The recommendation of a particular consultant should be made by the Library Board to the Board of Commissioners for approval. He will work with Ms. Troy to see that the best professional is chosen for the job.

- Loan Period and Fine Policies Revised:

The Library Board revised the loan periods and fine policies as follows:

- Videos and DVD loan period increased from 4 to 7 days
- Limit on number of videos increased to 5
- Fine reduced from \$3.00 per day to \$1.00 per day
- Loan period for new fiction increased from 7 to 14 days.

- New Brochure:

A new brochure geared toward new residents and those who do not normally use the library is now available at the front desk in the Township Building lobby.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Upper Dublin Twining Valley Golf Classic – June 5, 2003:
 - Through May 31st, 11 corporate sponsors, 4 patron sponsors and 11 hole sponsors have committed along with 30 celebrities plus Larry Kane.
- Montgomery County Senior Games – week of May 12-16, 2003.
 - 375 participants in 20 events.
 - Running events were hosted by Upper Dublin Parks and Recreation (UDPR) at Cardinal Stadium.
 - Billiard competition was held at the Senior Activities Center in Upper Dublin.
 - UDPR staff participated in capacities such as registration, recording and award presentation.
 - The Montgomery County Commissioners issued a citation to the planning committee recognizing its successful efforts during the past 18 years.
- General Activities:
 - Four parties purchased memorial benches for location at Mondauk Common.
 - Plaques were installed on two memorial benches placed at Veterans Memorial Park.
 - Thirteen benches have been claimed on behalf of loved ones and community service organizations through this program. There are a total of 15 memorial benches in the parks.
 - Other memorials include trees, buildings, trails, gardens, solar greenhouse, and an animal showcase (many housed at Robbins Park).

Bark Park:

Approximately \$3,000 has been pledged for a Bark Park in Upper Dublin Township (most likely in Mondauk Common). Residents are interested not only in the fenced areas but in better defined trails through the woods.

- Personnel:

- Katie Kolar recently completed an American Red Cross instructor training class for CPR and first aide. She is now qualified to certify the recreation and SiteWatch staff in these areas.

- Parks Crew General Activities:

- Due to damage caused by a traffic accident, the Sheeleigh Park sign was demolished and will be replaced within the next month.
- Mowing, trimming and general landscaping.
- Trash removal.
- Ballfield maintenance.
- Upper Dublin Community Pool preparation for opening day – June 21, 2003.
- Snack bars were set up at Mondauk Common and the Community Pool.

- Evening/Weekend Activities:

- Mondauk Common Park Attendants – Staff worked daily throughout April.
- Mondauk Common Permits – Many were written and managed throughout the month.
- SiteWatch – A full schedule is being conducted (four hours weeknights, and 2-3 four hour shifts on weekends).
- Community Pool – Orientation and emergency preparedness refresher course scheduled during the third week in June.
- Seasonal Permits – Staff continued to manage all seasonal permits.
- Meeting Room Permits – Staff managed more than 70 community room, conference room and main meeting room permits.

- Discount Amusement Park Tickets:

- The Department received \$2,081 for 2002 summer discount ticket sales.
- Sales are underway for 2003 summer discount tickets.

- Summer Programs:

- Registration for Summer Playgrounds, Small Folks, Camp BIG, X-Zone and Super Summer Adventures, Summer Stage, Mid-Stage and Kidz Stage are ongoing. Several programs are already filled.

- Upcoming Events:

- Fathers Day Craft Workshop – June 12
- Kids Night Out at Robbins Park – June 27
- “Tween” Carnival at Mondauk Common – July 11 from 6:00 to 9:00 p.m.
- Second annual Little Miss and Mr. Mondauk Contest and Movie in the Park – July 18
- Stories Under the Stars at Robbins Park – July 23
- Pre-National Night Out – August 4
- Mid-Stage and Summer Stage Performances – late July and early August.

DISCUSSION:

Bid Documents for Consortium Recycling Services:

The Public Works Department completed the preparation of bid documents for the contract to operate the Consortium recycling facility on Fitzwatertown Road as well as the transportation of the materials to a material recovery facility for processing and marketing within 24 hours of its delivery to the facility. The contract is expected to be awarded by Upper Dublin Township in July and placed into operation upon the completion of the construction of the facility in August.

The contract will run for three years with the option to extend at the Township's discretion.

The vendor chosen will be asked to set a price that he will charge if he has to dispose of a contaminated or mixed load. Each municipality in the Consortium will be responsible for paying for disposal of contaminated loads. This will be done by use of scales and identification numbers assigned to each community.

Mr. Leonard suggested the following:

- The contractors should be required to have a Nextel communication system on board so that Township officials can easily get in touch with them.
- Language should be added to the contract that clearly states what the Township will consider as a consequence if there is a recurring problem and a contractor is not addressing it.
- The number of trips should be minimized and the amount of each load brought into the facility should be maximized.
- The contractors should be give reasonable time to comply with requests/complaints.

Mr. Bryers suggested:

- Township forces will do the work and back-charge the contractor involved if amends are not made.
- The Township will reserve the right to terminate for failure to comply with requests.
- The contractor should be required to sign off on a certificate included with the contract that will state that he has read the contract and is aware of all stipulations therein.
- No truck activity will be permitted after closing time each evening.
- The "Performance" section of the contract should be perused by Commissioners Derr and Mermelstein.

Links Management Sublease Agreement/Long Range Plan:

Mr. Leonard informed that Michael Cassidy, Esquire, has been engaged as Links Management's new legal counsel, and he needs time to go over outstanding issues. Mr. Cassidy has requested a meeting with the Township manager to go over Township files.

North Hills Community Center Lease Agreement:

The Board of the North Hills Community Center is still working on inventory, receipts and expenses.

Bus Shelter Lease Agreement:

The draft agreement has been forwarded on to the Board of Commissioners.

The Greater Valley Forge Transportation Management Association (GVFTMA) will be responsible for the following:

- Managing the passenger shelter program.
- Assessing the structural condition, cleanliness, lighting and seating conditions of the passenger shelters as appropriate.
- Providing the Township with a monthly report.
- Coordinating service requests between participating corporations, SEPTA, and Clear Channel Outdoor Advertising, Inc.

Upper Dublin Township will compensate GVFTMA for the above work by sharing revenue equally that is derived from advertising in the new passenger shelters. It is understood that the amount will fluctuate over time to reflect the increase/decrease in the number of passenger shelters utilized.

Either party, without cause, can terminate the agreement after a thirty-day notification period.

Mr. Leonard was asked to negotiate with GVFTMA to dedicate one or two panes of a bus shelter for public service announcements.

Mr. Leonard will ask Clear Channel Outdoor Advertising, Inc. to install a higher quality bus shelter at Pennsylvania and Girard Avenues.

ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m. and enter into executive session to discuss the New Horizons Montessori School Lease.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, July 1, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

Attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Sue Johoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JUNE 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of June 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of June 2003:

• Statistics:

- Circulation increased by 8.5% to 18,230 items.
- Average circulation per month for the first half of 2003 has been 16,125 compared to 15,149 in 2002.
- The number of people using the Library decreased by 5.6% to 13,249.

• Summer Activities:

- Summer Reading Club - "Get in the Game @ Your Library." Nearly 700 children signed up in the month of June.
- Weekly Entertainment Programs funded by the Friends of the Library are available to children who participate in the Summer Reading Club.
- Total attendance at all childrens' programs in June was 673.
- 115 children are signed up for the various book discussion groups.
- 54 adults have joined the summer reading club "Book a Trip."

First grade classes (105 students, teachers and parents) from Ft. Washington Elementary School visited the Library the week of June 9th.

• LSTA Grant:

The signed contract has been received from the state. The RFP which contains a revised timetable allowing for a meeting for public comment on the draft of the plan as suggested by this Committee in June was issued last week. Responses to the RFP are expected in mid-August.

• Loan Period and Fine Policies:

Staff has discussed processes needed, and some necessary materials to relabel the new books and videos have been ordered.

- Supreme Court Ruling on Children's Internet Protection Act:

The Supreme Court upheld the constitutionality of the law which requires libraries receiving federal funding for Internet access to place filtering software on all of their computers. The ruling does seem to broaden the interpretation of the law in that the justices said that one of the reasons the filtering requirement was constitutional was that it had a provision for any adult to request that filters be disabled for any reason. The original law had stated "for the purposes of bona fide research" or words to that effect. The next step is to await FCC guidance to the Schools and Libraries Division which administers the e-rate program. MCLINC has already purchased filtering software that will comply with the law and several libraries in the system have been using it for the past year. Because there will be considerable set-up involved, Upper Dublin's Library staff will await the issuance of regulations before beginning the process. The law goes into effect on July 18, 2003.

- State Funding to Libraries:

There has been no indication how much funding will be restored. The Montgomery County Norristown Public Library has begun feeling the affects of the budget cuts. One department head has resigned and another staff member has retired. Neither will be replaced unless funding is restored.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Upper Dublin Twining Valley Golf Classic – June 5, 2003:

- The 22nd annual event was a success. It is expected that the proceeds should total close to \$20,000.

- General Activities:

- The Upper Dublin Township employees/community blood drive is scheduled to take place on July 22nd.
- The Director provided logistical, administrative and resource support for department staff in their plans to launch summer programs, Robbins Park and the Community Pool.

- Parks Crew General Activities:

- Mowing, trimming and general landscaping.
- Trash removal.
- Ballfield maintenance.
- Upper Dublin Community Pool opened June 22, 2003.
- Snack bars were set up at Mondauk Common and the Community Pool.

- Evening/Weekend Activities:

- Mondauk Common Park Attendants – Staff worked daily throughout June.
- Mondauk Common Permits – Many were written and managed throughout the month.
- SiteWatch – A full schedule is being conducted (four hours weeknights, and 2-3 four hour shifts on weekends).
- Seasonal Permits – Staff continued to manage all seasonal permits.
- Snack Bars – Opened at Mondauk Common and the Upper Dublin Community Pool. Monitored inventory and sales.

- **Discount Amusement Park Tickets:**

- Summer 2003 sales are underway. It is expected that \$50,000-\$60,000 tickets will be sold during the summer months.

- **Summer Programs:**

- Programs are underway. 70 programs are being offered with 70% already confirmed.

- **Upcoming Events:**

- "Tween" Carnival at Mondauk Common – July 11 from 6:00 to 9:00 p.m.
- Second annual Little Miss and Mr. Mondauk Contest and Movie in the Park – July 18
- Stories Under the Stars at Robbins Park – July 23
- Pre-National Night Out – August 4
- Mid-Stage - last week in July
- Summer Stage Performances – first week in August

DISCUSSION:

Web Statistics:

Mrs. Lohoefer was pleased to inform the Committee that during the first five months of the year, the Parks and Recreation Home Page was second out of the top ten hits. In particular, during the month of May, over 1,200 people downloaded the Summer Leisure Guide.

New Horizons Montessori School Lease:

The school plans to purchase tot lot equipment and have it installed in August. The Parks and Recreation Department was consulted as to its design. The Township will work with the school in terms of signage.

This will be a topic of discussion during the Executive Sessions to be held at the close of this meeting.

Goal No. 3 of Goals and Objectives of the Parks and Recreation Department:

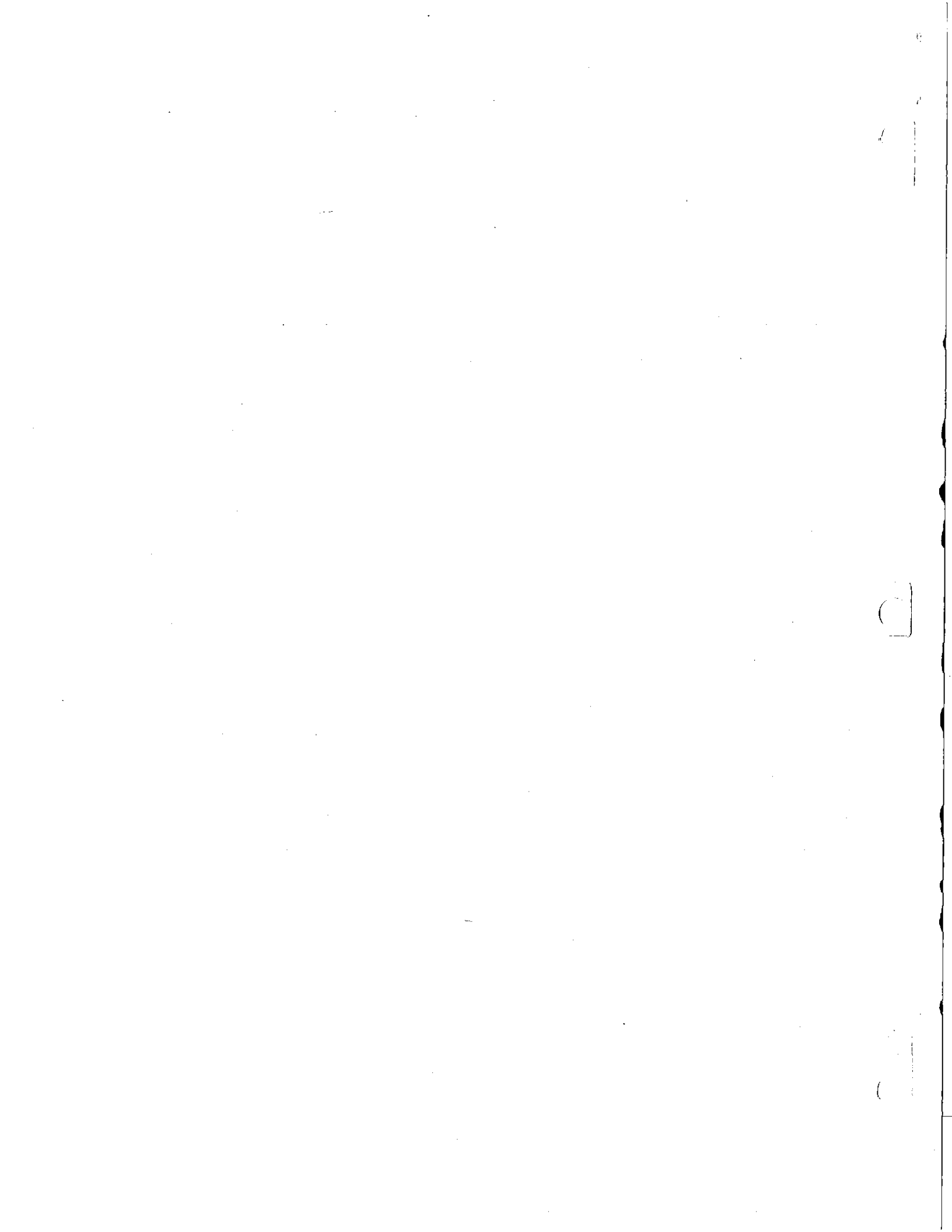
The Committee was asked to review the goals and objectives and make suggestions to the Parks and Recreation Director.

Playing Fields:

Answering concerns raised by Mr. Bryers, Mrs. Lohoefer informed:

- The Township has a full compliment of Township and community fields available.
- The Field of Dreams and several areas in Ambler have been closed down for renovations.
- Locations of fields are rotated in Mondauk Common.
- Fields at CHAC north have overlapping uses.
- The south side of CHAC has raised some concerns, and additional funds available will be used to do some heavy turf maintenance.
- All fields are looked at on a case by case basis.

Mr. Bryers said the Parks and Recreation Department should work in cooperation with the School District to better plan for fields to be permitted to rest. Mrs. Lohoefer was asked to stay on top of this.



Upper Dublin Twining Valley Golf Course:

Mr. Leonard said his office has been contacted by potential new counsel for the golf course. He will discuss this matter in Executive Session with the Committee at the conclusion of this meeting.

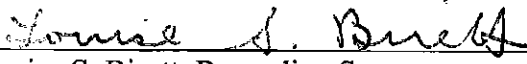
QUESTIONS/COMMENTS:

There will be no meeting of the of the Public Activities, Lands and Contracts Committee during the month of August due to National Night Out activities on the first Tuesday of the month.

ADJOURNMENT:

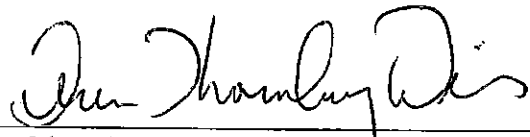
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:30 p.m. and enter into executive session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on sday, September 2, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JULY 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of July 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

In the absence of Mary Lou Troy, Mr. Leonard presented the Library Director's report for the month of August 2003:

- Computer Usage:
 - Computer usage increased significantly over the past year. Internet and the Polaris Library System users experienced slowness. As a temporary measure, all libraries are turning off some of their Internet access computers for part of the day until MCLINC can address the issue.
- Registration for Pennsylvania Authors Book Discussion Group:
 - Anne Herzog, who led the Upper Dublin Public Library discussion on "The Price of a Child," will return to lead discussions on "The Autobiography of Benjamin Franklin" by Benjamin Franklin, "The Good Earth" by Pearl Buck, and "Back Roads" by Tawni O'Dell.
- Planning Consultant:
 - On behalf of the Library Board, Mark Sailor recommended the hiring of a consultant to develop a plan for library services and a planning process for the Upper Dublin Public Library. The Library Board voted unanimously to enter into a professional services agreement with Library Development Solutions of Princeton Junction, New Jersey. Funding has been provided by a Library Services and Technology Act received for the library planning project. Work to be undertaken includes:
 - Up to 7 focus groups
 - One meeting with a specially formed Community Advisory Group
 - Analysis of the results of a community survey which they will design with the assistance of the Library Board and staff
 - A one-day Library Board retreat
 - Telephone services
 - Development of a written long range plan in draft form
 - Presentation of the final plan

Mr. Bryers asked that the Public Activities, Lands and Contracts Committee be permitted to see the draft survey before it is finalized and sent out to the citizenry.

Mr. Bryers motioned, with Mrs. Weiss seconding, to recommend the appointment by the Board of Commissioners of Library Development Solutions of Princeton, New Jersey, that appropriate documents be drawn up to enter into a contract, and that a professional services agreement be authorized.

VOTE ON MOTION ALL YES MOTION CARRIED.

Mrs. Weiss suggested that press releases be prepared to keep the public informed.

Mr. Bryers thanked the Library Board for a job well done.

- Mrs. Weiss informed of the passage of House Bill 1433 by the Commonwealth of Pennsylvania allocating more than \$75 million in grants to improve library facilities. She asked that Mr. Leonard investigate whether Upper Dublin would be eligible for some of the funding.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Parks and recreation services provided to the community during the summer months included:
 - Playground programs
 - Upper Dublin Community Pool
 - Mid-Stage and Summer Stage
 - Assistance at Pre-National Night Out and weekend kick-off events
 - Assisted Police Department with annual Police Field Day
 - Art and Science Camps
 - Fun-nastics Programs
 - Miss Liddy's Finishing School
 - Babysitter Training
 - Cheerleading Clinic
 - Sports Camps
 - Trips to New York City
 - Trip to U.S. Open
 - Sold discount amusement park tickets
 - Budget workshops led by the Director. Budget request for 2004 and 2003 projections are due in early September.
- General Activities:
 - Progress was made toward receipt of two AED machines through Abington Hospital.
 - The Upper Dublin Community Pool gutter replacement project was completed.
 - Sandblasting and painting of the Community Pool seems to be holding up well. The Parks Department will continue monitoring the situation during the winter and spring months.

- Bid specifications were prepared for the Aidenn Lair Park basketball court renovation.
- Parks Crew General Activities:
 - Removed and stored playground supplies
 - Assisted in removal, return and/or disposal of show sets
 - Assisted at Police Field Day and Pre-National Night out.
 - Multi-use fields were switched over to soccer.
 - Daily maintenance, trash collection and water checks were performed at the Upper Dublin Community Pool.
 - Daily trash pick-ups after lunch for the North Hills Day Camp through mid-month.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – Staff worked daily through the month of August.
 - SiteWatch – Patrols scheduled four hours weeknights and 2-3 four hour shifts on weekends.
 - Snack Bars – Coke machines placed at Mondauk Common generated modest monthly revenue for the department (\$60.00). The snack bar at the community pool generated more than \$2,800.00 profit.
- Discount Amusement Park Tickets:
 - Summer 2003 sales are underway. It is expected that \$50,000-\$60,000 tickets will be sold during the summer months.
- Summer Programs:

Eighty percent of programs took place and generated \$15,000 more net revenues over expenditures than budgeted.
- Fall Programs:
 - The Leisure Guide to Fall 2003 has been mailed to all residents.
- Upcoming Events:
 - Mail-in-Drop-off registration begins – September 8th.
 - Walk-in registration begins – September 15th.
- New Programs and Special Events:
 - “Howl-o-ween” Party at Mon-daug Manor for local canines and their owners – November 2nd
 - Tiny Dancers and Little Dancers
 - Messy Play-nastics
 - Sesame after Dark
 - Model and Beauty Clinic
- Programs and Special Events of Note:
 - Fall Flea Market at EPI Center – October 11th
 - Community CPR/First Aid Certification Course – two Thursday evenings in November
 - Culinary Institute of America and Benmarl Wine Company Tour – October 8th
 - Civil War Museum and Governor’s Mansion, Harrisburg – October 30th
 - New York City Express Day Trips – October 22nd, November 12th, and December 20th

- Radio City Music Hall – December 4th and December 27th
- Upper Dublin Players – Pippin – auditions September 3rd and 4th; performances December 3rd, 5th, 6th and 7th
- The following observations were made regarding Goal No. 3 of the Parks and Recreation Department:
 - Because the Dannenberg property has been sold, activities at the site have been curtailed.
 - The signage program is ¼ completed.
 - Improvements at the EPI Center have begun.
 - The “cafetorium” is a prime location for indoor sports and programs.
 - The building is used for after-school activities for Sandy Run Middle School students.
 - All rooms on the upper floor are useable.
 - A proposal for the 2004 budget will include replacement of the windows on the two older portions of the facility.
 - Additional land will be cleared and the basketball court relocated so that parking can be increased.
 - The Swimming and Diving Foundation has discussed linking into the swimming pool at the Upper Dublin High School.
 - The School District has invested time in assessments and how the swimming pool fits in with the master plan for the property. The District is looking at various options and steps to be taken in the future.
 - Mrs. Lohoefer was asked to devise a way of assessing community support in partnership with the Township, School District, and Diving Foundation.
 - Now that the Township Building expansion program has been completed, public meeting space is adequate.
 - The open space plan calls for open space within ½ mile of areas in the community. There is a need to coordinate the sidewalk issue.

DISCUSSION:

New Horizons Montessori School Lease:

Michael Yanoff, Esquire, showed photographs of recent landscape additions and said the school is trying very hard to provide visual pleasure for the area.

A meeting is scheduled on September 17th between Messrs. Yanoff, High and Leonard to iron out open issues. Said issues to be resolved include monthly rental fees, how defaults in rent payments will be handled, fines to be charged per day in the case of a default, safety issues, occupancy of the basement in the school building, indemnification and insurance, and the addition of “hold harmless” language.

North Hills Community Center Lease:

Mrs. Weiss informed of a meeting she attended with the board of directors of the North Hills Community Center. Said body is in the process of preparing a suitable presentation to make to the Board of Commissioners regarding their income and expenses.

Transcontinental Pipe Line:

Representatives from Transcontinental Pipe Line appeared to propose the installation of corrosion control on two natural gas pipelines in Robbins Park via a remote ground bed consisting of canisters of graphite placed 20 ft. apart. This is a safety measure and there will be very little disturbance of the ground.

The above request was made to comply with a law passed by the Federal Government last year that pipeline companies have to do an assessment of all pipeline every seven years.

Mr. Leonard asked to be provided with documentation to share with the public and a copy of the current easement lease through Robbins Park.

ADJOURNMENT:

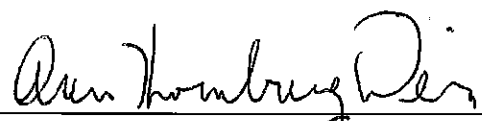
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m. and enter into executive session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, October 7, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE SEPTEMBER 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of September 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of September 2003:

• Statistics:

- Circulation increased by 17% to 15,932 items:
- Average circulation per month for the first half of 2003 has been 16,125 compared to 15,149 in 2002.
- The number of people using the Library decreased by 5.6% to 13,249.
- 917 reference questions (compared to 660 in September 2002).

• Computer Usage:

- 707 users per week (versus 426 per week in September 2002).
- MCLINC continues to battle network slowness issues, and speed has improved over the past month.

• Pennsylvania Authors Book Discussion Group:

- The first meeting of this group was postponed due to the illness of the discussion leader.
- Residents are welcome to become participants.
- Information is available at the Library or on the Library web page.

• Library Table at Maple Glen Block Party:

- Table staffed by members of the Library Board, the Library Director and Reference Librarian.
- Promoted reading and Library use.
- Offered handouts.
- A banner was made to use at future outreach events.

• Teen Services Meeting:

- Three Library personnel attended the initial meeting of this group.
- Ideas and problems were shared.
- An agenda for a series of meetings throughout the year was drawn up.

- Professional Service Agreement for Consulting Services for the Library Planning Project:
 - The Township is awaiting the consultants, Library Development Solutions, to sign the agreement.
 - Alan Burger from Library Development Solutions will attend the Stated Meeting on October 13th to work with the Board of Commissioners to develop a schedule of activities for the planning project.
- State Funding to Libraries:
 - No word as yet from Harrisburg on the state aid appropriations.
 - Some local libraries are developing budgets to deal with possible reduced funding (Abington and Montgomery County Norristown).
 - Other municipalities, such as Springfield and Wissahickon, have been assured of increased local funding should state aid be cut.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Budget 2004:
 - Operating and Open Space budgets were developed.
 - An Operating Costs Reduction matrix was prepared showing service impacts with 0-3-5-10-15% reductions to 2003 funding levels in Director-specified areas.
 - Maple Glen Garden Club:
 - The Parks and Recreation Department express gratitude to the Maple Glen Garden Club for plant a number of fall mums in the front island and in front of each statue at the rotunda entrance.
 - Parks and Recreation Department in Regional News:
 - Readers of the AAA/World Magazine were directed to Mondauk Common as one of seven safe and well-maintained walking trails found in the Mid-Atlantic region (the only one identified in Pennsylvania).
 - Programming Exchange Network:
 - Upper Dublin Parks and Recreation Department staff met with their counterparts from Doylestown and Whitmarsh to initiate an informal recreation programmer's network.
 - An inaugural meeting of Bucks and Montgomery County agency staffs was hosted in Upper Dublin on September 17th with statewide interest generated thereafter.
 - Seasonal meetings are planned and on-demand e-mail queries will be managed through a UDP&R-maintained listserv.

- General Activities:
 - A letter was received from the Montgomery County Housing and Community Development accepting the Township's final report on the Upper Dublin Community Pool gutter replacement project.
 - Bids were advertised and mailed to seven prospective contractors for the Aidenn Lair Park basketball court renovation. A pre-bid meeting was held on site on September 29th with one contractor in attendance.
 - Inquiries and forms to reserve the Community Rooms in 2004 were handled.
 - Mrs. Lohoefer completed the PSU Municipal Administration Certification Program.

- Parks Crew General Activities:
 - Mowing and trimming.
 - Trash removal.
 - Recreation program support.
 - Ballfield maintenance.
 - Soccer field preparation.
 - Closed Upper Dublin Community Swimming Pool.
 - Routine trash pick-up at North Hills Community Center.

- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – Staff worked daily through the month of September.
 - Provided daily supervision at the Upper Dublin Community Pool through Labor Day weekend. Closed down office and snack bar.
 - Summer 2003 sales are underway. It is expected that \$50,000-\$60,000 tickets will be sold during the summer months.

- Upcoming Events:
 - Programs and Special Events of Note:
 - Fall Flea Market at EPI Center – October 11th.
 - "Touch of Harrisburg" bus trip featuring tours of the new Civil War Museum and the Governor's Mansion – October 30th.
 - New York City Express Day Trips – October 22nd, November 12th, December 20th.
 - Radio City Music Hall – December 4th and December 27th.
 - Upper Dublin Players – Pippin – performances December 3rd, 5th, 6th and 7th.

The Parks and Recreation Department is managing 48 programs this fall; seven are pending; and eight have been cancelled.

Mr. Leonard noted that the lighting project behind the Upper Dublin High School has been less costly than anticipated. Therefore, the Township may be able to complete the project this year.

DISCUSSION:

New Horizons Montessori School Lease:

Michael Yanoff, Esquire, represented the New Horizons Montessori School, and said that their board has approved 99% of the provision in the draft lease.

Language changes are requested in paragraphs 4 and 9. Messrs. High and Yanoff will confer as to the proposed language changes prior to the Stated Meeting in October.

Mr. Leonard was pleased to inform that the Federal Environmental Protection Agency has closed the file on asbestos concerns.

Upper Dublin Swimming and Diving Foundation Request:

Mike Chain and Kathy Martin are co-presidents of the Upper Dublin Swimming and Diving Foundation and stated the following:

- The organization is involved in scholastics and facilities at the Township and high school level.
- The Board of Commissioners was asked to establish a committee made up of interested citizens of user groups and staff members of the Township that will review the Comprehensive Parks and Recreation Plan as it relates to indoor recreation in Upper Dublin Township.
- The committee should be charged with devising a timeline.
- The committee should study and recommend facilities for indoor recreation.
- The committee should assess the groups involved and their needs.
- To be addressed should be physical models, cost of studies, cost of facilities, financing models, partners' review of other community success models, ability of user groups to help fund operating costs of the facilities.

Mr. Bryers was not sure that a committee is the best way to handle these requests. The Public Activities, Land and Contracts Committee is in charge of the Parks and Recreation Comprehensive Plan. He suggested it might be prudent to bring in a consultant to put a plan together for indoor recreation. He asked who will define potential users, and said the School District should be involved in this endeavor.

Mr. Chain argued that hiring a consultant would be best served if the user groups, under the guidance of the Township, would be able to move such a project along faster and better, which in turn will create a bigger buy-in for the success of the project. Mr. Chain has already identified over twenty user groups. The committee will also be able to bring financial wherewithal to the table.

Mrs. Lohoefer said the Comprehensive Plan and Open Space Plan calls for bringing in potential users on a one-time or on-going basis. She is in favor of Mr. Chain's suggestions.

Mr. Leonard asked to be provided with a mission statement and a list of bullet items that Mr. Chain mentioned so the Public Activities, Lands and Contracts Committee can take this matter up with the entire Board of Commissioners. In his opinion, a Township staff person should not lead this endeavor, but rather sit in on meetings and offer suggestions.

Mr. Chain and Ms. Martin will meet with Mrs. Lohoefer to devise proposals for discussion at the Stated Meeting in October.

Cable Franchise Agreement:

Paul Leonard will arrange a meeting with Attorney Alan Flenner from the Solicitor's Office and the Public Activities, Lands and Contracts Committee to review the Cable Franchise Agreement.

Bus Shelter Lease – Clear Channel:

Clear Channel will not allow the Township to do additional advertising. When space is available, Clear Channel is willing to post stock items.

Mr. Bryers was not keen on allowing automatic renewals of the contract.

ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:30 p.m. and enter into executive session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Wednesday, November 5, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Gilbert High, Township Solicitor; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE SEPTEMBER 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of October 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of October 2003:

- Statistics:
 - Circulation increased by 4.5%.
 - Circulation in October totaled 16,325 items.
 - Circulation in 2003 is up 7.4%.
 - 13,990 people used the Library in October (more than 450 per day).
 - Computer usage was up 20% (nearly 100 computer users per day).

- Pennsylvania Authors Book Discussion Group:
 - This group will meet in November, December and January.

- Library Programs:
 - A Library-sponsored lecture on the Johnstown Flood has been cancelled due to low registration.
 - A Library-sponsored program will be held in December presented by the Montgomery County Department of Consumer Affairs on Preventing Identity Theft.
 - Children's entertainers Cat's Pajamas will perform in a Children's Book Week Program on November 29th in the Community Room.

- Professional Service Agreement for Consulting Services for the Library Planning Project.:
 - Alan Burger from Library Development Solutions will conduct a focus group with Library staff on November 7th.
The meeting is preliminary to focus groups of the public later in November and December.
 - Residents interested in participating can sign up at the Library.
 - Because of space limitations, those not chosen for one of the target groups will have the opportunity to attend a town meeting format general focus group in December.

- Guidelines for Library Use:
 - Library staff has developed a set of guidelines which should make the Library a more enjoyable place for all involved.
 - Staff will enlist the cooperation of young people using the Library over the next few weeks.
- District Teen Services Group:
 - At its second meeting, representatives from many libraries discussed how they organized, staffed and funded services to teens of different ages.
- Meetings with School District Librarians:
 - Most of the Library Staff met with the librarians from each of the schools in the Upper Dublin School District during an in-service day to discuss service to the students and ways of mutual assistance between the two groups.
- State Funding to Libraries:
 - No word as yet from Harrisburg on the state aid appropriations.
 - The bill, passed by the legislature but not the senate last week, contained no restoration of the funding for libraries.
 - Library Staff continues to hear from residents who are concerned that Library hours or book budgets may be cut.
- Children's and Adult Book Budgets:
 - Both budgets are nearly exhausted due to the increased cost of individual items as well as the ongoing refurbishing of the North Hills collection and the weeding project in the adult non-fiction category at the main Library.
 - Book buying will be reduced during the next two months.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Mondauk Common Fire:
 - A fire in the early hours of October 21st destroyed the Central Pavilion and greatly damaged the restroom and storage building.
 - "Porta-Johns" are in use as a temporary measure.
 - Some office fixtures and contents were salvageable.
 - Budget 2004:
 - The Director participated in a budget review meeting with the Finance Director.
 - Aidenn Lair Park Basketball Court Renovation Bid:
 - Contract work was awarded by the Board of Commissioners to H. A. McMaster of Limerick, PA in the amount of \$18,000.
 - Work is expected to be completed by May of 2004.

- Youth Sports Registration:
 - Following a presentation at a joint Township/School District Meeting on October 23rd, the Director met with Wade Coleman to discuss a joint policy concerning registration of youth sports organizations and other organizations with free or reduced cost access to public facilities and buildings.
 - A draft of the policy will be available in November.
- Web Site Statistics through September 2003:
 - Catapult Web Development's report to the Township regarding website usage shows that 28 of the top 50 downloads are Upper Dublin Parks and Recreation-produced documents and information. Of the top 10, the number 1 download is the Leisure Guide with number 6 being the program registration form, and number 9 being the Goose Management document. The top 20 popular downloads include Senior Games results and forms, discount ticket information, commemorative bench information, and themed birthday parties information sheets.
- Parks Crew General Activities:
 - Mowing and trimming.
 - Trash removal.
 - Recreation program support.
 - Ballfield maintenance.
 - Soccer field preparation.
 - Routine trash pick-up at North Hills Community Center.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – Staff worked weekends through October 18th. The fire suspended need for Park Attendants until 2004.
 - Mondauk Common Permits – Staff acted as host/provided staff presence for all picnics. Contacted permit holders and adjusted site uses scheduled for the Central Pavilion after October 21st.
 - Sitewatch – Patrols scheduled three hours weeknights and 2-3 all day shifts on weekends.
 - Seasonal Permits – Staff continued to manage all seasonal permits.
 - Township Building Rooms – Met room users and monitored uses throughout the month (71 permits were issued during the month of October).
- Upcoming Events:
 - Programs and Special Events of Note:
 - The Department has submitted its request for winter discount ski tickets.
 - The Fall Flea Market on October 11th at the EPI Center was a success and garnered several hundred dollars for SAUDC.
 - "Touch of Harrisburg" bus trip featuring tours of the new Civil War Museum and the Governor's Mansion on October 30th was well received.
 - New York City Express Day Trips –November 12th, December 20th.
 - Radio City Music Hall – December 4th and December 27th.
 - Upper Dublin Players – Pippin – performances December 3rd, 5th, 6th and 7th.
 - Tickets available for various shows at the Wachovia Center, Merriam Theatre, and Walnut Street Theatre.

- Entertainment Books are on sale through December (Philadelphia North and Philadelphia West).
- Leisure Guide to Winter 2004:
 - As a result of attendance at an intensive marketing seminar, Katie Kollar has redesigned the layout into a predominantly 3-column format including:
 - A new multi-color cover design aimed at capturing the reader's attention plus highlighting programs or services of note.
 - One-color plus black only on inside pages.
 - The addition of the web address at the bottom of every page.
 - Less graphics, more photos, more white space.
 - A new layout of program information.
 - The map and amenities grid has been revised to include all available addresses and phone numbers for program host sites.

Mr. Leonard suggested providing a means whereby residents can opt out of receiving the Leisure Guide through the mail.

Mrs. Lohoefer distributed a "field condition report" prepared by Frank Isabella.

The Committee will study Goal No. 4 of the Parks and Recreation Plan during the month and determine whether it should be taken out of Mrs. Lohoefer's realm of responsibility.

DISCUSSION:

North Hills Community Center Lease:

The Committee was provided with a proposed lease and a list of income and expenditures by representatives of the North Hills Community Group. After the Committee has had an opportunity to peruse the material provided, the Lease will be discussed further in December.

Cable Franchise Agreement:

Mr. High provided the Committee with a draft of an Agreement with Comcast Cable which is much more comprehensive than previous drafts.

- The draft contains certain technical information that the Township is seeking from Comcast.
- Language has been inserted from various other agreements between Comcast and neighboring municipalities which the Solicitor has been able to negotiate.
- Upper Dublin is asking Comcast to provide access channel equipment.
- Comcast is asking for a 15-year agreement with a five-year right of renewal.
- It has been noted that other municipalities have negotiated a 10-year lease.

Mr. Leonard interjected that, from an operations standpoint, the Township has seen improvement in maintenance services. In his experience, Comcast has done a better job than Adelphia did. He emphasized that Comcast is the only provider in this area.

Mr. Bryers stated that the level of service to Upper Dublin Township is significantly different than what other Townships are being provided. He would like to see other Townships coordinate their leases with Comcast.

Mr. Leonard was asked to contact Comcast and discuss channel availability, terms, rates, renewal date, cable charges, etc.

Mr. High will meet with Comcast in the very near future.

Mr. Bryers asked that a blurb be run on Channel 16 informing residents that the Township is negotiating with Comcast and asking that the public contact the Township with their problems/concerns in this regard.

No Smoking on Township Property:


The Committee discussed providing a smoking area outside of the Township Building for the convenience of employees. No smoking will be permitted inside any public building owned by the Township.

Mr. Leonard was asked to obtain information from the Township's insurance carriers and determine if there would be any benefits to the Township and employees to have a smoke-free environment.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:35 p.m.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, December 2, 2003, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE NOVEMBER 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of November 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report for the month of November 2003:

- Announcement:
 - A town meeting will be held on December 4, 2003 at 7:00 p.m. in the Main Meeting Room of the Township Building. At that time, Alan Burger from Library Development Solutions will be present to discuss his ideas for improving the Library and its services. The public is invited to attend and express their views.

- Statistics:
 - Circulation increased by 2.7%.
 - Circulation in November totaled 14,510 items per day.
 - Circulation in 2003 totaled 181,761.
 - 11,197 people used the Library in October (more than 386 per day).

- Professional Service Agreement for Consulting Services for the Library Planning Project:
 - Alan Burger from Library Development Solutions conducted a focus group with Library staff on November 7th and then conducted seven focus groups with various segments of the community.
 - A Community Advisory Group will be convened on December 16th for a one-time meeting to react to the data gathered and provide additional input. The members of the Board of Commissioners were encouraged to attend.

- Library Programs:
 - A Library-sponsored program will be held on December 11th at 7:00 p.m. in the Main Meeting Room of the Township Building presented by the Montgomery County Department of Consumer Affairs on Preventing Identity Theft.
 - A puppet show presented by the students from Gwynedd Mercy College will take place on December 9th at 7:15 p.m. in the Main Meeting Room of the Township Building.

- No Purchases of New Books in December 2003:

- No books will be added to the collection in December because the book budgets were depleted by the end of October.

- North Hills Community Library:

- The North Hills Community Library cataloging project is now complete.
- All books available at that branch are now represented in the MCLINC catalog.
- Four thousand items are in the collection.
- Staff weeded out the collection heavily during the past 3-4 years. As items are weeded, replacements are made.
- The main thrust is purchasing non-fiction children's books because children are the predominant users of the Library.
- Approximately \$30,000 per year is spent on the Library and its collection.
- In 2003, \$6,000-\$7,000 was spent on the collection at North Hills.
- The children's and adult fiction are interfiled at the Library.
- Any piece of material can be requested from the Main Library, and it will be sent to the North Hills Library users.
- There is some interaction between the Librarian at North Hills and the North Hills Community Group that runs the after school program for children. She will be encouraged to step-up her communication with them. The Librarian works approximately 21 hours per week.
- The consultant and the advisory committee are looking at the North Hills Library separately.

Mrs. Weiss suggested enhancing the chapter book collection.

Mr. Leonard wondered how much the focus groups discussed parking issues, the widening of Route 309, and a drive-up window for book drop-offs.

Mr. Bryers asked that the Committee be provided a breakdown of the members of the North Hills branch vs. the Main Library branch.

- Staff Activities:

- Several Library staff members attended an excellent program in Hershey, PA sponsored by the State Library on providing library services to teens.
- Cheri Fiory has successfully completed a Temple/Ambler two-day course in web design using Dreamweaver.
- The Library will be short-staffed through January because one full-time front desk staff will be out on medical leave.

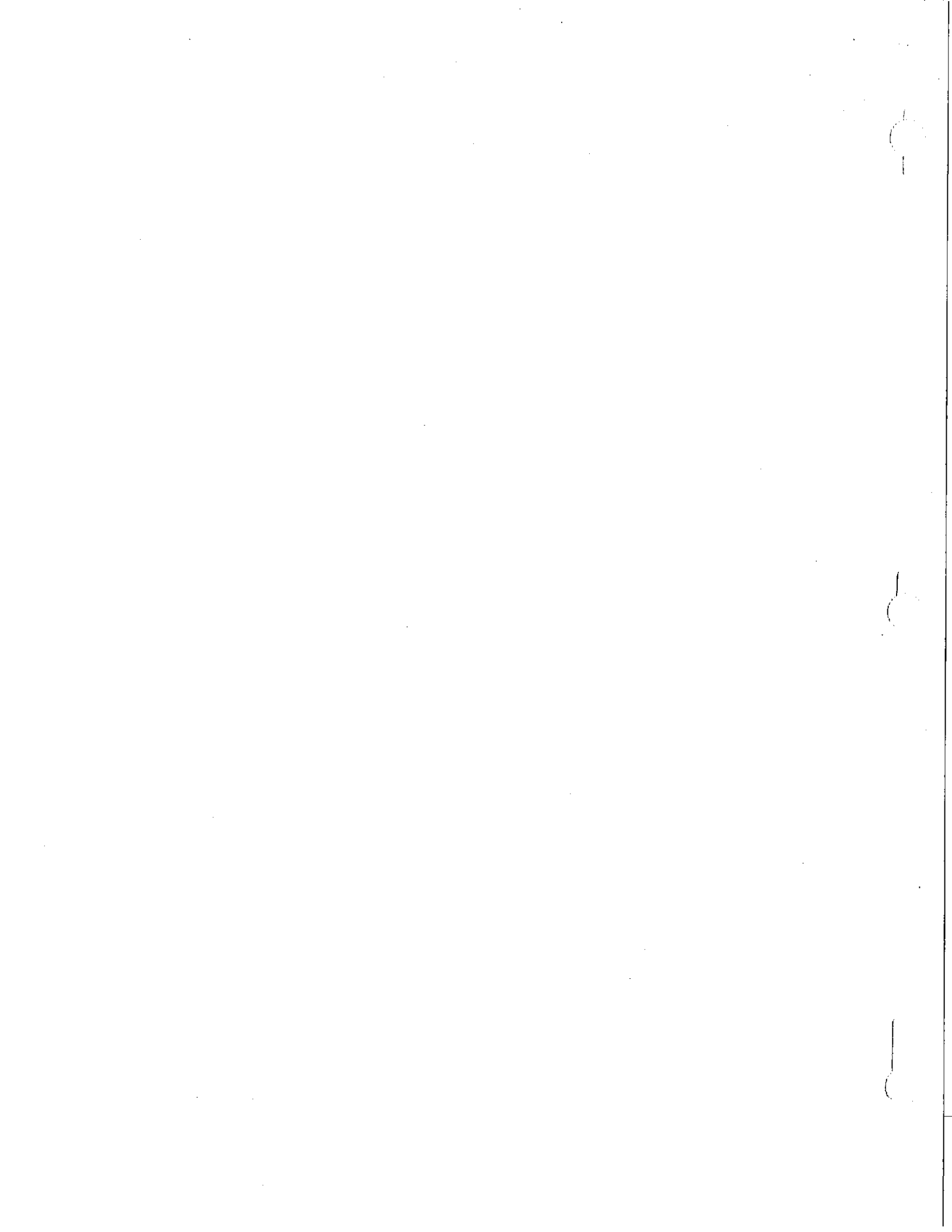
Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:

- Mondauk Common Fire:
 - Mrs. Lohoefer along with Messrs. Leonard and Supplee met with the insurance adjuster.

- Replacement and repair cost information has been obtained.
 - The Township is responsible to pay \$25,000 deductible.
 - The electrical service in the pavilion will be upgraded.
 - Heated restrooms will be rented.
 - Due to cost factors, no significant changes to the building will be made.
 - All repairs will be made according to current codes.
 - The pavilion should be reconstructed in May or early June.
 - The position of the doors on the new restrooms will be changed so as not to face the pavilion.
- Budget 2004:
 - Defended the departmental proposal in front of the Board of Commissioners.
 - Prepared information regarding the Parks and Recreation Department's cost recovery formula.
 - Presented findings of surveys of other agencies to determine their formulas as well as fees and charges for summer playgrounds.
 - Prepared a slide show of proposed open space projects.
- Seasonal Pay Schedule:
 - Worked with the Recreation Program Coordinator and the Evening/Weekend Coordinator to revise a 3-year old hourly wage schedule.
- Parks Crew General Activities:
 - Mowing and trimming.
 - Trash removal.
 - Recreation program support.
 - Soccer field preparation.
 - Routine trash pick-up at North Hills Community Center.
- Evening/Weekend Activities:
 - One fund-raising walk-a-thon.
 - Temporary snack bar open on Saturdays.
 - Sitewatch – Patrols scheduled two hours weeknights and 2-3 all day shifts on weekends.
 - Seasonal Permits – Staff continued to manage all seasonal permits. Intramural soccer concluded on November 22nd. Travel soccer will continue through mid-December.
 - Township Building Rooms – Met room users and monitored uses throughout the month (71 permits were issued during the month of October).
- Upcoming Events:
 - Programs and Special Events of Note:
 - Winter discount ski tickets are now on sale.
 - Fall programs are nearing completion.
 - Annual Fowl Shooting Contest was held on November 21st with a good turnout.
 - New York City Express Day Trips – December 20th.
 - Radio City Music Hall – December 4th and December 27th.
 - Upper Dublin Players – Pippin – performances December 3rd, 5th, 6th and 7th.



- Tickets available for various shows at the Wachovia Center, Merriam Theatre, and Walnut Street Theatre.
- Entertainment Books are on sale through December (Philadelphia North and Philadelphia West).
- Leisure Guide to Winter 2004:
 - The guide is at the printers and will be mailed within the next two weeks.

The Committee will study Goal No. 5 of the Parks and Recreation Plan during the month.

DISCUSSION:

North Hills Community Center Lease:

The Lease will be discussed during Executive Session immediately following this meeting.

Cable Franchise Agreement:

Mr. Leonard is awaiting a response from Comcast to questions raised by the Committee members last month.

No Smoking on Township Property:

Mr. Leonard was asked to obtain information from the Township's insurance carriers and determine if there would be any benefits to the Township and employees to have a smoke-free environment. When he contacted the loss prevention people, they had no opinion as to what type of policy the Township should put in place. He will approach the adjusters again to determine their ideas about safety issues as they pertain to nearness of flammables.

ADJOURNMENT:

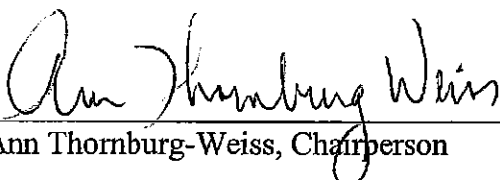
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:10 p.m.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, February 3, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE DECEMBER 2003 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of December 2003 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities in December 2003 and January 2004

• **Statistics:**

- Circulation in December 2003 increased by 7.74% over December 2002.
- Circulation in 2003 was up 15.4% over 2002.
- Circulation in January 2004 was up 11% over January 2003.
- Circulation in 2003 was up 11% over 2002.
- Increased circulation represents an increase in face-to-face public service staff time as well as more staff time to shelve books, monitor hold requests and produce overdue notices.
- Staffing levels are being closely monitored.
- There may be shifts in staffing to increase Saturday staffing during the lunch hour.
- Additional staff will be hired for the summer.

There is still no date for the opening of the Horsham library, but it is anticipated that circulation pressure on the Upper Dublin Library will be relieved when it does open.

Mr. Bryers asked that the Committee be provided with circulation statistics including young adults vs. children, and books vs. audio.

• **Library Funding in 2004-2005 State Budget:**

- The 2004-2005 budget proposes a 10% increase in library funding over 2003-2004 (equivalent to 1999).
- The 2003-2004 state aid has not been paid because the enabling legislation has not yet been passed.

• **New Books:**

- The new book loan period increased from 7-14 days in December.
- Due to budgetary constraints, no new books were purchased in December.
- Due to a shortage of volunteer hours, new books that arrived in January remain to be processed.

- MCLINC:

- The circulation desk is currently offline until later this week while MCLINC completes a library software upgrade.
- While the upgrade is in process, the web page points to a backup catalog.

- New Shelving:

- The entire Audio-Video area has been rearranged allowing all of the children's materials to be shelved closer to the children's section.
- The large print section has been enlarged and moved between regular fiction and non-fiction.

- Library Planning Project:

- The consultants and Library Board have met twice this year to discuss the results of the focus groups, the environment in which the library operates, its mission and values.
- At next week's Library Board meeting, discussion will continue about the development of a vision and moving into the development of broad goals and objectives.
- Library staff will work with the consultants to formulate the goals and objectives to formulate ideas into concrete achievable goals.
- A public meeting will be held in the spring when the draft plan will be the topic of discussion.

- Library Programs:

- February 11 – Valentine's Day program with harpist and singer, Joanna Mell.
- February 18 – Winter Wonderland puppet show with Puppet's Pizazz.
- March 2 – "Seussentennial" with day and evening programs for children ages 4 and older.
- March 11 – Geneology resources for beginning geneologists.

Staff continues to monitor behavioral problems caused by an influx of high school students when schools are dismissed.

Mrs. Weiss noted leaking roof problems in the children's section of the library. Mr. Leonard responded to her concerns by saying that:

- Staff is aware that conditions in the library are not up to standard.
- Staff will continue to monitor conditions.
- \$100,000 has been set aside for physical improvements.
- Remedial action was taken last summer.
- An independent excavator was hired to determine where the water is coming from in the library.
- An additional inlet and downspouts were installed to no avail.
- When specifications are drawn up for the restructuring of the Township building wall, excavation will also be done near the library to try to solve the problem.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Announcement.
 - Mrs. Lohoefer announced the death of Evelyn B. Wright at the age of 100. Mrs. Wright was a teacher for more than 40 years in the Upper Dublin School District. She was a role model and mentor for children in North Hills and the overall community. The Upper Dublin Parks and Recreation Department is proud to have a park in the North Hills community named for this outstanding educator and citizen.
 - Mondauk Common Reconstruction:
 - The Township accepted a settlement from the insurance company.
 - The building inspector reviewed the plans with several adjustments requested.
 - Site amenities were ordered (trash cans, picnic tables, signs).
 - Picnic shelters were priced.
 - Kramer-Marks Architects were contacted to provide design and technical support.
 - Restrooms should be operational in April.
 - "U-Direct" (Upper Dublin Indoor Recreation Task Force):
 - Worked with Rick Collier, the feasibility study subcommittee member, to frame out an RFP that was forwarded to 17 national firms. Five have responded.
 - The feasibility study work was divided into two phases:
 - Phase I (currently underway): - An update of the Comprehensive Plan relative to indoor recreation needs followed by a recommendation of space/facilities necessary to address current and projected deficiencies.
 - Phase II – Design, capital costs, organizational structure, operations and maintenance costs, community support, etc.
 - Upper Dublin Community Day – October 3, 2004:
 - Doug and Diana Miller have agreed to co-chair the event.
 - Committee chairs are in place with many familiar faces on board.
 - Anyone interested in being on a committee should contact the Millers or the Parks and Recreation Director.
 - Mon-Daug Bark Park:
 - A local resident desires to start a citizens committee to raise funds for further development of the bark park.
 - A website has been created.
 - A planning meeting is scheduled for February 26th in the Township Building.
 - Fundraising events are planned for the spring.
 - Leisure Guide:
 - Mrs. Lohoefer and the Recreation Program Coordinator developed a list of specifications and an RFP quote that was sent to 10 area commercial printers.

- Summer Programs:
 - Staff finalized major summer programs.
 - Information brochures were sent out to the public.

- State Programming Award:
 - The annual "Fowl Shooting Contest" was selected by the Pennsylvania Recreation and Parks Society as a 2004 "Excellence in Programming" winner.

- Upper Dublin Twinning Valley Golf Classic:
 - Planning for the June 3rd event will get underway in February.
 - Larry Kane will return for another year as Celebrity Host.

- Montgomery County Senior Games:
 - Plans are underway for this event scheduled to take place the week of May 10-14.

- Open Space Projects:
 - EPI Center upper level window replacement:
 - Bid package has been developed.
 - Specifications were reviewed and approved by the Building Inspector.
 - Six bids were solicited with additional interest expected once advertised.
 - Bids will be opened on February 27th.
 - EPI Center lower level window replacement:
 - Purchase order issued to Spring House Window & Door for replacement of windows across the back of the building.
 - Park Signs:
 - 78 regulation and gateway signs for 9 parks have been ordered from LetterCo.

- Parks Crew General Activities:
 - Trash removal.
 - Recreation program support.
 - Routine trash pick-up at North Hills Community Center.
 - Snow and ice removal.
 - Maintenance projects at EPI Center.
 - Daily ice thickness testing performed

- Upcoming Events:
 - Ski trip in February.
 - Ski trip in March.
 - April 2 – Story-book Egg-stravaganza (with Dora the Explorer as special guest).
 - Information guides for various summer programs available in early February.
 - March 1 - Kidz Stage and Mid-Stage registrations for residents.
 - March 8 – Kidz Stage and Mid-Stage registrations for non-residents.
 - April 26 – Summer Playground and Camp Sneak registrations for residents, with non-resident registrations the following two weeks.

Requests for park maintenance can now be obtained on the Parks and Recreation website.

An e-newsletter is now active on the Parks and Recreation website.

Mrs. Lohoefer was the speaker at an informational meeting of Moms and Tots at St. Alphonsus School. She prepared and distributed a resource kit for attendees. New residents are invited to obtain such kits at the Township Building.

The Committee will study Goal No. 6 of the Parks and Recreation Plan during the month.

DISCUSSION:

Cable Franchise Agreement:

The Township awaits answers to a lengthy list of questions submitted to Comcast.

Comcast has agreed to limit repairs and do upgrades to their system only on weekdays between the hours of 9:00 a.m. and 5:00 p.m.

Anyone experiencing problems with ghosting on Channels 3, 6 and 10 should notify Comcast. A technician will be sent out at no charge to the residents to determine the cause of the problem.

No Smoking on Township Property:

The Township's insurance carrier had no opinion as to restrictions on smoking on Township property. If the Board of Commissioners agrees, smoking will be permitted in designated areas only.

Professional Service Agreement:

The Committee will discuss the agreement in Executive Session immediately following this meeting.

ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

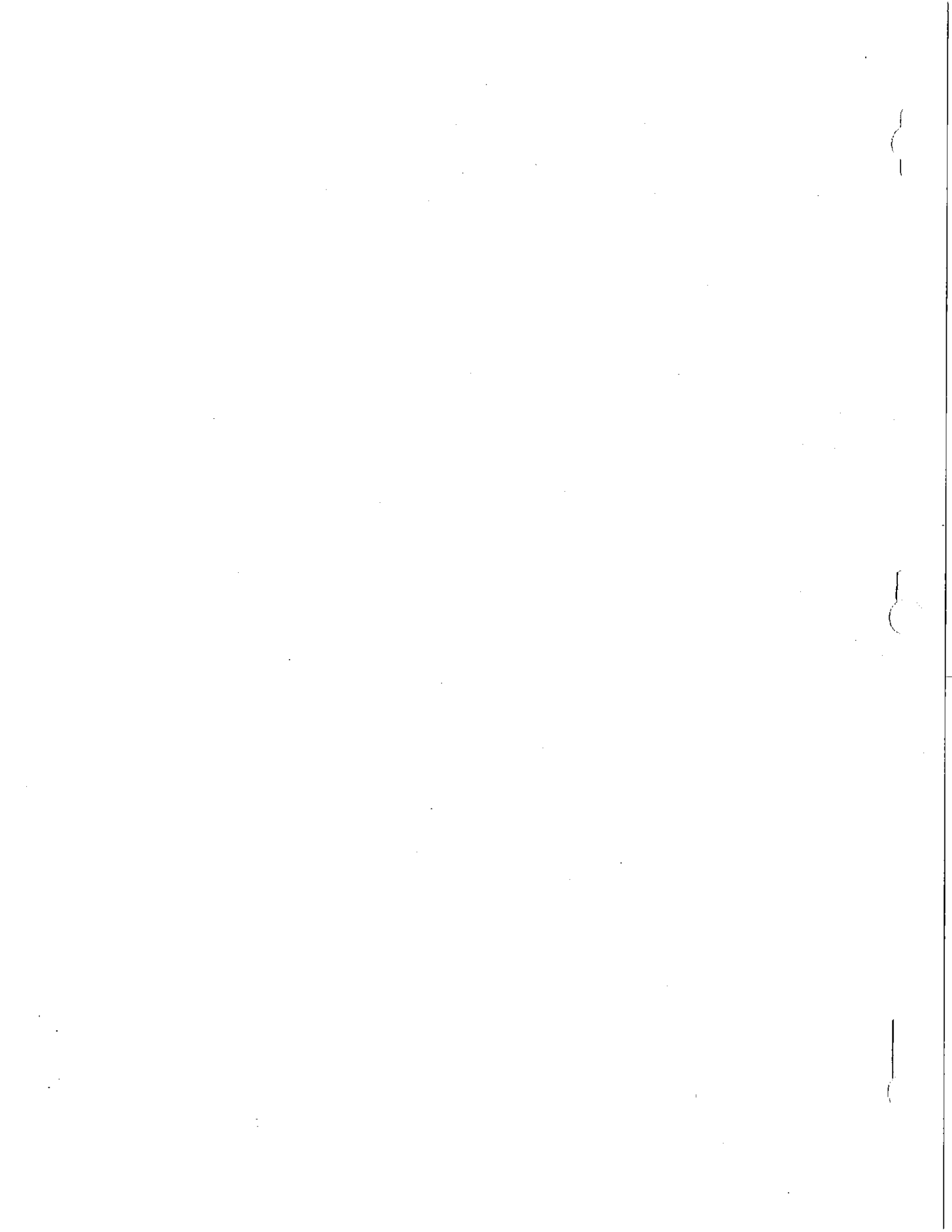


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson



A special meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Monday, February 9, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager. Also present representing Twining Valley Golf Course was Attorney Michael Cassidy.

Mrs. Weiss convened the meeting at 3:30 p.m.

Discussion occurred regarding Mr. Cassidy's letter dated January 6, 2004. Commissioners expressed their positions to Mr. Cassidy about the existing lease and the prospects for continued improvement and expansion of the golf course, fitness center, chiropractic and other uses at the Twining Valley Golf Course.

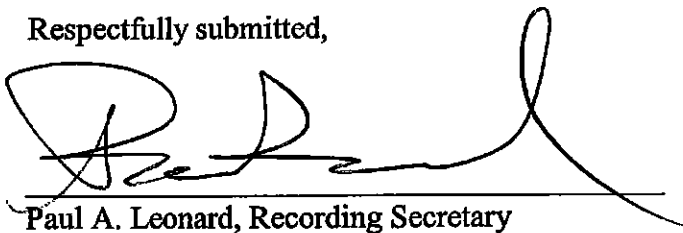
It was suggested to Mr. Cassidy that independent third party evaluation of the economic, operational and physical requirements as well as costs for the sprinkler system, cart paths, and driving range would be prudent.

Mr. Cassidy agreed that they would follow up by meeting with both the township Engineers to discuss the 15th hole revision and possible cleanup of the "step ponds". The township manager agreed to forward to Mr. Cassidy the contact information for Billy Casper Golf consultant, Mr. Peter Hill.

The committee suggested that the township staff needed to develop a plan for reoccurring analysis of the Twining Valley budget and the township's involvement with the lease. Further, that the township staff should evaluate its costs and availability for actual construction of cart paths by township forces as compared to private contractors.


Being no further business, the Commissioners Committee adjourned to Executive Session to meet with the Township Solicitor regarding land acquisition.

Respectfully submitted,



Paul A. Leonard, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, April 6, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

Attendance were Commissioners Weiss and Bryers as well as Mary Lou Troy, Library Director; and Susan Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE FEBRUARY 3 and 9, 2004 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of February 3 and 9, 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

• Director's Office:

- Mondauk Common Reconstruction:

- Picnic shelter - delivered and installed.
- Restrooms - opening the first weekend in April.
- Bids for concrete work - will be opened on April 12th (estimated amount - \$25,000).
- Expenditures/encumbrances to date are less than \$63,000.
- Remaining expenses (estimated) include the following, as well as an unknown amount for interior replacement furniture/cabinets:

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| Architectural services | \$6,000 |
| Concrete work | \$25,000 |
| Shelter installation, tie in and roofing materials | \$7,000 |
| Shelter stain and sealer | \$2,000 |

- "U-Direct" (Upper Dublin Indoor Recreation Task Force):

- RFP Subcommittee – Interviewed three nationally known consulting firms.
- Upper Dublin Swimming and Diving Foundation – Accepted the Subcommittee's recommendation to hire the "Team" of Barker, Rinker, Seacat Architects, Water Technology, Inc., and Ballard King and Associates.
- The Team conducted its first meeting with the U-Direct Committee on March 24th and has moved ahead collecting data, setting up interviews and site visitations, and preparing for the next work session and public forum scheduled for April 28th at the Township Building.
- Meeting minutes are available at the Township Building as well as electronically.

- Upper Dublin Community Day – October 3, 2004:
 - Doug and Diana Miller are co-chairing the event.
 - Monthly meetings are being held at the Township Building.

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - Susan Lohoefer and Richard Barton participated in a debut meeting at the Montgomery County Fire Academy on February 26th.
 - The \$150,000,000 ten-year County bond program has grant allocations listed for Upper Dublin Township as \$1,643,000 for acquisition, preservation, trails and parks as well as an additional \$25,000 to update the Township's Open Space Plan.
 - The overall Municipal Open Space Grants Program allocation is \$1,055,000 for plan development and \$65,045,000 for plan implementation.
 - Steps to be taken include:
 - Creation of a Citizens Advisory Committee which will also include Liz Rogan, Richard Barton and Susan Lohoefer, representing the Township, to assist with development of the Open Space Plan.
 - Submission of an application to the Montgomery County Open Space Board for a funding commitment to plan development.
 - While it will be possible to use some old criteria from the Open Space Plan developed in 1994, Mrs. Lohoefer informed that there will be many more opportunities now than ten years ago. Montgomery County is interested in preservation of greenways, linkages, and trails.
 - Montgomery County has scheduled community information meetings on May 13th and 27th at Upper Dublin Township.

- Mon-Daug Bark Park:
 - The Bark Park Volunteers (BPV) meet monthly to move forward in their awareness and fund-raising mission.
 - The BPV participated in the Fort Washington Pet Expo and the Fort Washington Fire Company Flea Market which netted more than \$400 toward the \$25,000 goal.
 - Information and recommendations are being sought from communities with dog parks throughout the state and country.
 - The BPV was highlighted in an article in The Ambler Gazette and in the opening segment of "Doggy Talk" on WRDV 89.3FM.
 - The BPV is raising awareness in the community. Upcoming events include:
 - Information tables and sale of treat bags at local strip malls.
 - A table at the Upper Dublin Parks and Recreation Flea Market on June 5th.
 - A "dog walk" at CHAC on June 26th.

- Montgomery County Senior Games – Week of May 10, 2004:
 - Participation is open to all Montgomery County residents turning 50 years of age in 2004 or older.
 - Registration forms can be found on the Upper Dublin Website.
 - Printed copies of registration forms were mailed to past participants in March.
 - Media sponsor, *Montgomery County Mature Living*, included a form in its March edition.
 - The Upper Dublin Parks and Recreation Department handles registration, issuing tee shirts, golf tee times, and record-keeping.

- Open Space Projects:
 - EPI Center upper level window replacement:
 - The Board of Commissioners rejected all bids and authorized re-bidding of the project.
 - EPI Center lower level window replacement:
 - Installation to take place in April.
 - Mondauk Common Exercise Station Replacement:
 - The Director communicated with a medical doctor, president of a running club, a physical education teacher and three running enthusiasts to gain a consensus regarding which stations to include in the warm-up/cool-down clusters.
 - Stations have been ordered.
 - The Ambler Area Running Club donated \$290 toward the purchase of one of the stations.

- General Activities:
 - The Director met with Cheri Fiory of the Upper Dublin Public Library to discuss collaboratively offering cultural arts programming.
 - Seasonal ballfield/volleyball court permits were assigned, written and mailed. Use begins April 3rd.
 - The Director provided logistical, administrative and resource support for department staff as needed while spring programs were being planned.
 - Planned the Story-book Egg-stravaganza in collaboration with the Parks Crew.

- Achievements:
 - Tammy Echevarria and Katie Kollar received a "Presidential Citation" from PRPS President Carolyn Hanel for their efforts in developing the Programming Exchange Network during the past year.
 - Upper Dublin Township Parks and Recreation Department received an "Excellence in Programming Award" for the annual "Fowl Shooting Contest."

- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – seasonal staff hired.
 - Mondauk Common Permits – Requests accepted beginning March 1st.
 - Sitewatch - Staff working according to limited seasonal schedule.
 - Seasonal Permits – Assisted Director in filing paperwork, payments, etc.
 - Township Building Rooms – Met room users and monitored uses throughout the month.

- Recreation Programs:
 - Discount ski tickets were on sale.
 - Winter Programs – Registration and programs continued.
 - Spring 2004 Leisure Guide – Finalized and delivered to homes.

- Requests for Programs through Township Website:
 - The following requests can now be submitted on line through the Township Website:
 - Parks maintenance
 - Township facility rentals:
 - EPI-Center rentals
 - Mondauk Common rentals
 - Robbins Park community programs
 - UDC Pool rentals
 - UDP&R birthday party packages

- Nature parties at Robbins Park
- Fun-nastics and Fun-Sports at the EPI Center
- Messy playtime and creative playtime at the EPI Center
- Cookies Games at the Township Building
- Games Shows at the Township Building
- New games at the Township Building

- Statistics:

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| - Number of spring programs offered | 52 |
| - Sitewatch activity during March | 96 |
| - Number of events at EPI Center | 8 |
| - Number of uses of Township Community Rooms | 99 |

A request for an exemption of fees for using fields was received from the Golden Generals Baseball Team (GGBT) sponsored by the American Legion. Team members are between 16-19 years of age.

Mrs. Lohoefer presented the Parks and Recreation Department's position as follows:

- The Board of Commissioners charges the Parks and Recreation Department with fair and consistent fees.
- Eighteen and 19 year olds transcend what the Township considers "youth" sports.
- The GGBT is not affiliated with the Upper Dublin Junior Athletic Association. GGBT is governed by the American Legion League; GGBT eligibility is governed geographically and is limited to all of Upper Dublin Township and a portion of Springfield Township.
- Young men ages 16-19 have other opportunities to play baseball besides American Legion and UDJAA; but this is the only option if the youth desires to play locally at the known American Legion caliber.
- In the past, the Parks and Recreation Department has charged a reduced fee to GGBT of \$10.00 per use plus a \$5.00 per use Sitewatch fee.
- The GGBT can play in other locations other than Upper Dublin fields; use of Germantown Academy field is apparently no longer available to the team
- Because of the loss of the GA field, GGBT has asked for a season-long permit as well as some isolated dates.
- In consideration of the GGBT request, UDP&R recommends a total permit fee of \$135.00 suggested instead of this year's total of \$540.00; the fee covers the SiteWatch assessment.
- The GGBT would have to justify this special reduced rate on a yearly basis with a request submitted to UDP&R.
- It is unknown if other teams with young adult players will follow suit and ask for some type of special consideration. If so, perhaps new categories would be recommended to the BOC as part of the annual budget submission.

It was decided to take this matter to the Board of Commissioners at their Stated Meeting in April.

Report of the Library Director:

Mary Lou Troy informed of the following activities in February and March:

• Statistics:

- Circulation has been higher than last year.
- Circulation in March was the highest ever with 20,873 items.
- 14,728 people visited the Library in March.
- There has been a very large increase in non-book circulation.
- New shelving has made it easier to find books.
- Circulation time for videos and DVD's has been increased to one week.

• Staffing:

- Two part-time employees working 22 hours per week are providing coverage necessary on weekends.

• Tour:

- The Parks and Recreation Department was thanked for their assistance in planning a tour of the Pearl Buck Estate.

• Spring Leisure Guide:

- The Parks and Recreation Department was commended for their assistance in expanding the Library's presence in the Spring Leisure Guide.

Township Website:

- Deb Ritter and Mary Lou Troy developed a tab on the Township website where people can sign up for an informational Library email list.

• Library Planning Project:

- Work continues on the preliminary draft of the Library Planning Project. The draft's completion is expected next week.

• National Library Week:

- Volunteers will be honored during National Library Week. The members of the PALC Committee are invited to attend.
- Tucker's Tales will present "It's the Wolf" on April 21st.

• Library Programs:

- The Summer Reading Club's theme this year will be on Lewis and Clark and entitled "Discover New Trails at Your Library."
- A Summer Reading Club for adults is being planned. The tour to the Pearl Buck Estate will be part of this program.
- Story Hours and Bedtime Stories run through early May.
- "Raise a Reader" will be presented by Barbara McNutt on April 13th geared toward expectant or new parents.
- "Welcome Mother Goose" for preschoolers scheduled for May 11.
 - A program for two and three year olds will deal with numbers and colors.
 - A program of alphabet rhymes is planned for 4 and 5 year olds.

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Friends of the Library:

- New members are being sought. See the website for information.

Mrs. Weiss expressed her desire for pictures of events and specialized presentations for the televiewing audience from both the Library and Parks and Recreation Directors. Both Directors expressed their opinion that a televised production takes time, direction and practice. Since the Township does not have a marketing staff, current staff would find it difficult to make time for such an endeavor although both ladies felt it was something worthwhile to think about.

Mr. Bryers suggested that they try to obtain volunteer services from Temple and LaSalle Universities, both of which have fine Communications programs.

DISCUSSION:

Cable Franchise Agreement:

Paul Leonard has been asked to obtain more information on what the Township's options are.

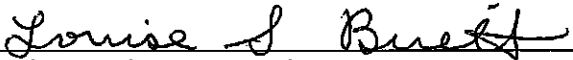
SAUDC Lease and North Hills Community Group Lease:

Both leases will be moved to the Full Board shortly.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:30 p.m. and enter into Executive Session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township, which was duly advertised as a special meeting, was held on Wednesday, May 19, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

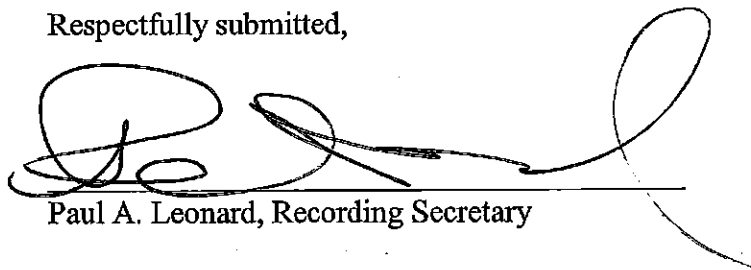
In attendance were Commissioners Weiss and Bryers, Paul Leonard, Township Manager, Ken Croney, Township Solicitor, Michael Cassidy, Esquire, representing Links Management, Inc.

Mr. Cassidy reviewed with the committee several proposals making reference to his letter of May 19, 2004 as well as his proposal letter and several documents titled "Funding Proposal for Capital Improvements", Links Management and driving range cost estimates. A lively discussion occurred by the committee regarding the lease provisions for a Long Range Plan and possible modifications to the same. Mr. Cassidy suggested that the continued improvement of the golf course was needed. The committee responded that the priorities established within the 2002 Blaukovitch Long Range Plan placed heavy emphasis on cart paths and irrigation. While the driving range proposals from Links Management were not entirely dismissed, it is suggested that they might be considered as a stand alone proposal, not part of the existing lease and that the township would consider infusion of capital funds for the cart paths, independent of a possible lease extension.

The Township Manager, in the course of this meeting, committed to locate the public right of way along Susquehanna Road for pole locations in that area and to provide Links Management with additional details regarding standards for engineering reviews for poles, cables and netting possibly to construct it along Susquehanna Road and other areas. Further, the Township Manager was requested to investigate the unit prices for paving and possibly include the same in a forthcoming landscaping bid for the 15th hole. Finally, the Township Manager committed to taking a look at the Fitness Club revenues as well as to provide a brief report to the Commissioners regarding the actual revenues and taxes due on the property.

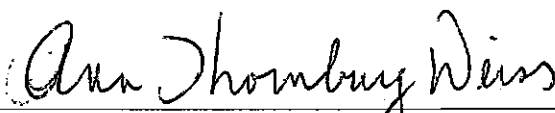
The issue on the driving range was again referred back to the Public Activities, Lands and Contract Committee with other assignments going to Mr. Cassidy, including evaluation of actual costs and the possibility of this being handled as a separate enterprise or independent business relationship.

Respectfully submitted,



Paul A. Leonard, Recording Secretary

Attest:


Ann Thornburg-Weiss, Chairperson

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, June 1, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

Attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Susan Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MAY 19, 2004 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting of May 19, 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities during April and May:

• Statistics:

- Circulation continued to increase in April.
- May circulation statistics are not yet available because MCLINC had a major server failure on May 27th.
- 11,843 people visited the Library in May.

Summer Reading Program:

- Registration for "Discover New Trails @ Your Library" began on June 1, 2004.
- Children who sign up receive a bag, a boot, and a contract.
- The boots will be decorated and returned to the Library where they will be part of the décor for the summer.
- Children will sign a contract wherein the child agrees to read or be read to for a specified number of minutes per week.
- Participants are also eligible to participate in quizzes, online Cybercamp, attend weekly entertainment programs sponsored by the Friends of the Library, and receive a free book at the end of the summer (chosen from donated materials to the Friends of the Library).
- Adults also receive a free book (chosen from donated materials to the Friends of the Library) themed reading lists, bookmarks and literary puzzles.
- Adults will fill out book review cards that will be entered in drawings for prize baskets filled with donations by local merchants.

• Additional Summer Programs:

- Story hours.
- Book discussion groups for all ages.

- A talent show in August.
 - Township heavy equipment demo day on July 19th.
 - Two sessions of the GlaxoSmithKline sponsored program "Science in the Summer" are scheduled in July at the main Library and one at the North Hills Community Library.
- Library Planning Project:
 - April and May was spent creating the draft plan which was posted on the Library website and presented in a public meeting on May 25th.
 - Pursuant to the wishes of the Library Board and staff, the timeline is being revised.
 - Answering a question raised at the public meeting, of the 9,505 items added to the collection in 2003, 716 were donated.
 - Shelf Space:
 - The Library has run out of shelf space in the fiction section. Therefore, the staff is weeding heavily and removing older non-circulating materials from the collection.
 - If an item is the last copy of a title in the MCLINC system, it is offered to the Norristown Library for their "Old Fiction" closed stacks collection. Otherwise, the discarded titles in good condition are given to the Friends of the Library to sell in the in-library book sale.
 - Other areas of the Library currently being weeded are Reference and WW II History.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Mondauk Common Reconstruction:
 - Pavilion is open and in use.
 - Minimal landscaping work remains to be completed.
 - Very favorable comments are being received.
 - Hefty electrician bills have been incurred in connection with the project.
 - "U-Direct" (Upper Dublin Indoor Recreation Task Force):
 - A public forum is scheduled for June 10th at which time initial community opinion survey results are expected.
 - A plan to address a problem with the mailing list is in place which will guarantee legitimate, non-duplicated results.
 - U-Direct is working closely with the School Board.
 - The School District is participating at the same level as the Township.
 - The School District may not justify construct of a larger swimming pool even though significant problems have been documented.

- Upper Dublin Community Day – October 3, 2004:
 - Doug and Diana Miller are co-chairing the event.
 - Monthly planning meetings are being held at the Township Building.

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - Letters were sent to 29 residents and 6 agency liaisons/township planners inviting them to participate on a Citizens Advisory Committee (required by Montgomery County for development of the updated Open Space Plan).
 - To date, ten people have accepted the invitation, and two have declined.
 - It is suggested that interested parties be divided into two or three subcommittees depending on their areas of expertise and interest.
 - An orientation meeting is scheduled on September 22nd.
 - It is anticipated that the work will continue through June 2005.

- Mon-Daug Bark Park:
 - The Bark Park Volunteers (BPV) continue to meet monthly to move forward in their awareness and fund-raising mission.
 - Upcoming events include:
 - Participation in the Upper Dublin Parks and Recreation Flea Market on June 5th.
 - A “dog walk” at CHAC on June 26th.
 - To date, \$2,900 in donations have been received with another \$600 due by the end of June.
 - Area legislators were contacted in an effort to obtain state funding for this project.

- Summer Programs (Registration Underway):
 - Summer Playground.
 - Camp BIG.
 - Small Folks.
 - X-Zone.
 - Theatre.
 - Super Summer Adventure.

- Leisure Guide:
 - The Director is looking into combining the spring/summer and winter/early spring leisure guides.
 - A new printer is being sought.

- Upper Dublin Twining Valley Golf Classic:
 - 170 people will participate in the tournament.

- Montgomery County Senior Games:
 - 406 people participated in the games held the week of May 10-14.

- Open Space Projects:
 - EPI Center upper level window replacement:
 - The Board of Commissioners awarded the contract to Spring House Window & Door.
 - Mondauk Common Exercise Station Replacement:

- The stations continued to be installed.
- One station was sponsored by the Upper Dublin Lions Club. An appropriate plaque will be displayed at the station.
- Signage Program:
 - Gateway and regulation signs will be installed throughout the summer.
- General Activities:
 - Seasonal ball fields – Use being monitored.
 - Spring programs – Provided logistical, administrative and resource support for department staff as needed.
 - Community rooms – Being booked and monitored.
- Achievements:
 - Eagle scout candidate, Chris Carroll, worked to complete required hours over the Memorial Day weekend toward improvements at the Henry Lee Willet Park, including a tree memorial to Sgt. Jim Miller.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants – Seasonal shifts covered.
 - Mondauk Common Permits – Permits handled. Park use monitored.
 - Sitewatch – Seasonal shifts covered.
 - Seasonal Permits – Seasonal permits monitored.
 - Township Building Rooms – Met room users and monitored uses throughout the month.
- Recreation Programs:
 - Discount amusement park tickets are available for sale.
 - Spring program registration continues and programs underway.
 - Spring 2004 Leisure Guide – Finalized and delivered to homes.
 - The Director met with her counterpart in Doylestown to learn about a successful concert series that she runs. It is hoped that Upper Dublin can run such a program next year if funding is obtained.

DISCUSSION:

Cable Franchise Agreement:

Comcast is reviewing the contract drafted by the Solicitor. Their response is expected shortly.


SAUDC Lease and North Hills Community Group Lease:

Both lease agreements will be discussed in executive session following this meeting.

ADJOURNMENT:

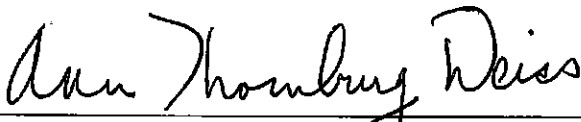
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:30 p.m. and enter into Executive Session.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, August 3, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; and Mary Lou Troy, Library Director. Commissioners Pesavento, Derr and Tackel participated as part of the audience.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JUNE 2004 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in June 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities during June and July::

• Statistics:

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| Circulation in June | 21,578 items (an all time high for any month) |
| Circulation in July | 21,700 items |
| Items borrowed for library users from other libraries through the MCLINC system | 1,294 items |
| Largest one day total circulation | 1,500 items |
| 14 days' circulation | More than 800 items per day |
| Circulation for first 7 months of the year | Up 13% |
| Patrons using the library in July | 14,675 persons |
| Largest one day usage | 1,000 persons |
| 10 days' usage | More than 700 persons using library each day |
| Children signed up for summer reading program | 1,008 children |
| Adults signed up for summer reading program | 196 adults |

At the rate items have been circulated, if the new Horsham Township Library takes 20% of the circulation, the Upper Dublin Library will be where it was two years ago.

There was a lot of interest from other libraries on the success of Upper Dublin's summer reading program.

• Horsham Library:

- On track to open this fall.
- Building nearly complete.
- Director recruiting staff.
- Books scheduled to be delivered by end of August.
- Opening scheduled for first week in October.
- Formal grand opening in early November.

- Summer Reading Program:
 - Two more weeks of programs remain.
 - Children will be able to continue to read and earn stickers on their logbooks until the end of August.
 - Completion certificates will be available mid-August.
 - Activities will end with a talent show on August 12th and a Country Hoedown Ice Cream Social on August 18th for all participants in the three reading clubs.
- Library Board Elections:
 - Mark Sailor re-elected President
 - Catherine Hunt re-elected Treasurer
 - Andrea Merrick elected Secretary
 -
- Library Planning Project:
 - Project complete.
 - Plan has been printed. The public may borrow copies from the Library or view it on the Library website.
 - The final report on the LSTA grant that funded most of the project has been submitted to Harrisburg.
- Grant Received:
 - The Library received a grant from the Pennsylvania Humanities Council to run a book discussion group this fall – “Read About It: Detecting Women” (focus on fiction featuring female detectives).
- MCLINC:
 - The main data server will be replaced.
 - An upgrade to version 3.1 of the Polaris library automation system will be performed.

Marty Weiss of Dresher informed that he was one of the persons who applied for a position on the Library Board. Though he was not appointed, he felt that all applicants should receive a formal acknowledgement from the Township.

Report of the Parks & Recreation Director:

In the absence of Susan Lohoefer, Paul Leonard briefly discussed the activities of the Parks and Recreation Department as follows:

- Director’s Office:
 - “U-DIRECT” (Upper Dublin Indoor Recreation Task Force):
 - The third and final public meeting was held on July 22nd at which time results of the community opinion survey were presented.
 - A general U-DIRECT meeting was held on July 29th which determined that survey results were sufficient to approach the Board of Commissioners for approval to place a non-binding referendum on the November General Election Ballot.

- Upper Dublin Community Day – October 3, 2004:
 - Doug and Diana Miller are co-chairing the event.
 - Monthly planning meetings being held at the Township Building.
- Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - The Planning Committee (Rick Barton, Rick Collier, Liz Rogan, Susan Lohoefer) met three times during the month to develop the application for County Plan Development Funding, to assign plan chapter/element research and development, to write and review goals and objectives for CAC review, to set a public presentation schedule, and to determine final product format.
- Mon-Daug Bark Park:
 - The Bark Park Volunteers continue to raise awareness and funds toward construction of a dog park at Mondauk Manor on Camphill Road.
- Upper Dublin Community Pool:
 - Pool operated without incident the entire season.
- Community Service Workers:
 - One youth and one young adult completed community service hours by working with the Parks Crew.

• RECREATION PROGRAMS:

- Discount Amusement Park Tickets - on sale at the Parks and Recreation Office.
- Events of Note:
 - Theater camps began.
 - Tickets for the MidStage production of "River of Birds" are on sale.
 - Shows scheduled at Act II Playhouse in Ambler on August 6-7-8.
 - Upper Dublin Players continue auditions for a fall production of "The Baker's Wife."
- Upcoming Programs:
 - Day Trip to NYC on August 11
 - Miss Liddy's Finishing School on August 31 and September 1.

DISCUSSION:

SpectraSite Communications – Site Lease Agreement:

It was noted that Alan Flenner, Esquire, of the Solicitor's Office, did most of the work on the Lease Agreement. He is now serving with the armed forces in Iraq.

The Lease is now being reviewed by Township Solicitor.

Bucks County Water and Sewer Authority (BCWSA) Office in Upper Dublin:

The BCWSA would like to close the administrative office now serving Upper Dublin Township because the personnel at that location have experienced little use by the community during the past two years. They hope to be able to use space at the Township Building for such purpose with adequate notice. To do so would eliminate the costs to maintain a separate office, including the computer operations, as well as providing a higher level of efficiency in the administration of customer service. The staff would be available to meet with any customer that requires a "one-on-one" consultation. In addition, the BCWSA would place a payment "drop box" at a convenient location in the Township for those customers preferring that type of remittance.

Mr. Leonard looks upon this request favorably and will obtain actual numbers for forwarding to the Board of Commissioners.

U-DIRECT Update:

Michael Yanoff, Esquire, Michael Chain, Bob Danaher and Richard Petruski represented the U-DIRECT Committee (Committee). The following discussion took place.

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| <p>Mr. Yanoff:</p> | <ul style="list-style-type: none">• In 2003, the Board of Commissioners (BOC) authorized U-DIRECT to look into the needs for an indoor recreation facility (facility) as well as to initiate a feasibility study of an indoor recreation plan for the community at large.• The Township hired a national consultant to conduct the study.• A survey was prepared and mailed to a select group of citizens in Upper Dublin.• Questions asked on the survey included:<ul style="list-style-type: none">Will the Upper Dublin community use a facility?Would residents be willing to pay a user fee?What type of activities would the public like to see in a facility?Would the community support the question of capital costs to erect a facility?Are there public or private funding sources that could answer some of the financial questions the BOC would be required to address?• The U-DIRECT Committee believes that the Upper Dublin community has indicated they would use a facility and also pay to use it.• Capital costs must be addressed.• To take the next step as well as to allow electoral debt, the Township needs to move forward in accordance with the Pennsylvania Statute and authorize a Desire Referendum (referendum) to accept electoral debt.• The Committee would like this question placed on the ballot in November.• If a favorable vote is received for an electoral referendum that is non-binding, the following questions must then be answered before the BOC would consider incurring electoral debt: where the facility would be built, how it will be paid for, and how private partnerships will control the facility.• \$70,000 of private money has been expended thus far. \$50,000 more must be spent before all information can be gathered.• The November election ballot is the perfect vehicle for a non-binding referendum because it is a presidential election which brings out many more voters than usual.• Joe Bresnan, the Election Board Solicitor, has indicated that a minimum of 60 days before the election is required to approve the resolution and put it on the ballot. |
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| | <ul style="list-style-type: none"> • The wording of the referendum must be approved by the Township Solicitor, the Election Board and Montgomery County. • Attorneys Yanoff and High will draw up the language of the referendum in the form of a very simple statement so that people will understand what they are voting for. • The Committee asked for a special meeting of the BOC to consider the Desire Resolution rather than waiting until the Stated Meeting in September which will be too late for the resolution to be placed on the November ballot. |
| Mrs. Weiss: | <ul style="list-style-type: none"> • The survey did not convince her that the referendum should be placed on the ballot so quickly. To rush the referendum might not be fair to the voters. |
| Mr. Yanoff: | <ul style="list-style-type: none"> • Assured that even if the public approves of the referendum, the BOC can still say "no" to the project. • Capital costs are estimated to be between \$12.2 million and \$13 million. |
| Mr. Bryers: | <ul style="list-style-type: none"> • Asked that the opinion letter from the Township Solicitor stating that the referendum will be non-binding be distributed to the members of the BOC. |
| Mr. Chain: | <ul style="list-style-type: none"> • The Upper Dublin Swimming and Diving Foundation (UDSDF) came together with a group of 20 citizens to study this request. • When talking to Ann Toole who prepared the Comprehensive Long Range Plan, she felt that the needs of the community are not being met. • Three national firms were interviewed to provide information on whether a facility would be feasible. • Public meetings were held to test and inform the public on this issue. • Bollard King Associates studied the demographics of the area and interviewed key people. They then prepared a demographic report including: operations, fee schedules, pro-forma, expenses, revenues, etc. • The consultant sent out 1,400 surveys. • Since multiple copies of the survey were sent out to certain households by mistake, an additional 600 surveys were mailed. • 360 surveys were returned with a +/- 5% validity. • The survey showed a preference for activities in a facility as follows: an indoor walking and jogging track, exercise and cardio facility, aquatic facility, all purpose gymnasium, indoor turf field. • If an aquatic center is provided, it would serve as a competitive pool with lanes for laps, a hot tub, therapeutic warm water, and sauna. • There was higher than normal interest for a facility in this community. • The next logical step is for a non-binding referendum to be used as a community-wide survey. |
| Mr. Leonard: | <ul style="list-style-type: none"> • Noted that a great deal of the consultants' previous work was done for larger communities. |
| Mr. Chain: | <ul style="list-style-type: none"> • If a facility were built, it most likely will not include a turf field or competitive pool. |
| Mrs. Weiss: | <ul style="list-style-type: none"> • Reminded that the High School swim team uses the High School pool. |
| Mr. Danaher: | <ul style="list-style-type: none"> • The facility without a competition pool does not meet the requirements of the UDSDF. • The community would much rather have a leisure swimming facility with an exercise center than a competition pool. |

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| | <ul style="list-style-type: none"> • The survey did not ask residents how much should be spent on a facility. That question will be asked in the referendum if the BOC approves it. • Upper Dublin School District will be asked to be a partner in a facility, if approved. • Plymouth Township has shared their information with the Committee. • The \$12.2 million figure does not include land acquisition costs. • The Committee would like to know if the community would pay \$12.2 million for a building that will provide the top choices as noted above. • If the referendum passes, the Committee will draw up plans, find a site, raise funds, and find partners. • The BOC is under no obligation to move forward on this, but the Committee would like to know if the Community is willing to absorb capital costs. |
| Mr. Chain: | <ul style="list-style-type: none"> • 54% of the respondents indicated that a recreation center should be built compared to other programs in Upper Dublin. • The following ratios were quoted: <ul style="list-style-type: none"> 7% of respondents said the facility would be a high priority 17% said it was a moderate priority 30% said it was of medium priority 40% said it was a low priority 6% had no opinion |
| Mr. Bryers: | <ul style="list-style-type: none"> • The BOC went through the Comprehensive Plan drawn up by Ann Toole in great detail. • One of the final observations in Ms. Toole's report was that there is a need for a community center. • The UDSDF is in favor of a 10 lane competitive pool. While the proposed facility does not meet the needs of the UDSDF, it does meet the needs of the High School swim team and the Upper Dublin Aquatic Club. |
| Mrs. Weiss: | <ul style="list-style-type: none"> • To repair the pool at the High School will require over \$12 million. • She is concerned about the impact on taxpayers. |
| Mr. Danaher: | <ul style="list-style-type: none"> • The Committee is only asking that a decision on a referendum be put before the BOC. This is the last piece of a puzzle before the Committee can or cannot move forward. |
| Mr. Pesavento: | <ul style="list-style-type: none"> • Asked whether the membership will be limited in numbers? • The referendum question talks about capital costs but no operational costs. • A 20 year \$12.2 million bond would work out to \$950,000 per year (\$90 per home per year). • Questioned the quality of the survey, and asked how the sample people were determined? • The BOC should see the questions that were asked in the survey and the results broken down by demographics. • 96% of the respondents indicated that they are already using facilities that are meeting their needs. • Only 2% of the respondents said their needs are not being met. • Will the public be willing to pay for an annual membership? Only 11% of the respondents to the survey indicated their willingness to pay an annual fee. Only 8% were willing to pay for a family membership over \$600. |

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| | <ul style="list-style-type: none"> Operational needs are estimated to be \$1.6 million per year (including \$40,000 for food supplies). Feels the estimated \$36,000 per year revenue projected to be garnered from birthday parties is somewhat high. Would like to see numbers that substantiate that approximately 1,000 memberships will be sold. The BOC cannot make a good decision without the raw numbers. |
| Mr. Petruski: | <ul style="list-style-type: none"> Community attendance at the three public meetings was approximately 60. Regarding the \$12.2 million figure, the consultants said it was based upon some prior work done by their firm. He is not in favor of that figure being put into a referendum because the actual cost might be much higher. Results of the survey should be put on the U-DIRECT website. |
| Mrs. Weiss: | <ul style="list-style-type: none"> She is always suspicious of a survey that is prepared by a proponent of a cause. Feels that the 1,100 people should be counted as "no" vote because people who are against a survey normally do not fill it out. |
| Mr. Tackel: | <ul style="list-style-type: none"> Asked how the voters will truly understand a referendum if it is written in just 15 words? |
| Anita Brister of Ft. Washington: | <ul style="list-style-type: none"> Would want to know where the facility will be located before voting on a referendum. Noted that only 1.5% of the residents were actually surveyed. It is important to analyze the survey data. She doesn't ask other people to pay for her family's recreational resources. Feels that her family is maxed out with taxes. Regarding a partnership, the costs will still come out of the same pocket of the taxpayers. |
| Mr. Leonard: | <ul style="list-style-type: none"> There have been challenges to recreational facilities. He will obtain more information for the PALC Committee. |
| Richard Dresher of Ft. Washington: | <ul style="list-style-type: none"> Has been in market research for thirty years. Over 80% of the households said they would use something in a facility if built. The referendum should give specifics as to what services will be provided and the cost to the average household each year. Offered his expertise to the Committee in the future. |
| Mr. Danaher: | <ul style="list-style-type: none"> If there were a partnership between the Township and the School District, there would be a \$200,000 savings to the taxpayers per year. |
| Mr. Bryers: | <ul style="list-style-type: none"> Asked that the Committee attend the Stated Meeting next week and be prepared to make a presentation to the BOC. |

QUESTIONS/COMMENTS:

Marty Weiss was interested in competition between several cable companies.

Richard Petruski suggested that a slot gambling facility be considered in the Fort Washington Office Park due to its excellent location and easy access from Route 309 and the Turnpike. He felt it would be an excellent source of revenue for Upper Dublin Township.

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ADJOURNMENT:

: Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 8:45 p.m. and enter into Executive Session.

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Ann Thornburg-Weiss
Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, October 5, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Pesavento as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE AUGUST 2004 MEETING:

Mr. Pesavento motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in August 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities during August and September:

• Summer Activities:

- A record number of children participated in the Summer Reading Club.
- Participation in the Adult Reading Club nearly doubled. The format will be used as a model by several other libraries in Montgomery County next year.
- The Library's first ever Teen Summer Reading Club attracted 44 participants.

• Statistics:

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| Circulation in September | 16,488 (3.9% increase over 2003). Most of the increase was audio and video items while book circulation remained static. |
| Patrons using library in September | 11,889 (a 4% decrease from 2003). |
| Circulation of non-book items year-to-date | Up 31% |
| Circulation of all items year-to-date | Increased of 8.26% with largest increase seen in adult non-fiction at 22%. |

• Community Day Participation:

- A booth was staffed by members of the Library Board, library volunteers and members of the Friends of the Library.
- A children's entertainer performed in the Library.
- The Teen Library Council served cake in the Library lobby and added two new members in the process.

• Teen Library Council:

- Twelve teens attended the first meeting in September.
- Teens helped plan programs for Teen Read Week. They helped decorate the Library for the occasion.
- The Council assisted with Community Day activities.
- The Teen Library Council is open to all teens in grades 6 to 12.

- Horsham Library:
 - Awaiting second shipment of books.
 - A few building issues yet to be resolved.
 - Grand Opening is schedule the first weekend in November.

- Reduction in Video Fines Beginning in 2005:
 - The current charge is \$3.00 per day with a cap of \$10.00.
 - Fines will be lowered because they were mentioned as a negative in a recent survey and focus groups that were part of the planning process.
 - An estimate of the financial impact will be included in the 2005 budget request.

- Budget Requests for 2005:
 - Library staff and Library Board have been working to incorporate the objectives from the new Long Range Plan.
 - Word processing software for the public computers will be considered in the 2005 budget.
 - Mr. Leonard interjected that most of the items being asked for in the 2005 budget are quality of life issues.

- State Aid to Public Libraries:
 - Upper Dublin's State Aid will be approximately \$93,000 in 2005 (up from \$76,000 in 2004).

- Refurbishing of Library:
 - Specifications for carpet and paint are being worked on in anticipation of bidding the project later this fall with the work to be done early next year.

- Damage from Hurricane Jeanne:
 - The only damage from the hurricane was some wetness in one corner of the Library.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - "U-DIRECT" (Upper Dublin Indoor Recreation Task Force):
 - The Taskforce met this month to discuss next steps.
 - The initiative will be carried forward as suggested by the Board of Commissioners with continued community education, fact finding, and measurement of community interest in the project.

 - Upper Dublin Community Day -- October 3, 2004:
 - Doug and Diana Miller co-chaired the event.
 - 100 organizations participated.
 - Visitors to the event numbered between 3,500 and 5,000.
 - The Parks crews and School District crews were commended for a job well done.

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - The first work meeting was held on September 22nd to review Elements A-B-C (Chapter 1-3).
 - The Writing Team met on September 30th to establish a schedule to revise current work and review writing assignments for the next four elements.
 - The next CAC meeting is scheduled for December 1st

- Mon-Daug Bark Park:
 - At the September Stated Meeting, the Board of Commissioners voted to consider matching funds raised as part of the 2005 budget.
 - The Mon-Daug Bark Park Volunteers have already raised \$8,900 with \$9,000 as their goal by budget time.

- Upper Dublin Community Pool:
 - The pool closed on September 6th.
 - A great job was done by staff.
 - ❖ Answering a question raised by Mrs. Weiss, Mrs. Lohoefer informed that the Township sponsors swimming lessons during the summer if the children participate in playgrounds. All other programs are sponsored by the School District.

- Upper Dublin Twining Valley Golf Classic:
 - \$28,500 in proceeds was distributed to beneficiaries.

- Damage from Hurricane Jeanne:
 - The biggest and most time consuming damage was washouts of the tracks in various parks.

- Evacuation Center:
 - The Director responded to a call for assistance from the Township Manager to coordinate opening and running the Township Building Community Room as an evacuation center during Hurricane Jeanne.
 - Tammy Echevarria, Patti Carroll, wife of Upper Dublin Police Officer Bill Carroll, Bill Carroll and Bob Osga from SiteWatch also responded.
 - The center accepted one dozen evacuees and others whose vehicles were stranded before the American Red Cross volunteers came on the scene.
 - Once Montgomery County designated the Upper Dublin Township Building as the disaster center, the Red Cross took over its operation with Township staff acting as liaisons and assistants.
 - At last count, 48 individuals passed through the site, with less than 12 spending the night.
 - Red Cross supplies stored on site were used.
 - Food was obtained from the Dreshertown Shop'n Bag.
 - The Township provided coffee, water, telephone and Internet access.
 - Parks crews and Public Works crews were working out on the street acting as emergency responders.
 - ❖ Paul Leonard commended the staff for responding to the flooding conditions and working until 2:30 a.m.

- Parks Crew General Activities:

- Mowing and trimming continues.
- Upper Dublin Pool was shut down for the season.
- Soccer fields were prepared with lines and goals.

- Evening/Weekend Activities:

- Mondauk Common Park Attendants – seasonal shifts were covered.
- Mondauk Common Permits – permit requests were handled throughout the month. Park use was monitored.
- SiteWatch – seasonal shifts were covered.
- Township Building Rooms – met room users and monitored uses throughout the month.

• RECREATION PROGRAMS:

- Discount Amusement Park Tickets
- Summer Programs exceeded expectations.
- Fall Programs – the Leisure Guide to Fall 204 was mailed.
- Upper Dublin Players – their fall production was abandoned due to lack of a complete cast.

DISCUSSION:

Virginia Drive Parking Lot Lease Agreement:

Mr. Leonard informed that the rent for the parking lot is increased from \$1,000 per month to \$1,500 per month in the proposed Agreement.

Mr. Pesavento recommended the Lease Agreement be moved to the Board of Commissioners for adoption at the Stated Meeting in October.

Cable Franchise Agreement:


Mr. Leonard stated:

- There are no major problems with the renewal which will be submitted to the Board of Commissioners early in 2005.
- The Township Commissioners do not regulate rates or content in the Lease.
- The best way to influence the Cable Company regarding rates or content is for residents to ask for them individually.

ADJOURNMENT:

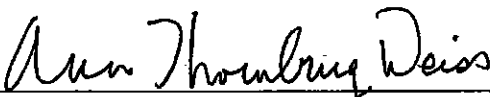
Mr. Pesavento motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:05 p.m. and enter into Executive Session to discussion land acquisition issues.

Respectfully submitted,

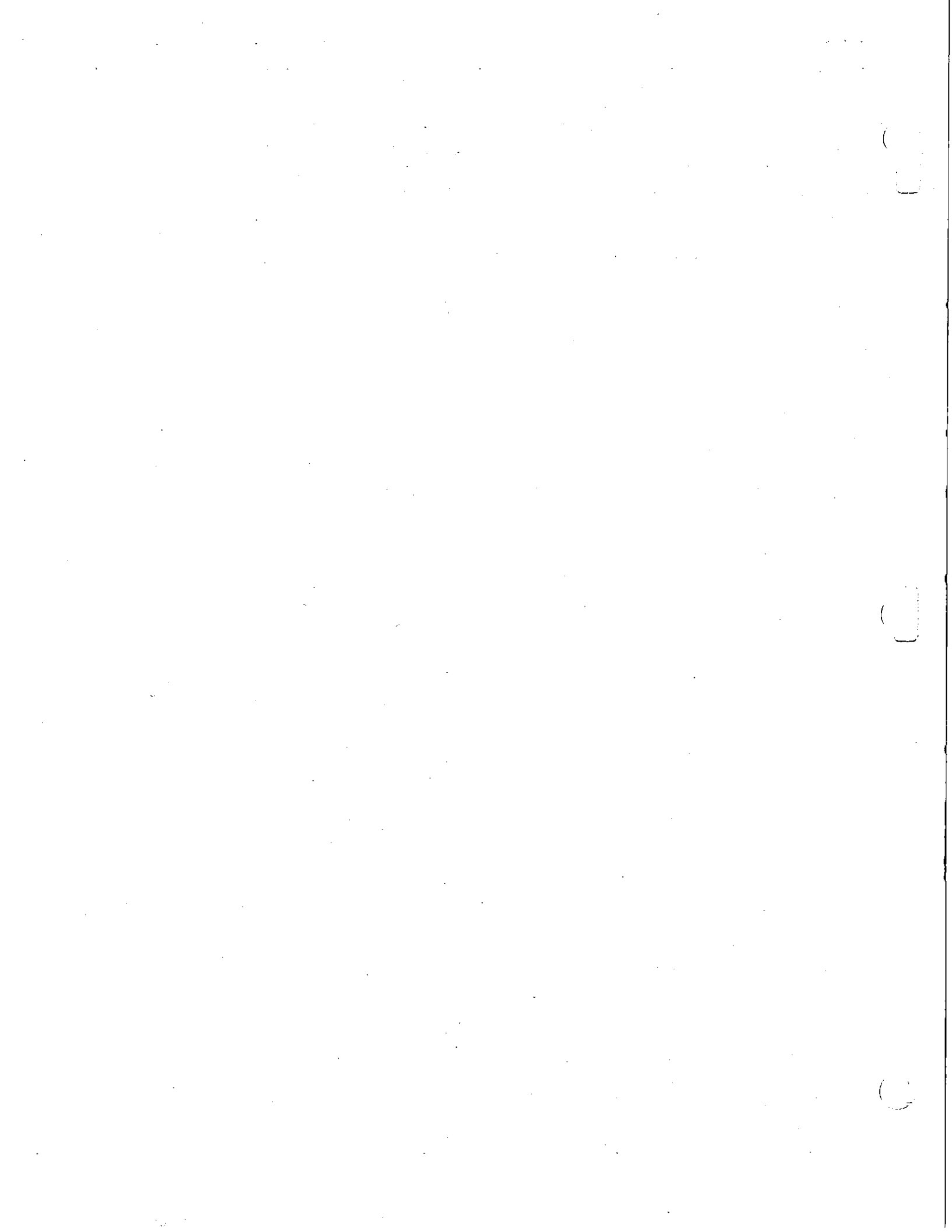


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, December 7, 2004, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Weiss and Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE OCTOBER 2004 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in October 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities during October and November:

• Statistics:

| | |
|------------------------------------|--|
| Circulation in October | 16,962 (a 2.24% increase over 2003) |
| Circulation in November | 16,340 (a 12.6% increase over 2003) |
| Circulation for YTD | An increase of 12% |
| Average monthly circulation | More than 18,000 items per month (an increase from 16,000 items per month in 2003) |
| Total circulation through November | More than 203,000 items |
| 2003 twelve month circulation | 195,000 items |
| Largest percentage increase | Audio visual items |
| Increase in books circulated | 7% increase over 2003 |
| Number of people using the Library | An increase of 6% for the year |
| People using Library in October | 13,686 |
| People using Library in November | 12,217 |

Horsham Library opened quietly in October, and then held their grand opening on November 7, 2004. They circulated 8,000 items in October and 15,000 items in November. So far their circulation has been an additive to the MCLINC total.

In November, the total MCLINC circulation was 192,555 vs. 169,404 items in 2003.

Upper Dublin was about 8.5% of the 2004 total of MCLINC circulation. Upper Dublin's Library remains the second busiest in Montgomery County after Abington. The continuing increased use of the Library seems to indicate that the Township has not yet reached the limit of the demand for Library services. The Library has not yet reached its full potential in terms of its usefulness to the community.

- Teen Library Council:
 - The teens have ushered for some of the children's events.
 - Members have helped decorate the teen section of the Library.
 - Members are working on a survey and notebook to share suggested reading.

- Library Long Range Plan:
 - The report on progress made towards achieving the goals will be given to the Library Board and Board of Commissioners.
 - Among the achievements in 2004:
 - Progress toward utilizing the automated acquisitions sub-system of the Polaris software.
 - Establishment of the Teen Library Council.
 - Library announcement e-mail list.
 - Significant progress toward the re-establishment and reorganization of the Friends of the Library.

- 2005 Library Budget:
 - Funding is being requested to enable progress toward the goals in the Long Range Plan.

- Friends of the Library:
 - The Friends of the Library is a non-profit corporation established to support the programs and services of the Library. The group held their first organizational meeting since 1994.
 - The group is seeking individuals willing to serve on committees and the Board of the Friends of the Library.

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - "U-DIRECT" (Upper Dublin Indoor Recreation Task Force):
 - The Taskforce met in early November and agreed to send an early December mailing to all Township residences simply asking if the household was in favor of the Township's incurring \$13 million in new debt to build a community center. Background information would include a description of the process and the list of proposed amenities. Two postcards urging people to look for the mailing and to vote would precede the letter – one underwritten by the Swimming and Diving Foundation and one underwritten by the Upper Dublin Soccer Club.

 - Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - The Writing Team met on November 19th to complete final drafts of Chapters 3 and 4.
 - Chapters 5 and 6 are in first draft format.
 - The Montgomery County Commissioners approved the Township's application for planning grant funding

 - Township Building Room Use Fee Policy:
 - Two proposed revisions were developed to the Township's Use Policy and Fee Schedule relative to community use of Township Building rooms.

- EPI-Center Use by Community Groups:
 - The Parks and Recreation Department is beginning to receive more requests for rental of the EPI-Center rooms for short term (4-5 days) as well as regular (weekly or bi-weekly) schedules. They are being reviewed for conflicts with department uses and programs, but expect to house a local Brownie troop, a stress-relief program, a private holiday day camp, etc. starting at the end of December through 2005.
 - A portion of fees assessed for use of upstairs rooms are shared with SAUDC since their paper products are used and there is wear and tear on their furniture and equipment.
- General Activities:
 - 2005 Budget:
 - Prepared a power point presentation concerning the Department's 2005 operating and capital budgets.
 - 20th Annual Montgomery County Senior Games:
 - Mrs. Lohoefer attended the first planning meeting for the games scheduled for May 2005.
 - American Red Cross Blood Drive:
 - Mrs. Lohoefer coordinated a meeting of department coordinators for the December 21st American Red Cross Blood Drive to be held at the Township Building.
 - The Township goal is 63 appointments.
 - Tree Dedication:
 - Mrs. Lohoefer worked with Police personnel to coordinate logistical needs for the December 8th Sgt. Jim Miller Tree Dedication.
 - Community Rooms:
 - The Department is receiving requests for 2005 reservations of Community Rooms in the Township Building.
 - In 2004, the total uses were approximately 900.
 - Parks Crew General Activities:
 - The parks crew worked with Eagle Scout candidate Bryan Supplee to set up areas to be cleared and re-chipped at Mondauk Manor. Scrub underbrush and overgrowth was cleared to lengthen the walking trail in the park as well as increase the area available for the fenced dog park.
 - Mowing and trimming activity is nearly completed.
 - Evening/Weekend Activities:
 - Mondauk Common Park Attendants – seasonal shifts were covered as needed.
 - Mondauk Common Permits – permit requests were handled throughout the month. Park use was monitored.
 - SiteWatch – seasonal shifts were covered.
 - Township Building Rooms – Converted rooms, greeted room users, and monitored uses throughout the month.

- Recreation Programs:

- Fall programs concluded.
- Upper Dublin Parks and Recreation Department registered more than 5,500 people into programs during the year and hosted thousands more at parks and the community pool:
 - Winter – 625
 - Spring – 813
 - Summer – 3,252
 - Fall – 844

It is not known how many persons used the parks on a private basis.

- Upcoming Programs/Events of Note:

- The Winter/Early Spring edition of the Leisure Guide will be delivered to the printer in mid-December and in homes at the end of December/early January.
- Responding to a critique of the recent Leisure Guides by LERN (Learning Resources Network), several changes will debut in the first 2005 edition:
 - Font and layout changes that are more eye-catching, easier to read, and provide a more powerful message.
 - Larger font for greater readability.
 - Contact and general information has been moved to the back of the publication.
 - More use of photographs. Less use of dark boxes.
 - More consistent use of the 3-column format
 - New Department slogan will be unveiled: UDP&R – *Community Parks & Recreation for a Lifetime.*
 - The Township's "on-line store" is operational. Programs for which on-line registration can be taken will be marked with a computer "mouse" icon.

DISCUSSION:

Proposed changes to Use Policy and Fee Schedule Township Buildings:

The Committee asked for time to read the proposed changes and fee schedule thoroughly before discussing in January.

Cable Franchise Agreement:

Mr. Leonard stated:

- Verizon has indicated that it will expand fiber optics to every home in the Township.
- Permits will be required for road openings, etc.
- Verizon will most likely be able to offer entertainment and cable TV beyond the internet.
- Verizon has committed over a billion dollars for this endeavor.
- The above will trigger franchise negotiations.
- The entire system will be underground except for the main runs.
- Fixtures will be flush to the current fixtures in the roadway.
- Comcast is watching everything very closely.
- The Township Commissioners do not regulate fees on Comcast. Fees can only be regulated through competition.

ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:00 p.m.

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Ann Thornburg Weiss
Ann Thornburg-Weiss, Chairperson

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1944-1945

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, January 4, 2005, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Ann Thornburg-Weiss and William Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting at 6:30 p.m. by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE DECEMBER 2004 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in December 2004 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy informed of the following activities during October and November:

• Statistics:

| | |
|---|----------------------------------|
| Circulation in December | 14,813 (5% increase over 2003) |
| Total Circulation for 2004 | 218,177 (11% increase over 2003) |
| Total People Using Library in 2004 | 156,586 (5% increase over 2003) |
| People Using Library in December | 11,117 (3% increase over 2003) |
| Adults attending 36 Programs in the Library | 736 (54% increase over 2003) |
| Subscribers to Library E-news | 275 |

Upper Dublin Library continues to be the second busiest library building after Abington. Horsham at 14,062 items for the month of December is very close and may surpass Upper Dublin's figures soon.

• "50 Book Challenge" Program:

Christie Lauder and Cheri Fiory developed the "50 Book Challenge" concept after reading statistics about the decline of reading in America. It encourages community members to challenge themselves to read 50 books in 2005. A brochure/reading log and membership card may be obtained at the reference desk. Staff created displays and will suggest titles throughout the year related to a series of New Year's resolutions for readers including such goals as re-reading a book you loved as a child, reading a book written the year you were born, reading poetry and exploring the print and online resources for readers available in the Library. The Ambler Gazette ran a front page article on the "50 Book Challenge" last week. Registration started January 2, 2005. More than 30 people have registered as of January 3rd. This program is being publicized by staff in the Library, on the Library web page, and in the Library E-news, and on cable.

• Goals and Objectives Funded for 2005:

- Additional workstations
- More best sellers on the shelves
- Additional of Microsoft Office software to the public workstations
- Hiring of a Teen Services Librarian
- Replacement of some shelving at North Hills

- Shelving:
Additional shelving was installed in the New Book, Audio Visual, and Young Adult areas in December.
- Video Fines:
Video fines were reduced to \$1.00 per day in December. The public has made favorable comments.
- Library E-news:
Programs publicized in the next issue of E-news:
 - 50 Book Challenge
 - Book Chat Programs
 - Bookworms Discussion Group
 - Book Bunch Discussion Group
 - Teen Library Council
 - Mystery Munchers Book Club (children in grades 4-6)
 - A February 17th concert with the Chicago-based folk duo Small Potatoes sponsored by the Friends of the Library

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - "U-DIRECT" (Upper Dublin Indoor Recreation Task Force):
Mike Chain, U-DIRECT Chairperson, released the results of the recent community survey at the December Commissioners' Planning Committee meeting. Results were as follows:
 - 4,234 responses (approximately 50% of all households in the Township)
 - 87% "NO" votes
 - 13% "YES" votes

Mrs. Weiss noted that when the School District starts talking about upgrading their pool, this project could be revisited.
 - Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - The Citizens Advisory Committee (CAC) met on December 1st to review Chapters 1-6.
 - The next CAC meeting is scheduled for January 26th.
 - The Writing Team will meet on January 6th.
 - A "Neighbors Meeting" will be held on January 6th for representatives from municipalities bordering Upper Dublin to meet and discuss open space partnership and connection opportunities.
 - Mon-Daug Bark Park Volunteers:
The Board of Commissioners voted to include \$10,500 in the 2005 Open Space Budget which matches the same amount raised by the Bark Park Volunteers during 2004. Plans for park development will get underway early in 2005. The Volunteers are hoping to sell brick pavers as a fundraiser project.
 - Township Building Room Use Fee Policy:
Two proposed revisions to the Township's Use Policy and Fee Schedule relative to community use of the Township Building rooms were submitted to the Public Activities, Lands and Contracts Committee.

There were 888 managed uses of community rooms by the end of December 2004. It is anticipated that usage will reach at least 1,000 in 2005.

Recreation Programs:

- Upcoming Programs/Events of Note:

- The Winter/Early Spring edition of the Leisure Guide was printed and mailed to homes by the end of December. It was available online at www.upperdublin.net by December 20th.
- Registrations are being received via the Township's "online store." Programs for which on-line registration can be taken will be marked with a computer "mouse" icon.

DISCUSSION:

Building Use Policy:

The permitted uses policy limits use of the community rooms to Upper Dublin community groups and organizations. The existing policy works well with only one exception. The proposed language change will expand the ability of political groups to use Township Building facilities:

- Current language: Political groups may use facilities for endorsement proceedings but not to promote one or more candidates. However, incumbent elected officials may use facilities for informational meetings about matters of general interest to the public.
- Proposed language: Political groups may use the facilities for free events, provided an Upper Dublin resident agrees to act as sponsor. Incumbent elected officials, whose districts include part or all of Upper Dublin Township may use facilities for informational meetings about matters of general interest to the public.

Fees and charges will be assessed for room usage based on the following classifications:

- Class 1: Applies to the Upper Dublin Township Board of Commissioners, advisory boards and committees; Upper Dublin Township operating departments; Upper Dublin emergency services organizations, and Upper Dublin School District departments and agencies.
- Classes 2A & 2B: Applies to youth sports organizations, service organizations, and other community, civic or political organizations.
 - 2A: Applies to regular monthly meetings of these organizations.
 - 2B: Includes all other uses by 2A organizations including but not limited to registrations, drafts, coaches meetings, training classes, candidate meetings, community events.
- Class 3: Applies to youth sports organizations, service organizations, and other community or civic organizations for activities and events where an admission or registration fee is charged; a donation is solicited; or funds are being raised. Applies to homeowner associations and homeowner management groups who schedule monthly and annual meetings.
- Class 4: Applies to any exception made for facility use by a private citizen; for-profit or non-profit organization; business, commercial, political or non-community agency or organization.

The major difference between the two proposals is a per hour cost vs. a per use cost as set forth in the following two charts. Mrs. Lohoefer recommends adopting Proposal 1.

- Proposal 1:

| | Class 1 | Class 2A | Class 2B | Class 3 | Class 4 |
|---------------------|-----------|--------------|--------------|---------------|---------------|
| Room A/B | No charge | No charge | \$10 per use | \$10 per hour | \$15 per hour |
| Room C | No charge | No charge | \$10 per use | \$10 per hour | \$15 per hour |
| Room D | No charge | No charge | \$10 per use | \$10 per hour | \$15 per hour |
| ABC | No charge | No charge | \$20 per use | \$20 per hour | \$30 per hour |
| CD | No charge | No charge | \$20 per use | \$20 per hour | \$30 per hour |
| ABCD | No charge | No charge | \$30 per use | \$30 per hour | \$45 per hour |
| Main Meeting Room | No charge | No charge | \$20 per use | \$20 per hour | \$30 per hour |
| Conference Room | No charge | No charge | No charge | \$5 per hour | \$10 per hour |
| Kitchen + Equipment | No charge | Case-by-case | Case-by-case | Case-by-case | Case-by-case |
| AV Equipment | No charge | Case-by-case | Case-by-case | Case-by-case | Case-by-case |

- Proposal 2:

| | Class 1 | Class 2A | Class 2B | Class 3 | Class 4 |
|---------------------|-----------|--------------|--------------|--------------|---------------|
| Room A/B | No charge | No charge | \$10 per use | \$12 per use | \$15 per hour |
| Room C | No charge | No charge | \$10 per use | \$12 per use | \$15 per hour |
| Room D | No charge | No charge | \$10 per use | \$12 per use | \$15 per hour |
| ABC | No charge | No charge | \$20 per use | \$25 per use | \$30 per hour |
| CD | No charge | No charge | \$20 per use | \$25 per use | \$30 per hour |
| ABCD | No charge | No charge | \$30 per use | \$40 per use | \$45 per hour |
| Main Meeting Room | No charge | No charge | \$20 per use | \$25 per use | \$30 per hour |
| Conference Room | No charge | No charge | No charge | \$10 per use | \$10 per hour |
| Kitchen + Equipment | No charge | Case-by-case | Case-by-case | Case-by-case | Case-by-case |
| AV Equipment | No charge | Case-by-case | Case-by-case | Case-by-case | Case-by-case |

Mr. Leonard informed that the Township has to know what a particular meeting is about, and then a classification will be applied to it. The Township Manager must approve any exception to the fee schedule.

Mr. Bryers suggested that Mrs. Lohoefer look over her figures once more. He strongly feels that the Township Building should be made available to elected officials and their constituents free of charge.

This matter will be an agenda item at the Stated Meeting on January 11, 2005.

Website Operating Policy:

The Website Operating Policy has been drafted by the Township Solicitor with input from the Parks and Recreation Department. This Committee will study the matter and make appropriate recommendations.

Mr. Leonard sees this site as an opportunity to access multi-media information about the Township. There are approximately 13,000 "hits" on the website per month. The website will also be a link to Township Codes.

This matter will be an agenda item at the Stated Meeting on January 11, 2005.

Responding to a concern raised by Mrs. Weiss, Mr. Leonard pointed out a paragraph in the Operating Policy on page 3 which states:

“Links to personal websites (those created by individuals), links to commercial websites, links to sites associated with, sponsored by or serving a candidate for any political office, political party or organization or any ballot proposal, and links to websites with obscene or objectionable images or text are prohibited.”

Mr. Bryers suggested that a disclaimer be added upon existing website.

Cell Tower – 801 Loch Alsh Avenue:

Mr. Leonard would like an opportunity to speak with the Township Solicitor in an executive session regarding the lease purchase proposal from TEC for a cell tower that will house four wireless carriers at the corner of the Public Works Building at 801 Loch Alsh Avenue (closest to Route 309). The tower would give the Township the opportunity to have high speed internet capabilities.

A steel structure would be built with equipment placed on the roof of the superstructure. A duplicate roof will be installed for aesthetic reasons.

Potential revenues could be as much as \$100,000-\$130,000 per year.

Mr. Leonard was asked to put together a presentation demonstrating why a partnership and owning the structure is better than leasing. If the Township were to enter into a partnership, he should set forth the liability issues and the ultimate risks involved to the Township.

Fire Company Lease:

The lease will be discussed during an executive session at the end of this meeting.

John Reilly, a member of the Board of Directors of the Fort Washington Fire Company, explained that the revisions to the lease were made through several work session meetings of the Intergovernmental Affairs Committee with reviews by the Fire Company Board of Directors and legal counsel.

It is recommended that a joint committee be formed of the Fire Company and the Township staff with members knowledgeable of insurance coverage that each entity carries. The committee can draft schedules of insurance coverage for use as exhibits to the Lease Agreement as well as finalize any details that need to be included in the language of the document.

The Fire Company will begin formulating three leases dealing with equipment, building and operations individually.

Mr. Leonard informed that the Township will insure the buildings and apparatus because its insurance rates would be significantly lower than that which the Fire Company could get. Fire Companies that purchase from different carriers do not get the benefit of the trust document that covers the unique exposures of the Township and Fire Company. The Township prefers to insure everything it owns or provides.

A presentation on the Fire Company's Long Term Strategic Plan may be made at the Stated Meeting on January 11th.

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New Horizons Montessori School (NHMS):

a letter dated December 13, 2004 from Ellen Sternberg, President of the Board of Trustees, it states:

“ . . . NHMS is involved with the Seltzer Organization and its partners for the purchase of a property located at Camphill and Virginia Drives. NHMS is pursuing this property to build its new school on the site. We have been advised from our engineers, as well as by Township officials, that the approvals process for this project will be ongoing throughout most of 2005. Therefore, please accept notice, by way of this letter, that NHMS will exercise its option to extend our current lease through June 2006, as provided for in paragraph of the current lease.

Mrs. Weiss felt that another year will not be a problem, but she would like to see an Agreement of Sale.

Mr. Bryers would like to see a sketch plan in addition to an Agreement of Sale.

This matter will be an agenda item at the Stated Meeting on January 11th.

ADJOURNMENT:

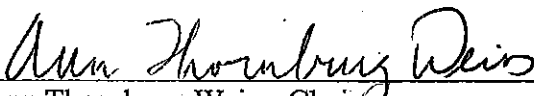
Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting at 7:50 p.m. and enter into executive session with Mr. Leonard.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, March 1, 2005, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners Ann Thornburg-Weiss and William Bryers as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mrs. Weiss convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JANUARY 2005 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in January 2005 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

• Director's Office:

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:

- The writing team met on February 8th.
- The Citizens Advisory Committee (CAC) met on February 23rd to review draft chapters 8-9-10, to review revised maps and to prepare for a small group work session on March 30th when consensus will be reached about priority protection of vulnerable resources, to the value of the parcel/portion of the property, and to the overall open space plan and objectives.
 - Mr. Bryers was not in favor of the Township prioritizing 50 properties in the Township that could be available for open space because it is not known what could happen in the future to change those priorities.
 - Mrs. Lohoefer said she did not want to overlook any of the properties because of a low priority designation.
 - Mr. Bryers said Mrs. Lohoefer may want to consider dedicating a field to a particular person or group which will be responsible for the maintenance.
 - Mr. Bryers mentioned that the Township might be able to obtain permission to use the new gymnasium at St. Alphonsus Church on Sunday evenings.
 - Mrs. Lohoefer said her Department has identified several properties with large lawns that could be used for practice fields. She will investigate this with the appropriate owners.

- Upper Dublin Twining Valley Golf Classic – June 2, 2005:

- A planning meeting kicked off this year's event.
- Printing will be ready in early March at which time beneficiaries will be notified and sponsors solicited.

- Open Space Projects:

- ALP Tennis Court Renovation – bids to be opened March 4th.
- EPI-Center Door Replacement – solicit proposals from local contractors.

- General Activities:

- Mrs. Lohofer continued to work as chairperson of the PRPS Awards Committee.
- Upper Dublin's SiteWatch program was selected as the winner in its category, Maintenance Program or Technique.
- Mrs. Lohofer has been asked to present an educational session about the program.
- Mrs. Lohofer attended several meetings regarding the resumption of Youth (Midget) Football in Upper Dublin Township.
- Initial planning has begun for a summer concert series sponsored by a private donation accepted by the Board of Commissioners in February. Three performances will be held on Sunday evenings in July. The Department is looking at the front of the Township Building as the venue.
- Work continued on the 20th annual Montgomery County Senior Games to be held May 9-13, 2005.

- Parks Crew General Activities:

- Routine maintenance ongoing.
- Provided support to the Public Works Department regarding snow and ice response, storm cleanup and tree work.

- Evening/Weekend Activities:

- Mondauk Common Park Attendants – securing returning and new staff to begin in April.
- Mondauk Common Permits – 2005 information available. Picnic reservations accepted beginning March 1st.
- SiteWatch – special shifts were covered. SiteWatch shifts begin in early March, weather permitting.

- Recreation Programs:

- Seasonal programs began.
- Two ski trips took place. Two were cancelled.
- Registration is underway for spring programs.
- Planning for summer programs is underway.
- Summer employment applications are available on the Township website. The Department is looking for site supervisors and aides at Robbins Park, at the Upper Dublin Community Pool, and for PREP staff.
- The Annual Storybook Egg-stravaganza is scheduled for March 18th.

Report of the Library Director:

Mary Lou Troy informed of the following activities during January and February 2005:

• Statistics:

| | |
|-------------------------|--|
| Circulation in February | 16,695 (8% decrease from February 2004) |
| Adult Fiction | 10% increase over all other categories except video and music. |

MCLINC cross borrowing report shows that 15% of the Upper Dublin circulation is to residents of other municipalities, and that 534 Upper Dublin cardholders borrowed 3,579 items at other libraries in MCLINC.

- A progress report will be distributed to the Board of Commissioners this week. It will include the following highlights:
 - Teen Library Council

- Continued improvements at North Hills Community Library
- The creation of the Library E-News
- Increased visibility in the P&R Leisure Guide and local press
- Work toward revitalizing the Friends of the Library
- 2005 budgetary process

- "50 Book Challenge" Program:

- The program continues
- Two patrons are well into their second 50 books for the year
- Interested readers can still sign up at the reference desk and will be credited for books they have already read this year.

- "Read Across America" Program:

- Dr. Seuss's birthday will be celebrated with a special bedtime story hour on March 2nd.
- Members of the Teen Library Council will perform a skit based on "The Lorax."

- Personnel:

- The North Hills branch librarian has been out on medical leave.
- Front desk staff from the main Library have been able to keep the North Hills branch open, but that has left the main Library somewhat short-staffed.

- Library Board:

- The next meeting will take place on March 21st.

- Book Discussion Group:

- A new book discussion group has formed entitled "Nose in a Book Nighttime Nibblers" for children in grades 4-6.
- On March 9th, the group will discuss "A Long Way from Chicago" by Richard Peck.
- The "Rookie Readers" group for children in grades 2-3 will meet on March 23rd and discuss "Horrible Harry in Room 2b" by Suzy Kline.

- Summer Reading Programs:

- Plans are underway for the summer reading programs which will have a fantasy and medieval theme.
- Children's theme will be "Dragons Dreams and Daring Deeds"
- The Teen Club will be "Joust Read"
- The club for adults will be "Medieval Madness"

DISCUSSION:

Fire Company Lease:

The lease is being reviewed by the Board of Directors of the Fort Washington Fire Company. It should be ready for discussion during the May meeting of the Public Activities, Lands and Contracts Committee.

Twining Valley Golf Course Improvements:

Links Management has been asking the Township to participate in paying for some of the items identified by the Blaukovitch report of July 2002 (i.e., cart paths, irrigation, driving range, etc.).

While Larry Hirsch of Golf Property Owners has not been engaged by the Township at this point in time, he attended the meeting to answer general questions about services his company performs. He has been receiving information about the Township and the golf course during the past two years.

Mr. Hirsch informed of the following:

- Golf Property Owners was contacted during the past several years regarding (1) the potential for developing a practice facility; (2) to do an operational audit; (3) evaluate the lease both before and after the practice facility; and (4) the possible extension of the lease.
- Golf Property Owners are a real estate appraisal and consultant firm that specializes in golf course properties.
- Golf Property Owners role is totally independent. They have been in contact with the Township, Mr. Reilly of Links Management, and Michael Cassidy, Esquire, Links Management's attorney.

Mr. Bryers made the following comments:

- Investment in the golf course is something the Township has been talking about doing.
- He asked for information as to the value of the property.

Mr. Leonard stated:

- The Township had assessed the actual investment committed to by the leaseholder in the range of \$400,000-\$500,000. A Long Range Plan would increase those amounts.
- The Board of Commissioners wants a "Chevrolet" golf course rather than a "Cadillac" golf course.
- The tenant can make very small investments and use the \$500,000 up.

Mrs. Weiss said the Township entered into the lease without the benefit of a Long Range Plan.

Mr. Bryers informed:

- The original lease had no monetary commitment from Mr. Reilly at all.
- Township officials believed that one of the improvements was not done correctly.
- The Township should negotiate a lease and clarify certain issues at that time.

Mr. Hirsch was asked by Mr. Leonard how other municipalities manage long term leases and grapple with the price of improvements? Putting tax dollars into a golf course is problematic. How should the Township move forward?

Mr. Hirsch answered:

- There are several ideas floating around about what is needed.
- Golf Property Owners has been asked to provide a value of the lease before and after the proposed practice range investigation and a possible lease extension.
- There is a very involved process of analysis which starts with establishing what the Township's goals are.
- The Township wants to provide quality, affordable daily fee golf.
- The Township must determine if there is an opportunity in the marketplace providing location, competition, revenues generated, etc.
- Due to size, there are physical limitations on the site that limits where improvements can go.
- Once it is determined (1) what the numbers are; (2) what can be done; (3) what the costs will be; and (4) how they impact the income/expense pro forma, priorities can be decided upon.
- It is important to understand that once the market and facilities are looked at, the answers will become very clear.

- The best use of the property will be determined within the confines of affordability.
- Even before specific evaluations are completed, the lease as it exists and as it might be extended with an investment in a practice range, Mr. Hirsch would want someone who is independent to look at the options and offer advice as to priority of what is needed and the costs of same.

Mr. Leonard said:

- The Township has always relied on Links Management for advice.
- Links Management contacted Billy Casper Golf for advice.
- The Board of Commissioners interviewed architects in the area and hired a consultant to point out the critical design and safety aspects that should be invested in.
- The Board of Commissioners was willing to invest \$30,000 in the Golf Course.

Mr. Hirsch continued:

- It is possible to spend a large sum of money on consultants to determine where the golf course can be in a few years in the context of what is affordable.
- The Township has to determine what is the best way to move forward with this asset based on limited resources, limitations that are already known, and identifying other improvements in the process. These are the kinds of things his company can answer for the Township.

Mr. Bryers stated:

- He is more interested in working things out with the Township's tenant.
- The Master Plan should be finalized first.
- His goal is to get the Township into a position where it will have a piece of property of which it can be proud.

The Township is using the income from the golf course and putting it into the General Fund.

- The Township does not want to micro-manage, but it is interested in what is built and how it is built.

Mr. Leonard continued:

- Lease extensions have always been a way for the Board of Commissioners not to invest its own money.
- He hopes there is a compelling economic reason for the Township to make an investment.
- The Board of Commissioners must determine how much Township money it is willing to put into the golf course.
- Capital investment priorities and key safety issues must be looked into.
- Links Management has indicated that they are in favor of a least cost approach when bidding improvements. They could use some of their own forces.

Mr. Hirsch said:

- The proposal should clarify for the Township whether the lease extension is good or bad for the Township.
- It is not good to do things piecemeal. The Township needs to know where it is headed.
- His firm, if hired, will make sure things are built to plan.
- He concurred with a least cost approach. Hopefully Links Management will be looking at where to spend and what not to spend.
- It is possible to save money on the irrigation system by putting the main line directly down the middle of the fairways and reducing the laterals. Another suggestion is to put the main line down the side in the rough, but it costs more.
- The Board of Commissioners must consider if a practice range is a good idea, and if so, how much of a good idea. What other issues are there that should be addressed before, after, or at the same time?

Mr. Leonard asked how to provide a sound economic reason for the Board of Commissioners to begin investing? No matter what is decided, it will represent a loss of money in the General Fund.

Mr. Cassidy commented:

- Mr. Hirsch was identified because Mr. Reilly came to the Board of Commissioners and asked for a lease extension. Understandably, the Township had questions as to why that should be done. That is what spurred the idea of a third party to look at the value of the lease and what it would look like if a driving range was constructed.
- Mr. Reilly has proposed investing the money in the driving range, but he needs permission from the Township.
- Mr. Reilly has indicated that he will not spend the money unless he can get his investment back over the term of the lease.
- The Board of Commissioners requested that Links Management hire a financial analyst.
- Links Management feels that the Township has the responsibility to put money into cart paths and an irrigation system as per the Blaukovitch report.

Mr. Bryers interjected that the Board of Commissioners needs to finalize a Long Term Plan so that future Boards will not have any more problems.

Mrs. Weiss noted that the document stated that there will be an agreement between both parties.

Mr. Cassidy insisted that a Long Range Plan clearly exists as to what improvements will be made to the golf course over time. What has not been done is the prioritization. He believes there is enough inference on the part of the Township that they would put money into this asset and not just let it die.

Mr. Bryers countered:

- The Township needs to have a Long Range Plan so that it will have an asset.
- The Board of Commissioners has the obligation to look out for the Township's assets.
- The Board of Commissioners must decide if there are enough funds to invest.
- Mr. Bryers is looking at the document from a legal standpoint.
- It is time to look at the significant numbers.
- He would like to see the Township begin to invest in the golf course.

Mr. Leonard said the way to fund the golf club improvements would be via a revenue bond.

Mr. Cassidy continued:

- The first and second priorities are cart paths and irrigation. Mr. Reilly feels they are the Township's obligation, but he is willing to come up with some financing options.
- He will determine how much is left of the \$500,000 of Mr. Reilly's money.

The Committee decided that everyone must pay a greens fee. Therefore, Paragraph 23 on Page 15 of the lease must be changed to exclude the Upper Dublin High School Golf team, Township employees and Links staff from playing on the golf course for gratis. The only event that does not require a greens fee is the Upper Dublin Twining Valley Golf Tournament.

Cell Tower – 801 Loch Alsh Avenue:

Jim Kernaghan of Tower Economics (TEC) proposed a lease purchase proposal for a cell tower that will house four or five wireless carriers at the corner of the Public Works Building at 801 Loch Alsh Avenue (closest to Route 309). The tower would give the Township the opportunity to have high speed internet capabilities.

Mr. Kernaghan informed of the following:

- A steel structure would be built with equipment placed on the roof of the superstructure. A duplicate roof will be installed for aesthetic reasons.
- TEC is offering 70% revenue to the Township in exchange for a 30% management fee.
- The expansion of Route 309 and the development in the area will drive the numbers.
- TEC would go out and solicit interest prior to doing anything else.
- TEC will be responsible for all repairs and maintenance.
- Each carrier requires 10 x 30 sq. ft. of area for its equipment.

Mr. Bryers said:

- He is interested in the concept and said this is a better proposal than the Township has seen from individual carriers.
- He cautioned that there will probably be changes in the proposed lease from the Township's point of view.
- He questioned whether it is in the Township's best interest to construct such a facility and then have someone else manage it?
- There are other concepts that the Township would like to investigate with TEC.

Mrs. Weiss stressed that the appearance of the tower is important.

ADJOURNMENT:


Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg-Weiss, Chairperson

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meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, July 5, 2005, in the Township Building, William Bryers presiding.

In attendance were Commissioners William Bryers and Ira Tackel as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Sue Lohoefer, Director of Parks and Recreation.

Mr. Bryers convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MARCH 2005 MEETING:

Mr. Tackel motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in March 2005 without reading.

VOTE ON MOTION ALL YES MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

• Director's Office:

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:

- Two sets of written comments were received by the Upper Dublin Parks and Recreation Department (UDP&R) by the June 30th deadline.
 - The first set from a local resident commented on the proposed sidewalk by Veterans Memorial Park.
 - The second set from a CAC member, contained formatting revisions and comments.
 - The next step in completing the planning process is to forward nine copies of the plan to the Montgomery County Open Space Committee for their review and comment.
 - Mr. Bryers asked that the Department look into whether there are some areas that are not included in the ½ mile number, particularly in the Maple Glen area.

- Upper Dublin Twining Valley Golf Classic -- June 2, 2005:

- Twenty-four foursomes and celebrities teed-off under nice skies for a tournament that will yield a minimum of \$15,000 for charity.

- Mon-Daug Bark Park Volunteers:

- The group's "buy-a-brick" campaign continues with a sizeable net revenue to date.
- The annual "Woofers & Hoofers" Dog Walk on June 18th attracted 65 dogs and about 100 interested humans. The event netted more than \$800 for dog park construction and continued improvements.

- Veterans Memorial Park Memory Garden Volunteers:

- A project description and site rendering was distributed to the Board of Commissioners in early June.
- The group is proceeding to gather funds and in-kind contributions of materials and labor for a spring 2006 installation.
- This group too will embark on a "buy-a-brick" campaign.

- Upper Dublin Community Pool:
 - The facility opened for the season on June 18th.
 - Vending machines have replaced the snack bar.
 - Returning Pool Manager, Bob Ozga, and Assistant Manager, Darlene Williams, head up a mostly veteran lifeguard staff. Two new guards have joined the staff this season.

- Open Space Projects:
 - Aidenn Lair Play Equipment -- installation to begin in July.
 - Henry Lee Willet Tennis Court Renovation -- Completed. The contractor will recommend a course of action regarding low spots that have been identified.
 - EPI-Center Door Replacement -- Replaced two of four doors scheduled for replacement in 2005.
 - Mon Daug Bark Park -- The Board of Commissioners awarded fence and gate installation to Abel Fence. Work will begin in early July. Clean-up bag stations (funded by donation) have been received. Informational and regulatory signage was received and will be installed prior to opening the fenced area to the public.

- General Activities:
 - The Township will host a summer bloodmobile drive on July 26th in the Community Rooms.
 - The memorial and commemorative bench program continues to attract interest.
 - Sunday evening concerts on Loch Alsh are scheduled for July 10, 17, and 24.
 - A Tween Carnival will take place on July 15th.

- Parks Crew General Activities:
 - Routine maintenance ongoing.
 - Provided support to the Public Works Department regarding storm clean-up and tree work.

- Evening/Weekend Activities:
 - Mondauk Common Park Attendants -- Daily and weekend shifts continued.
 - Mondauk Common Permits -- Picnic reservations booked and permitted throughout the month.
 - SiteWatch -- Special shifts were covered. Daily SiteWatch shifts continued.
 - Seasonal Permits -- Monitored field use.
 - Township Building Rooms -- Prepared rooms for users. Monitored uses throughout the month.

- Recreation Programs:
 - Summer program registration underway.
 - Successful flea market held on June 4th.
 - Summer playgrounds opened on June 24th.
 - Theatre programs had staggered starts.
 - Sport/science/theatre camps underway.

- Personnel Issues:
 - Katie Kollar, Recreation Program Coordinator resigned. Other department staff are assuming her duties.
 - RaMonda Crosby, a Temple University Senior Intern, has been a great asset to the department.

Upon responding to Mr. Bryer's request last month related to contacting St. Alphonsus about Township use of its new gym, it was determined that the school cannot make a long term commitment to outside organizations.

Regardless of this outcome, Mr. Bryers asked Mrs. Lohoefer to keep communication lines open with St. Alphonsus and any other facility in the Township with available space for recreational activities.

Report of the Library Director:

Mary Lou Troy informed of the following activities during March, April and May, 2005:

Summer Programs:

- Library users are still welcome to sign up for any of the three summer programs:
 - Dragons, Dreams and Daring Deeds – for elementary and pre-school children.
 - Joust Read – for teens.
 - Medieval Madness – for adults.
 - All three programs are self-directed and are designed to encourage reading for fun. There are activities, programs, contests and prizes and incentives for all ages.
 - As of this date, approximately 800 children, 80 teens and 190 adults have signed up for the summer reading program.

• Statistics:

| | |
|--|--|
| Circulation in June | 21,206 items (a slight decrease from the 21,572 items circulated in June 2004. |
| Circulation of items to Horsham residents | Decreased by 60%. |
| Circulation of items to Upper Dublin residents | Increased by 10% to 16,798 items. |

Personnel:

- Kate Pourshariati has assumed the job of Head of Reference and Adult Services.
- Tara Thomas is the new Teen Services Specialist.
- Pam Dull and Stephanie Chorney have joined the front desk staff for the summer.
- Several new pages are working with Library staff.
- Donna Kamp and Susan Schmid, front desk staff at the main Library, have done a nice job providing staffing, story hours and planning the summer reading program at North Hills.

• Friends of the Library:

- A Board of Directors and officers were elected in April.
- New members are being recruited.
- The group is working on obtaining a changeable message type exterior sign for the Library.

• Facilities:

- The carpet project is scheduled to begin at the end of July. The work should take 4 weeks and will be completed mostly at night.
- The Library will close entirely one weekend for the installation of vinyl flooring in the area around the circulation desk.
- Because the project requires the unloading and reloading of the shelves, the Library is recruiting volunteers to straighten the shelves and inventory the collection at the end of the project.
- Staff has been investigating display shelving for the CD collection and have decided on pullout shelves for the existing Montel Aetnastak shelving.
- Once floor work is completed, the Library intends to purchase new tables and chairs in North Hills and new furniture for the Teen area and for the small meeting room in the main Library.
- Seven new workstations are being installed.

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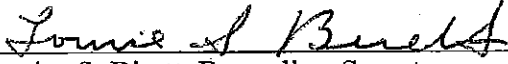
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ADJOURNMENT:

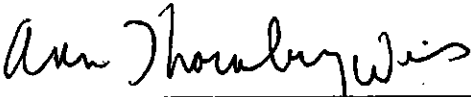
Mr. Tackel motioned, with Mr. Bryers seconding, to adjourn the meeting.

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg Weiss, Chairperson

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meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, September 6, 2005, in the Township Building, William Bryers presiding.

In attendance were Commissioners William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; and Sue Lohoefer, Director of Parks and Recreation.

Mr. Bryers convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JULY 2005 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in July 2005 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

• Director's Office:

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:

- A presentation of the Upper Dublin Open Space Plan was presented to the Montgomery County Open Space Committee.
- The plan is being reviewed, and written comments should be received within a month.

- Mon-Daug Bark Park:

- The dog park opened in July.
- Up to 25 dogs use the facility at any particular time making it the third busiest park in the Township.
- As a Mitzvah Project, Tori Snyder will hold a dog walk and romp at the Mon-Daug Bark Park to benefit the Israel Guide Dog Center for the Blind on October 30, 2005 from 11:00 a.m.-3:p.m.

- Upper Dublin Community Pool:

- The facility operated without incident the entire season.
- Daily census remained high through July and August.
- Revenue projections exceeded expectation.

- Open Space Projects:

- Aidenn Lair Play Equipment -- Installed in August.

- Recreation Programs:

- Upper Dublin Players will hold a Cabaret on September 10th at 7:30 p.m. as an interim fund raiser.
- Upper Dublin Players will present "Anything Goes" in December. Tickets will be available as of October 1st.

Personnel Issues:

- A review team will interview eight candidates for the Recreation Coordinator position.
- The Parks Equipment Operator returned to work on August 9th.

- Summer parks workers have returned to school.
- RaMonda Crosby, a Temple University Senior Intern, concluded her service to the Township on August 19th.

- General Activities:

- Eagle Scout, Matt Bilsky, lead a group of scouts in completing painting of the baseboards on the upper level of the EPI Center as well as painting the walls and floor of the arts and crafts room.
- The memorial and commemorative bench program continues to attract interest.
 - Twenty benches have been sold to date.
 - Mondauk Common seems to be the most popular location for these benches.
 - Three benches have been purchased for the Mondaug Bark Park.
 - Several benches have been purchased for other parks in the Township.

- Evening/Weekend Activities:

- Mondauk Common Park Attendants – Daily and weekend shifts continued.
- SiteWatch - Daily SiteWatch shifts continued.

- Recreation Programs:

- All softball permits have ended and security deposits returned.
- Soccer, football and cheerleading activities starting.
- Summer program concluded:
 - 66 activities
 - 99 multiple sessions
 - 78 programs held
 - 20% cancellation
 - Amusement park ticket sales continued through the month.

- Fall Leisure Guide:

- Due to a shortage of personnel in the Parks and Recreation Department, the decision was made to forego publication of a complete Fall Leisure Guide in favor of a multi-colored mailer to every household in the Township suggesting that residents obtain information on line.
- Handouts of the fall program will be available at the Township Building.
- A kiosk will be available in the lobby of the Township Building very soon for resident's to use to register online 24 hours per day.

Paul Leonard is working with the members of the Shade Tree Commission to improve cooperation and understanding between Township staff and the members regarding removal of some trees that posed a safety hazard.

Report of the Library Director:

Paul Leonard presented a report on the following activities in the absence of Library Director Mary Lou Troy for the months of July and August 2005:

Facilities:

- The carpet project was completed within a two week expanse of time to everyone's satisfaction.
- Township staff painted the library while book stacks had to be removed to make way for the carpet installers. The project continues.

Horsham Library:

- The Horsham Library continues to affect circulation at the Upper Dublin Library, especially that of juvenile materials.
- Horsham's circulation was 24,112 for the month of August.

Summer Programs:

- All programs wrapped up in Mid-August.
- Registration statistics were as follows:
 - 924 children
 - 92 teens
 - 200 adults
 - 83 kids programs attended by 2,959 people.
 - North Hills had more programs and increased attendance.

ADJOURNMENT:

Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting.

VOTE ON MOTION

ALL YES

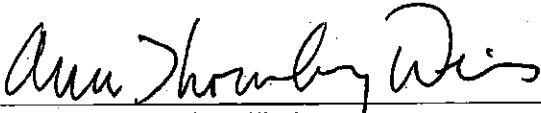
MOTION CARRIED

Respectfully submitted,

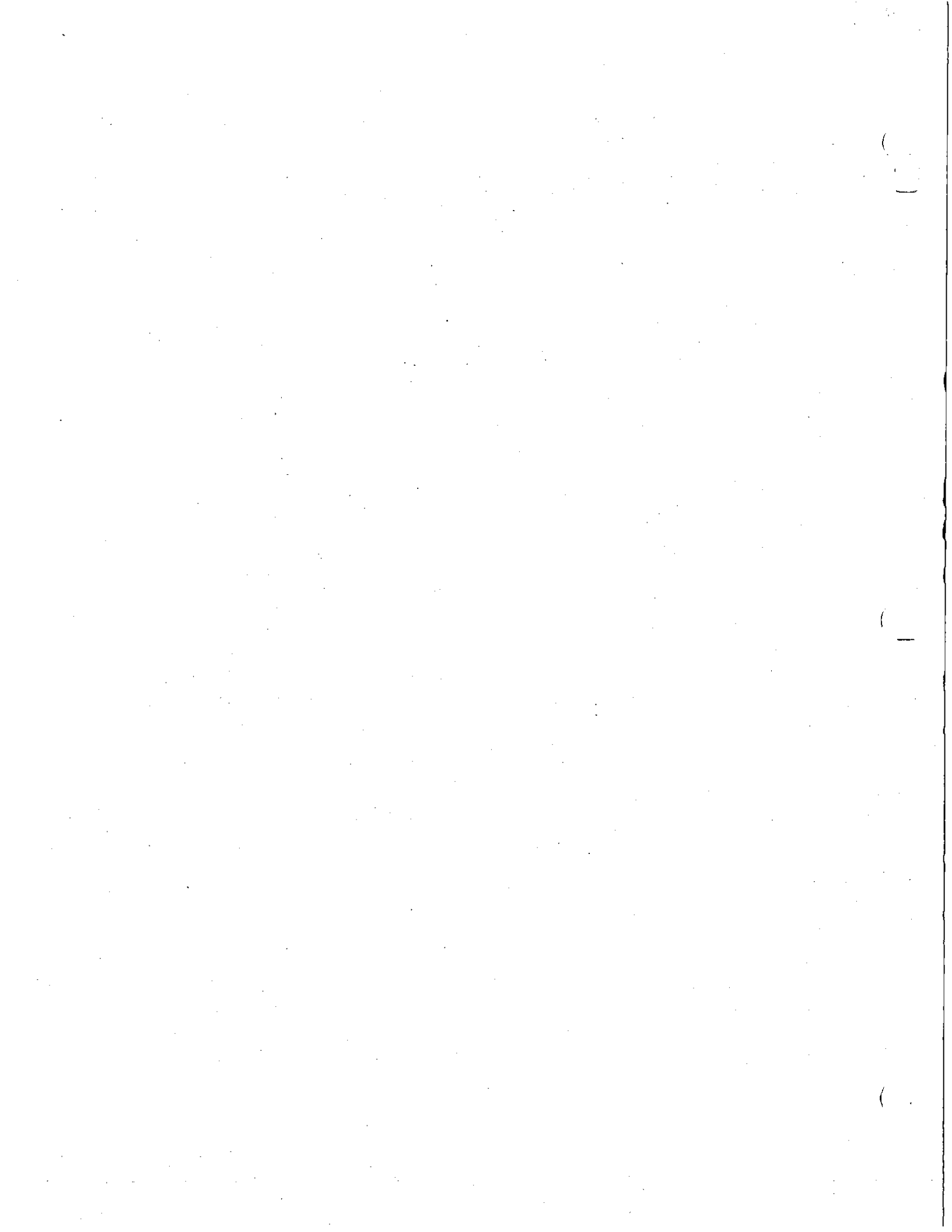


Louise S. Birett, Recording Secretary

Attest:



Ann Thornburg Weiss, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, November 1, 2005, in the Township Building, Ann Thornburg-Weiss presiding.

In attendance were Commissioners William Bryers and Ann Thornburg-Weiss as well as Paul Leonard, Township Manager; Sue Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mrs. Weiss convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE SEPTEMBER 2005 MEETING:

Mr. Bryers motioned, with Mrs. Weiss seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in September 2005 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks & Recreation Director:

Susan Lohoefer discussed the activities of the Parks and Recreation Department as follows:

• Director's Office:

- 2006 Budget:

- Proposals for the 2006 Operating and Open Space Budgets were submitted to the Finance Department.

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:

- A review letter from Montgomery County was received and addressed by the Open Space Plan Writing Team. Revisions requested were as follows:
 - Identification of specific areas of the Township requiring floodplain restoration as well as funding sources; and
 - A build-out analysis including open lands, other than public parkland.
- The Writing Team will complete these revisions by December 1st for review and approval by the Board of Commissioners at the Stated Meeting in December prior to submission to the Montgomery County Open Space Board.
- Once accepted by the County, the revisions will become part of the final draft which will be presented to the Board of Commissioners for adoption sometime in January/February 2006.

Mr. Bryers asked that Montgomery County be made aware of the areas in Upper Dublin Township that are affected by large storms and the impact of high water downstream in Whitemarsh Township.

Mr. Bryers also suggested giving the County an example of how Upper Dublin identifies targetable properties.

- Mon-Daug Bark Park:

- As a Mitzvah Project, Tori Snyder held a dog walk and romp at the Mon-Daug Bark Park to benefit the Israel Guide Dog Center for the Blind on October 30, 2005.

- The volunteers continue to raise funds toward installation of a water fountain at the park.
- Upper Dublin Twining Valley Golf Classic:
 - The Board of Commissioners distributed checks totaling \$27,100 to beneficiaries of this year's event.
- Township Building Room Usage:
 - Groups with documented use of the Township Building meeting space in 2005 were notified by e-mail that space requests for 2006 are due by November 10th.
 - The Township will collect in excess of \$3,409 in room use fees for 2005.
- General Activities:
 - Recreation Program Coordinator Derek Dureka's orientation continues on a daily basis.
 - Upper Dublin Players:
 - Rehearsals are in progress for the production of Cole Porter's "Anything Goes" to be presented on December 2-4 at the Sandy Run Middle School.
 - Tickets can be obtained from cast members, the Upper Dublin Parks and Recreation Department and online.
 - New Horizons Montessori School:
 - Sue Lohoefer, Commissioner Derr, and Derek Dureka toured the building to develop ideas for possible use of the facility in the future by the Parks and Recreation Department (especially during the summer months because the building is climate controlled).
 - December Blood Drive:
 - A blood drive is scheduled on December 20th.
 - Leisure Guide:
 - The more customary look of the Leisure Guide will make a comeback for Winter/Spring 2006.
- Upcoming Programs:
 - 2006 Entertainment Books are on sale now through December.
 - Trips to New York City – November 16 and December 17.
 - 27th Annual Fowl Shooting Contest – November 18, Upper Dublin High School East and West Gyms, 7:00 p.m. Register at the door.
 - Disney on Ice "The Incredibles" – Tickets available at Parks and Recreation Office and online store.
 - Trip to Radio City Music Hall – December 8 and December 27.
 - Upper Dublin Players – "Anything Goes" – December 2-4 – tickets on sale now.
 - Discount Ski Ticket Program – Tickets will go on sale in December.
 - Ski and Snowboard Trips – Information available soon. Four trips are planned for January through March 2006.

Report of the Library Director:

Mary Lou Troy presented her report of activities during September and October 2005:

Circulation:

- October was the busiest month ever in terms of circulation of materials.

Storytimes:

Storytimes for infants to 6 year olds with the new series of bedtime storytimes are very popular.

The current session runs through next week. There will then be a break with a number of special programs (including bedtime storytimes, puppet shows, and a visit from Clifford the Big Red Dog, etc.).

Library Board and Staff:

- Working on goals for 2006 in preparation for submission of the budget request for 2006.
- Library staff conducted a survey of library users concerning library hours of operation.
 - The most common suggestion was for the library to have the same hours year-round or at least be open more hours in the summer.
 - The second most frequently requested change was more weekend hours.

State Aid to Public Libraries:

- There has been significant improvement to the district center and county coordination aid that will enable the Library to provide new service in the coming year.
- The improvements will enable the county library to purchase new resources on behalf of all the libraries in the county:
 - Philadelphia Inquirer's "Reference USA".
 - "Learning Express" a test preparation resource for students and adult learners with resources for people preparing to take college entrance exams, firefighter and law enforcement exams, GED exams, U. S. Citizenship tests, etc.

A downloadable audio book collection will be available to cardholders from all public libraries in Montgomery County.

Drive-up Book Returns:

- There will be separate returns for book and audio visual materials open 24 hours a day.

DISCUSSION:

New Horizons Montessori School – Lease Franchise:

The Committee agreed to recommend to the Board of Commissioners at the Stated Meeting in November a one year extension of the New Horizons Montessori School's lease agreement until June 30, 2007.

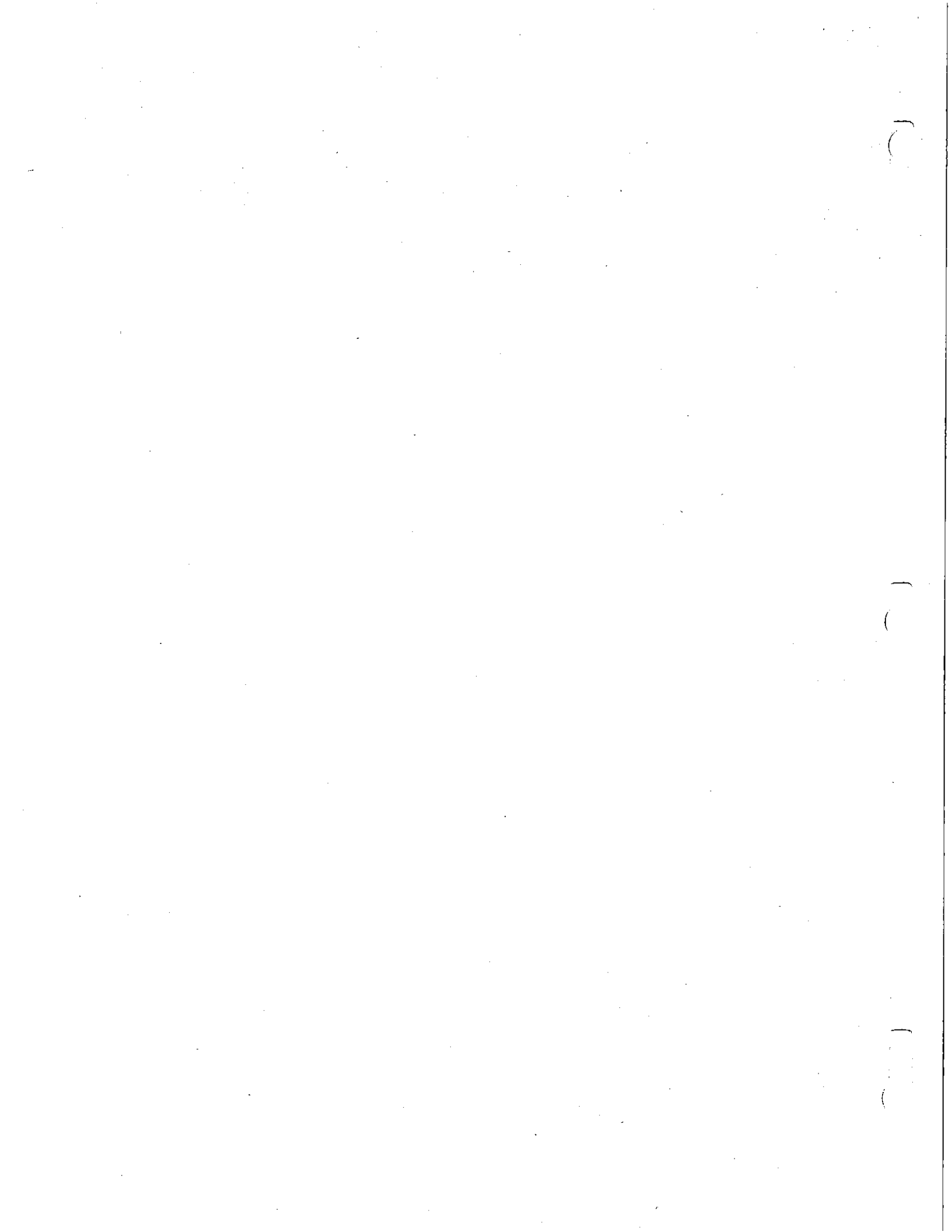
Twining Valley Golf Course – First Tee Sub-Lease:

Twining Valley Golf Club has been selected to be a first tee facility (a youth golf charity initiative). There is only one such facility in each county in Pennsylvania.

Mr. Bryers expressed concern about the language in the agreement and asked that it be discussed in an executive session.

The Committee retired into executive session at 8:00 p.m., and reopened this meeting thereafter.

Mr. Bryers recommended that the Fire Company Ordinance be moved to the full Board of Commissioners for discussion at the November 9, 2005 Stated Meeting.



ADJOURNMENT:

Mr. Bryers motioned, with Mrs. Weiss seconding, to adjourn the meeting and retire into executive session to discuss land acquisition and a contract issue.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Ann Thornburg-Weiss
Ann Thornburg-Weiss, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Wednesday, February 7, 2006, in the Township Building, Jules Mermelstein presiding.

Attendance were Commissioners Jules Mermelstein, William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; Sue Lohoefer, Director of Parks and Recreation; and Mary Lou Troy, Library Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE NOVEMBER 2005 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in November 2005 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report of activities during September and October 2005:

• Circulation:

- Circulation increased in November, December and January.

Library Hours:

- New library hours:
 - One hour added to Saturday. Library open until 5:00 p.m.
 - Two hours added to Sunday – Library opening at 12:00 noon and closing at 5:00 p.m.
 - Library hours will not be reduced in July and August.

• Furniture:

- All new furniture for the teen area of the main library has arrived except for two tables.
- New seating and tables have been delivered to the North Hills Community Library.
- New shelving will be ordered for North Hills in the spring.
- Microsoft Office suite has been installed on all computers at both library locations.

• Drive-up Book and Audio Video Drops:

- The equipment was installed in December. Volunteers have been removing all of the “do not return in the bookdrop” stickers from all library videos, DVDs and CDs.

• 50 Book Challenge:

- The challenge wrapped up in December. More than 200 people participated.

• Library Website:

- The Learning Express test preparation online resource is now available on the library website.
- A volunteer will be working with library staff to redesign the website for easier use and maintenance.

- Chess Club:

- An all-ages chess club meets the first Saturday of the month with teens and adults meeting from 10:00 a.m. until noon and children meeting from noon to 1:00 p.m.

- Storytimes:

- The current series of storytimes runs from January 31 through March 10th.
 - Two sessions for children from birth to 23 months
 - Two sessions for two year olds
 - One session for three year olds
 - One session for children ages four, five and six.
- A bedtime storytime takes place each Wednesday evening for the duration of the series except for February 22nd when Magician Brian Richards will present "The Magic of Reading."
- Two Head Start story times are held each week at North Hills.
- Barbara McNutt will present "Tracking the Dinosaurs" on February 21st. Children can register for an afternoon program or an evening program.
- The musical group "Cats Pajamas" will return in April with a program called 'I'm a Bookworm.'
- Work is underway for the Summer Reading Club with the children's theme "Paws, Claws, Scales & Tales." The theme for teens will be "Creature Feature." The adult theme will be "Call of the Wild."

The Friends of the Library wish to fund a sign to be erected on the far side of the driveway on the library side of the Township Building. Mr. Bryers suggested that the sign be able to be used for messages from staff if deemed necessary. Mr. Leonard will work out the details with the Library Board. He noted that the Township Building itself has three visible signs.

DISCUSSION:

Mon-Daug Bark Park – Residents' Concerns:

Residents in areas abutting the Mon-Daug Bark Park appeared at this meeting to address the Board of Commissioners with their suggestions and concerns. Their comments and responses from the Board of Commissioners appear below:

Francesca Kadner of Cinnamon Drive:

- Happy about an area where people can come with their families and dogs in a natural setting.
- Expressed concern about any further development of Mondauk Manor for the dog park.
- Does not want another fenced-in area for dogs.
- Objected to additional widening and mulching of trails into the woods.
- Increasing the number of trails will disturb the natural habitat of the woods.
- There are natural springs that would be under any new trails.
- The area is not suited for an increase in the number of cars and traffic which would result if the dog park and trails would be improved.
- Increased traffic would put the 30 children who live in the area at risk because there are no sidewalks.
- Two entrances to the dog park already exist.
- No additional access to the woods is needed.
- She invited the Board of Commissioners to walk the trails with neighbors to better understand all the opinions that will be expressed this evening.
- The sign posted at the park says that dogs can be off their leash if no other dogs are present.

Mr. Olsho, Wynnemoor Way:

Opposed the need for more fencing.

Suggested improving the existing fencing.

- The current fenced in area is plagued with muddy and dusty conditions in the summer and muddy, frozen conditions in the winter.
- The continual cycle of maintenance in the enclosed area is expensive and will require manpower.
- Individuals like the open space area to play ball, and families like it to play with their pets.
- The open space is used for sledding in the wintertime.
- Concerned that pedestrian and pet traffic will increase if an additional area is fenced in.
- The proposed fencing will cost a lot of money.
- Fencing will change the aesthetic look of the park.
- The area is meant to be a park and not a prison.
- Another fenced in area will create extra stress on the woods, ticks, poison ivy, and animal habitats.
- It would be far more effective to put money into drainage problems rather than creating an additional area with the same problems.
- The most logical step is that a current analysis be made.

Mr. Pesavento interjected that there are no funds slated in the 2006 budget to add fencing.

Allyne Cheifet, 1319 Cory Drive:

Urged that the area around the dog park remain as is.

Dogs do not care if there is mulch on the trails.

Humans can walk at other parks.

Mario Risselli, Camphill Road:

- Objects to the name of the park. Feels that the play on words (Mondaug from Mondauk) is a slight to the ancient Indian tribes that inhabited this area.
- A fenced in area will not be park-like.
- The area should remain as a park and not be fenced in.
- Traffic is heavy on weekends.

Marilyn Mansfield, 1332 Cinnamon Drive:

- When she moved into her home two years ago, she was never told about plans for the dog park.
- Concerned that if more paths are put in, there will be more groups of dogs going through the neighborhood.
- Worried about the safety of children living in the neighborhood.

Greg Mansfield, 1332 Cinnamon Drive:

- He was assured by the Township that the park would stay as it is for the foreseeable future.
- Has seen at least two groups of multiple dogs running through the area. The leash law should be enforced.
- Wondered what will happen if the site is increased.
 - The quantity of people visiting the park has increased.
 - The quality of enforcement has gone down.
 - Concerned about the safety of children living in the neighborhood.

Mr. Leonard said the Police Department should be contacted if dogs are permitted to run loose. The ability to let dogs run unleashed will probably be rescinded.

Andrew Sanderfer – 1358 Cinnamon Drive:

- Concerned about the safety of his three small children with the increase in intensity of use of the park.
- The park is overwhelmed with dogs on weekends.
- Existing laws should be enforced.
- Increased traffic on Cinnamon Drive and Camphill Road.
- Misinformation is a symptom of a problem.
- There are concrete actions that could take place.
- TownWatch should do surveys to find out what the problems are.

Mr. Pesavento informed that the dog park monitors will be on duty at the park starting in April and they will be gathering information for the Township.

Mr. Mermelstein suggested that the Police Department do some traffic monitoring in the area on weekends.

Bob Kulla, 1350 Cinnamon Drive:

- Concerned about the welfare of wild animals living in the wooded area and the balance of nature.
- Concerned about the safety of his four children, one of which is afraid of dogs.
- Cannot allow his children to play unsupervised due to the added traffic.
- Opposed to any expansion of the park.
- There are issues with litter and debris.

Ira Tackel, the Commissioner of Ward 4, commented as follows:

- Disturbed that there seems to be a lot of misinformation.
- Residents should understand that no decisions with regard to the second field have been made. It is simply one alternative to problems occurring on the existing fenced-in area.
- The Township and its residents are victims of their own success.
- Dogs have always been permitted in Mondauk Manor.
- Erosion has become a problem.
- The Township is thinking about creating a second area so that the use of the two areas can be used alternately to better preserve the fields. He cautioned that the ideas for a second area is only in the discussion stage.
- The Director of Parks and Recreation is doing her job by investigating alternatives to make the existing field better.

Mr. Mermelstein thought that state law says dogs must be leashed. The Township does not have the right to have a law that is different from that of the state. Mr. Leonard was asked to do some research on the issue.

The residents continued with their comments as follows:

Ms. Billie Simon, 1357 Hideaway Circle:

- Public land should not adversely affect the public.
- Traffic is a problem.

- Dogs have been permitted to run in neighbors' yards.
- Some children are afraid of the dogs.
- Worried about the value of her home.
- Children should be considered first over dogs.

Mr. Mermelstein pointed out that people using the park are also Township residents.

Michelle Wright- 1386 Cinnamon Drive:

- Has called the Police Department two or three times within the last year about loose dogs.
- Many neighbors are taking action to let the Township know what is going on.
- Concerned about increased traffic.
- Concerned about the safety of her three children.
- Half of her street does not have sidewalk.

Tom Disque, 475 Leah Drive:

- Suggested gating off access to the neighbors' properties.
- Dogs should be limited to using the fenced-in area.
- Appropriate signs should be posted regarding controlling the dogs and consequences if the law is not followed.
- He would like to be informed of upcoming discussions on this matter.
- Many trees have fallen down in the park, and he would like to see them replaced.

Michelle Smith, Summit Avenue:

- People in the audience are passionate about their pets.
- Hoping to work in conjunction with the Township to come up with alternative ideas.
- Perhaps the Township needs another dog park elsewhere in the Township.
- The Friends of Mon-Daug Park will meet again in March.
- Neighbors are encouraged to keep up their interest in this issue.

Marjorie Olsho, 1505 Wynnemoor Way:

- Runs on the streets with her dog on a retractable leash.
- Runs through the park with her dog off-leash; dog is under control.

Mrs. Lohoefer thanked those present for their comments. She recognized that their efforts have accelerated a step in the "problem solving" model usually employed by the department to address issues. She then shared with the Board of Commissioners some of the research done in the Parks and Recreation Department's planning for this area.

- A second enclosed area would allow the two areas to be rotated; the expectation is that grass would be restored between uses.
- The use of alternative surface materials is also being considered.
- Sturdier grass mixes are being tested in the existing area.
- Chipped trails would satisfy a variety of recreational goals for those using them.
- Chips create a soft surface and provide additional safety.
- Chips slow down users of trails and would keep bikes off of the trails.
- Neither a hard surface nor chips would be ADA accessible.

- Limestone and asphalt surfaces are identified as increasing mobility.
- Chips have a natural appearance and will stabilize the area.
- The department is proposing to widen the trails to 5-6 ft. to provide a loop trail; currently the chipped trail is linear.
- Some concern has been raised that wood chips might compromise the natural habitat. However, chips suppress water and add nutrients back into the soil.
- The Parks and Recreation Department is considering how to best address wet and sloped areas within the park and on the bare trails.
- Mondauk Manor is now a "special use" park under the definitions applied within our park system.
- The parks crew is aggressively addressing washouts.
- This particular project would not be very costly. Users of the park have already established the pathways.
- No trees will be cut down.
- An Eagle Scout candidate is ready to do the work required. In the future, the Township will involve other scouts and community services groups.
- The Township can get all the clean, hardwood chips it needs at no cost from area tree services.
- The Parks and Recreation Department follows national guidelines published by the National Parks Association, which identifies the needs in communities.
- The Upper Dublin Open Space Plan and Comprehensive Plan states that incremental improvements should be made when opportunities arrive. This is considered one such opportunity.

Mr. Bryers observed that people are abusing the trails with their dogs. He praised Mrs. Lohoefer for doing a good job. Residents who wish to obtain information should feel free to contact the Township Manager's office. Neighbors should remain active and involved.

Mr. Leonard will speak to the Police Department about enforcement issues.

Mr. Mermelstein indicated that the Board of Commissioners should take a "wait and see" approach to chipping the trails and further development of the park as Mrs. Lohoefer continues to assess the issues and ways to correct them (trails, grass, parking).

Mr. Pesavento said dogs should be on a leash when not in the fenced-in area.

The Solicitor will be asked to define the leash law.

Mr. Tackel said the type of dialog and interaction with the neighbors is terrific. He thanked Mrs. Lohoefer for all of her hard work.

Report of the Parks & Recreation Director:

Due to time constraints this evening, Susan Lohoefer presented an abbreviated discussion of the activities of the Parks and Recreation Department as follows:

- Director's Office:
 - Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - Public review and written comment on the final draft of the plan are welcome through March 3, 2006.

- Updated chapters and maps are posted on the Township website and available for review during normal business hours in the Upper Dublin Library, at the receptionist's desk and at the Upper Dublin Parks and Recreation Department Office.
 - Adoption of the Open Space Plan by the Board of Commissioners is slated for consideration at the Stated Meeting on April 11th.
- Mon-Daug Bark Park Volunteers:
- Monitors known as "BarkWatch" will be supervised by the Evening/Weekend Coordinator as part of SiteWatch and Mondauk Common Park Attendant Programs. They will work varying two-hour daily evening and weekend morning shifts from April 15 through September 15.
 - BarkWatch duties will include conducting informal surveys of park users to determine where they live, the frequency and length of their visits to the dog park, the number and breeds of dogs they bring to the park, if they are aware of The Friends of Mon-Daug Bark Park, if they use other dog parks in the area, and if they have any comments or suggestions for improvements.
- 25th Upper Dublin Twining Valley Golf Classic:
- The 25th anniversary event is scheduled to be held on June 1, 2006 at the Twining Valley Golf Club .
- District-Wide Facilities Task Force:
- At the District's request, the Director organized a meeting between Vitetta and representatives of community youth sports groups that use school district indoor and outdoor facilities. Vitetta received reports on current uses, concerns about facility conditions, and lists of needs to either enhance programs or support current uses.
- Recreation Programs:
- Copies of the Leisure Guide to Winter/Spring 2006 were in homes in January. Registration opened in early January for the 52 programs offered.

Verizon Franchise Intergovernmental Agreement:

The Agreement will be discussed by the Board of Commissioners at the Stated Meeting on February 14, 2006.

Fort Washington Area Flooding and Transportation Improvement Study:

The Solicitor's office is looking at the proposed Federal contract.

The Board of Commissioners will discuss this matter at the Stated Meeting on February 14, 2006.

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JOURNMENT:

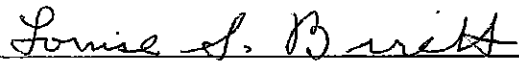
Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting at 9:50 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Jules Mermelstein, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, April 4, 2006, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; and Mary Lou Troy, Library Director..

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE FEBRUARY 2006 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in February 2006 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report of activities during February and March 2006.

• Circulation:

- Circulation of video materials was reduced somewhat in March because staff is in the process of putting the entire collection into security cases.

Library Reading Programs:

- The Wednesday evening story times have proven very popular.
- The Dr. Seuss Read Across America Program with teachers from Maple Glen Elementary School on March 23rd was a rousing success with 117 in attendance.
- The Library is participating in the State Library sponsored program "One Book Every Young Child Reads." The program features the book "Inside Mouse, Outside Mouse." Staff will be throwing an "Eek a Mouse Party" for children ages 3-6 twice on April 24th. A similar program has been provided for the Head Start classes at the North Hills Community Center.
- A celebrity readers story time on April 26th will emphasize the importance of reading to young children.
- Plans continue for the Summer Reading Club with the children's theme "Paws, Claws, Scales & Tales." The theme for teens will be "Creature Feature." The adult theme will be "Call of the Wild."
- GlaxoSmithKline, the sponsor of "Science in the Summer" has reduced the number of sessions available this summer. One session will be held at the main library and one at North Hills.

• Collections:

- The library is completely out of space for its fiction and mystery collections. An accelerated weeding program has begun to reduce the size thereof. If a book the library is weeding is the last copy owned by the Consortium, it will be sent to the "Old Fiction" collection at Norristown. These are books in closed stacks that still show as available in the catalog and can be requested easily through the online catalog.
- Answering a question raised by Mr. Pesavento, Ms. Troy informed that the cost of audio books varies tremendously depending on whether they are on abridged audio or on CDs. The cost of an unabridged version can be \$60 or more.

Volunteers:

- Volunteers will be honored at a luncheon on April 27th in the Township Community Rooms.

- Sign Configurations:

- Library staff has been looking at several different companies who provide LED signs.
- Staff prefers single-line scrolling messages.
- LED signs have a ten year life span.
- Research shows that LED signs come in 3 forms: amber, red and multi-colored.
- Abington recently erected a multi-line sign at a cost of \$30,000.
- Horsham installed a single line sign at a cost of \$18,000.
- Costs depend on color, size, and number of pixels as well as the quality of resolution.
- Ms. Troy suggested laying the sign out in such a way that it can be upgraded at a later date by approval of the Board of Commissioners.
- Mr. Pesavento suggested a two sided sign placed at right angles so it can be seen from both directions of the road.
- Mr. Bryers expressed concern that a sign does not become a safety issue, i.e., visibility from the Turnpike bridge and the entrance to the High School in the same proximity.
- The Library staff must be committed to keep the information on a sign fresh.
- Mr. Leonard said staff will firm up the design and look at placement configurations before bringing this topic back to the Commissioners.
- The Township has masonry block left over from the building project that could be used for erection of the sign supports.

Report of the Parks & Recreation Director:

In the absence of Susan Lohoefer, Mr. Leonard presented an abbreviated discussion of the activities of the Parks and Recreation Department as follows:

- Director's Office:

- Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - Public review and written comment on the final draft of the plan closed on March 31, 2006.
 - Adoption of the Open Space Plan by the Board of Commissioners is slated for consideration at the Stated Meeting on April 11th.
- 25th Upper Dublin Twining Valley Golf Classic:
 - The 25th anniversary event is scheduled to be held on June 1, 2006 at the Twining Valley Golf Club.
 - Databases were updated, and printing was ordered. Mailings will go out on April 3-4, 2006.
- District-Wide Facilities Task Force:
 - Mrs. Lohoefer has done an excellent job in heading this endeavor.
- Open Space Projects:
 - 2006 projects are underway.
- General Activities:
 - Sunday evening concerts on Loch Alsh are scheduled for June 25, July 9, July 23, August 6 and August 20.
 - The Parks and Recreation Department received a PRPS Award for its "Birthday Party Packages" option and was selected as an Excellence in Programming winner in the "Special Events" category.

- Parks Crew General Activities:
 - Mowing, trimming, field preparation and maintenance was the main thrust of parks crew activities.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants began working on April 1.
 - SITEWATCH began regular seasonal shifts and several special shifts this month.
 - Seasonal permits were issued and fees and paperwork were collected.
- Winter/Early Spring Programs:
 - Many programs are underway.
 - Summer sport and specialty camps schedules and brochures were published and placed on the Township's website.
- Upcoming Programs/Events of Note:
 - Summer playgrounds, X-Zone, Small Folks and Camp BIG information brochures were finalized. Registration opens on April 24th.
 - Leisure Guide to Summer 2006 has been sent to the printer.

DISCUSSION:

Twining Valley Golf Course:

Mr. Bryers directed the Township Manager to obtain studies of where the Township stands at this moment in relation to the golf course and what has to be done. A meeting will be arranged between the Board of Commissioners and Hugh Reilly from Links Management.

ADJOURNMENT:

Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting at 8:00 p.m.

VOTE ON MOTION

ALL YES

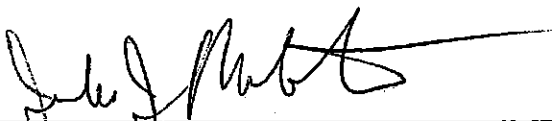
MOTION CARRIED

Respectfully submitted,



 Louise S. Birett, Recording Secretary

Attest:



 Jules Mermelstein, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, June 6, 2006, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE APRIL 2006 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in April 2006 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report of activities during April and May 2006.

• Circulation:

- Circulation increased during both months.
- Book circulation is up 9% for the year
- Video and audio continued to decline slightly.

• Library Reading Programs:

- Bedtime Storytimes remained popular.
- The Spring Session of Storytimes ended in May. There was strong attendance in most age groups.
- Carol Spacht as Mother Good drew 62 attendees in two sessions (funded by the Friends of the Library).
- Plans continue for the Summer Reading Club with the children's theme "Paws, Claws, Scales & Tales." The theme for teens will be "Creature Feature" while adults will read about the "Call of the Wild."
- Barbara McNutt has been visiting various elementary schools to inform students about the variety of summer reading activities available at the Library.

• International Family Fair:

- Teen Specialist, Tara Thomas, and Ms. Troy staffed a library booth at the International Family Fair held at Upper Dublin High School.

• Equipment:

- New shelving is expected to arrive at the North Hills Community Library before the start of summer programs.
- Old shelving in good condition will be used to increase space in the work areas of the main Library.

MCLINC:

- The Wissahickon Valley Public Library has inquired about joining MCLINC. If they do decide to do so, it would be a significant addition to the Consortium.

Friends of the Library:

- New Board Members and Officers were elected in April. Dick Haggard is the new President of the Friends.
- Staffing:
 - Head of Reference and Adult Services, Kate Pourshariati, has resigned. The position has been posted.
 - Mary Lou Troy announced her intention to retire when a new Library Director has been hired.

Report of the Parks & Recreation Director:

Susan Lohoefer presented her report of activities during the month:

- Director's Office:
 - Green Fields/Green Towns, Montgomery County Open Space Funding Program:
 - The 2005 Open Space Plan is being printed and bound for distribution before the end of June.
 - 25th Upper Dublin Twining Valley Golf Classic:
 - The 25th anniversary event took place on June 1, 2006 at the Twining Valley Golf Club.
 - The event is expected to clear \$20,000 for area charities.
- District-Wide Facilities Task Force:
 - Several recommendations have been forwarded to the Board of School Directors.
 - A Town Meeting is scheduled on June 15th in the high school auditorium.
- General Activities:
 - Ribbon cutting ceremonies took place to commemorate field improvements at the Evelyn B. Wright Baseball Field using \$17,000 in DCED grant funds acquired through Representative Shapiro.
 - Sunday evening concerts on Loch Alsh are scheduled as follows:
 - June 25 – Steve & Steve – 60s music.
 - July 9 – Full Circle – 3 part female harmony.
 - July 23 – Artistico & Co. – contemporary, instrumental jazz.
 - August 6 – Peter Scott Ruben Orchestra – music by Bobby Darin and Frank Sinatra.
 - August 20 – Melissa Martin and the Mighty Rhythm Kings – jump blues.
 - The 21st annual Montgomery County Senior Games attracted 380 participants the week of May 8-12.
 - A \$5,000 DCED grant has been approved for the North Hills Summer Camp Trips.
 - "BarkWatch" shifts continue. Complaints have been received that dogs are being permitted to run off-leash when outside of the fenced area.
 - Township building rooms were used 105 times in May and 472 times to date.
- Parks Crew General Activities:
 - Mowing, trash removal, pool maintenance, field preparation and maintenance was the main thrust of parks crew activities.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants - weekend shifts continue
 - Mondauk Common Permits – managed 141 events in May.
 - SITEWATCH - regular seasonal shifts continued. Special shifts were covered as needed.
 - Seasonal Permits – underway all month.

Events/Activities of Note:

- Sale of Pennsylvania Recreation and Parks Society Summer Discount Tickets earned the Township a handling fee of \$2,800 in 2005.
- Summer sport and specialty camps schedules and brochures were published and placed on the Township's website.

- Upcoming Programs/Events of Note:

- Birthday Party bookings continue (17 to date during 2006).

• Philmont Academy Property:

- Now that the property has been acquired by Upper Dublin Township, Mrs. Lohoefer reminded that the Board of Commissioners should decide on a name. She will make recommendations.

DISCUSSION:

Fort Washington Flood and Transportation Study:

Susan Spinella presented Temple University's Center for Sustainable Communities' Fort Washington Area Flooding and Transportation Improvement Study for revitalizing the Fort Washington Office Park. The report was compiled by Jeffrey Featherstone, Ph.D. and Ms. Spinella.

The Center for Sustainable Communities (Center) was established in 2000. It offers educational programs, conducts interdisciplinary research, and serves as a community resource to address issues of the environment and sustainability.

Associated faculty come from various disciplines, including engineering, architecture, landscape architecture, horticulture, geology, geography, planning economics, and chemistry.

The purpose of the Center is to study the flooding and transportation problems plaguing the Fort Washington Office Park and to recommend solutions that will mitigate these problems and revitalize the Office Park, and to prepare an implementation plan with short-term and long-term recommendations, including a prioritized list of physical improvements.

Study Organization:

- Lead:
 - Center for Sustainable Communities.
 - Jeffrey Featherstone, Ph.D., Study Director.
- Contractors:
 - Orth-Rodgers & Associates.
 - Coleshill Associates, LLC.
 - Engineering and Design Institute, Philadelphia University.

Funding:

- Federal Grant through Upper Dublin Township - \$420,000.
- Federal Emergency Management Agency - \$200,000.

Possible additional sources:

- Department of Community and Economic Development.
- U.S. Environmental Protection Agency.

- Current Issues:

- Frequent flooding.
- Excessive impervious surface.
- Poor stormwater management.
- Inefficient transportation network and traffic management.
- Limited growth potential.

- Project Outline:

- The study will have six inter-related analyses:
 - Hydrology/Hydraulics.
 - Digital photogrammetry and GIS mapping and analyses.
 - Stormwater management.
 - Transportations systems.
 - Market analysis.
 - Sustainable design. (Look at future changes in design. What is the best way to keep the Office Park moving forward and continuing to grow?).

- Interdisciplinary Team:

- Planners.
- Engineers.
- Geologists.
- GIS Specialists.
- Architects.
- Landscape Architects.

- Flooding and Stormwater Project Components:

- Hydrologic/Hydraulic analyses and modeling.
- Predicting runoff.
- Delineating floodplains.
- Conducting field studies.
- Recommending widespread use of BMPs.
- Evaluating BMP impacts on flooding and water quality.
- Incorporating low impact development techniques.
- Recommendations.

- Transportation System Project Components:

- Assessing current transportation network.
- Assessing impacts of the existing transportation system and parking facilities.
- Analyzing cost-effective transportation system alternatives.
- Recommendations.

- Public Involvement:

- Project Steering Committee.
- Design charettes:

- Fort Washington Business Alliance.
 - Other stakeholders.
 - Web posting and news releases.
 - Presentations to Upper Dublin Board of Commissioners
- Project Approach:
 - Using state-of-the-art GIS technology:
 - Prepare 2 ft. resolution digital elevation model and contour data.
 - Create new and updated GIS data, including stormwater management systems and impervious surface.
 - Simulate alternative transportation and development scenarios in 3D GIS.
 - Using sustainable design approach:
 - Evaluate alternative combinations of flooding improvements, stormwater BMPs, and transportation and open space modifications.
 - Conduct sustainable design charettes to seek public input.
- Project Outputs:
 - New floodplain maps using existing conditions.
 - Recommendations for changes in transportation system.
 - Recommendations for implementing new BMPs.
 - Alternative floodplain maps to reflect proposed changes in transportation network and stormwater management.
 - Sustainable design guidelines and public input through design charettes.
 - Redevelopment implementation plan.

ADJOURNMENT:

Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting at 8:10 p.m.

VOTE ON MOTION

ALL YES

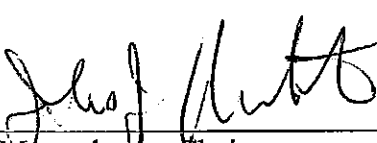
MOTION CARRIED

Respectfully submitted,



 Louise S. Birett, Recording Secretary

Attest:



 Jules Mermelstein, Chairperson

(1)

(2)

(3)

A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, August 1, 2006, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JUNE 2006 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in June 2006 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

• Director's Office:

- Summer Programs:

- Earth (temperature), Wind (storms), & Fire (building fire) was the theme of summer programs through June and July.
- Seasonal staff and participants coped with adjusting activities due to seasonal warmth exacerbated by extreme temperatures. Department staff admirably coped with unanticipated interruption to and spur-of-the-moment relocation of programs from the Fort Washington Elementary School to the Township Building and the High School due to building fire, smoke damage, and downed wires (no electricity) for two weeks.

- Upper Dublin Community Pool:

- Heavy usage of the pool due to extremely high heat and humidity both daily and weekends.

- Sitewatch Presentation:

- Mrs. Lohoefer delivered a presentation on the SiteWatch Program to members of the Colonial School Board, Police, Administration and Parks and Recreation staff from Conshohocken Borough, Plymouth Township and Whitmarsh Township.

- General Activities:

- Mrs. Lohoefer worked throughout the month with Sherry Rivers, Renee Williams and Derek Dureka to finalize program participation, invoicing and trip arrangements for the North Hills Summer Recreation Program.

• Personnel:

- Marlene Stunk, Robbins Park Staff member, gave birth to baby boy "Shea" on July 6th.

• Parks Crew General Activities:

- Daily and weekend maintenance of the Upper Dublin Community Pool.
- Performed significant storm cleanup and tree work.

- Recreation Programs:
 - Sunday evening concerts on Loch Alsh on-going.
 - 6th Annual Teen Carnival – July 14th – drew 83 middle school age children to Mondauk Common for 3 hours of games, raffles and prizes.
 - Pre-National Night out at the Upper Dublin Township Building. Parks and Recreation staff assisted the Police Department by setting up and providing equipment, tables, signs, tents and setup.
 - Kidz Stage ended with 2 performances on July 26 and 27.
 - Summer Program Participation (continues through August):
 - Summer Playgrounds – 1,000 children over 6 weeks.
 - Swimming lessons through Summer Playground conducted at Upper Dublin High School – 164 participants.
 - Camp Big – 143 preschoolers.
 - Small Folks – 118 preschoolers.
 - X-Zone – 144 middle schoolers.
 - Super Summer Adventures – 273 youth on 7 trips.
 - Theatre Programs:
 - Kidz Stage – 18 participants.
 - MidStage – 15 participants.
 - Musical Theatre Workshop – 11 participants.
 - Other Programs:
 - Science Programs – 114 participants in 7 programs.
 - Sports Camps – 347 participants in 15 camps.
 - Other Children & Youth Programs – 314 participants in 22 programs.
 - Adult Fitness & Instructional Programs – 75 participants in 5 programs.
 - Family Programs, Trips & Special Events – 677 participants in 13 venues.
 - Notes:
 - Use of the air conditioned Old Fort Washington School multi-purpose room/stage for the MidStage programs was favorably received by staff and participants.
- Upcoming Programs/Events of Note:
 - Sunday Evening Concerts on Loch Alsh.
 - Pop-Up Movie @ Mondauk, weather permitting.
 - Musical Theatre Workshop ending with evening revue on August 1st.
 - Mid-Stage will end with evening performances on August 2, 3 and 4.

DISCUSSION:

Naming of New Parkland/Open Space on Jarrettown Road:

Following is a list of possible names for the recently acquired parkland located on Jarrettown Road immediately adjacent to the new home of the New Horizons Montessori School.

Pine Run Park
 Heard Park
 Dublyn Park
 Aidenn Lair Park

Spencer Park
 Schoolyard Park
 Dawesfield Park
 Aidenn Lair Woods

Paxson Farm Park
 Jarrettown Road Park
 Aidenn Lair Meadow
 Herold Park

BOC will be presented with the suggestions at the Stated Meeting in August.

Verizon Franchise:

Mr. Leonard informed of the following:

- The final document was received late this afternoon.
- Verizon would like to appear before the BOC at the Stated Meeting in August.
- The Township Solicitor is looking at the model franchise.
- Dan Cohen, Esquire, has also been asked to review the document.
- An acceptance vote will be taken at the Stated Meeting in September.
- The Verizon spokesperson does not have the authority to go beyond the model.

Mr. Bryers suggested an Executive Session with this Committee and the two Solicitors to discuss this matter.

ADJOURNMENT:

Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting at 8:00 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett

Louise S. Birett, Recording Secretary

Attest:

Jules Mermelstein

Jules Mermelstein, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, October 3, 2006, in the Township Building, Robert Pesavento presiding.

In attendance were Commissioners William Bryers and Robert Pesavento as well as Paul Leonard, Township Manager; Mary Lou Troy, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE AUGUST 2006 MEETING:

Mr. Bryers motioned, with Mr. Pesavento seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in August 2006 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Mary Lou Troy presented her report of activities June through September 2006.

• Long Range Plan:

- The most recent update for the Long Range Plan has been completed and will be distributed to the BOC the week of October 2nd.

Circulation:

- Circulation of Library materials continues to increase. – up nearly 7% for the year.

• Library Reading Programs:

- The Summer Reading Clubs were very successful.
- Attendance at most programs was higher than last year.
- Teen participation and that at North Hills increased significantly.
- The theme for the 2007 Summer Reading Program will have a mystery theme.

• Equipment:

- New shelving received at the North Hills Community Library has been placed in storage because roof problems delayed the painting of the walls.

• Staffing:

- Kay Klocko joined the staff as Head of Reference and Adult Services.
- India Frazier joined the staff as part-time Marketing Specialist.
- Cheri Fiory will be the new Director of the Upper Dublin Public Library as of October 30th.

• Community Day:

- Activities run by the Library as Community Day included:
 - Demonstration of downloadable audio books.
 - Drawing for an MP3 player donated by Circuit City.
 - Contest for teens and another for children.
 - Giveaway of donated books.

- MCLINC:

- The Wissahickon Valley Public Library has joined MCLINC and will be live on the system before the end of 2006. This will be particularly important for resource sharing for Upper Dublin due to the proximity of the two libraries and their patrons.
- MCLINC has completed its strategic planning process
- MCLINC will be increasing its dues in 2007. Therefore, Upper Dublin will see a 10% increase in its membership dues (total dues equal \$37,000). This amount is still considerably less than the cost of licensing a system on our own and providing a full-time technician to operate it and maintain the other technology services now provided by MCLINC.

Mr. Pesavento commended Ms. Troy for being a driving force for the MCLINC system not only in Upper Dublin but throughout Montgomery County.

Both Messrs. Pesavento and Leonard expressed appreciation to Ms. Troy for her 11 ½ years of service to Upper Dublin as Library Director, and 3 years service on the Library Board prior to being selected as Director.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Director's Office:

- 2007 Budget:

- The 2007 budget for the Parks and Recreation Department was developed and submitted to the Finance Department.

- Mondauk Bark Park:

- Funds for another bench were donated for the small dog area.
- Volunteers donated funds toward purchase of additional pick-up bags.
- Cheltenham Township has opened a dog park and Horsham Township has received approval to establish a dog park. It is hoped that the creation of these two new facilities will assist in lessening the extreme usage of Upper Dublin's bark park in the future.

- Veterans Memorial Park – Upper Dublin Memory Garden:

- The paver installation "work day" will take place on October 28th.
- More than 100 pavers were purchased.
- Landscaping was donated.
- Funds for a wind art sculpture were received.
- The Township forces will assist with site preparation.
- Volunteers will coordinate and complete the balance of the work.

- Community Day:

- The Parks and Recreation Department conducted three activities: Upper Dublin Derby, Football Toss, and Lolli-Pop Quiz.
- Parks crew assisted with site preparation, setup, take down and trash removal.

- Personnel:

- Merlene Stunk returned to work from maternity leave on October 2nd.
- Jon Siriani will return to work toward the end of October.

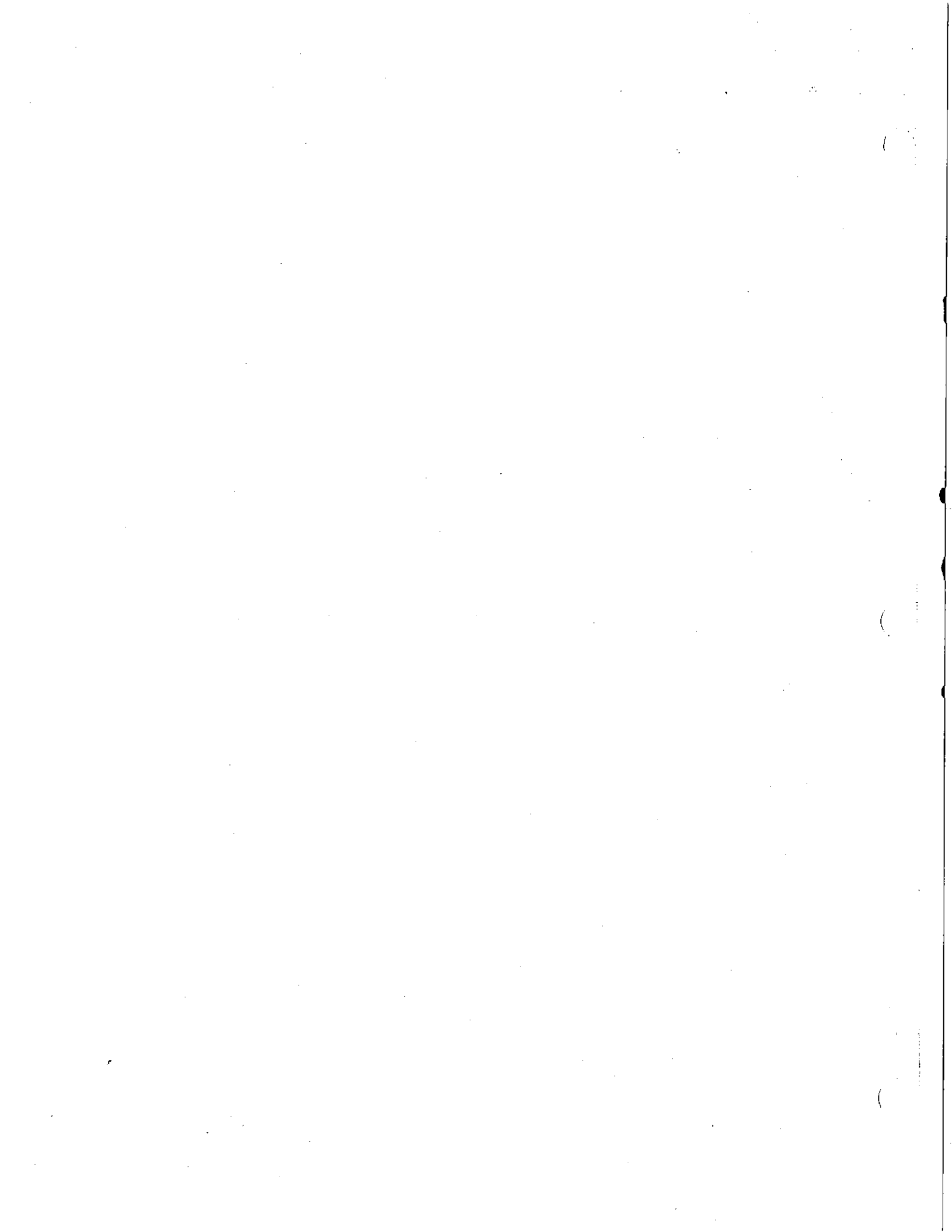
- Parks Crew General Activities:
 - Seasonal activities were performed.
- Evening/Weekend Activities:
 - Fort Washington Fire Expo – Held inside the Upper Dublin Township Building in addition to the parking lot and along Loch Alsh Avenue. Parks and Recreation crews assisted with onsite needs.
 - Mondauk Common Park Attendants – regular seasonal shifts continued.
 - Mondauk Common Permits – permits continued.
 - Sitewatch – will continue through December.
- Recreation Programs:
 - Leisure guide to Fall 2006 – posted on the web with paper copies delivered to homes just after Labor Day.
 - Fall registration open and busy.
 - Programs started in September include: Yoga, Tai Chi, Tai Chi for Seniors, Beginner Guitar, UK Elite “Petite” Soccer, Pre-School Fun-Sports, Fun-nastics.
 - October activities include: Messy Play Time, Tiny Dancers; Acting Up, Too Workshops; Learn to Skate; Body Pilates.
 - Fall Flea Market at the EPI Center in partnership with SAUDC – October 7th.
 - Day Trip to New York City – October 18th.
 - Bus Trip to Oktoberfest at Erhardt’s on the Lake, Lake Wallenpaupak – October 25th.
 - Ghosts, Goblins & Witches at Robbins Park on October 29th.
 - November activities: Babysitters Training, Fowl Shooting, trip to the Culinary Institute.
 - December activities: Altar Boyz (tickets only); trips to Radio City Music Hall; Day Trip to New York City on December 16th, Upper Dublin Players musical: The Pajama Game.

DISCUSSION:

First Tee Program Presentation

Messrs. John Nilon, John Snyder, Greg Russell and Will Reilly attended the meeting to discuss their proposal for a First Tee Program at the Upper Dublin Twining Valley Golf Course. Mr. Nilon explained the following:

- The First Tee Program founded in 1997 is an initiative to introduce the game of golf to young people between the ages of 8 and 18.
 - The program is a national initiative that has opened up more than 250 golf learning facilities in 47 states.
 - The National Honorary President is George H. W. Bush.
 - They have facilities in Chester, Bucks and Delaware Counties, and would like to establish one at the Twining Valley facility.
 - In concert with the Township Solicitor, they have prepared a proposed Operating Agreement.
 - The agreement must be signed by December 10, 2006.
 - The proposed agreement requires permission from Upper Dublin Township and Links Management.
 - The agreement will permit all the expertise of the national program.
 - The Township will not incur any costs in conjunction with this program.
 - Their access requirements are a minimum of 250 hours per year.
 - Improvements to the facility have been undertaken by Links Management.
 - The First Tee Program will support itself with its own fund-raising.
- The agreement says that the children will not interfere with the use of the facility. They will be permitted to play only at off-peak times.



- Supervision of children at the practice facility will be the responsibility of Links Management.
 - Mr. Leonard said the Township needs to be sure Links Management understands its obligations and indemnifies the Township. All of the above needs to be documented in writing.
 - Mr. Nilon said anything Twining Valley or the Township wants to do regarding insurance standards is agreeable to the First Tee organization.
- There will be a 5-1 student/teacher ratio.
- The program will be administered by Links Management in accordance with First Tee standards.
- Links Management will maintain sufficient insurance coverage.

A resolution will be drawn up to the Board of Commissioners specifications.

ADJOURNMENT:

Mr. Bryers motioned, with Mr. Pesavento seconding, to adjourn the meeting at 8:15 p.m.

VOTE ON MOTION

ALL YES

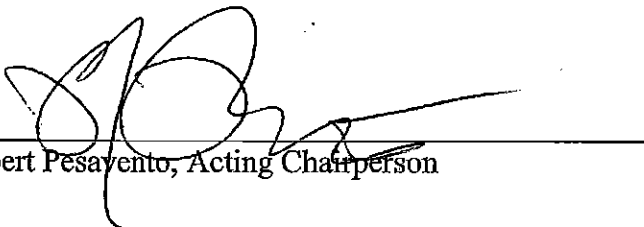
MOTION CARRIED

Respectfully submitted,

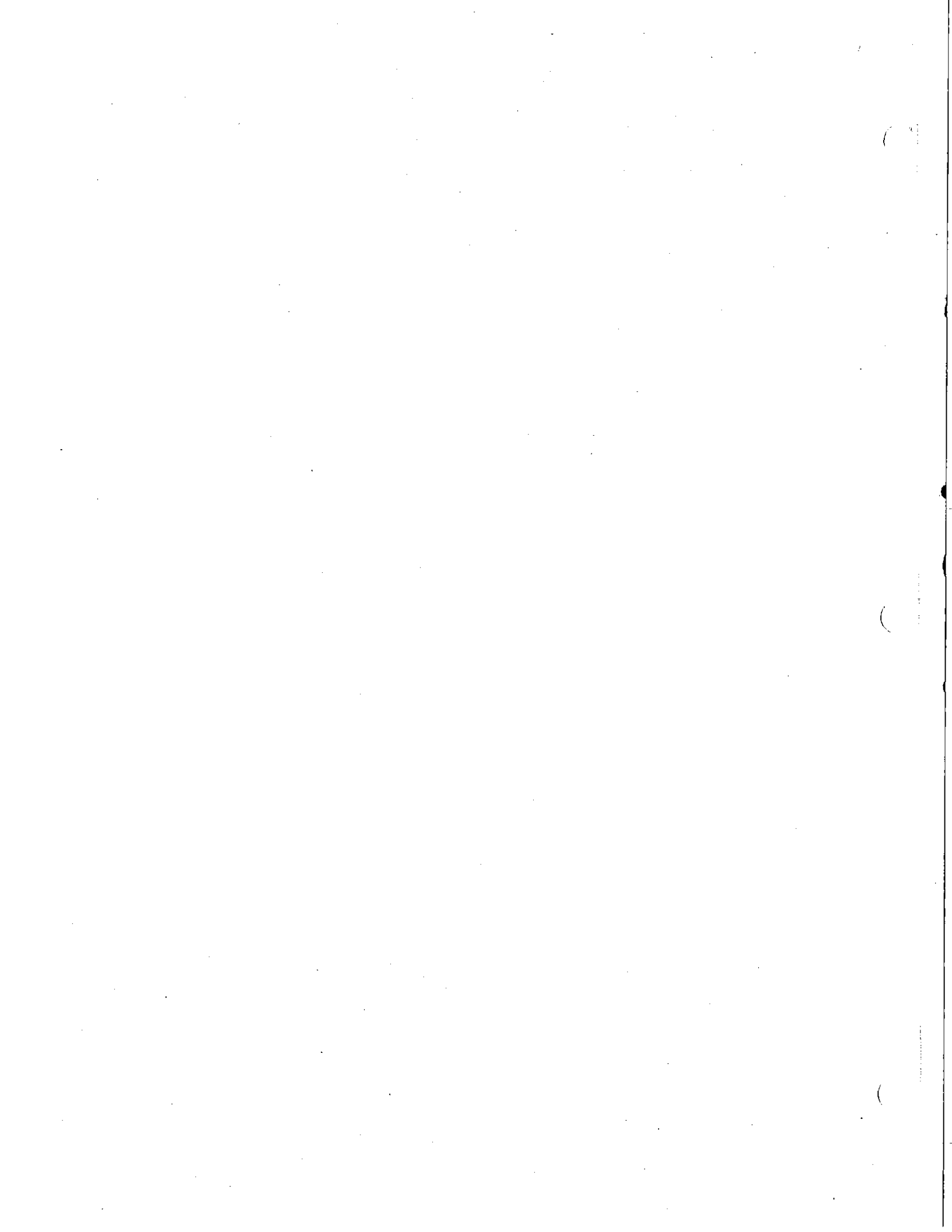


Louise S. Birett, Recording Secretary

Attest:



Robert Pesavento, Acting Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, January 2, 2007, in the Township Building, Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento and William Bryers as well as Paul Leonard, Township Manager; Cheryl Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE OCTOBER 2006 MEETING:

Mr. Bryers motioned, with Mr. Pesavento seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in October 2006 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cheryl Fiory presented her report of activities at the Upper Dublin Library from October through December 2006.

• Circulation:

- There was an overall increase in circulation during the last quarter of 2006 as compared to the same time period in 2005.
- Final reports show a 6.7% annual increase in 2006 over 2005 at the main Library, and a 6.8% increase at the North Hills Community Library.

Wireless Access:

- Wireless access is now available to the public throughout the Library with good to excellent signal quality.
- Staff is completing guidelines for usage that will be posted on the website.

• Display Fixtures:

- The Library has purchased new display fixtures that allow staff to feature newer materials or materials on a given topic.
- Several display pieces are moveable to highlight different areas of the collection.

• Marketing and Publicity:

- Library staff and the Library Board have collaborated on a new logo design which can now be seen on the new Library cards.
- These cards come with a key chain card as well.
- Patrons are invited to swap their old cards for new ones at the front desk.
- The new logo will also be incorporated into other publicity materials such as event flyers, letterhead, and the website.
- Several members of staff are working with a local volunteer graphic designer to update the look of the Library's website and to improve usability.

• Painting of Shelving:

- The painting and installation of new shelving at the North Hills Community Library was postponed in part due to leaf collection season.
- The work should be completed in January.

Friends of the Library:

- The new sign has been installed and is in full use. Many compliments from the public have been received.

- The Friends' first newsletter was distributed in early December. This will be an ongoing program with publication on a quarterly basis. Extra copies are available at the Library.

2007 Goals:

- The Library Director and Board began discussions of 2007 goals at their meeting in December.

• Library Events in December:

- Two outside organizations hosted programs.
 - A Cub Scout Troop arranged to come in to research events that happened on their birthdays.
 - The Jewish Federation of Greater Philadelphia hosted a children's Hanukkah program.
- Teen Talk Time continues to be well attended.

• Winter Events

- Registrations are being accepted for all winter events including:
 - Story times.
 - Book discussions.
 - Final Writing Workshop led by Pulitzer Prize nominee and veteran reporter, Gunter David, on January 11th.

• Special Events in 2007:

- A party to introduce the new Director on Sunday, January 28th from 1:00-2:30 p.m.
- The Library is teaming up with several local public and academic libraries to host a "One Book, One Community Reads" event in the fall.
- Staff is investigating ways to celebrate the Library's 75th anniversary.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

• Director's Office:

- American Red Cross Blood Drive:
 - Sixty two persons participated in the December 19th blood drive.
- Disposition of Former School Buildings:
 - Susan Lohoefer, Dan Supplee, Frank Isabella, Art Forgione and Commissioners Feldman and Tackel conducted a walk-through of both the former Old Fort Washington School and the former East Oreland School. Discussions will continue regarding the uses of these buildings.
 - The School Board has indicated it will waive their rights regarding the two properties.
- Montgomery County Senior Games to be Held the Second Week in May 2007:
 - An Executive Committee meeting was held on December 7, 2006.
- School/Township Facilities Joint Task Force:
 - A meeting was held with various representatives from the Township and the School District on facility issues of joint interest including former school buildings now used/maintained by Upper Dublin Township, the Bub Farm Project, and the concept of a community aquatics center.
- Open Space Projects:
 - Henry Lee Willet Tennis Court – A letter from the Solicitor's office to the contractor's bond company resulted in a settlement offer by the contractor for the value of fence replacement. The offer was accepted and work will be scheduled in early 2007.
 - CHAC Bridge – LandConcepts met with Metz Engineers to discuss next steps and a budget to complete the work by summer 2007.

• Parks Crew General Activities:

- Field Preparation and Maintenance: - Fields received late fall seasonal maintenance. Several fields continued to be prepped for youth sports through mid-month.

- Half of the area at Mondauk Manor has been closed to establish grass.

Evening/Weekend Activities:

- Fort Washington Fire Expo – Held inside the Upper Dublin Township Building in addition to the parking lot and along Loch Alsh Avenue. Parks and Recreation crews assisted with onsite needs.
- Mondauk Common Park Attendants – regular seasonal shifts continued.
- Mondauk Common Permits – permits continued.
- Sitewatch – will continue through December.

- Recreation Programs:

- Winter/spring registration opens January 2nd.
- Ski trip registration continues, albeit very slowly.
- Sale of discount vouchers for ski lift tickets continues.
- Plans are already underway for the Upper Dublin Twining Valley Golf Classic scheduled for June 7, 2007.
- Local talent is being contacted to continue Summer Sunday Concerts in July 2007.

DISCUSSION:

Open Space Committee:

Mrs. Lohoefer suggested seven volunteers be nominated to the Open Space Committee in addition to staff members. She hoped that the group would meet on a monthly basis for the first three months and then quarterly thereafter. The committee will be purely advisory and can make recommendations to the BOC. They will be involved with:

- Acquisition of private property
- Maintenance
- Improving existing properties

This matter will be discussed by the BOC at the Stated Meeting on January 9th.

Svitek Lease:

Discussion will take place in an Executive Session immediately following this meeting.

ADJOURNMENT:

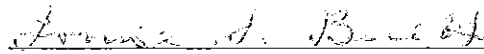
Mr. Bryers motioned, with Mr. Pesavento seconding, to adjourn the meeting at 9:15 p.m. and go into Executive Session to discuss the Svitek Lease.

VOTE ON MOTION

ALL YES


MOTION CARRIED

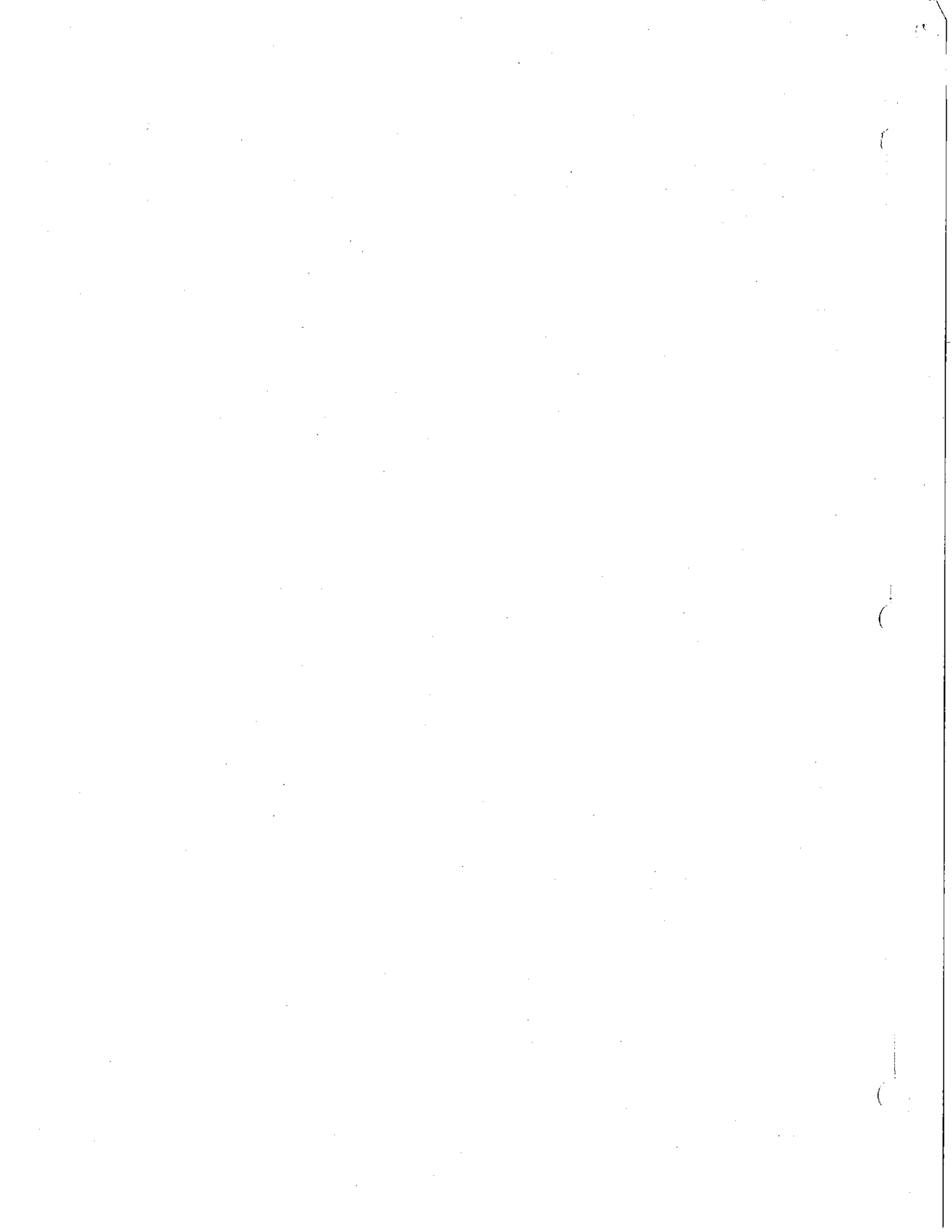
Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:


Robert Pesavento, Acting Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, March 6, 2007, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, Robert Pesavento and William Bryers as well as Paul Onard, Township Manager; Cherilyn Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JANUARY 2007 MEETING:

Mr. Bryers motioned, with Mr. Pesavento seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in January 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Library from January through March 2007:

• Circulation:

- 9.6% increase in circulation in January over the prior year.
- Circulation for February was on an equal level with last year.
- Correction to the year end statistics: Circulation at North Hills increased by 68% over previous year and the main library had a 6.9% increase.
- Other year end statistics:
 - 153,317 visitors in 2006.
 - 259 children's programs held with 56,988 attendees (19% increase in attendance over 2005).
 - 89 teen programs held with almost 4 times the number of attendees at 814.

• Program Partnerships:

- The library has hosted several of these programs in the last few months as follows:
 - Approximately 500 persons attended the Chinese New Year Celebration (hosted with the Upper Dublin Chinese Association and the Guang Hua Chinese School).
 - A Celiac/Gluten-free Living Program (hosted with the National Foundation for Celiac Awareness) attracted 34 attendees.
 - Future partnership programs:
 - Eager Readers Program partnering with the Upper Dublin Police Department. Police officers have been scheduled to read at 8 upcoming bedtime story times in the library to provide young readers with the fundamental tools to enjoy a lifetime of reading.

• Library Board:

- A Library Use Policy and a Wireless Policy were reviewed by the Library Board.
- Changes were made to loaning restrictions.
 - All new public policies have been posted on the bulletin board in the library lobby.

• Library Renovations:

- Recent renovations to North Hills Library included:
 - New coat of paint.
 - New shelving.
 - Two public workstations to be received in March.
 - New computer furniture.

- Recent renovations to Main Library included:
 - New computer furniture.
 - Four public workstations to be received in March, two of which will be placed in the teen area.
- Personnel:
 - Two new library assistants joined staff: Melissa Zlotnikoff and Suzanne Teleha.
- Library Commercial:
 - Cherilyn Fiory and India Frazier met with UDSD Media Coordinator Jason Trantas to discuss creation of a library commercial to be aired on the local cable station.
- Montgomery County Libraries:
 - A 20th legislative breakfast is scheduled on April 27th from 8:00-9:30 a.m. The event will allow legislators and library supporters to discuss the role of libraries in their communities.

In response to a query made by Mr. Mermelstein, Ms. Fiory informed that the North Hills Library is scheduled to be provided with a photocopier this year.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Director's Office:
 - Open Space Advisory Group:
 - Two meetings took place during the month.
 - A third meeting is scheduled on March 22nd.
 - The group continues to define and determine its role in implementation of the Open Space Plan.
 - Attended a PRPS District III meeting where the Montgomery County Natural Lands Trust made an "Options to Protect Land" presentation.
 - Montgomery County Senior Games to be Held the Second Week in May 2007:
 - Ms. Lohoefer participated in a follow-up committee review of the consultant's progress on developing an Access database for registration information and reporting tasks.
 - Upper Dublin Twining Valley Golf Classic Scheduled for June 7, 2007:
 - Met with little success in gaining sponsors through the youth sports organizations.
 - Event Planning continues.
 - Logo revised.
 - Letterhead and envelopes ordered.
 - Recreation Vision Plan:
 - Completed a five-year Vision Plan for department recreation services.
 - Open Space Projects:
 - Aidenn Lair Park tennis courts.
 - Work to be completed in spring 2007.
 - CHAC sidewalk and bridge.
 - Coordinating efforts between Metz Engineers, LandConcepts Group and UDT PWD to complete the project.
 - Metz has submitted a pre-meeting application to DEP.
 - Upper Dublin community swimming pool.
 - Improvements to be completed by June 1st.
 - Mondauk Common –
 - Playground equipment ordered.
 - Klosterman Park.
 - Color coating work on basketball courts to be completed in spring.

- Playground equipment ordered.
- Crew cleared the area designated for said equipment.
- Pine Run Park.
 - Attended Shade Tree Committee meeting to obtain permission to remove a street tree to allow for installation of the driveway.
- Sheeleigh Park court.
 - Met with LandConcepts Group to finalize design.
- Franklin Park field improvements.
 - Renovations planned.
- Maintenance equipment purchases.
 - Equipment ordered in January has been received.
- Bub Farm Athletic Complex.
 - Township working with School District to determine feasibility of redesigning project to include two artificial turf fields.
 - Attended an informational meeting on synthetic turf options, maintenance and costs.
 - Participated in presentation to the School Board comparing growth and change in playing field inventory and condition over the past 20 years.
- General Activities:
 - Negotiated and issued contracts for five performances during the Summer Concert Series scheduled in July.
 - Submitted grant application for \$10,000 in funding for North Hills Summer Recreation to The Greenfield Foundation.
 - Seasonal field permits have been issued. Fields will open on March 31st.
 - Upper Dublin Junior Athletic Association. BOC thanked for accepting private donation for dugouts.
- Personnel:
 - Lynn Hardie was hired for the Parks and Recreation Administrative Assistant position.
 - Annual performance reviews of four coordinator level staff conducted.
- Parks Crew General Activities:
 - Trash removal.
 - Rest room custodial.
 - Storm cleanup.
- Evening/Weekend Activities:
 - Hiring park attendants.
 - Prepared to issue seasonal permits.
 - Winter/spring registration continues.
 - Sale of discount vouchers for ski lift tickets continues.
- Upcoming Programs:
 - Summer registration begins March 19th.
 - Second sessions of various preschool and children's programs will begin in March.
 - Registration underway for upcoming spring special events including Storybook Egg-stravaganza on March 30th from 7:00-9:00 p.m.
 - Accepting registrations for some theatre programs.

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ADJOURNMENT:

Mr. Bryers motioned, with Mr. Pesavento seconding, to adjourn the meeting at 8:10 p.m. and go into Executive session to discuss land acquisition and advice from the Solicitor.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Jules Mermelstein
Jules Mermelstein, Chairperson

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meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, May 1, 2007, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, Robert Pesavento and William Bryers as well as Paul Leonard, Township Manager; Cherilyn Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MARCH 2007 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in March 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Library in April 2007:

- 2006 Annual Report:
 - The Library's 2006 Annual Report was filed with the state on April 2nd.
 - The 2006 Year in Review brochures were distributed to the Board of Commissioners (BOC), Library Board, Legislators, the Library District and Township Manager as well as the state enclosed with the Annual Report.
- Circulation:
 - 7.3% increase in circulation over the prior year.
 - 1.3% increase in the number of visits.
 - The Library Use section will now include monthly program statistics combining figures from programs at the Main Library and North Hills.
- Outreach:
 - Outreach within the community and working better with area schools is a priority this year.
 - Children's Services Librarian visited several preschools or spoke to them at the Library. She reads stories and sends flyers and bookmarks home with the children.
- Computers:
 - Ports have been opened on 6 computers in the main Library and the 4 at North Hills to allow students access to Classlink, the School Districts' classroom management software, and the way the students access their homework materials.
- Joint Meeting Between Library and Parks and Recreation Departments:
 - The meeting was held to discuss ways to partner together to improve services and cross promotion.
- Friends of the Library:
 - The Friends will sponsor a starter collection of pre-loaded digital audio books. They are comparable in cost to books on CD and are compact enough for the people who want to listen "on the go."
- Photocopier:
 - A photocopier for the North Hills branch will be purchased.

- Library Commercial:

- Ms. Fiori will determine the status of the Library commercial from Jason Trantas who has been filming Library events.

- Events in April:

- Celebrity Read-Aloud.
- Montgomery County Library District's 20th Annual Legislative Breakfast.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Director's Office:

- Upper Dublin Memory Garden Dedication:

- Dedication took place on April 28th with close to 100 persons present.
- Inscribed bricks continue to be available.

- Open Space Advisory Group (OSAG):

- The final report will be distributed to the BOC, Township administration, Montgomery County Open Space Board and the OSAG by the end of May.

- Montgomery County Senior Games to be Held May 7-11:

- Registrations are being processed (341 as of the end of April).

- Upper Dublin Twining Valley Golf Classic Scheduled for June 7, 2007:

- Arrangements continue to be made.
- A good response has been received from past sponsors and players.

- Recreation Vision Plan:

- Based on the Library Director's review of the Recreation Vision Plan that there were many commonalities between the Library's long-range planning and this document, key staff participated in a joint meeting to partner together to improve services and cross promotion. They came up with many solutions to challenges.
- The Parks and Recreation Department has been offered limited display space in the Library.

- CHAC North Baseball Field Dugouts:

- Work was sponsored in full by a donation to the Upper Dublin Junior Athletic Association.

- Senior Adults – Upper Dublin Center:

- The organizations Annual Report for 2006 was submitted to the Township.
- Upper Dublin maintains a current data base of members. Current membership is 134 with 87 persons being residents, and 47 being non-residents.

- Open Space Projects:

- Aidenn Lair Park Tennis Courts – work to start week of May 14th.
- Bub Farm Athletic Complex. – work continues on project specifications in incorporate synthetic turf. CHAC sidewalk and bridge – progress meeting on May 1st with Metz Engineers/Cowan Associates, LandConcepts Group, Frank Isabella and Mrs. Lohoefer.
- Klosterman Park – rain delayed scheduling color coating work on the basketball courts. Work to be completed sometime in May.
- Sheeleigh Park Court – Mandatory pre-bid meeting is scheduled on May 15th. Bids to be opened May 18th.

➤ Upper Dublin Community Pool Improvements – paving of the parking lot completed. Replacement of counters and doors will be completed by June 1st.

• General Activities:

- North Hills Summer Recreation. – A \$10,000 DCED has been approved.
- 2007 Upper Dublin Medal Award nominations – Upper Dublin Junior Athletic Association was selected to receive the 2007 Upper Dublin Medal for Business/Non-Profit.

• Recreation Programs:

- Winter/Spring registration continued.
- Summer Program Information Brochures as well as Summer Playground, X-Zone, Camp BIG and Small Folks Information Brochures were prepared, printed and posted on the website.

• Upcoming Programs:

- Spring Flea Market – Upper Dublin Township Building – Saturday June 2nd. Spaces are still available.
- A first special event is scheduled on June 8th at the Mondaug Park. Free giveaways will be provided by the makers of Puperoni.

ADJOURNMENT:


Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting at 7:50 p.m. and go into Executive Session.

VOTE ON MOTION

ALL YES


MOTION CARRIED

Respectfully submitted,

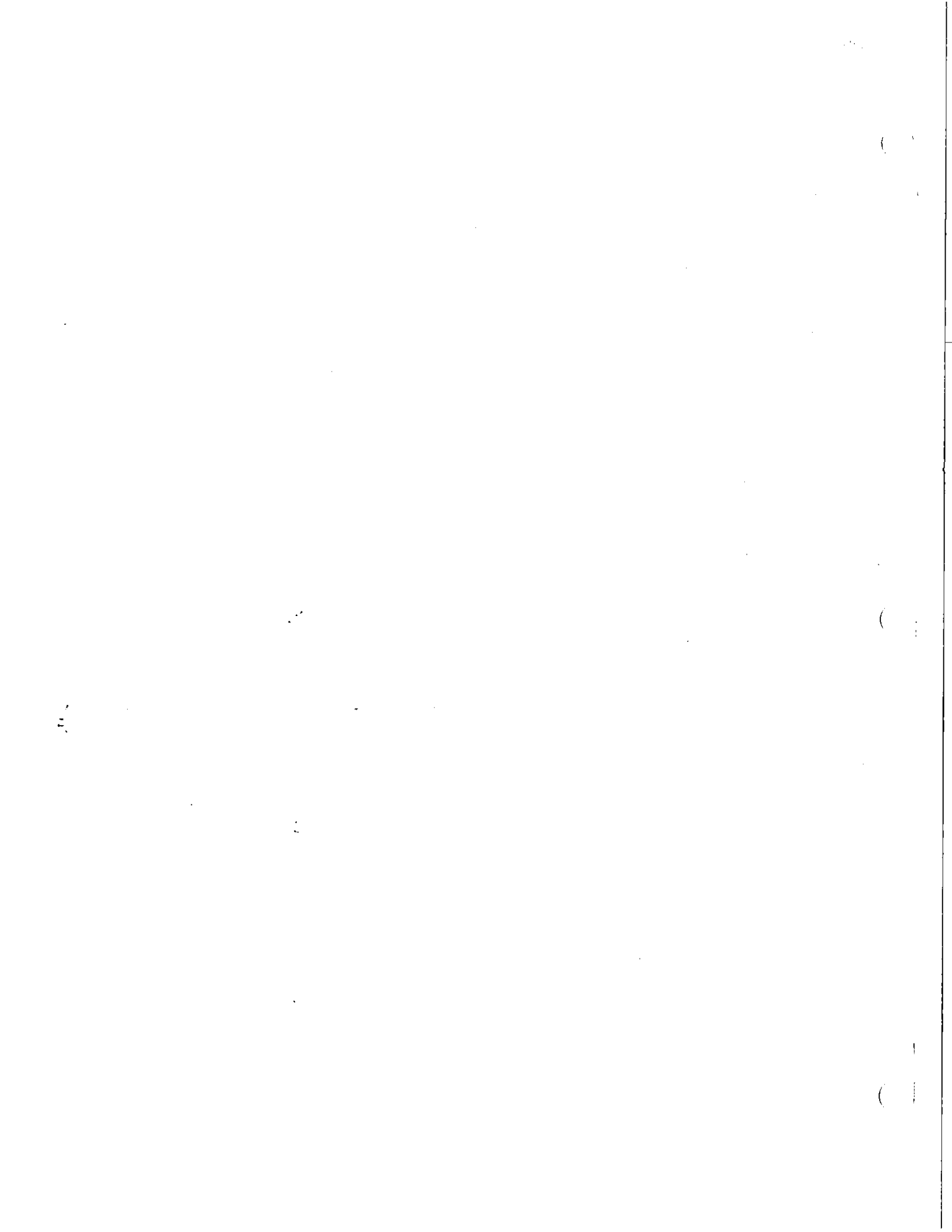


Louise S. Birett, Recording Secretary

Attest:



Jules Mermelstein, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, July 17, 2007, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, William Bryers, and Ronald Feldman as well as Paul Leonard, Township Manager; Cherylyn Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MAY 2007 MEETING:

Mr. Bryers motioned, with Mr. Feldman seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in May 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

DISCUSSION:

EPI Center – Office Space Rental:

Todd Long and Robert Lohoefer, Constables for Upper Dublin Township, have been looking for a small office space in which to conduct constable-related business. They expressed the desire to pay a nominal fee (perhaps \$50 per month) to use a vacant former janitor's closet at the EPI Center to conduct their activities which consist of 90%-95% clerical work. Occasionally and only at an off hour (typically between 4:00 a.m. and 7:00 a.m.) the space would be utilized to secure a defendant who has been arrested on an outstanding warrant and is waiting a hearing time at the Magisterial District Court. A defendant would be accompanied 100% of the time by one of the constables, and it would never occur when the building was occupied by other people.

The available space contains a window and a desk with a cable modem, and has been entirely carpeted and painted.

Mr. Leonard said the space is approximately 80 sq. ft. He will determine the fair market value and ask the Solicitor to draft a lease arrangement.

Mr. Feldman asked the gentlemen to provide copies of their insurance certificates to the Township.

REPORTS:

Report of the Library Director:

Cherylyn Fiory presented her report of activities at the Upper Dublin Library in June 2007:

• Circulation:

- 6.53% increase in circulation with 12,105 items being checked out during the past six months.
- 6.7% increase in the number of visits.
- The circulation at the North Hills Branch of the Library for the last six months has been going down. Library staff is not exactly sure why this has occurred. They would like to meet with leaders of the community to determine how the North Hills Branch can better serve the community.

• Programs:

- The Summer Reading Club is in full swing with over 1,000 children, teens and adults taking part.
- Children's programs have attracted as many as 200 children.
- Twenty-six youngsters met at the Upper Dublin Police Department to learn how detectives do their job.

- A children's art series has been popular. Displays of the artwork can be seen in the Library.
 - On July 23, 2007 at 7:15 p.m. a popular young adult author, Kathleen Gilbert Murdoch, will discuss her book "Dairy Queen" and its recently published sequel "Off Season."
 - A pizza party will be part of the festivities for registered teens.
 - The first 12 registrants will receive free copies of Ms. Murdoch's book.
 - There will be a book discussion with the author ahead of time.
 - Copies of the book will be available for purchase.
- Digital Audio Books:
 - The Library's ten new pre-loaded digital audio books became available on July 2nd.
 - Ambler Gazette will feature an article about the audio selection on July 5th.
 - Library staff is looking forward to people telling them what they think about the audio books and if they feel the program is worthwhile.
- Grant from the Endowment for the Arts:
 - Montgomery County Community College recently received a \$9,000 grant from the Endowment for the Arts which will be used to fund a "Big Reads Program" this fall.
 - Upper Dublin Library, Gwynedd Mercy College, and the Wissahickon Valley Library will sponsor "The Call of the Mockingbird – A Community Reads the Great American Novel."
 - Upper Dublin School District, Wissahickon Valley School District, Act II Players, Ambler Theatre, and the Ambler Main Street Association will participate in this national program that encourages people to read various books.
 - Copies of the book "To Kill a Mockingbird" and the film will be available for purchase.
 - A series of events is being planned including book discussions, film screening, children's costume parade, live drama, and a public address by Charles Shields, Author of "Mockingbird, a Portrait of Harper Lee."
 - There is a possibility that former First Lady Barbara Bush may make an appearance and give a presentation.
- Outreach:
 - A meeting was held on June 13th with the Upper Dublin School District librarians. The discussion centered on improving services to students in the area.
 - Another meeting will be scheduled at the end of September.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Summer Programs:
 - The P&R Department is in week 4-6 of the playground season.
 - The P&R Department is devoting 6 weeks to sport, science, theatre, art camps and programs as follows:

| Participants | Activity |
|-----------------------------------|---|
| More than 340 children | Sports Camps |
| More than 60 children | Theatre and Arts Camps |
| More than 200 children | Science Camp |
| More than 60 pre-schoolers | Sport and Fitness Programs |
| More than 140 youth | Instructional and Certification Programs |
| More than 200 persons | Trips and Tickets-only Participants |
| More than 50 adults | Fitness and Certification Programs |
| Close to 1,000 persons | Attended Live Concerts |
| Close to 1,500 children ages 3-13 | Attended Playground (*) and Trip Programs |

| | |
|--------------------------------|-------------------------------------|
| Weekly maximum | Camp Big |
| Weekly maximum | Small Folks |
| Weekly maximum | X-Zone |
| 50 children average attendance | Weekly Super Summer Adventure Trips |

(*) It was noted that registration is under projected weekly enrollments for the three summer playground sites by about 50 campers (due to competition from other activities). However, with a combination of no resident income and maximizing revenues on other age-specific camps, there will be little, if any, impact on the seasonal bottom line.

- Upper Dublin Community Pool:
 - Opened June 16th.
 - Managing 8 day-camp groups – Monday thru Friday.
 - Some complaints have been received about daily fees. Note: Seasonal fees are at a greatly reduced rate.
- Parks Crew Laborer's Position:
 - Interviews of four candidates for the parks crew labor's position are being held on July 11th.

Mr. Bryers asked if bullet-pointed messages could be placed on the Township's television site informing residents of many of the programs that are ongoing throughout the Township.

DISCUSSION:

Comcast Extension and Free Service Locations List:

Mr. Leonard said that the Solicitor is continuing to negotiate with Comcast and the other major cable provider. It is hoped that the Franchise Agreement will be ready for signing by September/October.

ADJOURNMENT:

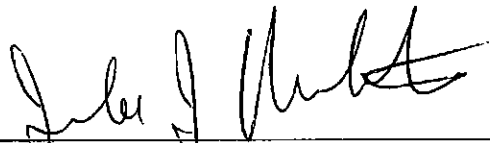
Mr. Bryers motioned, with Mr. Feldman seconding, to adjourn the meeting.

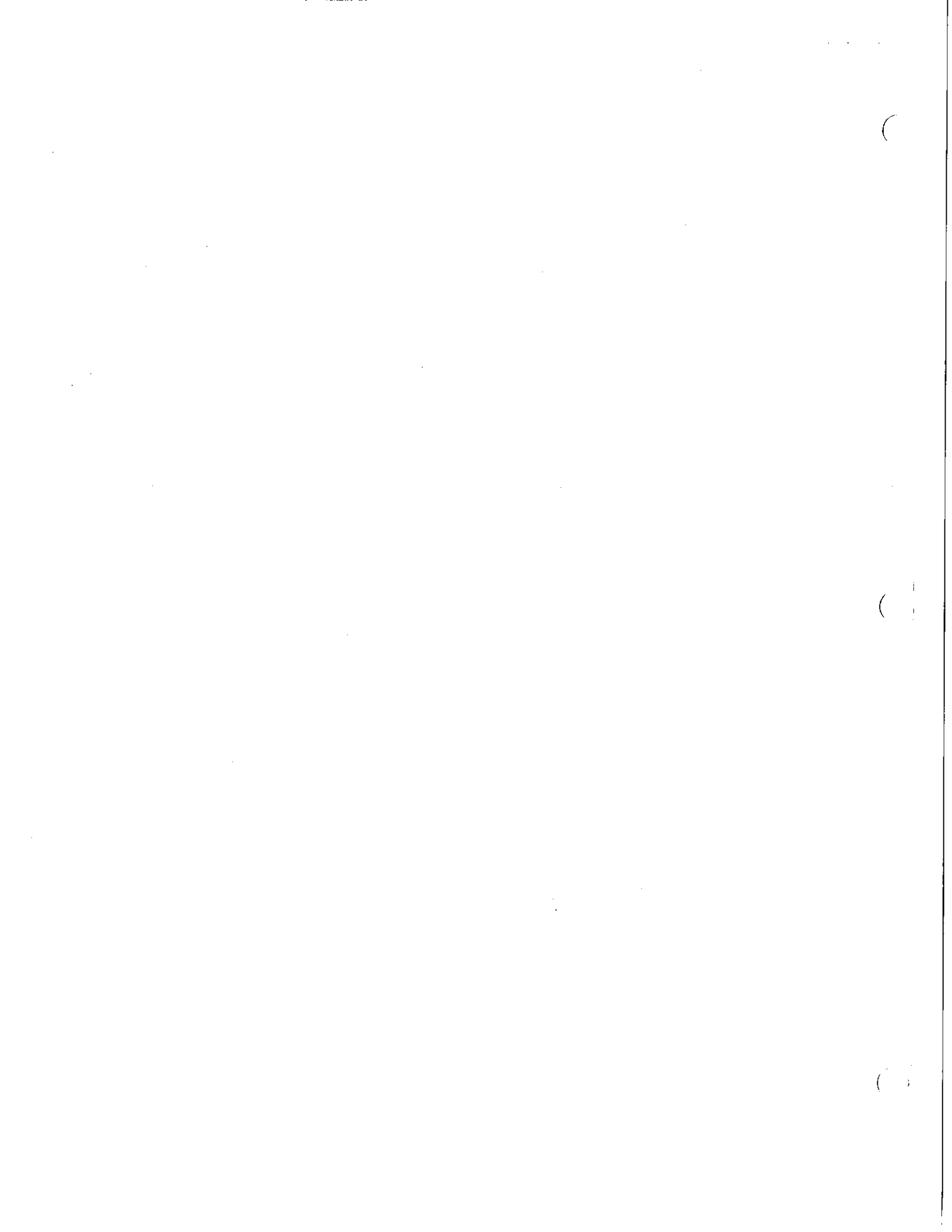
VOTE ON MOTION ALL YES MOTION CARRIED

Respectfully submitted,


 Louise S. Birett, Recording Secretary

Attest:


 Jules Mermelstein, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, September 4, 2007, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein, William Bryers, and Robert Pesavento as well as Paul Leonard, Township Manager; Cherilyn Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JULY 2007 MEETING:

Mr. Pesavento motioned, with Mr. Bryers seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in July 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Library in July and August 2007:

• July Circulation:

- Total circulation – 26,074 items (14% increase over last year).
- Book circulation up 13.8%.
- Growth of the music collection has seen extreme growth in circulation.
- Shipped nearly 50% more materials to other MCLINC libraries.
- Received 35.8% increase in materials from other MCLINC libraries.
- Reference questions more than doubled.
- Internet usage increased by 32.5%.

• August Circulation:

- Total circulation – 24,294 items (1.5% increase over last year).

• Programs:

- Entertainer Richard Gustafson/s Magic Comedy Show drew 270 people (the largest program audience at Upper Dublin Public Library since 1993).

• Summer Reading Club:

- 874 children signed up at the main branch for the Summer Reading Club (871 last year).
- 25 children signed up at North Hills (87 last year).
- 101 teens signed up at the main branch (94 last year).
- No teens signed up at North Hills (17 last year).
- 145 adults signed up at main branch.
- 280 persons attended the two children's performances in August.
- 14 children participated in the 6th Annual Talent Show.
- 105 persons attended the final Summer Reading Club party featured a performance by actor Neill Hartley playing Sherlock Holmes.

• Digital Audio Books:

- The Library's 10 new pre-loaded digital audio books became available on July 2nd.
- The Library's 10 titles have been circulated 33 times.
- Due to growing interest, the Library will purchase a few more audio books before the end of the year as well as more in 2008.

- State Budget:
 - The Public Library subsidy was increased by 0.3%. It will be divided evenly among all PA public libraries (less than \$500 more each).
- 2008-2009 Library Services and Technology Act Planning Grant To Hire a Building Consultant Who will Analyze the Library's Facility:
 - Through an evaluation of the Library's space needs and the needs and desires of the library community, as well as a look to future projections of information needs and services, the building consultant will develop a facility assessment report.
- Big Read Event – The Call of the Mockingbird – A Community Reads the Great American Novel:
 - Upper Dublin Public Library is managing the event's website, including content and design, working with an outside business called epodworks.net.
 - The site will go live in early September.
 - Other publicity materials will become available soon.
 - Actress Mary Badham, who played the character Scout in the 1962 film with Gregory Peck, will kick-off the event with the screening of the film at the Ambler Theater on October 16th at 7:00 p.m.
- Donation from Fort Washington Fire Company:
 - The Library received a donation of fire prevention books and audio/visual materials from the Fire Company.
 - The materials will be added to the Library's collection.
 - Placards acknowledging the Fire Company's donation will be displayed.
 - The materials will be displayed in honor of Fire Prevention Week in October.
 - The Library will also advertise the Fire Prevention Expo scheduled for October 1st.
- Library Board Elections:
 - Suanne Strauss – President
 - Bill Ryder – Treasurer
 - Andrea Merrick – Secretary.
 - Janine Buesgen was welcomed as a new member of the Library Board.
- Library Commercial:
 - The library commercial which will begin airing in September was shown to the PALC committee members.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Open Space Advisory Group:
 - Two upcoming events sponsored by the Montgomery County Lands Trust. All are invited to attend:
 - Tax incentives
 - Open Space Preservation
- Eagle Scout Projects:
 - The Eagle Scout project at Henry Lee Willet Park was completed.
 - The project at Burn Brae Park moved forward.
 - Discussion was held with the Boy Scout interested in a project at Pine Run Park's environmental trail continued. Several ideas were suggested.
- Community Service Hours:
 - The parks crew hosted two local youths and one local adult. Each were required to complete community service for first time offenses.

Summer Concert Series:

- In anticipation of relocating the event venue for the next 5 years due to construction of the new high school, Ms. Lohoefer met with Linda Lowe, Temple University's Director of Development and Alumni Affairs, to discuss partnering with Temple Ambler beginning in 2008.

• Open Space Projects:

- Aidenn Lair Park tennis courts:
 - Project completed.
- Bub Farm Athletic Complex Project:
 - A pre-construction meeting was held on August 1st. It was determined that several items needed to be addressed prior to the start of construction. The next pre-construction meeting will take place on September 7th at which time a "groundbreaking" date should be set.
 - A meeting was held with neighbors of the Bub Farm on August 23rd due to concerns raised by residents at the August Stated Meeting. Questions and concerns addressed regarded:
 - Parking – 70 parking spaces will be provided closer to the fields. No parking along Susquehanna Road.
 - Traffic impact
 - Noise – amplified voice issues
 - Lights
 - Traffic signals - synchronization of traffic signals should be looked at
 - Driveway gate
 - Work started on developing the lengthy RACP application for the \$500,000 funding commitment from Governor Rendell's office.
- CHAC sidewalk and bridge:
 - Bids opened September 4.
- Sheeleigh Park court:
 - Antonini Construction will complete the job between Labor Day and mid-October.
- Upper Dublin Community Pool improvements:
 - Counter work will be completed post-season.

• General Activities:

- North Hills Summer Recreation:
 - From all reports received, everyone had a great time.
- Upper Dublin Twining Valley Golf Classic:
 - Proceeds will be distributed at the Stated Meeting in September.

• Personnel:

- Parks Foreman, Ed Dearden, returned to work.
- Jon Sirianni continues as Acting Group Leader.
- Bob Ochotney is receiving therapy several afternoons each work for a shoulder strain.
- Most of the summer seasonal parks crew have returned to college.
- Eric DeStefano and Scott Weischedel will remain on board until the end of the year.
- Morgan Finkelstein, summer intern, left on August 17th.

• Parks Crew – General Activities:

- General activities continue. The crew experienced a good summer season.

• August Activities of Note:

- "Tales on the Trails" storytelling around the campfire was held at Robbins Park on August 2nd with 76 in attendance.
- Assisted with Police Field Day on August 8th with 47 children in attendance.
- Assisted with setup and logistics for Pre-National Night Out on August 5th.

- MidStage production of "Bye Bye Birdie" on August 1, 2, and 3 with 270 in attendance.
- Kidz Stage production of "101 Dalmatians" August 8 and 9 with 200 in attendance.
- Upper Dublin Players "Forever Plaid" on August 9-12 with 220 in attendance.
- Discount tickets for the Temple vs. Navy football game on August 31st were available
- Upcoming Program/Events of Note:
 - Leisure Guide to Fall on line now. Will be in homes this week.
 - 2008 budget development underway.

DISCUSSION:

Comcast Extension and Free Service Locations List:

Upper Dublin stands to receive \$40,000.

Twining Valley Golf Club:

BCM evaluated and inspected the entire building and brought in experts regarding electrical matters, plumbing, roofing, stucco, HVAC and ADA issues. They submitted a report recommending that the Township should undertake \$121,000 worth of improvements.

BCM made the following observations in their report:

- The HVAC equipment is 15 years old.
- Basic safety issues regarding ingress and egress were looked at.
- A journeyman architect should be engaged to list improvements in a format to go out to bid. Items to be addressed to get the golf club up to standard include:
 - Alarm issues
 - Heat loss
 - Ingress/egress
 - Daycare
 - Window issues
 - Stucco issues
 - Flashing issues
 - Water getting into the building
- Some of the improvements will decrease the costs of the tenants.
- Next steps include:
 - Engineering regarding under drains
 - Architect to draw up specifications
 - Bid as a series of improvements
 - ADA health and safety issues
 - Structural issues
 - General maintenance of the building
 - Issues that are in the "grey" area

Mr. Leonard commented as follows:

- The Township should have been more involved when the transition was made from banquet hall to fitness center.
- If the Township makes the improvements, everything else from this point on should be done to a specific standard.
- The Township probably should have insisted that there be a facility provided for cart storage.

.DJOURNMENT:

Mr. Pesavento motioned, with Mr. Bryers seconding, to adjourn the meeting and enter into executive session to discuss contract negotiations and land acquisition.

VOTE ON MOTION

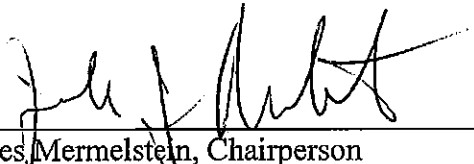
ALL YES

MOTION CARRIED

Respectfully submitted,


Louise S. Birett, Recording Secretary

Attest:


Jules Mermelstein, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Wednesday, November 7, 2007, in the Township Building, Jules Mermelstein presiding.

In attendance were Commissioners Jules Mermelstein and William Bryers as well as Paul Leonard, Township Manager; Cheryl Fiory, Library Director; and Susan Lohoefer, Parks and Recreation Director.

Mr. Mermelstein convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE SEPTEMBER 2007 MEETING:

Mr. Bryers motioned, with Mr. Mermelstein seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in September 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cheryl Fiory presented her report of activities at the Upper Dublin Library in September and October 2007:

- September Circulation:
 - 11,797 visits. (5.4% increase over September 2006).
 - Total circulation – 18,213 items (2.5% increase over last year).
- October Circulation:
 - 15,014 visits (14% increase over October 2006).
 - Total circulation – 20,853 (8.2% increase over last year).
 - Non-book circulation continues to increase more rapidly than book circulation (in October, the library experienced a 15.5% increase over 2006).
 - Three times more audio books were downloaded through Overdrive this October when compared to 2006.
- Classes:
 - Using the Library's electronic services, including downloading audio books and how to access Library accounts online.
 - Toward the end of November, a workshop for those interested in learning how to trace their family tree with Ancestry.com and Heritage Online.
 - Patrons are encouraged to contact Kay Klocko, Head of Reference and Adult Services, if they have questions on any of these programs.
 - Due to growing interest, the Library will purchase a few more audio books before the end of the year as well as more in 2008.
- Relationships with Local Organizations:
 - The biggest collaborative project with area public and academic libraries, The Big Read, will conclude next week.
 - Significant circulation of the Library's copies of "To Kill a Mockingbird" in response to the showing of the movie at Ambler Theater.
 - School and public librarians met to focus on learning about each others' roles in their respective places of work.
 - Ms. Fiori would like to see the librarians collaborate on one project next year.
 - The Library and the Parks and Recreation Department have done some cross promotion of events this fall.

- There is talk of hosting a joint program in the summer of 2008 to tie into the Library's Summer Reading Club theme which will focus on bugs, planting, nature, etc.
- Library Staff:
 - The Library lobby was redesigned as a central location for Library and community information with the installation of bulletin board space for library, Friends, community and Township postings, flyers and brochures.
 - Six quiet study carrels with outlets for electronic devices were installed.
 - A Township television was transferred to North Hills Library for Library programming.
 - A new flat screen television was installed at the main Library.
 - Two committees of Library staff began meeting in October – one is investigating the installation of a public coffee center (which would be funded by the Friends), and the other to investigate new interior Library signage.
- Budget:
 - The proposed 2008 budget was completed in early October.
- Library Board:
 - To accommodate Ms. Fiori's pregnancy and ultimate leave, the Board will meet on:
 - November 14
 - January 3 at 5:00 p.m.
 - March 5 at 7:00 p.m.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Community Day 2008:
 - Date: September 21, 2008
 - Co-Chairs: Mark Lutman and David Robinson
 - The content of the day will remain largely unchanged, but the layout will change due to anticipated construction at the Upper Dublin High School.
- 2008 Budget:
 - The 2008 proposed budget was developed and submitted to the Finance Director.
- Open Space Projects:
 - CHAC Sidewalk and Bridge: Sidewalk work was completed in October. Grading and seeding will be completed by the Parks Crew. The bridge will connect to CHAC over Rapp Run.
 - Sheeleigh Park Court: Court work near completion by the end of October. Top coat and lining remains to be done. Fence work is started.
 - Bub Farm Athletic Complex Project: E-layer was installed in preparation for the synthetic turf carpet. Meetings to discuss building design are ongoing.
- Personnel:
 - In anticipation of relocating the event venue for the next 5 years due to construction of the new high school, Ms. Lohoefer met with Linda Lowe, Temple University's Director of Development and Alumni Affairs, to discuss partnering with Temple Ambler beginning in 2008.
- Personnel:
 - Bill Linde, a former member of Site Watch, was named to the vacant Laborer's position.
 - The Parks Superintendent assumed responsibilities as the Township's liaison to construction supervisors at the Highland Avenue sidewalk and Sheeleigh basketball court projects.

DISCUSSION:

Renaming of Bub Farm Athletic Fields:

Ms. Lohoefer advised that renaming the Bub Farm athletic fields "Cardinal Sports Park" was the most popular choice and suggested a recommendation to the Board of Commissioners.

Mr. Bryers preferred that the park be named after someone the children should know and learn about.

It was decided to leave the name decision up to the BOC.

When Ms. Lohoefer pointed out that Site Watch enforces proper conduct at Mondauk Common, CHAC Complex, the Dog Park, Robbins Park, and the Upper Dublin Community Pool, Messrs. Mermelstein and Bryers felt Site Watch should be expanded to include all Township-owned property. Mr. Leonard was asked to check the Code in this regard.

Amendment to Parks and Recreation Code 168-2-X, Smoking Prohibited:

Mr. Mermelstein urged the BOC to designate all Township property smoke free.

Ms. Lohoefer worried how a no smoking policy could be enforced at sites where Site Watch is not on duty.

ADJOURNMENT:


Mr. Bryers motioned, with Mr. Mermelstein seconding, to adjourn the meeting at 7:45 p.m. and enter into executive session to discuss the Comcast Cable Franchise Agreement and the Twining Valley Golf Course Proposal with the Solicitor.

VOTE ON MOTION

ALL YES

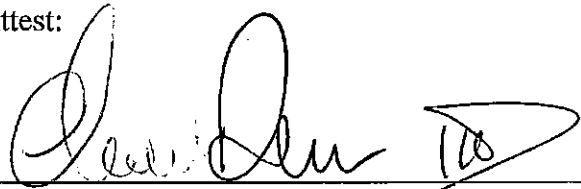
MOTION CARRIED

Respectfully submitted,



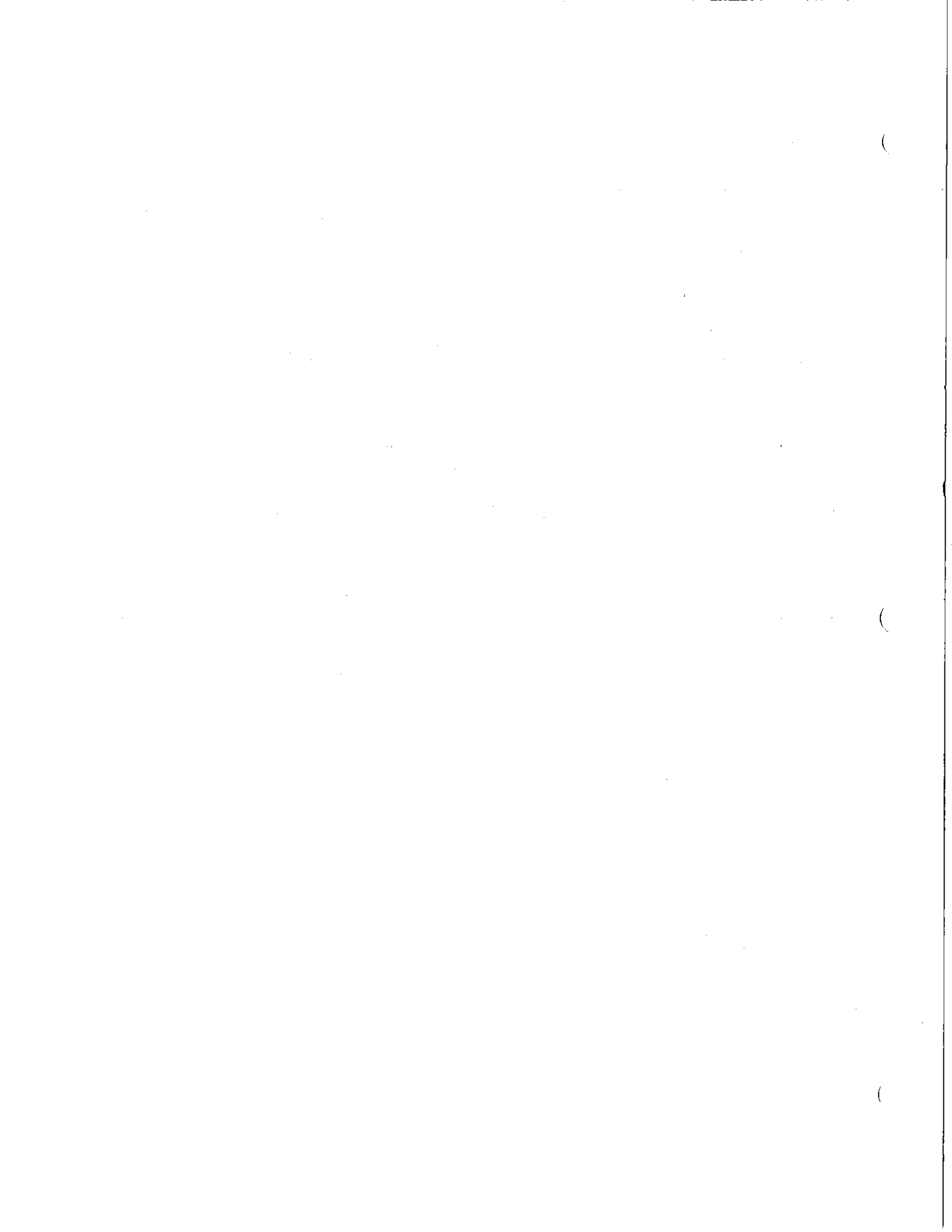
Louise S. Birett, Recording Secretary

Attest:



Jules Mermelstein, Chairperson





A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, February 26, 2008, in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Robert Pesavento as well as Paul Leonard, Township Manager, Susan Lohoefer, Parks and Recreation Director, and Deb Ritter. Commissioner Stan Ropski participated as part of the audience.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE NOVEMBER 2007 MEETING:

Mr. Pesavento motioned, with Ms. Damsker seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in November 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

• Open Space:

- The Open Space Advisory Group met on February 6th. The topic of Conservation Easements for specific properties was presented by Dave Froelich. A recommendation was made to the Manager.
- The Planning Liaison Committee discussed Spark and the impacts that the high school construction will have on school and community athletic programs. Everyone is working to minimize additional impacts.
- A memo from Ms. Lohoefer was sent to all those using softball and baseball fields. Space is available to accommodate spring and summer lacrosse, soccer, softball and baseball.

• Grant Applications:

- An application was submitted on February 15th for green fields funding. If the funding is obtained, the Township will have \$1.75 million to spend on trails.

• Workshops:

- Within the past two weeks, Mrs. Lohoefer attended the following workshops regarding:
 - Community Development Block Grant Funding sponsored by the Federal Government.
 - Department of Conservation and Natural Resources Funding. The Township has obtained funding for several projects. The last one was in 2000 in the amount of \$75,000 for CHAC. Before that time, improvements were made at the Community Swimming Pool. The emphasis has moved away from development and rehabilitation projects, and moved toward key points and action projects. The best tie-in is local and county trails and applying for matching funds through the state. The entire process can take from 1 ½ to 2 years.
 - Improvements needed to be made at the Community Swimming Pool cannot wait 1-2 years. The Township should look at how long it takes to implement grants before a decision is made whether to apply for them.
 - The Board of Commissioners (BOC) paid \$23,000 as a match into the Open Space Fund. Mrs. Lohoefer does not think the Township will qualify for any grant funding.

• Community Day 2008:

- Festivities are planned for late afternoon into the evening on September 13, 2008.
- The 2008 proposed budget was developed and submitted to the Finance Director.

- Personnel:
 - Mrs. Lohoefer thanked the BOC for approving the new Recreation Specialist position. The Department is working toward advertising and interviewing for a mid-year appointment.
- Summer Concerts:
 - The Department has been negotiating and contracts are in place with Temple University about moving the summer concerts to their location. The Township's student intern is working on obtaining talent for the four scheduled concerts.
- Warm Water Pool Update:
 - Telephone interviews are ongoing to develop a business plan for a warm water pool. A final draft will be submitted to the Township Manager by the end of the week.
- Ski Trips:
 - Sign-ups for ski trips have been poor. Therefore, from this point forward, the Department will not be offering ski trips, but will continue to sell discount tickets so that residents can go skiing on their own.

DISCUSSION:

Amendment to Parks and Recreation Code 168-2-X, Smoking Prohibited:

Mr. Pesavento motioned, with Mrs. Damsker seconding, to recommend that the BOC approve a "No Smoking" policy for all parks, facilities and properties managed and maintained by the Township.

VOTE ON MOTION

ALL YES

MOTION CARRIED

The Solicitor's office will be asked to draft an ordinance in this regard.

Twelve Virtual Television Network (TVTN) Contract for UDTV:

The Township will continue to receive the same services and deliverables as outlined in the current contract for a monthly access fee and production fee of \$150.

TVTN reserves the right to sell sponsorships to be carried on the access channel with the TVTN Service and shall strictly follow the self-imposed Public Broadcasting System-like guidelines in the selection of the sponsors.

Mr. Derr asked Deb Ritter to check with the Solicitor to determine if the BOC has final approval of the sponsors going on air and if the Township has the right to reject same if there is a problem. Language to that effect should be added to the contract.

Ms. Ritter recommended that the BOC approve the contract with TVTN. She explained that using stream under video and showing meetings live will be part of the package. She also recommends using the feature whereby residents can be notified of field closures, etc. For an additional \$50 per month, TVTN will also maintain a database wherein registrations for sports participation can be recorded.

Messrs. Pesavento and Derr were of the opinion that sports groups could be asked to help pay for the database service.

Ms. Ritter was asked to submit a report to the Committee in writing about all of the foregoing.

Mr. Leonard cautioned that there is always a risk that someone might take bits and pieces of information out of context on anything that is broadcast, but the Township is always covered because written Minutes are the official record of meetings.

ADJOURNMENT:

Mr. Pesavento motioned, with Mrs. Damsker seconding, to adjourn the meeting at 6:50 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

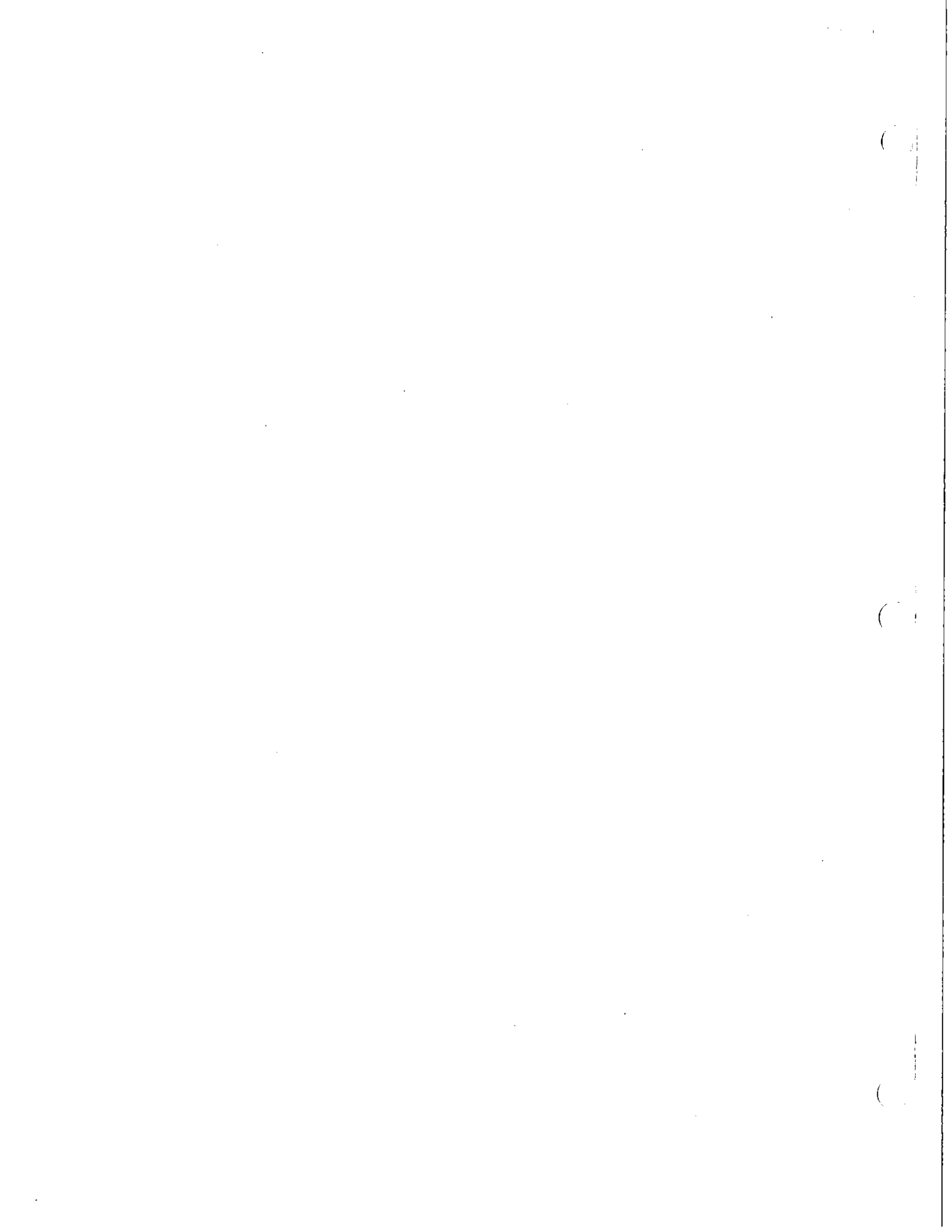


Louise S. Birett, Recording Secretary

Attest:



Chester Derr, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Wednesday, April 23, 2008, in the Township Building, Robert Pesavento presiding.

In attendance were Commissioners Robert Pesavento, Sharon Damsker, and Ronald Feldman as well as Paul Leonard; Township Manager, Susan Lohoefer; Parks and Recreation Director; and Cheryl Fiory, Library Director. Commissioner Ropski participated as part of the audience.

Mr. Pesavento convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE FEBRUARY 2007 MEETING:

Mr. Feldman motioned, with Ms. Damsker seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in February 2007 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cheryl Fiory presented her report of activities at the Upper Dublin Library between January and April 2008.

• 2007 Annual Report:

- Ms. Fiory is in the process of completing the 2007 Annual Report to the state and a more visually appealing one for the community.

• Circulation in 2007:

- Total circulation – 247,865 circulated (6.4% increase over 2006).
- Visits – 164,005 (7.0% increase over 2006).
- Reference questions – 7,387 (19.1% increase over 2006).
- 26.4% increase in the number of weekly computer users.
- 22.6% more website hits.
- Wednesday, August 15th was the day the Library received the most visits – 1,022.
- Most items checked out on Thursday, July 5 – 1,509.
- North Hills Library received the same number of visits as in 2006, but its total circulation was down.

• Circulation 2008 Year-to-Date:

Total circulation up 10% in March.

Number of people per day increased by 11.5%.

Number of computer users per week increased by nearly 60% the first quarter.

Large groups from St. Marys' Villa are using the Library.

Usage at the North Hills Library has been higher than in 2007.

• Programs:

- Regularly scheduled teen programming has been instituted at the North Hills Community Library. Attendance increases each month.
- The Library is hosting a year-long series of cultural programs for children entitled "Passport to the World." A different country is highlighted each month. On average, approximately 75 people have attended each program.
- The Library has increased the number of computer classes offered.

- Grant:
 - A \$30,000 grant under the Library Sciences and Technology Act has been received to hire a building consultant to evaluate Library facilities and provide a plan for improvements.
- Continuing Education:
 - Five staff members attended a workshop on Recognizing and Reporting Child Abuse. Those five, in turn, will train the rest of the staff.
- Friends of the Library:
 - The annual meeting was held on April 10th. All officers were reelected:
 - Dick Haggard – President
 - Wendy Rader – Treasurer
 - Sandy Merritt – Secretary
 - Hattie Herron – Membership Chairperson
- Montgomery District Libraries Legislative Breakfast.
 - Attendees on April 25th will include several Library Board members, Paul Leonard, as well as Ms. Fiory.
- Library's Annual Volunteer Luncheon slated for May 9th.
 - It is hoped that members of the Board of Commissioners (BOC) will attend.
- Personnel:
 - Two part-time library assistants for the summer are being sought.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Trails:
 - The Upper Dublin Trails Design Team met with the Montgomery County Planning Commission in early April to review the Township's application to ensure it meets the County's funding program requirements.
 - Township representatives met with the Open Space Board on April 22nd to present revised documents for three of the nine segments in the application (Highland Pathway, CHAC Bridge and Mondauk Mile).
 - The Open Space Board passed a motion to recommend release of approximately \$756,000 in Green Fields/Green Towns funding to complete these projects.
 - Township staff will continue making plan revisions to several of the remaining six segments and return to the Open Space Board for further consideration.
- Eagle Scout Projects:
 - Ms. Lohoefer worked with three Eagle Scout candidates on project development and execution.
 - Matt Stein completed more than 300 man-hours adding processed chip ground cover to multiple playground sites.
 - Pete Lauer will complete re-establishing a trail and outdoor classroom at Pine Run Park in May.
 - The third scout's project to build landscape boxes around three gateway signs is still pending.
- Community Day – 2008:
 - Staff met with the committee members to review manpower and resource needs for the celebration on May 22nd from 6:00-10:00 p.m.
 - Entertainment will be provided by various high school groups as well as one professional group.
 - A fire works display is planned.
 - Governor Rendell is expected to attend the festivities.

Personnel:

- Twenty-two applications have been received for the Recreation Specialist position. A five-member interview team will interview the top eight candidates on April 28th and 29th.
 - Temple University Senior Intern Morgan Finkelstein completed a market survey. She is in the process of developing a final report.
 - Four new members of the SiteWatch staff were selected.
 - Most summer staff has been hired.
- Upper Dublin Sports Park (SPARK):
 - A substantial completion walk-through is scheduled for April 30th.
 - Community youth sports group representatives have been invited to a site meeting on May 1st at 5:00 p.m.
 - Sod and grass needs to be established.
 - Upper Dublin High School teams are already using the fields for practice.
 - The Upper Dublin School District has contributed \$175,000 toward a traffic signal. Bids for mast arms will be advertised in today's newspaper.
 - Light standard permits will be ready in June.
 - Upper Dublin Twining Valley Golf Classic:
 - The golf tournament is planned for June 5th. Planning efforts continue.
 - Spring/Summer Leisure Guide:
 - The Guide is presently at the printers and can also be viewed on-line.

When Mr. Feldman asked when the BOC is going to discuss the new swimming pool at the High School and whether there will be a financial report, Mr. Leonard said he will discuss the matter with Mr. Mermelstein. He wants to see what the bids look like, but anticipates a special meeting on the 4th Tuesday in May.

ADJOURNMENT:

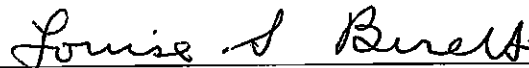
Mr. Feldman motioned, with Ms. Damsker seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

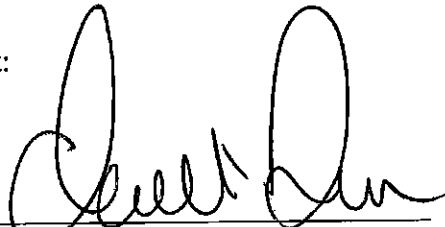
MOTION CARRIED

Respectfully submitted,



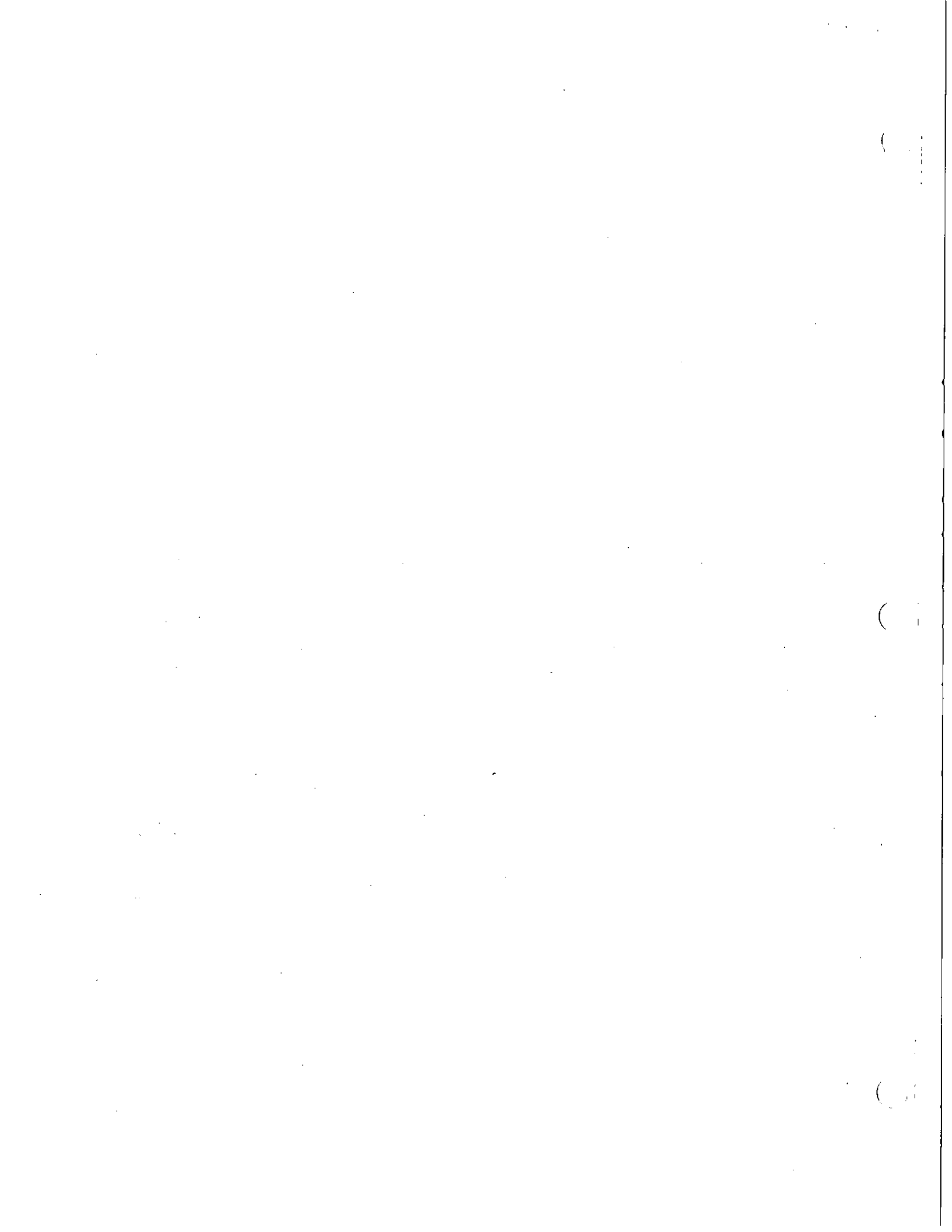
Louise S. Birett, Recording Secretary

Attest:



Robert Pesavento, Acting Chairperson

Chat Down



A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, June 24, 2008 in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Ronald Feldman as well as Paul Leonard; Township Manager, Susan Lohoefer; Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE APRIL 2008 MEETING:

Mr. Derr motioned, with Mr. Feldman seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in April 2008 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDPL) between May and June 2008.

• UDPL 2007 Annual Report:

- *The Year In Review* has been completed and distributed. This is the second year for this brochure format which briefly provides annual Library statistics, explains how the UDPL is funded, highlights the year's improvements, and describes several big events held last year.
- The report was distributed to the Board of Commissioners (BOC), Library Board members, local legislators, longstanding donors, school librarians, and the North Hills Community Center. The report is also available on the UDPL and Township's websites. People who are registered for the Library e-news received a notice of the web posting also.

• UDPL 75th Anniversary Newsletter:

- The newsletter provided an overview of Library services, covered general services, Summer Reading Club programs, North Hills Community Library, the Friends of the Library, and Playaways.
- Residents have been asked to stop in the Library and complete a very brief survey to determine how they would like to learn of Library services and future events. In appreciation for filling out the survey, a drawing will be held on August 1st. The winner will receive a free Playaway donated by Recorded Books. Staff is working to determine if the survey results can be shown online.
- The newsletter is available on the Library's website at upperdublinlibrary.org.
- Costs of the newsletter were shared with the Friends of the Library, and this opportunity was used to solicit more residents to join their organization. Those who have not joined or renewed their memberships are encouraged to do so. 100% of the funds support the Library, and donations are tax deductible.
 - Mr. Feldman was of the opinion that the Library and the Upper Dublin Parks and Recreation Department (UDPR) should look at costs and not duplicate services.

- Ms. Fiory explained that the Library put program information into the Parks and Recreation Leisure Guide. However, because this is the Library's 75th anniversary year, it was decided to issue a branded newsletter. The point of the newsletter was to give the Library its own identity.
- Book Sale:
 - The Friends of the Library (Friends) are currently hosting a special 2 for 1 book sale from the UDPL's own collection (approximately 500-600) as well as donations from the public. It will run through July 3rd. Proceeds will go to the Friends.
 - Mr. Feldman opined that if the Library is selling off its surplus, the proceeds should go to the Township rather than to the Friends.
 - Mr. Leonard said that disposal of any Township property does have obligations. He will look at Township requirements and speak to the Solicitor to determine if giving the money to the Friends is permitted or whether the funds should revert to the Township.
- Summer Reading Club (SRC):
 - 489 children, 86 teens, and 46 adults have already signed up for the SRC.
 - Anyone who still wishes to register may do so at the Library or on the website at upperdublinlibrary.org.
 - Programs, events and prizes are planned for everyone who participates.
 - The theme is bug related, and the Library will host numerous programs (many funded by the Friends), everything from traditional story times and book discussions to the 3rd annual Food Fear Factor for teens, entitled Insect Edition, which is a program for those brave enough to try foods with bugs in them.
 - Children who participate in the "Catch the Reading Bug" SRC are encouraged to attend a program with Mr. David Bugs Out with drawings and songs at 7:15 p.m. on June 25th in the Township Building.
 - Adult SRC participants are invited to actor Neill Hartley's one-man play "The Spirit of Lindbergh" on Thursday, June 26th at 7:00 p.m.
 - Over 40 local businesses have donated prizes for the many drawings and contests.
- School Districts K-12 Required Reading Titles:
 - Multiple copies of the reading titles will be available and located in designated areas of the Library.
 - Residents should ask at the circulation desk about where to find the books that are coded by grade level to facilitate searching.
- Request for Proposal (RFP):
 - The latest draft of the Library's Request for Proposals for a consultant to develop a Facilities Plan for the Upper Dublin Library and the North Hills Branch was e-mailed to the Committee members. This project comes as a response to the Library's long range plan which sets forth the creation of a facilities plan as a strategy for addressing the Library's current and long-term space needs.
 - The project will be funded by a \$30,000 Library Services and Technology Act Grant, and is to be completed by the end of May, 2009.
 - The consultant is charged with recommending up to a 30-year solution, providing a tiered range of solutions for improving Library facilities, from modifying and/or expanding the current facilities to building new.
 - Mr. Derr said that with the development of the new high school, new athletic fields, and the potential for a new fire house, he thinks the Library should also be located within the civic campus.
 - Mr. Feldman was of the opinion that the \$30,000 quote should not be more of the RFP.
 - Mr. Leonard said the problem is that the grant is on public record.

- Ms. Fiory said the Library Board decided that they should state outright that the UDPL anticipates spending \$25,000. The BOC can always hold public meetings and question bidders as to how they quoted. \$30,000 gives bidders a sense of how much the UDPL can afford.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

- Director's Office:

- Open Space Advisory Group:

- The June meeting was postponed until mid-July. At that time, the committee will receive updates on land acquisitions, trail planning and construction, funding, the Highland Avenue bridge project, an opportunity to develop a connecting trail to Robbins Park, and more.

- School/Township Joint Facilities Planning Liaison Group:

- No meeting in June, however, the Director participated on a six-person interview panel for selection of a new Director of Robbins Park.

- Trails:

- The consultants met to develop a proposed approach to funded project implementation.

- Disposition of Former School Buildings:

- The Director participated in a meeting with various members of the Township management staff, the Township Manager, and Commissioners Damsker and Tackel to discuss the Old Fort Washington School and the EPI-Center.

- Eagle Scout Projects:

- One project was completed (building flower boxes around gateway signs at Aidenn Lair Park and Burn Brae Park).
- The Director met with a scout at Robbins Park to plan out a new project (renovating the campfire ring and seating area) that will be funded by the Friends of Robbins Park.
- The Director provided information on potential projects for two more scouts.
- The project of rebuilding the Pine Run Park outdoor classroom remains open.
 - Mr. Derr observed that the bridge spanning the creek at Henry Lee Willet Park is in dire need of replacement.

- Upper Dublin Parks and Recreation (UDPR) Reorganization::

- On-the-job training and orientation continues for the Department's new Recreation Specialist, Andy Meehan, who began his new job on May 12th.

- Upper Dublin Sports Park (SPARK):

- Spring use concluded mid-month.
- Per an agreement with the School District, there will be no weekday daytime use of the facility for summer 2008 due to construction of the new high school.

- Weeknights and weekends are open for permits.
 - Meetings with fall user groups will be set up.
 - It is understood that the youth football program (the primary user group) will dictate availability for other groups.
 - An e-mail was sent to the Tannerie Woods Homeowners' Association and other immediate neighbors regarding fall usage, the set dates, and outlining expected use of the facility. It was noted that there is an immediate visual barrier between Tannerie Woods and SPARK.
 - The largest number of people and cars are expected on August 4th. The amount of use at SPARK is something that has not yet been experienced. UDPR will react to the use of the facility and manage and control said usage.
 - Mr. Derr informed that the Football Program has agreed to the use of SPARK by field hockey players on Sundays at 4:00 p.m.
 - When Ms. Damsker asked if additional mature trees could be planted at SPARK to dissipate noise, Mrs. Lohoefer said it cannot be done because of underground utilities per Rick Collier.
 - Representatives from the Upper Dublin Junior Athletic Association will be in attendance at the Stated Meeting on July 8th.
- Upper Dublin Twining Valley Golf Classic:
 - Close to 100 golfers participated in the event.
 - Net proceeds of \$20,000 or more are anticipated. The account will be settled by the end of the summer with proceed checks to be distributed in September.
 - North Hills Summer Camp:
 - The camp will run for five weeks from July 7th through August 9th.
 - Mrs. Lohoefer met to discuss the plans for the camp with Sherry Rivers, Overall Coordinator, and Keisha Black, one of the two Directors of the camp.
- Evening/Weekend Activities:
 - Mondauk Common Permits – new permits were issued and booked permits monitored.
 - Sitewatch – seasonal schedule underway. New employees were selected and trained.
- Events/Activities of Note:
 - “Bug Out” – an UDPR and UDPL joint program was held at Robbins Park on June 6th.
 - The Spring Flea Market was held on June 7th with 50 vendors participating.
 - Discount tickets were on sale for movies and the Baltimore Aquarium.
 - Summer 2008 discount tickets are on sale.
 - The first Summer Concert featuring *Point Blank* will be held at Temple University Ambler on June 29th.
- Upcoming Programs/Events of Note:
 - July 13 – Street Corner 5
 - July 20 – RockaPhilly’s
 - July 27 – Barbone Street Jazz
 - August 3 – Local Teen Bank Showcase (planned jointly with the UDPL)

ADJOURNMENT:

Mr. Feldman motioned, with Ms. Damsker seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

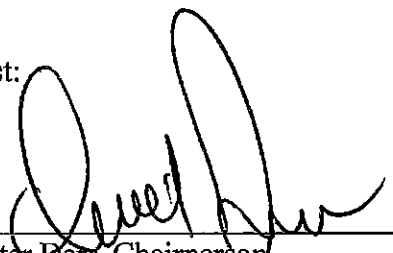
ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:


Chester Derr, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, August 26, 2008, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Ronald Feldman (who arrived at the meeting at 6:40 p.m.) as well as Susan Lohoefer; Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JUNE 2008 MEETING:

Ms. Damsker motioned, with Mr. Derr seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in June 2008 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Library Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDPL) between July and August 2008.

• Summer Reading Club Report:

- The Library wrapped up another fast-paced and exciting Summer Reading Club season. Final statistics included:
 - More than 1,000 participants.
 - 759 children.
 - 136 teens.
 - 122 adults.
 - 82 Registered at North Hills Library.
 - North Hills' statistics have been particularly noteworthy. With increased programming, more viral marketing, and continual improvements to the collections, the staff has seen increases in circulation and visitors this year.
 - 30% increase in circulation.
 - 50% increase in visitors in July 2008 when compared with last year at this time.
 - In July, staff received great support from the North Hills staff who helped to fill spaces in the Science in the Summer Program held there, and staff has been seeing larger audiences at the monthly teen programs which continued into the summer.

• Playaways Audio Book Collection:

- Circulation "shot up" during the past few months as a result of coverage in the newsletter which was mailed in early June. Playaways circulation more than tripled in June over May, and a 30% increase was seen in July.

• Newsletter Survey:

- The public was surveyed about the Library's Newsletter. By making it available online, staff received more than 70 responses. Data from the responses is still under review, but at quick glance, staff learned that 94% of the respondents learned something new by reading the newsletter. The top 3 topics that

were new to people were (1) Playaways, (2) Adult Programming, and (3) Children's Programming. The number of people who said they would use the Library more since reading the newsletter totaled 72%.

- 2009 Library Budget:

- In early July, staff learned that the Public Library Subsidy for 2009-2010 will be level funded so the Library will not see an increase in state funding for next year. Some other government funded library programs were reduced by 1.3% including the Statewide Library Card Program which provides some revenue for the Upper Dublin Library.

- Gift Book Program:

- The Gift Book Program has recently been expanded and newly advertised. The community is invited to commemorate a special occasion, pay tribute to a friend or memorialize a loved one with a donation to the Library. For as little as \$25,00, a Library staff member will personally select a book or other item to be placed in the collection in the name of a friend or loved one. An item can be placed in the collection to honor, celebrate, or remember any event (i.e., birthdays, retirement, military service, etc.). Brochures with more information are available in the Library, on the Library's website, and credit card contributions can be made through the Township Online Store.
 - Answering a concern raised by Mr. Derr, Ms. Fiory said that while it is possible for a member of the public to request a specific title for the collection, the final decision is the responsibility of the Library staff.

- Facilities Plan Project:

- A Request for Proposal (RFP) was issued, and five proposals were received from very experienced and talented applicants. The choice was narrowed down to two by Ms. Fiory and the Library Board. The candidates will be interviewed on August 27th. A final decision is anticipated by the end of next week.

- Draft of Township Policy Regarding Disposition of Personal Property Owned by the Township:

- The policy was drafted in response to a concern raised by Mr. Feldman in June regarding selling off Library surplus and whether the proceeds should go to the Township rather than to the Friends of the Library. It will be distributed to the members of the Board of Commissioners (BOC).

MR. FELDMAN ARRIVED AT THE MEETING AT THIS TIME.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

Director's Office:

- School/Township Joint Facilities Liaison Group:

- The School Board appointed Lisa Fantini as the new Director of Robbins Park. She is an Upper Dublin High School graduate and will be a nice "bridge" between Upper Dublin Township and the Upper Dublin School District as they move into the future.

- Trails:

- Work continues toward final preparation for installation of the Highland Avenue bridge across the Rapp Run to CHAC South. The Township's Public Works Department will install the bridge.

Eagle Scout Projects:

- One scout tackled the rebuilding of the Pine Run Park outdoor classroom, and should complete his work in late summer/early fall.
- A second candidate scheduled to renovate the Robbins Park campfire area has received all required approvals and will schedule his work by Thanksgiving.

• Upper Dublin Sports Park (SPARK):

- Completion by Upper Dublin School District (UDSD) contractors of the Loch Alsh entrance to SPARK Drive allowed drive-in access to the park as of August 25th.
- Several Upper Dublin Junior Athletic Association (UDJAA) football teams moved practices from the Sandy Run Middle School (SRMS) as of August 25th.
- Two-thirds of the squads moved as of August 26th.
- For this last week of preseason camp, the 6 flag teams, 55# team, and cheerleaders are staying at the SRMS complex.
- As of September 2nd, cheerleaders will move indoors to various schools, and all football teams will be on staggered twice-a-week practices with lights.
- Games at SPARK begin the weekend of September 5th-7th.
- UDHS field hockey and football teams have conducted pre-season day camps on SPARK. Some ripples in the surface developed due to extreme heat. Repairs have been made.
- A tentative use schedule has been developed. Final assignments will be made once the KSL schedule is published. 90%-95% of the usage will be for football.
- Good fortune allowed the contractor to begin work on planned restroom/snack bar/control building much earlier than expected (12-18 months ahead of schedule).
- The ribbon cutting ceremony at SPARK Park will be held at 10:00 a.m. on September 20th. Senators Shapiro and Greenleaf as well as School District and Township officials will attend.

• Fall Field Assignments:

- All community fall sports programs (football, cheerleading, field hockey, soccer, fall baseball) had to adjust with changes in usual field locations due to the loss of UDHS fields because of construction and the limit on parking behind the UDHS.

• North Hills Summer Camp:

- Camp ended its 5 week session on August 8th.
- A financial summary was completed by the end of the month. All receipts and invoices have been collected and are on file.
- Sherry Rivers and Nikicia Black were commended for running and operating a well-planned program for more than 80 campers.

• New Horizons Montessori School (NHMS):

- Ms. Lohoefer and the Parks Superintendent met with Laura Stulb, the new head of the NHMS on August 19th.

• Local Publicity:

- The Ambler Gazette highlighted the following:
 - Two UDPR programs in the Accent Section – Little Chefs and Tween Carnival.
 - The UDJAA Summer Basketball Program was highlighted another week.
 - The Science in the Summer Program was also highlighted.

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• Summer Concert Series:

- Many compliments were received on this year's concert series hosted by Temple University Ambler. Temple has invited the concert series to the same lovely venue in 2009.
- The Parks and Recreation Department continues to explore other partnership opportunities with the University. One of the opportunities will be a drive-in movie in their parking lot on Saturday, October 18th from 8:00-10:00 p.m.

• Upper Dublin Twining Valley Golf Classic:

- \$26,000 in proceeds from the golf tournament will be distributed to beneficiaries on September 9th.

• Upcoming Programs/Events of Note::

- The Leisure Guide to Fall 2009 will be available on-line as of September 2nd. Registration begins immediately. Paper copies will be available at the office the week of September 8th and arriving in homes starting the week of September 15th.

ADJOURNMENT:

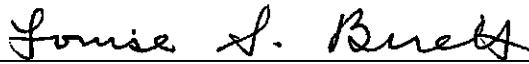
Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:50 p.m.

VOTE ON MOTION

ALL YES

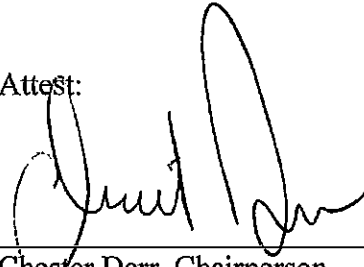
MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Chester Derr, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee of Upper Dublin Township was held on Tuesday, October 28, 2008, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Ronald Feldman as well as Susan Lohoefer; Parks and Recreation Director; Cherilyn Fiory, Library Director; and Debbie Blum representing the Environmental Protection Advisory Board. Commissioners Ropski and Mermelstein participated as part of the audience.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JUNE 2008 MEETING:

Ms. Damsker motioned, with Mr. Derr seconding, to accept the Minutes of the Public Activities, Lands and Contracts Committee Meeting in June 2008 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDPL) between September and October 2008.

Statistics:

Historically, September is one of the Library's least busy months. However, the Library experienced some of the most significant usage increases this year as follows:

- 14,239 visits in September (20.7% increase over September 2007).
- 22,409 items circulated (23% increase over September 2007).
- Throughout the year, most of the major circulation increases have been in audio-visual (AV) materials.
- 19.8% more books circulated than in September 2007.
- 32% more AV materials circulated than in September 2007.
- 14.6% increase in daily circulation over September 2007.

New Collections:

- E-books for young readers – funded by the District Library.
- Tumblebook Library (in English, Spanish or French) is available to Montgomery County residents via their public library's website. Tumblebooks provide a virtual story time where children can develop or improve their reading skills by following along with the words on the screen. Reading levels are indicated for each book. Games and learning activities are available as well. Tumblebook Library can be visited via the Library's website.

Console Video Games (for Wii, Playstation and Xbox) for checkout:

Several Montgomery County Libraries have already been successful with similar collections. Once unheard of in library collections, video games are becoming as prevalent as other audio visual formats particularly as a draw for teens. Gaming programs at the UDPL have been popular for both boys and girls. The games can be found in the young adult collection and can be checked out for one week.

North Hills Community Library (NHCL):

- The NHCL will be receiving three new computers thanks to funding from a Gates Foundation grant. The computers will upgrade three public workstations there.
- NHCL a Picturing America award recipient. As a participant in this joint National Endowment for the Humanities and American Library Association Program, NHPL has been selected to receive 40 reproductions of American artworks to display. These grants will be acknowledged together in a press release at the time of the first art display.

2009 Budget:

The 2009 budget has been completed. It includes a request to hire a full-time Youth Services Librarian, which will eliminate the current part-time Teen Specialist position. The need for this position is two-fold -- primarily to continue the improvements the teen specialist has made these last few years in collections and services as well as to provide support and assistance to the Head of Youth Services, who has been requesting additional staffing for several years. Most of the other accounts have been reduced from last year.

Facilities Planning:

The Library Board and Ms. Fiory had their first planning meeting with Himmel & Wilson Consultants on October 15th. The consultants gave a presentation on trends in library design followed by an informal brainstorming session. The surveying tools for Phase I (research portion) of the project were also defined. Four Library Board members, three Library staff, and several other community leaders will make up the Facilities Planning Committee which will liaise with the consultants through the project. Library Board Member Peter Hahn was appointed the Committee Chair. Ms. Fiory is currently coordinating residents to participate in focus groups which will be held from November 13 through the 18th. The Committee is looking for people who are interested in voicing their opinions about the Library and its services. Anyone interested in participating should contact Ms. Fiory.

Report of the Parks and Recreation Director:

Susan Lohoefer presented her report of activities during the month.

Director's Office:

- Trails:
 - 1A and 2B, Highland Avenue – Delivery of the bridge has been delayed by the manufacturer for another two weeks. Installation of landscaping is targeted for completion in early November. Rain at the end of October pushed back spotting and installation by about one week.
 - When Mr. Ropski asked if the delay in the bridge work will increase the costs associated with its installation, Ms. Lohoefer informed that the work is being done by Township forces using a rented crane. The UDP&R will thus be able to avoid increased costs.
 - 3B, Mondauk Mile – This segment of trail construction is moving ahead. The Trails Team continues its work to prepare site drawings and construction specifications.
- Disposition of Former School Buildings:

Kramer-Marks Associates (KMA) developed three schemes for renovation and/or new construction that were reviewed by the Upper Dublin Parks and Recreation (UDP&R) staff. Comments and suggestions were provided to KMA who will revise drawings and develop cost estimates for each that will be presented to the Board of Commissioners (BOC) as part of budget discussions.

- Mr. Feldman reminded that the BOC indicated they wanted to see costs pertaining to the EPI Center in order to make an informed decision.
- Regarding the Old Fort Washington School (OFWS), Ms. Lohoefer has shown the premises to several individuals, and all have walked away from it. The Township is still open to any viable suggestions regarding the OFWS.
- Eagle Scout Projects:
The Director, Parks Superintendent and Parks Foreman each take on certain roles as Eagle Scout projects are proposed and then completed on behalf of the Township. The status of current projects is as follows:
 - Pine Run Park - Scout is preparing a scope of work to reestablish the trail and complete the loop returning to the bridge from the outdoor education area (recently refurbished by another Scout).
 - Robbins Park – Scout is refurbishing the campfire ring and outdoor teaching area by replacing wood benches with recycled lumber (paid for by Friends of Robbins Park).
 - Township Building – Staff provided Scout with suggestion to prepare a scope of work to address maintenance issues (areas where grass will not grow) under the overhang behind the Township Building. Work will include removing grass, leveling the ground, installing a border and installing stone and some landscaping.
 - Pine Run Park – Staff will meet with Scout and his parents to discuss construction of a small bridge over the creek with a width that will accommodate maintenance equipment.
 - Answering a question raised by Mr. Ropski, Ms. Lohoefer said the UDP&R maintains a list of suggestions of projects Eagle Scouts can consider doing. On the other hand, sometimes a Scout will come in to the UDP&R with an idea in mind. The UDP&R accommodates 95% of the requests it receives. Any interested Scouts should contact the UDP&R office.
- Open Space Projects:
 - 3 Tuns Tennis Courts – The contract was awarded to Top-A-Court Tennis Co. of Hatfield, PA. Get-ready landscaping work is completed. Tennis court work will begin the first week in November. Parks Superintendent developed an alternate property line fence proposal that will result in a savings of approximately \$3,500. Color coding will be completed in the spring of 2009.
 - Sheeleigh Curb & Sidewalk – The Public Works Department is overseeing this work that nears completion. Argyle Avenue sidewalk was replaced. Douglas Street sidewalk was constructed. This work completes planned renovation to the playground side of the park.
- General Activities:
 - Braccia Land Management Plan – Rick Collier of LandConcepts Group met with Mr. Leonard and various staff members to present base mapping and brainstorm priorities and uses.
 - 2009 Budget – The Department’s budget was submitted.
 - Upper Dublin High School 10th Grade Environmental Science Class Projects – Three parks were the sites of stream and park clean-up as quarterly projects.
 - Community Room Scheduling – Two representatives from Silver Spring Township, PA visited the Township to see the Community Room setup and also gather information about how UDP&R manages scheduling, room changeover, and billing.
- Special Events and Trips of Note:

| | | |
|------------|--|--|
| October 11 | Fall Flea Market | In partnership with SAUDC |
| October 18 | Drive-In Movie at Temple Ambler Campus | In partnership with Temple University Ambler |
| October 25 | Dodge Ball Tournament | In partnership with Greater Plymouth |

Community Center

October 28 Ghosts, Goblins & Witches at Robbins Park In partnership with the Upper Dublin Public Library

• Upcoming Events and Trips of Note:

| | |
|-----------------------|---|
| November and December | New York City Trips |
| December | 2 Trips to Radio City Music Hall in New York City |
| Through December | Entertainment Books on sale |
| December | Disney on Ice Shows |

DISCUSS:

Community Supported Agriculture (CSA):

Debbie Blum of the EPAB asked the BOC to support CSA. She explained as follows:

- CSA is a cooperative effort by which a group of people pay for a membership at the beginning of the growing season, and that money goes to pay a farmer to purchase seeds for crops, etc. Throughout the growing season, the members receive part of the harvest from week to week.
- CSA helps to preserve open space and farm land.
- CSA creates environmental benefits.
- CSA benefits the local economy because food dollars stay in the community.
- Locally grown crops eliminate the carbon footprint of food.
- The closest CSA is Pennypack in Horsham. They are thriving and are currently over-subscribed by serving 330 families (including some in Upper Dublin Township [UDT]) with 100 people on the waiting list.
- A non-profit CSA could be created by a group of residents in UDT in association with Pennypack.
- The EPAB would like to see UDT lease open space land that would become part of the farm. Seven cleared acres with a house for the farmer to reside would be the ideal situation. She brought this matter to the attention of the Planning Commission and asked them to suggest ideas for specific pieces of property. The EPAB is open to finding out what parcels of land could become available.
- In general, CSA would be financed from the members and from grants. The EPAB would need the Township as a partner to obtain grants.

Mr. Derr suggested that the EPAB identify land that is already owned by the Township such as the Braccia tract. That tract is currently in the planning stages. Therefore, part of that property could conceivably be set aside for CSA. He asked the EPAB to work with the Manager's Office to devise a true business plan and then bring it before the PALC at a later date. He does not think that the BOC would be willing to condemn a property for what the EPAB is suggesting.

Mr. Feldman advised the EPAB to consider land that the Township already owns. A non-profit organization should be formed and a Business Plan should be drawn up. A budget is required to make sure their ideas make sense. The EPAB must decide exactly what they are asking the Township to do.

Mr. Leonard invited the members of the EPAB to discuss this matter with him. If the Township does identify properties that might be half-way there, he asked if the EPAB would be interested in looking at community gardens as a way to get started? Many residents who would not consider a garden on their own property would do so in a community setting. Ms. Blum agreed that is a good point.

Mr. Derr advised the EPAB to tap into resources such as Robbins Park and the School District's Ecology Club as other sources with which to brainstorm.

ANNOUNCEMENTS:

The homecoming football game between Upper Dublin High School and Wissahickon High School is scheduled to take place at 7:00 p.m. on October 31st at Wissahickon field.

The December 23rd meeting of PALC has been cancelled.

ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:05 p.m.

VOTE ON MOTION

ALL YES

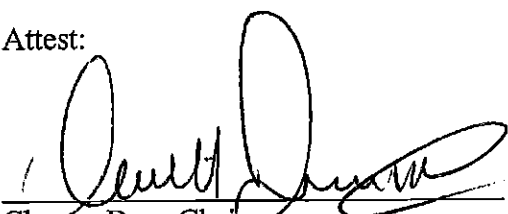
MOTION CARRIED

Respectfully submitted,



Louise S. Birett, Recording Secretary

Attest:



Chester Derr, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee (PALC) of Upper Dublin Township was held on Tuesday, January 27, 2009, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Ronald Feldman as well as Susan Lohoefer; Parks and Recreation Director; Cherilyn Fiory, Library Director; and Carol Collier representing the Environmental Protection Advisory Board. Commissioners Ropski and Pesavento participated as part of the audience.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE OCTOBER 2008 MEETING:

Mr. Feldman motioned, with Ms. Damsker seconding, to accept the Minutes of the PALC Committee Meeting in October 2008 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDPL) between December 2008 and January 2009.

Friends of the Library Sponsored Program:

- Former Philadelphia Inquirer columnist and author, Steve Lopez, will visit the UDL on March 17th at 7:00 p.m. in the Township's Community Room. Mr. Lopez is the author of several books including *Third and Indiana* and *The Soloist*, the 2009 One Book/One Philadelphia selection (a program sponsored by the Free Library of Philadelphia). *The Soloist* has also been made into a feature film to be released in April.
- The program will be offered free thanks to the Friends of the Library, but will be a ticketed event due to anticipated popularity. Free tickets will be available in the Library beginning February 9th with a limit of 6 tickets per person.

UDL's Youth Services Department:

- Barbara McNutt, Head of Youth Services, and Tara Thomas, Teen Librarian, presented book talks to 32 4th through 6th graders at New Horizons Montessori School in December. Ms. McNutt also read stories to their kindergarten class.
- Ms. McNutt discussed Library services at 4 events held for parents of ESI students at public elementary schools.
- In January, Upper Dublin teachers attended a workshop led by Ms. McNutt which introduced 2 resources available via the Library's website - Tumblebooks Library and NovelList K-8. Public school teachers received continuing education credits for attending.
- Sue Ann Miller, Head of Reading, was very instrumental in the above.

Teen Usage of the Library:

- Library staff met with Principal Rittenhouse and high school staff on December 3rd to discuss the influx of high school students coming to the Library on weekday afternoons. It was decided that high school supervisor Jack Hahn would visit the Library each afternoon to check on student behavior. This action has had some positive effects on the noise level and behaviors of the students.

- Another meeting was held on January 22nd, but no further action will be taken at this time.

Title III State Funding:

- The Library has been invited to partner with the School District on a project funded by Title III State Funding which serves immigrant families.
- Seeking to better serve the immigrant population, the funding will be used to expand both entities' collections with materials that suit Upper Dublin's demographics including materials in foreign languages or materials that facilitate learning English.
- Literature that promotes this program to immigrant families will follow.
 - Mr. Derr suggested providing foreign language courses for English-speaking people.

Library's Facilities Plan:

- Himmel & Wilson Consultants, who are developing the Library's Facilities Plan, were engaged in several community surveys (facilitated 8 focus groups, interviewed more than 15 community leaders individually, and developed an online survey which was posted on the websites of the Township and School District). Links to the survey were also distributed via various e-mail lists in the Township (768 responses received).
- Results of the surveys will be discussed at the first meeting of the Facilities Planning Committee on February 3rd.
- The Facilities Plan should be completed by May 2009.

DCED Grant:

A grant for \$9,600 has been applied for through DCED via Representative Murt's office to fund the software and installation of a sign-in software and print management system for the Library's public computers. Notification of the awarding of this grant will occur in April 2009.

Library's Website:

- Library staff redesigned the Library's website with a sophisticated new look including new features, a catalog search from the main page, and frequently updated staff suggestions. The site is scheduled to go on line at the end of February.

REPORT OF THE DIRECTOR OF PARKS AND RECREATION:

Susan Lohoefer presented her report of activities during the month.

Director's Office:

- Open Space Advisory Group (OSAG):
 - The open space inventory was updated to reflect recent purchases. During the years 2006-2008, the Township's open space inventory has grown from 550 acres to just under 600 acres.
- School/Township Joint Facilities Planning Liaison Group:
 - Ms. Lohoefer participated in an informal update meeting between Township and School District officials and staff.
 - The Director gave a short Trails Update presentation, focusing on the proposed Temple University connection which will tie in Meetinghouse Road to the Municipal Complex through SPARK and the high school campus.

Trails:

- 1A and 1B, Highland Avenue – Access ramps were constructed and installed by the Parks and Recreation (P&R) crew and Public Works Department (PWD) workers during the month, thereby providing public access across the bridge. Permanent railings will be placed once fabricated.
- 3B, Mondauk Mile – This segment of trail construction is moving ahead. The Trails Team continues its work to prepare site drawings and construction specifications (should be ready soon for spring bidding).
- 2, Temple University Connection: - The Trails Team prepared a slide show on this segment of the trail that will be presented at the February 24th meeting of the Montgomery County Open Space Board. Once approved by the County, community and neighbor information will be shared. The Team hopes to receive a recommendation for release of the remainder of the Township's Green Fields/Green Towns (GF/GT) funding (\$254,500), approximately 50% of this segment's estimated cost.
- Future Segments: The Trails Team intends to return to the Open Space Board during GF/GT Round 2 funding. It is also the Team's intent to submit Segment 12, Susquehanna Road Bike Trail, for DCNR Keystone Grant/Community Conservation Partnership funding in the next round.
 - Mr. Leonard informed that appearances by Ms. Lohoefer and Rick Collier of LandConcepts have been well received.
 - It has been disconcerting that the portion of cross county trails through Upper Dublin has been stalled.
 - Ms. Lohoefer has had meetings with the Montgomery County Planning Commission (MCPC) over the past 2 years inquiring about the status of the Pennsylvania Avenue cross county trail.
 - The Fort Washington Avenue trail will tie straight through to Chemical Road and the Schuylkill River trail in Conshohocken.
 - \$200,000 of the Township's grant money was offered to the County for their ability to move forward with the cross county trail through Upper Dublin. Mr. Collier has inquired about the status since nothing has happened as of yet. Mr. Leonard will send a letter to the MCPC informing that if the County intends to accept the \$200,000, they will have to move forward. If not, he will ask that the funding remain with Upper Dublin.

- Disposition of Former School Buildings:

- Staff will develop a plan that shows where programs currently housed at the EPI Center and Old Fort Washington Elementary School could be temporarily relocated by late April. In the meantime, the Board of Commissioners (BOC) will determine a broad course of action for facilities improvements and/or construction. Financial and operational impacts will be shown as part of the plan.

- Upper Dublin Sports Park (SPARK):

- Fee Schedule for Use: - A fee structure with defined user groups was developed and presented to PALC. The Department is not offering non-township groups lights at night. Lights will be turned on by special permission only. The SPARK 2009 Rental & Fee Information that is given to all persons/groups applying to use the fields states as follows.

Class 1 – Upper Dublin Township Recognized Youth Sport Organizations (YSO)

(use paid by YSO:

1A – Bulk scheduled seasonal use (pre-season and regular season).

1B – Occasional, additional special use requests including tournaments, playoffs, camps.

Class 2 – Upper Dublin School District (UDSD team on field):

2A – Bulk scheduled seasonal use (pre-season and regular season).

2B – Occasional additional UDSD special use requests including playoff games, tournaments, camps.

Class 3 – Other users, “pick up” activities of less than 25:

3A – Seasonal assignment (specific starting and ending dates).

3B – Single or multiple use assignment, not seasonal.

Class 4 – Other users, groups of 25+, plus organized leagues and teams including area schools:

4A – Seasonal assignment (specific starting and ending dates); Certificate of insurance is required.

4B – Single or multiple use assignment; not seasonal. Certificate of insurance is required.

SPARK facilities are available daily from 9:00 a.m. until 10:00 p.m. Certain limitations and restrictions to use will be applied to requests for use by non-residents and non-UDT-based organizations. UDT’s ordinance establishing a “10:00 p.m. recreational lights out” policy is strictly enforced.

- When Mr. Derr commented that the BOC approved the numbers when they passed the budget for 2009, the Committee members agreed to the fee schedule.
- When Mr. Feldman asked whether a separate account is set up for these fees, Ms. Lohoefer informed that some of the fees go towards operations and SiteWatch. Hourly fees go into the sinking fund.
- Penalties have been set for years, and they have been strictly enforced. Park attendants and SiteWatch personnel give a first warning. If there is a second infraction, the permit holder is contacted with the complaint. If the matter is not taken care of, then Ms. Lohoefer gets involved with the offender, and that is when the penalties start.

- RACP Grant Application (to help support the use of SPARK): Based on the narrative submitted and the state auditor’s review and testing of the documentation, additional information and support documentation has been requested. The application review and file building process will continue well into 2009 with a required final review by the Pennsylvania Office of the Budget.
- SPARK No. 1 Spectator Seating: A design proposal was solicited, but not budgeted for. Ms. Lohoefer will come back before the BOC at a future date regarding this matter. The estimate from the football program is that they would need to seat 300-400 people for their games. The hard trail across the back can also accommodate people in chairs.

• Open Space Projects:

- Upper Dublin Community Pool Changing Area Renovations: A contract for professional design and construction supervision services was signed with Kramer Marks Architects. Site analysis work is underway with work bid/proposals solicited in early spring.
 - Two drain covers each require replacement in the main pool and two in the baby pool. Ms. Lohoefer has learned that there are not many vendors who supply the drain covers, but her staff is working on the matter. The pools cannot open if the Township is not in compliance. While she has no cost estimate, Ms. Lohoefer informed that the cost could run to thousands of dollars.

- Ballfield and Fencing: Plans were finalized and contractor proposals solicited. The Upper Dublin Junior Athletic Association will order and pay for the work with an approved contribution from the Township. Ballfield renovations will be completed at Three Tuns Park, CHAC North, and Mondauk Common No. 1 and 2. Backstop and fence work will be completed at Three Tuns Park, Mondauk Common, and North Hills Park.

- General Activities:

- Sunday Evening Concerts: Temple University Ambler will again host the summer series. Major sponsorship is currently being solicited. Scheduled performers are:

| | |
|----------|--|
| July 12 | The Daisy Jug Band |
| July 19 | Steve & Steve |
| July 26 | The Delchordians |
| August 2 | Melissa Martin & The Mighty Rhythm Kings |
| August 9 | Barbone Street Jazz Band |

- Pool and Spa Safety Act 1404: Staff participated in a one-hour information webinar on January 13th presented by Athletic Business Publications, Inc. Staff is working on compliance with the local pool equipment vendor. Once the Township is in compliance, staff will document their actions and register with Montgomery County and the Commonwealth of Pennsylvania.
- Seasonal Ballfield Permits: Invitations to submit requests for 2009 seasonal ballfields were mailed to past users with requests due back by February 6th. Assignments will be made by the first week in March. Seasonal field fees were increased (\$50 for residents and \$100 for non-residents), and for the first time, a fee differential is being applied to non-Upper Dublin-based teams.
- Bulk Purchase of Water for Upper Dublin Community Pool: Mr. Leonard provided contact information for a local vendor who will be called in February.
- Memorial and Commemorative Bench Program: With 40 benches already donated and in place, the BOC agreed that as of January 1st, Mondauk Common will no longer be a host site for bench donations. The bench program information flyer has been updated to reflect this as well as the revised cost of \$700 per bench.

- Recreational Programs:

- The popularity of Pre-School, Adult Fitness and 60's & Soul Line Dancing Programs continues.
- School holiday "Creativity Days" and "Babysitters Training" are popular.
- Discount ski tickets remain on sale for the season.
- Discount tickets for the Philadelphia Flower Show and Bella Italia scheduled from March 1-8 will be on sale in early 2009.
 - Mr. Feldman was of the opinion that fees for popular programs should be raised.

- Upper Dublin Twining Valley Golf Classic:

- Ms. Lohoefer sent out 38 e-mails to previous supporters of the Golf Classic to determine their interest for a golf tournament in 2009 under the current economic conditions. While she is awaiting more replies, the following results are available:
 - Seventeen replies were received indicating they were inclined to be able to participate at the same level as previous years.
 - One said they will not be able to give support in 2009.
 - One said they could not provide support until 2010.

- Mr. Feldman suggested that the vendors and general contractors working on the new high school be approached for possible donations.

DISCUSS:

EPI Center:

By the end of April, recommendations and alternatives will be presented to PALC regarding transitioning programs from the EPI Center into other locations.

Policy for Disposition of Township Personal Property:

Under the First Class Township Code, Section 1501, the BOC is required to approve by resolution the sale of Township personal property having a value greater than \$1,000. The BOC is authorized, however, to adopt a procedure for the disposition of surplus personal property having a value of less than \$1,000. If this procedure is followed by Township employees, approval of the disposition of individual items of personal property having a value of less than \$1,000 need not be given by the BOC. The policies set forth in this document constitute the method and procedure approved by the BOC for the disposition of all personal property owned by the Township.

Mr. Leonard commented as follows:

- The draft policy was the third prepared by the Solicitor's Office. Such a policy is needed due to the sketchiness of the First Class Township Code.
- Lost and found items are handled under State Statute.
- E-bay may be used for disposition of some of the items.
- The Fort Washington Fire Company (FWFC) recently received a detailed letter from the Solicitor pointing out that they are stewards of Township Property. If there is any issue with the ownership of a piece of property, it will be the FWFC's obligation to prove that they have made the purchase. Even though they operate as an independent organization, the FWFC has the same obligations just as Township departments. If Township property is disposed of without the Township's consent, it is punishable as a criminal offence.
 - Mr. Derr said if the cost of an item to be disposed of is more than \$1,000, the BOC should be copied on any decisions.
- Any proceeds from the sale of Township property go into the General Fund.
- Auctions are the best options for disposing of large equipment. The vast majority of the Township's expensive items go to one or two auctions each year.
- The proposed policy for disposition of library books is as follows:

Library books to be discarded or recycled may instead be placed with the Friends of the Upper Dublin Library as agent for the Township to place the books for periodic sale, or for daily sale from shelves dedicated to this purpose in the Library, or to donate, recycle or discard those books not suitable for sale.

The Friends of the Upper Dublin Library shall receive the proceeds of this sale provided the Township has on file a letter from them committing the proceeds of the sale to the benefit of the Upper Dublin Library in such manner as the Friends of the Upper Dublin Library and the Director of Library Services may agree.

- Mr. Feldman said there is a need to differentiate what the value of the Township-owned books are, and if the sale of said books earns over \$1,000, the proceeds over \$1,000 should go to the General Fund. He asked that a clause to this effect be put into the ordinance.

- The Library Director informed that her staff weeds out 12,000 items per year. The arrangement with the Friends of the Upper Dublin Library is a "win-win" situation. The Friends take the books and sells them for 25 cents to \$1.00 each.
- Mr. Leonard assured that the intention is that the proceeds from weeded out items benefits a charity that is totally dedicated to the Library.

The draft policy will be submitted to the BOC for their review.

Public Submission Policies: Library Bulletin Board, UDTV, Township Website:

Mr. Leonard commented as follows:

- The website is used quite frequently for credit card transactions by residents signing up for Township programs.
- The Township has been cautious about links to the website.
- The Township tries to be as open as it can to non-profit and charitable organizations based in Upper Dublin.
- Bulletin boards should be policed.
 - Regarding the Library's bulletin board, there has been no problems other than community members who would like to post services.
 - Mr. Feldman would like to see a single policy for all the Township's bulletin boards, and Mr. Leonard said his staff will work on it.

ADJOURNMENT:

Ms. Damsker motioned, with Mr. Feldman seconding, to adjourn the meeting at 7:30 p.m.

VOTE ON MOTION

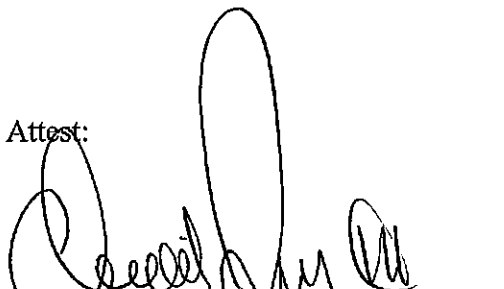
ALL YES

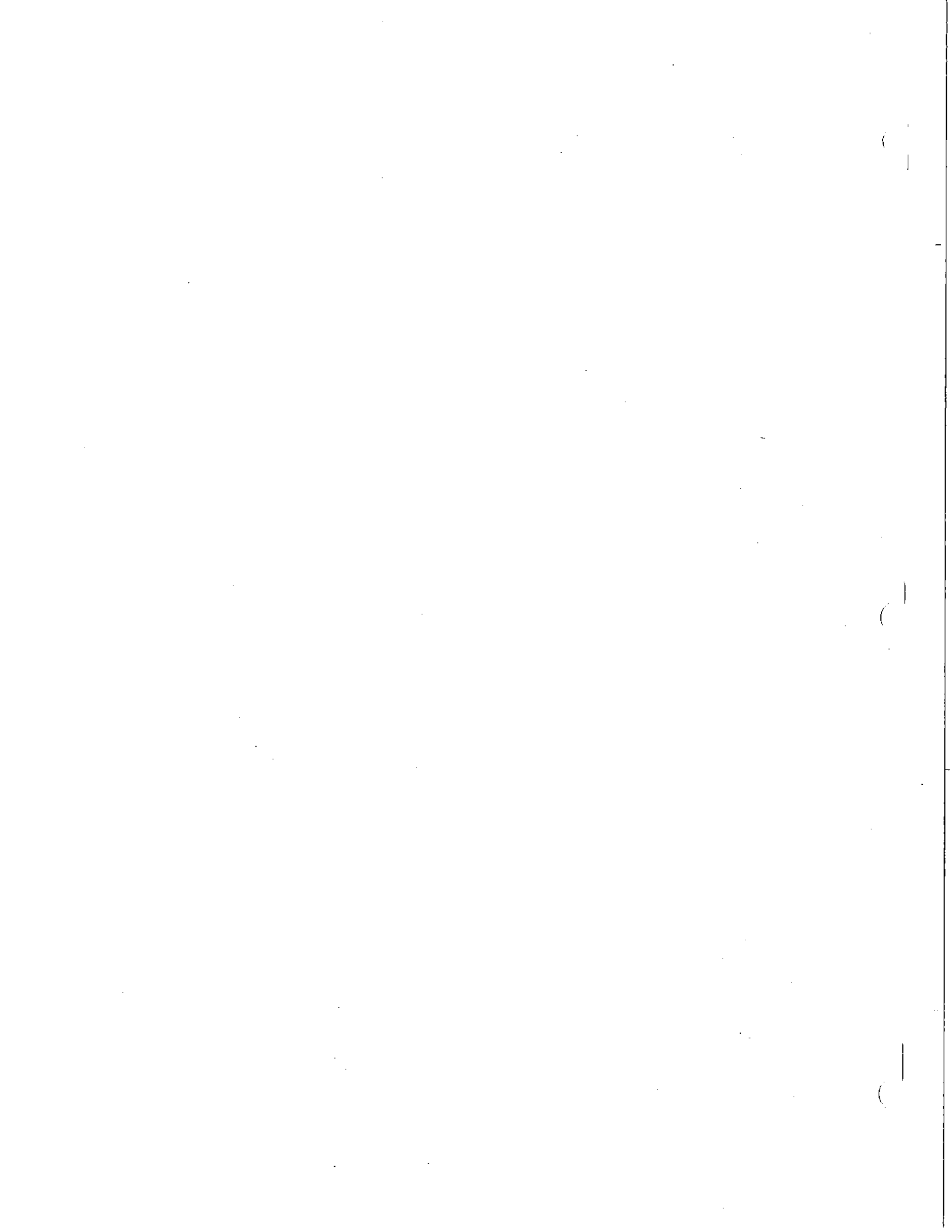
MOTION CARRIED

Respectfully submitted,


 Louise S. Birett, Recording Secretary

Attest:


 Chester Derr, Chairperson



A meeting of the Public Activities, Lands and Contracts Committee (PALC) of Upper Dublin Township was held on Tuesday, March 24, 2009, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker, and Stan Ropski as well as Susan Lohoefer; Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JANUARY 2009 MEETING:

Ms. Damsker motioned, with Mr. Ropski seconding, to accept the Minutes of the PALC Committee Meeting in January 2009 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDL) between February and March 2009.

Friends of the Library (FOL):

- The FOL funded a program during which former Philadelphia Inquirer columnist and author, Steve Lopez, visited the Township on March 17th at 7:00 p.m. in the Upper Dublin High School Auditorium. Mr. Lopez discussed everything from his new book *The Soloist*, which will soon be released as a major motion picture to his memories of Philadelphia and his thoughts on the future of the newspaper business. The Library has received positive reactions to this program, and kudos go out to Upper Dublin High School, the Library staff, and the FOL. Library staff is aiming to host an author event such as this on an annual basis, if possible.
- The FOL have purchased 2 Morris Arboretum passes for the Library to circulate. They can be checked out to Township residents and staff only. Each free pass is available on a first come, first served basis, and can be checked out for 3 days. A pass is good for up to 2 adults and 4 children, a 10% discount at the Arboretum's gift shop, and reciprocal admission to more than 200 gardens and arboreta within the United States.
- The annual meeting of the FOL is scheduled on April 2nd at 7:30 p.m. The organization is always looking for volunteers to serve on the board or join a committee. All residents are welcome to attend.

UDL Operations:

- The hours of operation at the North Hills branch will remain the same year-round in an effort to provide more consistent service, facilitate staff scheduling at both Library facilities, and meet the needs of the community.
- During the past two months, Saturdays have been the busiest days of circulation. Additional staffing will help to handle the increased Saturday workload.

UDL's Facilities Plan:

- On March 18th, Bill Wilson (representing Himmel & Wilson Consultants, who are developing the Library's Facilities Plan), presented to the Library Board and Facilities Planning Committee several alternatives for improving the main Library's space (including several schemes for expending onsite). A first draft of the planning document will be reviewed by the Committee and Library Board next week, and a second meeting is scheduled on April 2nd. The approved draft will be presented to the Board of Commissioners (BOC) and the public at the Stated Meeting on April 14th.
 - Mr. Leonard said staff is very pleased with Mr. Wilson's work, and advised that there is no need for any immediate action by the BOC.

UDL's New Website:

The Library unveiled its new website design on March 19th. Kudos to the web design team – Tara Thomas, India Frazier and Kay Klocko (who have spent many hours developing the site, working out the kinks, and continuously making changes so the website could look great). Ms. Fiory demonstrated the new website via a slide presentation for PALC.

REPORT OF THE DIRECTOR OF PARKS AND RECREATION:

Susan Lohoefer presented her report of activities during the month.

Director's Office:

• Open Space Advisory Group (OSAG):

- The Open Space Plan update (Year 3) outlining activities for the period of March 1, 2008 through February 28, 2009 was completed and distributed, including copies to the Montgomery County Open Space Board (MCOSB) and a posting on the Township's website. The Plan is being used by the MCOPB as a model for all communities.

• School/Township Joint Facilities Planning Liaison Group:

- Ms. Lohoefer will attend a meeting in mid-April during which SPARK assignments will be discussed. Offline meetings with various district representatives included discussion about future School District and Township facility planning, operations and management.

• Trails:

- Rick Collier of LandConcepts conducted a windshield and walking tour of the first 4 segments for the Montgomery County Planning Commission (MCPC).
 - 1A and 1B, Highland Avenue – Guiderails were installed. Cost proposals for the connecting sidewalk piece were solicited with work to be completed in April or early May.
 - 3B, Mondauk Mile – This segment of trail construction is moving ahead. The Trails Team continues its work to prepare site drawings and construction specifications. The project will go out for bid in 3-4 weeks.
 - 2, Temple University Connection: - The Trails Team is awaiting confirmation of a date to meet with MCPC staff to finalize design. Thereafter, a presentation can be made to the MCOSB for commitment of grant funding.
 - Future Segments: The Trails Team intends to return to the MCOSB during GF/GT Round 2 Funding. It is also the Team's intent to submit Design of Segment 12, Susquehanna Road Bike

Trail, for DCNR Keystone Grant/Community Conservation Partnership funding in the next round due April 24th.

- Montgomery County Cross County Trail: After further consideration and due to delays with acquisition of easements, MCPC will decline Upper Dublin's offer of using \$200,000 of the Township's commitment of Green Fields/Green Township funding toward completion of the Cross County Trail.

- Upper Dublin Sports Park (SPARK):

- Redevelopment Assistance Grant Program (RACP):

- The Contract was received from the Commonwealth of Pennsylvania on March 24th. Signatures are required.
- The Township has 6 months to address the special conditions in the contract.
- This is a 50/50 match. The Township needs to have one million dollars of eligible responses in order to get \$500,000 back.
- Ms. Lohoefer believes that there is a good chance that the Township will be approved for partial reimbursement by the end of the year.
- The Commonwealth assigned a consultant to meet with Township staff to review the application, and a Findings Report was submitted to the Office of the Budget.
- Permits, reports, public meeting minutes, deeds, etc. were required as the Commonwealth reviewed the documentation.
 - Mr. Leonard informed of commitments from the Governor's Office. The legislative team did a great job in obtaining approval for the money, but actually getting the money has been a chore.

- Spring Schedule (March 1st – June 15th): Requests were finalized and assigned.

- Summer and Fall Schedules: Final summer requests as well as preliminary fall requests are coming in.

- SPARK Park:

- SiteWatch will make pass-throughs, and SparkWatch will be assigned to be on site during games. SparkWatch expenses will be billed out to the participating organizations. A meeting is planned with the School District in mid-April.
- As a result of complaints received from neighbors, Ms. Lohoefer will suggest to the School District and sports organizations that a whistle be used rather than an air horn during games.
- Field house construction by the Upper Dublin Junior Athletic Association (UDJAA) is moving forward in April/May.
- There will be temporary suspension of electricity at the site for 3 weeks up to 6 months.
 - Mr. Derr suggested use of a generator to provide lighting during the suspension.

- SPARK #1 Spectator Seating: A meeting of the SPARK #1 users groups resulted in the decision to recommend moving ahead with one specific design. A revised proposal is expected. BOC approval will be sought in April for this shared-cost design project.

- Open Space Projects:

- Three Tuns Tennis Courts: Final court surfacing will be completed in the next few days.
- Ballfield and Backstop Fencing: Under the direction of the UDJAA, local contractors are completing work in time for the start of the spring season. Parks and Recreation crews will complete work at the North Hills Community Center.

- General Activities:
 - Upper Dublin/Twining Valley Golf Classic: Planning is underway. Registration forms will be mailed early April.
 - PRPS Awards: The X-Zone Summer Camp received a PRPS Excellence in Programming Award at the annual conference in Hershey, PA. This camp is open to children entering 5th grade through 8th grade. The program will be extended to an 8 week camp this year.
- Parks Crew General Activities:
 - Mowing and trimming will begin within the next 10 days.
- Evening/Weekend Activities:
 - Mondauk Common Park Attendants: No hours have been scheduled. Interviews have been conducted for an April start.
- Recreation Programs:
 - Spring registration continued. Programs began. Registration continues.
 - Staff is nearing completion of the Leisure Guide for Summer 2009 programs and events.
 - Brochures for summer camps were updated, printed and posted on the website. Registrations are underway for theatre programs. Other program registrations begin in April.
- Special Events:
 - Flower Show tickets were sold out.
- Upcoming Events and Trips of Note:
 - Storybook Egg-stravaganza – April 3rd.
 - Dodge ball Tournament – April 4.
 - Washington DC trip – April 4.
 - QVC Tour – April 23.
 - Registration is ongoing for the June Flea Market.

DISCUSS:

Twiford Property – Wooden Barn:

Mr. Leonard explained as follows:

- The existing barn on the Twiford property was looked at by Township staff and a professional engineer. Their opinion differs from that of the Historic Commission.
- Staff is concerned about the safety of the building, and a demolition permit was secured.
- Although the Historic Commission has recommended the building be saved, staff is worried about putting a tarp on the building and the safety of the work crews. It was noted that the Historic Commission does not have funds to save the building. At this point in time, staff is continuing to confer with the Historic Commission. No action will take place without the approval of the BOC.
- The barn roof was replaced 6-7 years ago.
- Many of the existing posts are being held up by siding alone, and there is real concern that the building will collapse on its own.
- The price to demolish the barn is \$4,200.
- Township forces will not be able to do the work. Therefore, demolition contractors would have to be engaged to properly dispose of asbestos.

- Some of the lumber is salvageable.
- The barn has been posted as a "No Trespassing" zone.

Bonsell House:

- Township Staff would like to talk about demolition of the home with the BOC at a future meeting.
- The furnace has been removed, and there are no utilities present.
- It is hoped that the Fire Company can use the house for training purposes. As soon as they are done practicing, the house will be demolished by an outside contractor at a cost of slightly under \$10,000.
- The demolition contractors will properly dispose of asbestos. It was noted that there will be no air-borne material risks because the asbestos is encapsulated.
- Work will be done under State statute.
- It has been determined that there is no significant value to the moldings, doors, etc.
- The garage on the property will remain.

ADJOURNMENT:

Ms. Damsker motioned, with Mr. Ropski seconding, to adjourn the meeting at 7:20 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett
 Louise S. Birett, Recording Secretary

Attest

Chester Derr
 Chester Derr, Chairperson

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A meeting of the Public Activities, Lands and Contracts Committee (PALC) of Upper Dublin Township was held on Tuesday, May 26, 2009, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr and Stan Ropski. Commissioner Damsker arrived at 6:50 p.m. Also present were Paul Leonard, Township Manager; Susan Lohoefer; Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MARCH 2009 MEETING:

Mr. Ropski motioned, with Mr. Derr seconding, to accept the Minutes of the PALC Committee Meeting in March 2009 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDL) between April and May 2009.

Circulation:

- On May 14th, the Library began circulating "Kill A Watt EZ Meters." Using this device, patrons can measure the energy consumption of their appliances and electrical devices in their homes. By just plugging the "Kill A Watt" into an outlet and plugging in an appliance, a large LCD screen will display electricity usage by the kilowatt hour. Residents can calculate their electrical expenses by the day, month, week and even a whole year. The Library's 5 meters are available to residents and Township staff on a first come, first serve basis, and may be checked out for 2 weeks.

Space Planning Study:

- Bill Wilson of Himmel & Wilson Consultants presented "Inventing the Future of the Upper Dublin Public Library – A Space Planning Study" to the Board of Commissioners (BOC) at the Stated Meeting on April 14th. The Library had some additional planning funds left which are being used to further develop the space plans for one of the concepts, providing floor sketches and an interior rendering. While still just brainstorming, the display boards prepared by Mr. Wilson will provide a better understanding of what a library expansion could look like.
- A question about the study that will be used in the overall evaluation of the project when reporting to the LSTA was e-mailed to the BOC last week. Responses are requested to be returned to Ms. Fiori by May 29th.

Personnel Changes:

- Nekicia Black has accepted the position of summer replacement for the North Hills Library. She is an Ambler resident and a teacher for the Phoenixville Area High School. This will be her second summer working with the North Hills Library.
- Tara Thomas, Teen Librarian, resigned as of May 30th. The position has been posted.

Summer Reading Club:

- Sign-ups for all ages begin June 8th and the program officially kicks off the week of June 22nd. Upcoming summer events can be viewed at upperdublinlibrary.org.

Annual Report:

- The Annual Report contains an article from the Director, 2008 highlights in services and technology, information about programs, the North Hills Library, the Friends of the Library, a breakdown of expenses and revenues, and annual comparative statistics. The report can be viewed on the websites of the Township and the Library.
- Copies of the report have also been sent to legislators. Since the reports become available during the State's budget discussions, Ms. Fiori generally includes a note about the Library's successes and the need for continued support from Harrisburg. This year, the Library could be looking at anywhere from a 5% - 50% cut in State funding. In talking about the 50% cut proposed by Senate Bill 850, Glenn Miller, the Executive Director of the Pennsylvania Library Association, stated in a recent e-mail: "Were it to become law, books, DVDs, access to computers, lending between libraries, online databases, programs for kids, and professional staff would be slashed to the bone. The POWER Library databases that schools and public libraries count on would come to an end. There would be no more Keystone Funds for library buildings or improvements. In short, it would be a disaster for Pennsylvanians who depends on good quality library services."

When Mr. Ropski asked how many volunteers the Library has and the number of hours they work, Ms. Fiori said there are approximately 30 volunteers, mostly school students, who work slightly under 2,000 hours per year.

REPORT OF THE DIRECTOR OF PARKS AND RECREATION:

Susan Lohoefer presented her report of activities during the month.

Director's Office:

- School/Township Joint Facilities Planning Liaison Group:
 - A subgroup met on two separate occasions to discuss parking for Upper Dublin High School's (UDHS) graduation on June 8th/9th.
 - Fire Police, Police Department, and SiteWatch will be present.
 - Appropriate signage will be provided.
 - Faculty, students and families are urged to meet away from UDHS and drive in together. Vehicles with 4 or more persons aboard will be afforded VIP parking.
 - It was noted that there will be enough parking for the BOC at the Township Building on June 9th for the Stated Meeting.
 - Another subgroup met to review anticipated changes in UDHS field and facility for SY09/10.
- Trails:
 - 3B, Mondauk Mile – Metz staff finalized and advertised the bid for trail construction work through Mondauk Manor from Cinnamon Drive to Camphill Road.
 - A pre-bid meeting was held on May 21st.
 - Bids will be opened on June 2nd with a recommendation to the BOC on June 9th.

- A letter explaining the project was mailed mid-month to 5 property owners adjacent to the access points.
- GF/GT Round 1 funding was previously approved by Montgomery County.
- Eagle Scout Projects:
 - The status of current Eagle Scout projects is as follows:
 - Pine Run Park – Work to be completed over five weekends in the spring/summer.
 - Upper Dublin Township Building rear wall stoner boxes – Work is expected to take place the last weekend in May/first weekend in June.
 - North Hills Community Center – Renovation of the landscape and flower beds across the front of the Community Center.
- Upper Dublin Community Pool – Virginia Graham Baker Act Drain Cover Compliance:
 - Drains were installed at the end of April and paperwork submitted to Montgomery County and the Commonwealth indicating Upper Dublin Township is now in compliance with this federal mandate requiring replacement of drain covers in public swimming pools. The cost to Upper Dublin was approximately \$2,000.
- Upper Dublin/Twining Valley Golf Classic:
 - Approximately 80 golfers will participate in the event scheduled for June 4th. In light of the current economic climate, sponsorships are down from past years. The event is expected to raise \$10,000.
- North Hills Summer Camp:
 - A fee schedule was developed for summer camp participants. Fees will be on a sliding scale based on family income.
 - Ms. Lohoefer attended a pre-application conference at Dow/Rohm & Haas in Springhouse to learn more about the Community Partnerships Initiative – a competitive funding opportunity.
- Robbins Park Solar Panel Dedication:
 - Ms. Lohoefer is working with SmartPower to plan a short ribbon-cutting and dedication of the solar panels installed at Robbins Park's Cheston Learning Center that were awarded to Upper Dublin Township for achieving community participation in the recent Clean Energy Campaign. The event is scheduled for June 18th at 1:00 p.m.

Answering a question raised by Mr. Ropski, Ms. Lohoefer informed that the Shade Tree Commission (STC) walked through Robbins Park with staff to identify trees that need pruning or must be taken down. The Director is awaiting official authorization or a verbal agreement from the STC as to what Township forces can do and which trees should be removed.

MS. DAMSKER ARRIVED AT THE MEETING AT 6:50 P.M.

- Upper Dublin Sports Park (SPARK):
 - The signed Redevelopment Assistant Grant Program Contract was received. Upper Dublin has six months to address items requiring additional documentation (November 5, 2009).
 - SPARK #1 spectator seating was the topic of discussion at the School District/Township Liaison Group Meeting.

- Ms. Lohoefer explained that people tend to line up on the walking trail because there are no bleachers available to them. She would like to move forward with getting a design and specifications as well as a cost estimate to have bleachers put in. The cost of the design portions is estimated to be approximately \$10,000. The Township already has a proposal from LandConcepts Group. This project will be a three-way partnership between the School District, Upper Dublin Township and the youth sports organizations.
 - Mr. Ropski suggested using railroad tie stepping for people to sit upon, but Mr. Derr explained that the Township does not do that.
 - Mr. Leonard informed that the Township usually purchases standard aluminum bleachers, but this time, due to the amount of space and the slope of the land, it will require a special design.
 - Mr. Derr reassured that approving going out for a design does not automatically mean it will be acted upon. That decision is up to the BOC.
- The foundation of the field house was poured. A meeting of the Upper Dublin Junior Athletic Association contractors and Township staff provided a strong path to follow as the project moves forward.
- Musco Lighting Services responded to a lighting complaint from a neighbor, and suggested a shared cost approach to revisiting the site to adjust lights and place additional shields.
- Open Space Projects:
 - 3 Tuns Tennis Courts: Work was completed in May. The contractor was called back to address line paint that did not properly adhere. Proper gate latches have been ordered.
 - Upper Dublin Community Pool Changing Area Renovations: Changing room floor slabs and block work were completed during the month. Stucco will be applied and painted in time for opening scheduled for June 20th.
 - Ballfields and Backstop Fencing: Local contractors completed work. Upper Dublin forces completed backstop replacement at the North Hills Community Center.
 - Braccia Land Management Plan: Rick Collier of LandConcepts Group presented the base map, analysis, findings and initial recommendations to the BOC at the May 26th CPC meeting. A public meeting is scheduled for June 25th at 7:00 p.m. Maps will be available at the Township Building during a 30 day review period.
- General Activities:
 - Seasonal Field Permits: Parks and Recreation staff monitored field uses throughout the month.
 - Sunday Evening Concerts: Two \$1,000 sponsors have been secured.
 - Shade Tree Commission: Reports of dead trees submitted by concerned park neighbors were added to requests for review of trees by the parks crew. It resulted in submission of 6 applications for tree removal/pruning to be reviewed by the STC at their June 11th meeting.
- Upcoming Events and Trips:
 - Spring Flea Market – June 6th.
 - Summer Programs begin.
 - Robbins Park Volunteer Luncheon – June 10th.
 - New York City Day Trip – June 10th.
 - Robbins Park Solar Panel Ribbon Cutting and Dedication – June 18th at 1:00 p.m.
 - Broadway Trip with Whitpain Township to see Shrek the Musical – June 24th.

ADJOURNMENT:

Mr. Ropski motioned, with Ms. Damsker seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett

Louise S. Birett, Recording Secretary

Attest:

Chester Derr

Chester Derr, Chairperson

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**AGENDA FOR THE MEETING OF THE
PUBLIC ACTIVITIES, LANDS & CONTRACTS COMMITTEE
TUESDAY, JULY 28, 2009 6:30 PM**

PLEDGE OF ALLEGIANCE

MOVE to accept minutes of May's meeting without reading.

REPORTS

- Report of the Library Director
- Report of the Parks & Recreation Director

DISCUSS

ADJOURN

NEXT MEETING: Tuesday, September 22, 2009

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A meeting of the Public Activities, Lands and Contracts Committee (PALC) of Upper Dublin Township was held on Tuesday, July 28, 2009, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr, Sharon Damsker and Ronald Feldman. Also present were Paul Leonard, Township Manager; Susan Lohoefer; Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE MAY 2009 MEETING:

Mr. Feldman motioned, with Ms. Damsker seconding, to accept the Minutes of the PALC Committee Meeting in May 2009 without reading.

VOTE ON MOTION ALL YES MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDL) between June and July 2009.

Statistics:

- The Library's June 2009 report has a new format for statistics. From this point on, the BOC will receive the Library's year-to-date (YTD) statistics in a single spreadsheet. The last columns of the spreadsheet will present YTD comparisons with the previous year. Two pages of charts with YTD circulation and visitor comparisons as well as usage by day-of-the-week will be included.

Summer Reading Club:

- The Summer Reading Club *Be Creative @ Your Library* for all ages kicked off the week of June 22nd with storytimes, crafts, and a Friends-sponsored event starring the musical group, *The Cat's Pajamas*, which drew an audience of 175. At last count, there are over 900 children, approximately 1200 teens, and nearly 250 adults participating in the program.
- Over 1,500 people have attended Library events since the summer began.
- Multiple copies of the public school required reading books are available for check out. Copies of the lists have been made available as well.

School District Program *Read S'More*:

- Barbara McNutt, Head of Youth Services, was invited to participate in the program on June 3rd which was intended to provide parents with ways to improve their child's reading skills and habits. The program attracted 70 people. Ms. McNutt spoke about Library programs, the school reading lists, and special recommended popular books for children of various ages. Other speakers included reading specialists from the School District and a few parents.
- Participation in this event has led to discussions with members of the Special Education Advisory Council of Upper Dublin (SPEAC) about developing a program in collaboration with the School District designed to

help reluctant or struggling readers. A meeting of SPEAC members, School District and Library staff is scheduled for August 21st at the Upper Dublin Library.

Readings at Parks and Recreation (P&R) Programs:

- Barbara McNutt has read stories at several P&R programs including *Parents Night Out* on June 12th and *Camp Bigg* at Jarrettown Elementary School every week since June 30th.

Teen Librarian:

Lauren Kurz has accepted the Teen Librarian position. She holds a Masters Degree in English from West Chester University and a Masters Degree in Library Science from Clarion University.

Two Year Interim Plan:

Since the Library's long range plan ends this year, the staff and Library Board will be developing a Two Year Interim Plan. This strategic plan will build upon the goals of *Future Focus 2004-2009*. They will also leverage the survey findings from the Library's recent Facilities Study *Inventing the Future of the Upper Dublin Public Library* since the surveys often focused on Library services in general. A copy of this plan will be presented this fall.

Library Funding:

Because the 2009-2010 state budget has yet to be adopted, it is unclear where the Upper Dublin Library will stand with regard to state funding next year. Nonetheless, the message from libraries across the state is to keep funding level with this year's amounts. Ms. Fiory is grateful to the residents who contacted their legislators about this issue. If the funding is cut by 50%, the Library stands to lose \$60,000 in funding.

REPORT OF THE DIRECTOR OF PARKS AND RECREATION:

Susan Lohoefer highlighted her report of activities during the months of June and July.

Director's Office:

- Upper Dublin/Twining Valley Golf Classic:
 - The Golf Classic took place on June 4th. All 89 pre-registered golfers played. There were no substitutions and no "no shows." Invoicing will be completed in July. Proceeds presentations will take place in September.
- Robbins Park Solar Panel Dedication:
 - The event took place on June 18th at Robbins Park with 25 people in attendance, including the project partners from the private and public sectors and the following elected officials: Sen. Greenleaf, Rep. Murt, Commissioner Mermelstein, and School Board President Mike Paston. The following elected officials were represented by staff: Congs. Schwartz and Murphy, Reps. Taylor and Gerber.
- General Activities:
 - On June 10th, Ms. Lohoefer represented the Township in recognizing the efforts of volunteers, staff and funding partners at the Robbins Park Volunteer Luncheon and Each One Teach One Dedication (EOTO). The EOTO program allows people to go through Robbins Park and follow signs and teach the next one in line. Interpretation and self teaching occurs as one goes through the park.

- Recreation Programs:
 - The Spring Flea Market on June 6th enjoyed a large turn out.
- Trails:
 - 1A/1B Highland Avenue Pathway: Reimbursement was received from Montgomery County.
 - 3B, Mondauk Mile – Work is underway and expected to be completed around Labor Day. Field inspections are being provided by Metz Engineers.
 - 3C, Mondauk Connection: The Director and David Froehlich met with one of the property owners to discuss options for a trail connection across private property.
 - 2, TU Connection: The schedule for this work is still on target. A meeting with Commissioner Damsker was held on July 30th to discuss notification of neighbors, bidding and construction schedules.
- Eagle Scout Projects:
 - The Director, Parks Superintendent and Parks Foreman each take on certain roles as Eagle Scout projects are proposed and completed on behalf of Upper Dublin Township.
 - The status of current Eagle Scout projects is as follows:
 - Pine Run Park – Work to be completed over a series of weekends. No progress in July.
 - Henry Lee Willet Park: Negotiation with a scout interested in a project at this location continues.
 - Playground Ground Cover and Sign Flower Box: Met with scout to discuss topping off woodchip ground covers at four sites plus building and installing a sign flower box at Mondauk Manor. Work is planned for early August.
 - Sign Flower Boxes: Met with scout to discuss similar work as above at additional locations. Work is planned for August.
 - Sandy Run Creek Cleanup: Had an e-mail exchange with a scout who is considering a stream cleanup as his project. Discussions will resume when he returns from summer camp.
- North Hills Summer Camp:
 - Camp began on July 6th. Campers are participating in various P&R programs *Camp Without Walls* (Camp WOW), and also taking Friday trips to local attractions.
- Fall Sports:
 - Field assignments will be made following the final fall youth sports registrations. Fall sports will begin the first week in August.
- Open Space Projects:
 - Rose Valley Preserve (former Braccia property) Land Management Plan:
 - Very positive comments have been received from the neighbors.
 - Rick Collier of LandConcepts continues his work to complete the final draft plan which will be distributed prior to the Stated Meeting in September at which time the plan will be considered for acceptance. A one month delay will allow time to review points raised about the plan's designation of Orchard Lane as a public access/use drive.
- General Activities:
 - Free Flower Bulbs: Through a generous offer made by the Horsham Rotary Club and America Responds with Love and made known to Upper Dublin by Horsham Township Parks and Recreation as

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well as a notification through Commissioner Ropski, Upper Dublin Township received 804 free flower bulbs (10 different types) for the parks and sign boxes. Some of the bulbs have been made available to boy scouts for planting in gateway flower boxes.

- Sunday Evening Concerts: There were great responses to the July concerts with more than 300 people in attendance for *The Daisy Jug Band* on July 12th and for *Steve & Steve* on July 19th. *The Delchordians* drew an audience of 140 persons. The series continues on August 2nd and August 9th.
- Upper Dublin Community Pool: The pool is open and operating well.

- July Special Events and Trips of Note:
 - Sunday Evening Concert Series – July 12-19-26 at Temple University Ambler
 - Pittsburgh v. Phillies at Citizens Bank Park – July 10
 - Tween Carnival – July 17
 - Poolside Flick at Upper Dublin Community Pool – July 28
 - Playground Spirit Day – July 31
 - Super Summer Adventures continued through the month

- Upcoming Events and Trips of Note:
 - Sunday Evening Concert Series – August 2 and 9 at Temple University Ambler
 - Tales on the Trails at Robbins Park – August 4
 - Hi-Tech Extreme Treasure Hunt – August 7
 - Poolside Flick at Upper Dublin Community Pool – August 10
 - Police Field Day at Mondauk Common – August 12

Answering a question raised by Mr. Feldman, Ms. Lohoefer informed that the Township is still focused on the early November deadline to submit follow-up information required by the state to support the \$500,000 RACP grant application. She stated further that there were not a lot of exceptions noted in the state's review of the application but that the ones that were require detailed follow-up which she intends to focus on in August.

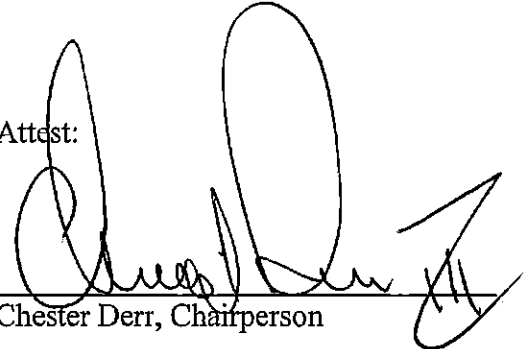
ADJOURNMENT:

Mr. Derr motioned, with Mr. Feldman seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION ALL YES MOTION CARRIED

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Chester Derr, Chairperson

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**AGENDA FOR THE MEETING OF THE
PUBLIC ACTIVITIES, LANDS & CONTRACTS COMMITTEE
TUESDAY, SEPTEMBER 22, 2009 6:30 PM**

PLEDGE OF ALLEGIANCE

MOVE to accept minutes of July's meeting without reading.

REPORTS

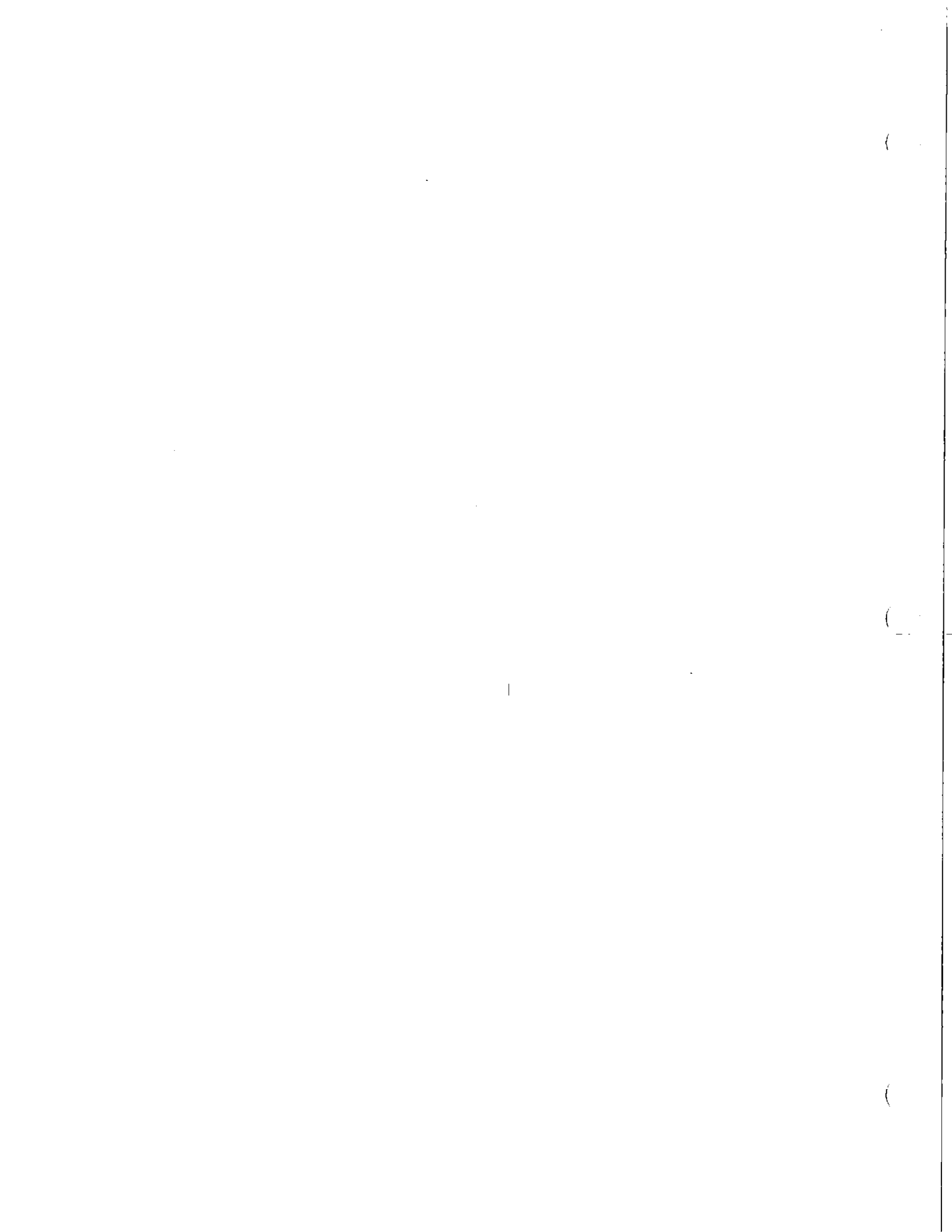
- Report of the Library Director
- Report of the Parks & Recreation Director

DISCUSS

Ordinance to Amend Library Chapter 142

ADJOURN

NEXT MEETING: Tuesday, November 24, 2009



A meeting of the Public Activities, Lands and Contracts Committee (PALC) of Upper Dublin Township was held on Tuesday, September 22, 2009, at 6:30 p.m. in the Township Building, Chester Derr presiding.

In attendance were Commissioners Chester Derr and Sharon Damsker. Also present were Paul Leonard, Township Manager; Gilbert High, Township Solicitor; Susan Lohoefer; Parks and Recreation Director; Derek Dureka, Assistant Parks and Recreation Director; and Cherilyn Fiory, Library Director.

Mr. Derr convened the meeting by asking those present to pledge allegiance to the flag.

MOTION TO ACCEPT THE MINUTES FROM THE JULY 2009 MEETING:

Ms. Damsker motioned, with Mr. Derr seconding, to accept the Minutes of the PALC Committee Meeting in July 2009 without reading.

VOTE ON MOTION

ALL YES

MOTION CARRIED

REPORTS:

Report of the Upper Dublin Library (UDL) Director:

Cherilyn Fiory presented her report of activities at the Upper Dublin Public Library (UDL) between June and July 2009.

Summer Reading Club:

- The Summer Reading Club wrapped up the week of August 9th with a 37% increase in participation (1,023 children, 122 teens, and 242 adults).
- 3,500 people attended library events this summer.

Teen Librarian:

The new Teen Librarian, Lauren Kurz, began her regular schedule on August 18th. She has already begun collaborating with School District staff and the Special Education Advisory Council (SPEAC) of Upper Dublin on developing a reading mentoring program to be held at the Library. Designed to individually partner high school students with students in grades 3-6, this program will provide younger students with one-on-one reading assistance in the Library's safe, neutral environment. With a focus on assisting struggling readers, these "Book Buddies" will meet one hour each week during a 6 week session beginning October 26th. School District staff will identify students for the program and provide training for the teens. With support from SPEAC members, they will also assist in promoting the program to students and parents. The Library staff will arrange for space and coordinate the program onsite. Programs will be developed for both the main Library and at the North Hills branch if students can be obtained.

Public PC Reservation Software:

The Library will begin installation of public PC reservation software, a product designed to assist staff in managing the main Library's 23 public computers through a barcode authentication reservation service. While this software has been under consideration for years, the need has become a priority. Staff is already seeing 6% more computer users this year than last, and there is nothing to suggest that number will go down. Managing the computer network during peak use hours is a time consuming task. It is essential the Library implement more equitable and

cost-effective methods for allocating time on public computers and recovering printing costs with a minimum of staff intervention. This software purchase is generously funded in part by the Friends of Upper Dublin Public Library.

- Mr. Leonard interjected that bar coding does not track and monitor what people are doing on the computer. If obvious abuse is detected, the person will be warned. If the activity persists, the person will be asked to discontinue use of the PC.

Coin-Operated Copier:

The Library is testing a public coin-operated photocopier as another staff time-saving measure. In exchange for the copier's revenues, the supplier will provide the equipment, paper, ink, and 10% commission of the total copies at no cost to the Library.

New Personnel at North Hills Community Library:

- Kristina D'Amore has filled the Coordinator position at the North Hills Community Library.
- Lynne Tillett is an alternate for the North Hills Library as well as support for the main Library when needed.

State Budget:

- A state budget deal has been reached. However, at this time, no individual line items have been revealed. Therefore, it is still unclear how the public library subsidy and other library programs have fared.

Pennsylvania Citizens for Better Libraries Award:

The Pennsylvania Citizens for Better Libraries selected Upper Dublin Public Library to receive this year's Public Relations Award for its Author Event with Steve Lopez held in March 2009.

Thanksgiving Cooking Demonstration and Question and Answer Session:

Celebrity Chef Jim Coleman will conduct the demonstration on November 6th at 7:00 p.m. in the Township Community Rooms. Chef Coleman is the Executive Chef at Normandy Farm and Coleman Restaurant in Blue Bell. He hosts "A Chef's Table" weekly radio show on National Public Radio and "Flavors of America" television series, and is the author of four cookbooks. Tickets go on sale in the Library on October 5th (\$15 for Friends, and \$20 for non-members). All proceeds benefit the Friends.

REPORT OF THE DIRECTOR OF PARKS AND RECREATION:

Susan Lohoefer highlighted her report of activities during the months of August and September.

Director's Office:

- Open Space Advisory Group (OSAG):
The OSAG is scheduled to meet on September 29th to discuss progress being made on trails and conservation easements.
- School/Township Joint Facilities Planning Liaison Group:
 - Several meetings of various Township and School District staff took place in September regarding dedication of the School District's Administration Building. Another meeting is suggested for October 8th at 8:15 a.m. in the School District's Administration Building

- Trails:
 - 3B, Mondauk Mile – Work continued and neared completion about 3 weeks behind schedule. Field inspections are being provided by Metz Engineers. Temporary railings will be installed until permanent fencing and gates can be put in.
 - 3C, Mondauk Connection: Follow-up discussion with neighbor scheduled in October.
 - 2, TU Connection: Public workshop scheduled for September 24th from 7-9 p.m. Meeting notices were direct mailed to immediate neighbors on Joel Drive and ACTS. E-mail notices were sent to Tannerie Wood Home Owners' Association. E-mail notice was sent to Temple University representatives. Notice placed in Ambler Gazette, cable TV, and Township website.
 - 12, Susquehanna Road Bike Route: The outcome of the DCNR e-grant for a design study submitted in April is pending.
 - Future Segments: The Trails Planning Team will continue considering next steps on September 29th.
- Upper Dublin Twining Valley Golf Classic:
 - Proceed checks totaling \$21,000 were presented to beneficiaries of the golf classic on September 8th at the Stated Meeting of the Board of Commissioners (BOC). All recipients were most appreciative. Photos will appear in upcoming editions of The Ambler Gazette and The Enterprise.
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- Upper Dublin Sports Park (The SPARK):
 - RACP Grant Application: Documents answering 4 special conditions outlined in the RACP contract were gathered and sent to the Office of the Budget. A reply is expected in 45 days. Contact with the Finance Office was made by the Assistant Township Manager in September.
 - Neighbor Complaint/Lighting: With feedback from the neighbor, Musco field representatives adjusted SPARK #1 lights on September 1st. This along with the purchase of room darkening shades for two bedrooms has satisfied the neighbor.
 - Field House: Interior utility work was underway. A block retaining wall was installed. The Electric panel was moved inside with only 2 days disruption of service.
- Open Space Projects:
 - Completion and presentation of the final draft of the Rose Valley Preserve Land Management Plan is scheduled for the October Stated Meeting.
- Department Leadership Transition:
 - Ms. Lohoefer has resigned her position as Director of the Parks and Recreation Department as of September 30th. Derek Duruka will assume the position thereafter. A number of succession planning meetings were conducted in August and September to review files, projects and procedures in preparation for the change in leadership.
- Special Events and Trips of Note:
 - Fall program registration underway. Programs begin the weeks of September 21st and 28th.
 - School's Out Creativity Day – September 28th.
 - Fall Flea Market – October 10th at the Township Building.

- Entertainment Books (Phila. North editions) – on sale at the Parks and Recreation Office until December 11th.
- Drive-in Movie at Temple University Ambler featuring Raiders of the Lost Ark – October 24th.
- Ghosts, Goblins & Witches at Robbins Park – October 25th.
- Disney on Ice, 100 Years of Magic – October 16th and 17th performances.
- Disney on Ice Holiday Show, Celebrations – call Parks and Recreation Department after October 15th.
- Day trips to New York City – October 21st, November 11th and December 12th.
- Sands Casino Bethlehem Trip – November 4th.
- Finger Lake Winery Weekend – November 20th-22nd.
- Longwood Gardens Trip – December 5th.
- Registrations for trips to Radio City Music Hall – December 8th or December 19th.

DISCUSSION:

Ordinance to Amend Library Chapter 142:

In a memo written on September 15, 2009 to the members of PALC, Ms. Fiory stated “The reason for changing the ordinance is to clarify the Library Board’s role and purpose in relation to the State Library Code. The current Library Chapter of the Township Code provides that the Board of Commissioners (BOC) shall approve the rules and regulations of the Library Board. This oversight of the Library Board by the BOC runs counter to the State Library Code, which provides at Section 411 that a library board of directors, as appointed by the municipal officers, shall have exclusive control of local library affairs. The intent of the State Library Code is to ensure that once appointed, a local library board is independent of the municipal governing body.”

To ensure that the township code is compliant with state law, the requirement for the BOC to make library rules and regulations effective was removed.

Mr. Derr noted that the proposed ordinance will remove the Library Board as an advisory group, and they will become the implimenter to set hours, rates, fines, etc. He observed that the foregoing can have an impact on budget funding. The BOC will have to digest what the impact will be to budget and staffing. He would like to see a complete set of guidelines drawn up.

Mr. Leonard said that the BOC will interact with the Library by appointment of the members to the Library Board. He assured that the BOC has total discretion over Township funds. All librarians are Township employees and their hours of work are set by the BOC. He does not believe the BOC has a lot of options in this matter. The Township is obligated to have a Library Board under state statute.

Mr. High advised that the Library Board remains the same. The only thing that is changed in the resolution is that the Library Board does not need BOC approval with respect to rules and regulations.

Ms. Fiory interjected that changing hours, staffing and fines go through a budget process.

ADJOURNMENT:

Ms. Damsker motioned, with Mr. Derr seconding, to adjourn the meeting at 6:55 p.m.

VOTE ON MOTION

ALL YES

MOTION CARRIED

Respectfully submitted,

Louise S. Birett
Louise S. Birett, Recording Secretary

Attest:

Chester Derr
Chester Derr, Chairperson

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