







# Board of Supervisors

## Special Meeting

### MINUTES

425 Wells Road  
Doylestown, PA 18901  
215-348-9915  
<http://doylestownpa.org>

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**Tuesday, June 6, 2023**

**5:00 PM**

**Community Meeting Room**

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Members of the Board of Supervisors in attendance: Barbara N. Lyons, Chairman; Jennifer Herring, Vice Chairman; Ryan Manion and Nancy Santacecilia.

Via Zoom: Dan Wood

Township Staff in attendance: Stephanie J. Mason, Township Manager; Dave Tomko, Director of Operations; Stacy E. Crandell, Assistant Township Manager; Chief Dean Logan; Sean Torpey, Township Engineer and Jeffrey Garton, Township Solicitor.

### **7:00 PM REGULAR MEETING**

#### **Pledge to the flag**

#### **Swearing in of New Police Officer – Brenna M. Coll**

Chief Logan introduced the new candidate for police officer by giving some background information. Brenna M. Coll graduated with a bachelor's degree from Delaware Valley University and graduated from the Philadelphia Police Academy in 2018. She is employed in good standing as a sworn officer with the Philadelphia Police Department. She has successfully completed all phases of the testing process. He is honored to recommend her hiring.

The Chief formally requested the Board of Supervisors appoint Brenna M. Coll as a sworn police officer of the Doylestown Township Police Department and to conduct the swearing in. On motion of Ms. Santacecilia, seconded by Ms. Herring the motion carried 5 – 0.

Ms. Lyons asked Ms. Coll to step forward and be sworn in as a Doylestown Township Police Officer.

#### **Presentations**

#### **Doylestown Township Capital Campaign – Kirsten Bronkovic, Capital Campaign Manager**

Ms. Bronkovic gave an overview and an update of the Capital Campaign. In the last few months, they have set up infrastructure by creating a Capital Campaign Committee, an Honorary Committee, created a logo and branding, created a website and set up a database and giving platform. They have attended events and will continue to have a presence at upcoming concerts and events. They have several methods of communication set up, press & PR Opportunities and direct communication as the Donor Database is built. They continue to look for grants, there are opportunities for naming rights and are taking donations of all sizes via cash, credit cards and pledges.

Tomorrow night the official Capital Campaign Kick Off Event will take place tomorrow evening from 4pm – 6pm in Central Park. There will be an information table, music, inflatable obstacle course & Slide and Kona Ice of Doylestown has donated free Kona Ice for the evening.

#### **Public Comment Agenda Items Only**

No Comments

#### **ANNOUNCEMENTS**

- A. The next regular meeting of the Board of Supervisors will be held on Tuesday, June 20, 2023 at 7:00 PM.

- B. The Doylestown Township Board of Supervisors and the Finance Committee will hold a Budget Work Session on Tuesday, June 20, 2023 at 5:00 PM. Date change request later in agenda.
- C. Keep up to date with Township News / Events – sign up for E-news at [www.doylestownpa.org](http://www.doylestownpa.org). E-News is sent out every Friday at 4:00PM.
- D. Upcoming Community Events:
- **Tomorrow** - June 7<sup>th</sup> – Capital Campaign Kick Off Event – Central Park 4pm – 6 pm  
VAC hosted Flag Raising 6:30 p.m. followed at 7 pm  
Thompson Performing Arts Kick off Concert – Boat House Row (Yacht Rock)  
Please go to [www.doylestownrec.com](http://www.doylestownrec.com) for complete list of 2023 Concerts.
  - June 24<sup>th</sup> – VIA Village Fair – Central Park – Noon
  - August 1<sup>st</sup> – National Night Out – Central Park – 4pm
  - August 21<sup>st</sup> – Annual Golf Outing – Doylestown Country Club

**MINUTES APPROVAL****Regular Meeting – May 2, 2023**

On motion of Ms. Herring, seconded by Ms. Santacecilia the minutes were approved. The motion carried 4 – 0 – 1 abstention, Ms. Manion was absent.

**ADDITION ITEM TO AGENDA**

Ms. Lyons stated that before they move on, they need to add one item to the agenda. It is a Zoning Hearing Board application for Volpe. This addition to the agenda, it was missed on the agenda that went out on Friday. The reason we need to add it is because the Zoning Hearing Board meeting is before the next Board of Supervisors meeting and rather than make the applicant wait another month before it gets heard. The agenda will be amended on our website and posted in the Township Building within 24 hours in accordance with the Sunshine Laws. By consensus the Board agreed to add it to the agenda.

**CORRESPONDENCES****Zoning Non-Commercial Backyard Poultry**

Ms. Lyons stated that the Township received a letter from the Henningsen Family regarding backyard poultry. Ms. Lyons inquired why this did not go to the Planning Commission.

Ms. Mason stated that the Board needs to review the correspondence and refer this to the Planning Commission, she wanted to share this first with the Boards since their communication was addressed to the Board. She is asking that the Board refer this matter to the Planning Commission as they are the ones who developed the regulations regarding backyard chickens initially in the current zoning ordinance.

Ms. Lyons commented that the letter received was well researched and well written by the Henningsen Family that we reconsider our backyard chicken zoning ordinance. Consensus of the Board was to refer the letter to the Planning Commission for their review.

**REPORTS****Solicitor**

Nothing until later in the meeting.

**Township Engineer**

No Report

**Police Chief**

No Report

**Dir. of Operations****CRC Owners Representative – Award Recommendation**

Mr. Tomko stated that they have the agreement from Quatrefoil Consulting LLC the Board accepted their proposal at last months meeting. At that time, we did not have their Consulting Services Agreement, we have received the agreement, it then went to Mr. Garton for review and comment. Quatrefoil revised their agreement; this was given to the Board this evening; Quatrefoil has made revisions in accordance with Mr. Garton's comments.

Ms. Lyons asked if there was a motion to approve the contract for services from Quatrefoil Consulting LLC. They will act as owner's representative for the Community Recreation Center.

On motion of Ms. Manion, seconded by Ms. Herring the motion carried 5 – 0.

**2023 Structure Repair Contract**

Mr. Tomko stated that we conduct our annual inspections for our bridge and culvert structures, we have two bridges they are identified in the Pennoni memo as Structure #8 Edison Road over the branch of the Neshaminy Creek and Structure #12 Sauerman Road between 611 North and Turk Road. This is for Pennoni to prepare engineer plans contract documents to go out to bid. This has been in the budget and we are finally moving forward. The total for these two structures, prepared bidding documents and to put this out to bid and manage the project is \$68,600 for Pennoni scope of work. He is asking for the Boards approval.

On motion of Ms. Manion, seconded by Ms. Herring the motion carried 5 – 0.

**Wells Rd & Windsor Way Improved Pedestrian Facilities**

There is an existing crosswalk that goes from Windsor Way crosses Wells Road and into Central Park. The staff has looked at it and has concerns that it should be upgraded to the current ADA Standards. We asked Pennoni to put together an agreement, this agreement is to prepare engineered plans and to go out to bid for contracted services. However, if we feel with the workload of the public works staff, public works can do it we will have public works do the work. We can use the information from Pennoni for either contracted services or have the public works staff complete the project using the plans engineered by Pennoni. The estimated fee for the time and materials is \$21,700.

Ms. Lyons called for a motion to approve the award for the materials and scope of work in the amount of \$21,700 to Pennoni.

On motion of Ms. Herring, seconded by Ms. Manion the motion carried 5 – 0.

**Township Manager****Budget Work Session Date Change Request**

Ms. Mason stated that her first request is to change the Budget Work Session from June 20, 2023 to July 18, 2023. With bringing Quatrefoil on board this evening and another item later in the meeting, we believe it would be more appropriate to wait a month, we will have more information and have a more productive work session. The time would remain the same at 5PM. She is asking for the Board's consideration.

On motion of Ms. Herring, seconded by Ms. Manion the motion to change the date of the Budget Work Session to July 18<sup>th</sup> carried 5 – 0.

**Park & Rec Director Training**

Ms. Mason stated that she has a request from our Parks & Recreation Director to attend a Financial Certification Sustainability Program in September. The cost for lodging & food is estimated at \$650. She would ask the Board for permission to allow our Parks & Recreation Director to attend that training.

Ms. Lyons stated that it sounds like a timely topic and asked if there is a motion to approve Ms. Sweeney attending the Financial Certification Sustainability Program.

On motion of Ms. Herring, seconded by Ms. Manion the motion carried 5 – 0.

#### **Community Center Operations Plan update**

Ms. Mason is asking the Board to re-engage Ballard\*King who did the Feasibility Study for the Community Recreation Center in 2021, there have been changes to the project since then, we would ask him to update the Community Center's Operations Plans which would include fee structures, source of income, operating costs projections, revenue generations projections and revenue expenditures. Once completed we would be able to have him participate via Zoom at the next Budget Work Session on July 18<sup>th</sup>.

Ms. Santacecilia inquired if they would be speaking to any members of the community or recreation partners.

Ms. Mason stated that since this is for updating information regarding the operations plan of the facility it may not be necessary. Mr. Ballard would most likely be working with our Finance Department and our Parks & Recreation Department and if needed the chairmen of our Parks & Recreation Board and Finance Committee. If it is warranted, we would certainly provide him with additional information and contacts.

On motion of Ms. Manion, seconded by Ms. Herring the motion re-engage Ballard\*King carried 5 – 0.

#### **Proposed Change Insurance Provider**

Ms. Mason stated that this is about our Life Insurance Policy and Short-term Disability. She turned the discussion over to Ms. Crandell.

Ms. Crandell stated that our current provider for short-term disability and life insurance is up at the end of June. Through Delaware Valley Trust there is a value-added benefit to go through the marketplace, they will do all the work to help us come up with more discounted insurance which is matching or exceeding what we currently have. Through this process we found that we could save almost 25% if we went with a long-term disability option that we do not currently offer but would still save the Township money. This is our recommendation as we need to be competitive as we are hiring people, this will not only save us money it is going to provide an additional benefit.

Ms. Lyons asked if there was a motion to approve this change in our insurance coverage?

On motion of Ms. Santacecilia, seconded by Ms. Herring the motion carried 5 – 0.

#### **Supervisors**

**Ms. Santacecilia** – Stated that today is the 79<sup>th</sup> Anniversary of D-Day and she wanted to honor the brave men who stormed the beaches at Normandy to fight for America, Europe and the world freedom from tyranny and evil. She wanted to thank our veterans.

**Ms. Herring** – Stated that she had the pleasure of sitting in on the Pension Advisory Committee meeting as liaison. They did a review of Pension Financial Statements of the Townships financial statements, there will be more information presented later in the meeting.

She also sat in on the Parks & Recreation Board meeting for Ms. Manion. She stated that the Parks & Recreation Board wanted to thank Ms. Manion and let her know they appreciate all she is doing. The Park Board also reported that Columbia Bank donated a tree and the volunteers from the bank planted a tree in our park.

She also reported that the Planning Commission discussed the Planning Module for our Community Recreation Center.

**Ms. Manion** – Stated that she attended the Finance Committee for Ms. Herring, they are gearing up for the first Budget Work Session that will be in July. They are a great group and are doing a great job. She wanted to thank Ms. Herring for swapping meetings with her this month.

Ms. Manion wanted to add into the minutes an email that was sent on June 4<sup>th</sup> to a constituent from Ms. Santacecilia. This email contained a lot of inaccurate data, she believes that it is important that we have a responsibility and obligation to share the truth with our Township residents. She would like to go over the inaccuracies in this email so that everybody is clear on the scope of the community project. In the email inaccuracies that were stated:

1. That the building no longer has Green Building initiatives as promised and committed with Ready for 100. We had a meeting with MKSD in which they proclaimed that the building will be set up ready for Ready for 100. The building does have green aspects to it, it will be solar ready when the price of solar comes down. The EAC were a part of all these conversations and understood the financials of going with solar right now. Building material requirements under codes require certain green aspects as well.
2. Stated in the email that no longer have Community Partners committed to using this space. DAA no longer interested. Ms. Manion spoke with the managing director of DAA, he stated that this has never been the case. He inquired as to where the information was coming from. As the managing director of DAA he said that DAA is ecstatic about the Community Center, they are ecstatic about the multipurpose floors and they are ready to participate when the building is ready.
3. It was stated that it no longer has a wood floor which was used for revenue generation calculation. Ms. Manion stated that the new thing for gym floors is a synthetic material being used. The staff went to see these types of floors in Hatfield and Derry Township in their new facility. With the new flooring you do not have the expense of maintenance like with wood gym floors. We are looking for fiscal responsibility and transparency. The proposed flooring can be used for programs, and rentals.
4. It was also stated that this building no longer qualifies as an emergency shelter with the elimination of showers. Ms. Manion stated that according to PEMA that is inaccurate as well. This building can be used as a shelter, there will be a generator for the building, if there is a prolonged shelter situation, we have showers in the Township Building and if it is a lengthy shelter situation the Red Cross will be bringing in portable showers.
5. No longer including a catering kitchen. Ms. Manion stated that this building was never designed to have a catering kitchen. The proposed facility in 2017 did not include a catering kitchen. The kitchen will have warming capabilities including the ability to run cooking classes, it will have three sinks, you can hire a caterer and they can bring in food that has been prepared and they can heat things up, it can be used for catering purposes.

Ms. Manion stated that she is bringing this to attention because these are emails that are being sent out to constituents with inaccuracies in them. She is aware of this one and she is sure there are others. If you want to know what is happening with this community center, please talk to Stephanie Mason, manager & township representatives who actually have the factual information on this building. Ms. Santacecilia stated in an email to the resident "You could always write an op ed and get it published in the paper, lets talk." The resident in the email indicated that he wouldn't do that. Ms. Manion asked that email be included with the minutes as well. Ms. Santacecilia denied asking a resident to write an op ed or that she would help write it.

The emails will be attached to the minutes of this meeting. See Attachment A.

Mr. Wood – Mr. Wood wanted to thank Ms. Manion for her comments and recommended visiting our National Parks.

### UNFINISHED BUSINESS

None

### NEW BUSINESS

#### **Doylestown Country Club – 1<sup>st</sup> Amendment to Development Agreement**

Mr. Garton stated that the Board has approved the Development Agreement for Doylestown Country Club. They originally intended to post a Letter of Credit as security for the improvements, they have asked to post a Bond instead. He provided the necessary addendum to the agreement. He is asking the Board to approve the First Amendment to permit the Country Club to post a Bond in lieu of a Letter of Credit.

On motion of Ms. Manion, seconded by Ms. Herring the motion carried 4 – 0 – 1 with Ms. Lyons recusing herself.

#### **Doylestown Township Planning Module – Central Park Project Community Recreation Center**

Ms. Mason stated that we have the Planning Module and associated documents that Mark Haver, Pickering Corts and Summerson has put together, our Planning Commission has recommended approval of it. This will cover the necessary information to go to DEP for not only the Community Recreation Center and the bathrooms needed there but also for the separate project that will include additional bathrooms in Central Park. We need the Boards approval so we can submit this to DEP.

Ms. Lyons asked for a motion to approve the Planning Module for the Community Recreation Center which includes additional bathrooms.

On motion of Ms. Manion, seconded by Ms. Herring the motion carried 5 – 0.

### **Resolutions**

Support LGBTQ+ Pride Month June 2023

Ms. Herring started by giving a little background and why she thinks this resolution is important. She stated that she grew up in an unconventional household. In the 1980's when her father told her family that he was gay, it was a difficult time for the gay community and their family. She stated that she is fortunate to have a wonderful Dad and he has given her a wonderful ability to be surrounded by people who are comfortable to be themselves around her. There are a lot of LGBTQ teens today that are struggling. She wants them to be proud of who they are and that they have a safe place in this community.

Ms. Herring read Resolution #2504 marking June 2023 as LGTBQ+ Pride Month.

On motion of Ms. Herring, seconded by Ms. Lyons the motion carried 5 – 0.

### **Zoning Hearing Board Applications**

JDL DYL Properties, LLC – 1796 S Easton Rd – TP #'s 09-019-002, 09-019-003 & 09-019-004

Ms. Mason as Zoning Officer recommended that the Board of Supervisors send this on to the Zoning Hearing Board to hear the case.

Volpe – 1640 Lower State Road – TP # 09-007-025-002

Ms. Mason as Zoning Officer recommended that the Board of Supervisors send this on to the Zoning Hearing Board to hear the case.

Ms. Lyons stated that they have concluded the regular part of the meeting and will now hear the updates from the Boards and Commissions.

**Boards and Commissions Updates on Progress and Goals for 2023****Bike / Hike Committee** – Tom Kelso

Mr. Kelso stated that for the past six months the committee has been focused on the Shady Retreat Trail, construction should start late summer early fall, will connect a large section of the population to the trail system, construction is 100% funded. New Britain Road Trail is close to final design connecting Central Park to the Tabor trails and eventually into the Borough. He indicated that the Board will see updated information shortly. Doylestown Walk & the Burke Tract Trails along Bristol Road funded by the developers are open and being used. We are working closely with the County on three items: Comprehensive Trail Mapping, they are adding history of the trail system and the environment around the trails; the completion of the Neshaminy Greenway should be ready for construction soon, Neshaminy Manor down to Turk Park to 611; the part that completes the trail to the Township border is the Dark Hollow Park segment down to Valley Road which is in final design; and starting conversation about the County next trail project, extending trails throughout the County.

Goals: Pebble Woods Trail moving forward, New Britain Township completing their section of Neshaminy Greenway Trail connecting both trail systems; continue working with surrounding communities.

**Dog Park** – Kathy Brown, Chairman

Ms. Brown stated that the Dog Park is Celebrating 11 years. There are approximately 500 – 600 dogs going to the Dog Park. Installing equipment that was purchased in 2022. Figuring out how to do orientations in the future, in person, online, videos. All potential members must attend the orientation to become a member. Goal is safety for everyone. Fido Float takes place every year at Fanny Chapman Park, major fundraiser for the Dog Park. Focus for 2023: Install dog play equipment in all three areas; Determine the best way to present Dog Park Orientations; Install cameras for safety; and Fido Float. Dog Park Meetings are held every other month starting in January, first Monday at 5:00pm.

**DTMA** – Joe VanHouten, Chairman

Mr. VanHouten thanked the Board for the opportunity to share with them the accomplishments of the DTMA this evening. DTMA's mission is to supply safe, clean drinking water at an affordable price, there has been no water rate increase in six years, on average customers pay \$1 per day for water usage. DTMA's growth has benefited our customers and the community as a whole. They took advantage of the Pebble Ridge Woodridge Sewer Project to put pipe in the street. DTMA and Delaware Valley University have partnered to bring DTMA water to the entire campus. DTMA is being proactive regarding PFAS and has hired a consultant and building reserves. Water for DTMA comes from wells as well as water purchased through North Wales Water Authority. Treatment on groundwater wells will be less expensive over time than purchasing water. DTMA is hopeful to received PennVest Grants for the capital investments and will begin the design in 2023, construction in 2024. This has been a challenging but very productive year for DTMA.

Resident has noticed that her water pressure goes down. Mr. VanHouten said that there should not be fluctuation in water pressure, he suggested she reach out to Mr. Hass.

**EAC** – Anne Woodbury

Ms. Woodbury thanked the Board and Township Staff for all that they do and stated that she has a lot of things that the EAC has been doing. Bird Town, the EAC hosts numerous bird walks throughout the year, bluebird box clean-out, community science projects, bird counts, nest watch, native plant educations and sales. Native Plant Garden is award winning, 10 years in the making, continues to expand, garden is maintained monthly, local partners donate plants and trees for various projects, the Children's nest area is made from fallen branches and is a great area for learning about the environment. Native American Recognition Garden designed in consultation with the Lenape people, utilizes plants that were of value as food, medicine and materials, completed on Earth Day 2023. Central Park Pond Remediation cleaning out the aggressive weeds along the shore this will continue during 2023. Climate Action Planning 2022

greenhouse gas inventory, 2023 into 2024 Clearpath process to develop a series of actions, community input, present a proposed Climate Action Plan to Board in 2024. Watershed Friendly Properties, highlight the importance of watersheds, Native Plant Garden certified in 2022, Ash Way Retention Basin and Sheridan Road lot remediation 2023. Single Use Plastics Reduction in 2022 EAC survey to business owners, recommended Township adopt a ban on single-use plastic bag, waiting for review of ordinance from Township solicitor, hope to enact ban before end of 2023. Other activities for the EAC, hosting the EAC Annual Summit, tables at events, Township newsletter articles, sustainability input to Community Center, invasive plant clean out in Harts Woods and homeowner site visits.

**Finance Committee** – Brenda Bray, Chairman

Ms. Bray thanked the Board, Township Staff and Committee members. She stated that the presentation will be brief. Goals and projects for 2023 continued support and analysis for funding Accelerated Road Maintenance Program, Support Pension Advisory Committee, study alternate funding, grants or fundraising, continued participation in the financing of the Community Recreation Center, review of the 2024 Budget, Capital Projects and five-year plan. All Finance Committee meetings are open to the public.

**Local Traffic Advisory Committee** – Dave Tomko

Mr. Tomko stated that this committee is a little different from other committees. There are three residents on the committee along with, a Public Works representative, Police Department representative, Traffic engineer and Board liaison. Formed in 2020 to replace the Traffic Advisory Committee, purpose includes studying traffic calming needs and solutions within the Township making recommendations for improvements to the Board of Supervisors. They consult periodically with the Traffic Commission the Chief, Ms. Mason and Lt. Zeigler) and meet as needed. Meetings are on a as needed basis. Resources used by the LTAC consists of data from the Police Department – speed, volume and or evaluations conducted by Police Department Staff. Since 2022 they have been working with the residents of Turk Road for traffic calming, coordinating with Warrington Township as Turk Rd is the dividing line between both Townships. Letters went out to assist with the petition process at the Boards request. Any questions please reach out to the Township staff.

Mr. Lahr inquired about Almshouse & 611; the traffic gets backed up; people cut through the shopping center? Mr. Tomko stated that they are aware of the issue and are working with our traffic signal consultant.

**Parks & Recreation Board** – Blythe Kelly

Ms. Kelly stated that their meetings are held on the 2<sup>nd</sup> Tuesday of every month at 5:30pm all are welcome to attend. Majority of this year's meeting are focused on potential park improvements, planning this year's events and setting new goals. Their primary purpose is to support our Parks & Recreation Department by making recommendations for park improvements, park maintenance, fundraising opportunities and special events. They are intent in supporting the Capital Fundraising Campaign. The C&N Amphitheater and Thompson Performing Arts Series are Best of Bucks winners. The Board is in the process of developing way-finding signs for the parks to help visitors navigate the parks and discover the wonderful things we have to offer.

**Pension Advisory Committee** – Ed Denton

Mr. Denton thanked the Board for the opportunity to present. He recognized two members of the committee that have left the committee over the last year Joe Delikat & Colleen Mullin. The committee has one opening. 2022 Key Accomplishments included: Monitored the financial condition of the Township's Employee Pension Plans, they meet semi-annually with the investment advisory and drafted a pension plan summary report for the Board of Supervisors; recommendations for pension plan contributions for 2023 budget and a 5-year plan; updated the investment policy for the pension plans and worked with Township management to perform review of defined contribution plans. 2023 Objectives: continue to monitor the financial condition of the plans; continue to meet with investment advisors; draft executive summary that covers key financial metrics and present findings to the Board; develop recommendations for pension plan contributions amounts for 2024 budget and 5-year plan, Township



goal to lower discount rate to 6% by 2026. Working with Township actuary to get a better understanding of financial statements; continuing education to ensure all parties understand statements.

**Planning Commission** – Tom Kelso

Mr. Kelso stated that the Planning Commission is directed by what comes through the door. They have two new members on the Planning Commission and are bringing them up to speed on the plans that are active right now. There is a lot of activity along the Route 611 Corridor South, the County's Request for Innovation we will see but expect to be engaged in the process; the future of the shopping centers; 1776 Property and the Broad Street property shared with the Borough, they would like to continue to be proactive.

**Public Water & Sewer Advisory Board** – Joe Van Houten

Mr. Van Houten stated that 2022-2023 saw the completion of the Pebble Ridge Woodridge Sewer Project. The final bill for the residents came in at about 2/3's of the original projected cost. They have completed the update to the 537 Plan, the PA Sewage and Facilities Act is the formal name of the 537 Plan, it is our roadmap to the future, the information in this plan helps lay out a five-year & ten-year plan for possible development and the expansion of sewers. There will be additional meetings with Bucks County Water & Sewer Authority. For 2023 we hope to have public presentation and comment section by the end of the year. They have updated the Township website under Septic Management to include helpful information on private wells regarding PFAS, PFOAS & other contaminants. In 2023 they will continue to work on education materials for the residents who have private wells and continue to work closely with DTMA.

**TAB** – Ed Ebenbach

Mr. Ebenbach stated that they have five members and everyone of these members have contributed this past year, it is a very productive group. Goals for 2023: Advise the Township and organizations on communications and marketing matters; Produce videos to support program, initiatives and interests; manager Doylestown TV studio & broadcast equipment systems and as project develops, develop AV design for the new Community Recreation Center. All our cable franchise agreements are good until 2028 – 2030. He shared videos that TAB has approximately 10 Trail Videos, Doylestown Fire Company Recruitment Video and Promos for Touch-a-Truck and Concerts. All videos are located on the Township YouTube channel – [www.doylestownpa.org](http://www.doylestownpa.org) to access.

**Veterans Advisory Committee** – Chris Suessenguth

Mr. Suessenguth stated that the committee started about a year ago. He thanked the Supervisors and the Township for thinking about the veterans in our community. They meet every other month on the 4<sup>th</sup> Thursday at 7:00pm starting in January, the next meeting will be in July. VAC was formed to provide resources to veterans and their families, special ceremonies and events honoring our veterans. Goals for 2023: Spring planting at Triangle Park took place in May; participation in the Memorial Day parade; flag raising ceremony to kick off the Summer Concert Series; Travis Manion Hero Run; October planting for Veterans Day at Triangle Park; Veterans Day Presentation November 10<sup>th</sup> and Wreaths Across America. With TAB they will be making a VAC Informercial.

**Zoning Hearing Board** – Bill Lahr

Mr. Lahr stated that in 2022 the Zoning Hearing Board held 18 hearings, two were withdrawn and one was denied. They denied Volta, they wanted to put charging stations in the Giant Supermarket, the Board was for charging stations, but where the station at the entrance of the Giant Supermarket would cause traffic to be backed up. We requested that they move the location to a different location in the parking lot, but they didn't. They try to be fair. It is a great board; they had a busy 2022. He thanked the Board for their support

On behalf of all the Board members Ms. Lyons thanked all the resident volunteers for the work they do, they would not be able to do what they do without your talent and commitment, energy & expertise. It is phenomenal, we really appreciate it and do not take you for granted.

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**Public Comment – All Items**

Jason Showmaker, 9 Bittersweet Drive – stated that he went to the Parks & Recreation Board meeting last month to discuss the safety at Kids Castle, he is interested in having lights & cameras in the area that work and a police presence. He saw a post on Facebook about an incident at Kids Castle, he realizes that you have to take things posted on social media with a grain of salt however he feels that if the cameras were working this incident may have been prevented. We should have cameras in the park for the safety of our kids.

**ADJOURNMENT**

Being no further business, the meeting adjourned at 7:12pm.

Respectfully submitted,

Stephanie J. Mason, Secretary

To: Joseph Delikat [REDACTED], Paul DiNella <[pauldinella@verizon.net](mailto:pauldinella@verizon.net)>  
Subject: Re: Report

[blythe@blythedkelly.com](mailto:blythe@blythedkelly.com) Blythe Kelly is chair and Paul DiNella is vice chair  
[pauldinella@verizon.net](mailto:pauldinella@verizon.net)

Sent from my iPhone

On May 15, 2023, at 8:25 AM, Joseph Delikat [REDACTED] wrote:

[REDACTED] I will try to finish today..Op Ed is not in my agenda. Do u have P&R chair in your email. I don't want to ask Mason. Brenda in Finance Comm knows my position. Back to sleep.

Sent from my Metro by T-Mobile 5G Device  
Get [Outlook for Android](#)

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**From:** Nancy Santacecilia <[nsantacecilia@doylestownpa.org](mailto:nsantacecilia@doylestownpa.org)>  
**Sent:** Monday, May 15, 2023 7:53:16 AM  
**To:** Joseph Delikat [REDACTED]  
**Subject:** Re: Report

Morning. Glad the numbers came to the conclusion. There is a finance meeting on this week on May 17. I think you need to push finance committee to comment .. I would share your data with everyone you can. Bos as well as finance park and rec committees as well as Ed E.. You could always write an op Ed and get it published in paper too. Let's talk -

Feel better 🙏  
N

Sent from my iPhone

On May 15, 2023, at 2:17 AM, Joseph Delikat [REDACTED] wrote:

[REDACTED] You are correct with assumptions. My assessment if you need a facility is to expand the pavilion and kill the courts indoors. NO one is interested despite what BoS touts. 939-4514 Expand PAVILION. Add bathrooms(4) allow for classrooms (2)and a garage type open area and Courts. Probably half the cost and keep their twp happy

[REDACTED]  
How do I float this alternate since Lyons is full blown on a build.

Should I call her and tell her of my analysis or present my alternative.

IMHO Pavilion improvement is close to all facilities.

Already has an outdoor pad and is close to existing parking and would not need personnel overhead.

As I said its 2 am and a Pavilion+ may be the answer as opposed to rejecting a Rec Center at 11 million plus interest

Sent from my Metro by T-Mobile 5G Device

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**From:** Nancy Santacecilia

[<nsantacecilia@doylestownpa.org>](mailto:nsantacecilia@doylestownpa.org)

**Sent:** Thursday, May 11, 2023 8:56:39 AM

**To:** Joseph Delikat [REDACTED]

**Subject:** Re: Report

The lack of participation is the standout. Many classes have 0 or 1 participant with less than 1 percent of our township participating. Now that they finally provided the net revenue plus you remove non programs from the total we have absolutely no business building a rec center.

Sent from my iPhone

On May 10, 2023, at 8:15 PM, Joseph Delikat [REDACTED] wrote:

Program summary is a red Herring. The only line that matters is the Programs that would be in the proposed Rec Center or \$159k with a margin of \$62k. There were as many NON Residents in the number so spilt that on half or \$31k. We don't need a building and staffing for this level of revenues.

Sent from my Metro by T-Mobile 5G Device

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**From:** Nancy Santacecilia  
<[nsantacecilia@doylestownpa.org](mailto:nsantacecilia@doylestownpa.org)>  
**Sent:** Wednesday, May 10, 2023  
4:58:18 PM  
**To:** Joseph Delikat  
[REDACTED]  
**Subject:** Report

Sent from my iPhone

**From:** Nancy Santacecilia  
**Sent:** Sunday, June 4, 2023 10:23 PM  
**To:** Joseph Delikat  
**Cc:** Stephanie Mason; Barbara N. Lyons; Blythe Kelly; Jen Herring; Dan Wood; Ryan Manion; Karen Sweeney; Ken Wallace; Ed Ebenbach; Jeffrey P. Garton; Brenda Bray; Jamse Baldassarre  
**Subject:** Re: Recreation Center  
**Attachments:** Rec Center 2023 May 22rev.xlsx  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Good evening Joe -

Thank you for your email and the thorough review of the current recreation center financials. I understand as a former member of the ways and means committee, you played a large role in the cost benefit analysis used early on by the board. Our current board voted 5-0 to move forward and explore the costs and community impact of the proposed recreation center, as fiscal stewards of the township, it is prudent we review the community recreation center need with the aftermath of a major pandemic and repercussions on our economy and job force ( especially since most of the data was collected in 2019 – 2020).

I agree with your conclusion that under the current conditions the Community Recreation Center is overpriced due to inflation. The numbers certainly dictate that the 20 year promise of a recreation center has expired. It is disappointing to many and knowing you spoke to Stephanie and Barbara before the spreadsheet were completed on profit and loss, debt services loss etc. is reassuring.

We are currently looking at a price tag that could exceed 70% of our budget using an estimated total cost of \$11 million dollars for the project and a township budget of \$16 million. In April, I asked the board to put the recreation center on a referendum in the fall election – it was voted down. I am still deeply troubled because it is a huge financial burden and the underutilization is a very serious concern based on the program activity reports provided by the Director of Parks and Rec in April.

Some additional facts I wanted to share is that in 2013-19, the township saw a decline in program participation. With the current rented trailer, our programs have decreased even more to with less than 1% of our township constituents participating, This is not a slight on our staff or programs, but shows that even with limited capacity we are not filling our programs. In addition, the community needs are better aligned with an expanded YMCA and the plethora of gyms in the Doylestown area that offer amenities not included in this proposed building.

Some additional concerns about the recreation center include:

No longer has green building initiatives as promised and were committed with Ready 100.

No longer has community partners committed to using this space – DAA no longer interested.

No longer has a wood gym floor which was used for revenue generation calculation /P&L.

No longer qualifies as an emergency shelter with the elimination of showers.

No longer includes a catering kitchen.

No longer able to use feasibility study and assumptions provided by ways and means and MKSD consultants when original board vote occurred.

I stand steadfast that we can work together to be fiscal stewards and have a greater impact on the entire township park system by being creative within our existing buildings and pavilions and improving all parks rather than to commit to the recreation center. (our summer programs have already proven we can do it.) I agree with your assessment that the courts and bathrooms are the only imminent township priority at this time. I believe good governance is the ability to pivot and be fluid in our decision making.

Finally, this project **has not** gone out to bid and the township manger and the Board of Supervisors has a responsibility to tread VERY carefully when communicating to the public about the recreation center because we do not know the total cost of the entire recreation center project. The township manager suggested that the bid information will be provided to the board for a formal vote in the July 2023 BOS meeting. The information on the website and newsletter reads differently and I plan to address this with the board at our June 6<sup>th</sup> BOS meeting.

Thank you for your thorough analysis of the financials and all your time and effort. I hope to see you at a meeting in the future.

Best regards,

Nancy

Sent from my iPhone

On May 22, 2023, at 11:53 AM, Joseph Delikat [REDACTED] wrote:

As most of you are aware of my past involvement with W&M, PAC, and Water and Sewer, I won't get into the details. Blythe Kelly may need a thumbnail summary update I have been against the CRC from DAY 1 but did my best to provide sound financial perspective given the data assumed and presented to W&M by the P&R Committee, BOS and Administration. Plus valuable input from W&M Committee members.

Attached is a EXCEL Workbook which summarizes, over time, data related to the CRC process. It includes construction estimates for the 9 original proposed sites, debt service costs, various P&L scenarios, list of assumptions/commentary etc.

Also included is a copy of my letter to the BOS against the proposed building dated March 20, 2023. I met with Supervisor Lyons and Township Mgr. Mason later in April to address the letter.

In summary, I believe, under the current conditions, the CRC is overpriced due to inflation, will be underutilized and alternatives should be considered. Build the courts and expand the Pavilion including bathrooms.

Additionally, why is the Township displaying a rendering of a CRC when we have not yet received final architect estimates or has gone out to Bid?

Feel free to pass along this data to those that may be interested.

If needed, contact me at 267 261 7744 or my [email](#) [REDACTED]

Regards





Barbara Lyons March 20, 2023

CC: Dan Wood  
Ryan Manyon  
Jennifer Herring  
Nancy Santacecilia  
Stephanie Mason

Subject: Recreation Center Status

As a resident and concerned taxpayer of Doylestown, I am questioning the lack of communication and financial impact on our community specifically regarding the proposed Recreation Center. The data forthwith has been sparse and, in my opinion, not full disclosure. My comments follow:

1. First, I am not in favor of a Community Recreation Center unless it is economically feasible for the taxpayers.
2. There are plenty of local facilities that offer similar services.
3. The original plans which I spent hundreds of hours as a member of the Ways & Means Committee and a subcommittee of the Parks and Recreation Committee had an estimated budget of less than \$5 million based on size and location which included an area to accommodate indoor basketball, volleyball etc.
4. The BOS eliminated 8 of the 9 plans and decided on a location on New Britain Road and moved forward
5. My analysis presented to the Ways& Means and reviewed by BOS Supervisor Liaison Jennifer Herring was reviewed with little or no recommendations. The analyses were based on pre 2020 projections from PFM. At that time inflation was nominal and cost of Capital was in the 2%range.
6. At that time, I questioned the soundness of the projections and was assured as part of a PFM presentation that the estimates were good going forward. Inflation since then has skyrocketed and cost of Capital as well. What is the cost of the building NOW. I have heard that latest projections of \$10 million+
7. I resigned in Nov 2022 from all committees out of frustration that W&M concerns were not being addressed and forwarded to the rest of the BOS
8. Since then, I have seen little in sound financial disclosure from the BOS about the finances including cost of construction, improvements, ancillary expenses (equipment, furniture etc.), financing fees, PFM fees, architect fees, etc.,
9. There seems to be a debate about outside courts between Pickleball and Tennis and not noted Flag Football. I Googled latest data and found that there are 22 million Tennis players in the USA, 7 million flag football players and 4 million Pickleball active players. I see no reason why tennis courts be reduced based on these facts. In fact, the number of Tennis courts should be increased and Pickleball be decreased accordingly. You can make a Pickleball court out of a Tennis configuration but not vice versa.
10. Has any organization accepted the use of the proposed courts? This is a huge revenue source
11. Parks and Rec recently advertised Zumba and other sessions at a cost of \$70. My wife, me and disabled daughter have Silver Sneakers and attend at ZERO cost. Why would we pay for sessions? BTW over 20% of the township population is over 65 and I would assume many have Silver Sneakers
12. Where can be found a Profit and Loss analysis where we can see the true cost of the REC CENTER on our tax millage.
13. Given inflation and interest rates, the building should be deferred until economic conditions change, use of alternate empty space be considered (SEARS HARDWARE, BARN CINEMA) or Expand the Pavillion space and defer the building and upgrade the outdoor court facilities.
14. I am fully aware of the grants that are in the works but sanity must prevail as to how our tax money is spent.

I would be willing to discuss it with you privately or as a group if any Sunshine Rules are not compromised. 267 261 7744.

Secondly under the Right to Know Rules, how do I request all Rec Center data as of this writing.

Regards

Joseph Delikat  
267 261 7744  
jdelikat@hotmail.com

### **Follow Up to Lyons/Mason/Delikat Mtg**

- 1 Estimates for construction were provided at \$10 million dated Aug 2022
2. If estimates are accurate and true then why do we wait until summer of 2023 to go out to bid?
3. Where is a P& L to show estimate Revenues, COsts and carrying cost of proposed build.
4. Inflation is at a low of 5% and 30 year interestof 3.7% based on Treasury 30 year yield .
5. BOS has advertised building with NO approval.
7. CRC as built is NOT a recovery center

**As a BOS you must consider the costs of a 10 million structure on our taxpayers, the costs versus benefits of the site and the utilization of the site. About 25 % of the population based on US Census Bureau data indicate are over 65 and can utilize Silver Sneakers at no cost,. WE don't need to pay for a similar program.**

**I urge you to perform a Proforma P&L to see if a CRC is still viable or as an example an expanded , upgraded Pavilion**

amd

### Rec Center Funding, Sources etc

Building, Courts, landscaping, Generator backup, kitchen outfit, gym equip baskets, nets, protective pads bleachers  
 Proceeds in Twp Cash were to be assigned by W&M committee from Tower Sales proceeds but assigned to REC CENTER  
 PA Grants I assume they will be awarded  
 Excess Balances in accounts that were requested by W&M but not reviewed until Rec Center Issues  
 Funding from other sources, donations, naming etc (MY ESTIMATE)  
 Assumes above allocations/deductions are met

\$10,500,000
(\$750,000)
(\$1,500,000)
(\$600,000)
(\$400,000)
\$7,250,000

Amount	Percent	Years	Tot Interest	Annual Cost
\$ 10,500,000	3.8%	30	\$ 7,113,188	\$ 587,112 Based on Treasury 30 year yield
\$ 7,250,000	3.8%	30	\$ 4,911,487	\$ 405,384 Based on Treasury 30 year yield

**BASED ON 2020 DATA. PRE COVID AND  
EFFECTS OF INFLATION**

**Rec Center Summary**

may be some inconsistencies between  
sheets due to date created

Final      50%      65%      80%

( in thousands)

Operating Revenue	\$807	\$504	\$609	\$713
Non-Operating Revenue	\$13	\$13	\$13	\$13
<b>TOTAL REVENUES</b>	<b>\$820</b>	<b>\$517</b>	<b>\$621</b>	<b>\$725</b>
Total Expenses	\$409	\$267	\$283	\$358
Operating Profit (Loss) before Debt Services	\$411	\$250	\$338	\$367
Debt Service on \$7250000	\$405	\$405	\$405	\$405
Net Profit(loss) on 7250000	\$6	-\$155	-\$67	-\$38
Debt Service on \$110,500,000	\$	587	587	587
Net Profit (loss) on \$10,500,000	-\$176	-\$337	-\$249	-\$220

Based on \$405 debt service

Based on \$587 debt service

Doylestown Twp Community Ctr

Description

Description	Revised Rates/Hours/Activity 12/4/2019			
	Plan 1 Rec Center	Plan 1 Year 1	Plan 1 Year 2	Plan 1 Year 3
<b>Revenues:</b>	Potential P&R REV	Year 1 Est	Year 2 Est	Year 3 Est
Programs				
Winter/Spring	\$124,435	\$62,218	\$80,883	\$99,548
Summer	\$111,950	\$55,975	\$72,768	\$89,560
Fall	\$123,030	\$61,515	\$79,970	\$98,424
Camp	\$64,000	\$32,000	\$41,600	\$51,200
Rentals				
Facility Rental	\$48,960	\$24,480	\$31,824	\$39,168
Kitchen	\$0	\$0	\$0	\$0
<b>Sub-Total Programs</b>	<b>\$472,375</b>	<b>\$236,188</b>	<b>\$307,045</b>	<b>\$377,900</b>
<b>Gymnasium Space</b>				
Saturday/Sunday	\$100,000	\$80,000	\$90,000	\$100,000
Monday- Friday - Day	\$120,000	\$96,000	\$108,000	\$120,000
Monday- Friday - Evening	\$100,000	\$80,000	\$90,000	\$100,000
Monday - Friday - Summer	\$15,000	\$12,000	\$13,500	\$15,000
<b>SUB-TOTAL- Gym</b>	<b>\$335,000</b>	<b>\$268,000</b>	<b>\$301,500</b>	<b>\$335,000</b>
<b>SUBTOTAL - Operating Revenues</b>	<b>\$807,375</b>	<b>\$504,188</b>	<b>\$608,545</b>	<b>\$712,900</b>
Non- Operating Revenues				
Naming Rights	\$10,000	\$10,000	\$10,000	\$10,000
Gym Advertising	\$2,500	\$2,500	\$2,500	\$2,500
<b>Total Revenues</b>	<b>\$819,875</b>	<b>\$516,688</b>	<b>\$621,045</b>	<b>\$725,400</b>
<b>Expenses:</b>				
Winter/Spring	\$80,603	\$40,302	\$52,392	\$64,482
Summer	\$70,785	\$35,393	\$46,011	\$56,628
Fall	\$69,885	\$34,943	\$45,426	\$55,908
DT Summer Program Expense	\$32,000	\$16,000	\$20,800	\$25,600
Site Supervisor- GYM	\$77,700	\$62,160	\$69,930	\$77,700
Marketing of Facility	\$40,000	\$40,000	\$10,000	\$0
Personnel Requirements - Year 3	\$0	\$0	\$0	\$40,000
Cleaning	\$13,000	\$13,000	\$13,000	\$13,000
Utilities	\$25,000	\$25,000	\$25,000	\$25,000
Other Costs/Contingency	\$15,000	\$15,000	\$15,000	\$15,000
<b>Total Expenses</b>	<b>\$408,973</b>	<b>\$266,798</b>	<b>\$282,559</b>	<b>\$358,318</b>
Operating Profit (Loss) before Debt Services	\$410,903	\$249,890	\$338,486	\$367,082
Debt Service -	\$193,476	\$193,476	\$193,476	\$193,476
<b>Operating Profit (Loss)</b>	<b>\$217,427</b>	<b>\$56,414</b>	<b>\$145,010</b>	<b>\$173,606</b>

NOTE THIS IS DATED INFO, WHICH LATER REDUCED .SEE ANNUAL BUILDUP TAB FOR UPDATED DATA

Range of 5 local TWPS is \$ 95 to \$130 per hour avg. \$ 108

>>>50 wks. Sat and Sun 10 hrs. (1,000 Hours) A

>>>40 wks. Mon thru Fri 6 hrs. (1,200 hours) daytime 9 am- 3 pm B

>>>40 wks. Mon thru Fri 5 hrs. (1,000 hours) evening 5pm to 10 pm C

>>>10 wks. Mon thru Fri (summer)(150 hours) evening 6 to 9 pm D

Cost @70% of Revenues (historical)

Cost @70% of Revenues (historical)

Cost @70% of Revenues (historical)

Cost @ 50% of Revenues

Rental hrs. + 0.5 hr. before & after @ \$ 20/hr. 3500 hrs. (A+B+C+D) above +350 hrs. +50 hrs. for split sessions

Per K Sweeney ( ads, print, discounts, media). \$40,000 12k sq ft

Anticipated Year 3 additional personnel costs(Per KS no benes)

52 weeks @ \$250 per week for 12000 sq. ft. (program \$125/Gym \$125)

Heating/ lighting cost. (Avg. \$2.10 annual per sq. ft.) IOTA website

Contingency (Insurance, Supplies, Maintenance, Repairs)

Per PFM estimate - Summer 2019

**DRAFT**

Rec Center Revenues (excl Gym)	BUILDUP of POTENTIAL REVENUES/COSTS by YEAR											
	SWEENEY (P&R)			Year 1			Year 2			Year 3		
	Rev	Exp	GM %	Rev	Exp	Net	Rev	Exp	Net	Rev	Exp	Net
<b>Classroom</b>	<b>Total Potential Rev/Costs</b>			<b>50%</b>			<b>65%</b>			<b>80%</b>		
Wint/Sprg	\$48,285	\$31,568	35%	\$24,143	\$15,784	\$8,359	\$31,385	\$20,519	\$10,866	\$38,628	\$25,254	\$13,374
Summer	\$52,050	\$35,355	32%	\$26,025	\$17,678	\$8,347	\$33,833	\$22,981	\$10,852	\$41,640	\$28,284	\$13,356
Fall	\$57,330	\$32,715	33%	\$28,665	\$16,358	\$12,307	\$37,265	\$21,265	\$16,000	\$45,864	\$26,172	\$19,692
<b>Multi-Purpose</b>	\$76,150	\$49,035	36%	\$38,075	\$24,518	\$13,557	\$49,498	\$31,873	\$17,625	\$60,920	\$39,228	\$21,692
Summer	\$59,900	\$35,430	41%	\$29,950	\$17,715	\$12,235	\$38,935	\$23,030	\$15,905	\$47,920	\$28,344	\$19,576
Fall	\$65,700	\$37,170	43%	\$32,850	\$18,585	\$14,265	\$42,705	\$24,161	\$18,544	\$52,560	\$29,736	\$22,824
<b>Subtotal</b>	<b>\$359,415</b>	<b>\$221,273</b>	<b>37%</b>	<b>\$179,708</b>	<b>\$110,638</b>	<b>\$69,070</b>	<b>\$233,621</b>	<b>\$143,829</b>	<b>\$89,792</b>	<b>\$287,532</b>	<b>\$177,018</b>	<b>\$110,514</b>
<b>CAMP</b>	<b>\$64,000</b>	<b>\$32,000</b>	<b>50%</b>	<b>\$32,000</b>	<b>\$16,000</b>	<b>\$16,000</b>	<b>\$41,600</b>	<b>\$20,800</b>	<b>\$20,800</b>	<b>\$51,200</b>	<b>\$25,600</b>	<b>\$25,600</b>
<b>RENTAL</b>	\$18,000	\$0	100%	\$9,000	\$0	\$9,000	\$11,700	\$0	\$11,700	\$14,400	\$0	\$14,400
Summer	\$10,800	\$0	100%	\$5,400	\$0	\$5,400	\$7,020	\$0	\$7,020	\$8,640	\$0	\$8,640
Fall	\$20,160	\$0	100%	\$10,080	\$0	\$10,080	\$13,104	\$0	\$13,104	\$16,128	\$0	\$16,128
<b>Subtotal</b>	<b>\$48,960</b>	<b>\$0</b>	<b>100%</b>	<b>\$24,480</b>	<b>\$0</b>	<b>\$24,480</b>	<b>\$31,824</b>	<b>\$0</b>	<b>\$31,824</b>	<b>\$39,168</b>	<b>\$0</b>	<b>\$39,168</b>
<b>Total Excl Gym</b>	<b>\$472,375</b>	<b>\$253,273</b>	<b>45%</b>	<b>\$236,188</b>	<b>\$126,638</b>	<b>\$109,550</b>	<b>\$307,045</b>	<b>\$164,629</b>	<b>\$142,416</b>	<b>\$377,900</b>	<b>\$202,618</b>	<b>\$175,282</b>
<b>GYM USAGE ###</b>	<b>Total Potential Rev/Costs</b>			<b>80%</b>			<b>90%</b>			<b>100%</b>		
Saturday/Sunday	\$100,000	\$23,310	77%	\$80,000	\$18,648	\$61,352	\$90,000	\$20,979	\$69,021	\$100,000	\$23,310	\$76,690
Monday- Friday - Day	\$120,000	\$27,972	77%	\$96,000	\$22,378	\$73,622	\$108,000	\$25,175	\$82,825	\$120,000	\$27,972	\$92,028
Monday- Friday - Evening	\$100,000	\$23,310	77%	\$80,000	\$18,648	\$61,352	\$90,000	\$20,979	\$69,021	\$100,000	\$23,310	\$76,690
Monday - Friday - Summer	\$15,000	\$3,108	79%	\$12,000	\$2,486	\$9,514	\$13,500	\$2,797	\$10,703	\$15,000	\$3,108	\$11,892
<b>Subtotal</b>	<b>\$335,000</b>	<b>\$77,700</b>	<b>77%</b>	<b>\$268,000</b>	<b>\$62,160</b>	<b>\$205,840</b>	<b>\$301,500</b>	<b>\$69,930</b>	<b>\$231,570</b>	<b>\$335,000</b>	<b>\$77,700</b>	<b>\$257,300</b>
<b>TOTAL</b>	<b>\$807,375</b>	<b>\$330,973</b>	<b>58%</b>	<b>\$504,188</b>	<b>\$188,798</b>	<b>\$315,390</b>	<b>\$608,545</b>	<b>\$234,559</b>	<b>\$373,986</b>	<b>\$712,900</b>	<b>\$280,318</b>	<b>\$432,582</b>
				GM>>> 63%			GM>>> 61%			GM>>> 61%		

**Comments/Assumptions/Notes**

Classroom, multipurpose, rental and camp data per K Sweeney of P&R  
 Gym data per original review between K Sweeney and R Salanik (Green Sheet)  
 Meeting with Sweeney/Delikat discussed buildup of classroom, camp and rentals.  
 Actual P&R Program revenues are currently @ \$100k annually so a modest 50% of targeted amount was used for year 1  
 Gym data more aggressive since original analysis already assumes a lower than projected revenues at 80% capacity  
 Margins are based on historical costs to run programs. i.e. 30%. New youth and senior programs require less costly supervision  
 Spread buildup based on discussion with K Sweeney. After 3 years it assumes 80% capacity which is comparable to other Rec Center stats  
 ### Estimated total hours possible of operation 91 per week. Used 80 hours for gym- 4160. Estimated revenue hours 3350 or 80%  
 All of these costs are incremental to existing P&R costs (supervisory, benefits, O/H costs etc.)

## Notes/Assumptions (Original Version) REVISED 12/4/2019 Recreation Facility - Doylestown Twp.

### REVENUES:

Rec Program Revenues were \$96,014 in 2016 and \$59,925 in 2017. Cost was 70% of Revenues or \$70,172 and \$42,236 respectively  
Revenues for Programs in 2018 were \$88k per Ed E. analysis  
Incremental New Programs based on 25% increase over existing base  
Facility Rental usage based on a 25% increase over existing program base  
Kitchen Revenues assume \$40 per rental. 40 uses per year  
Gymnasium space rate of \$110 and \$100 per hour based on average of 5 local twps. Rate range is \$95 to \$130. Average \$108  
Gym Usage assumes:  
50 wks. Sat and Sun 10 hrs. (1,000 Hours)  
40 wks. Mon thru Fri 5 hrs. (1,000 hours) evening 5pm to 10 pm  
40 wks. Mon thru Fri 6 hrs. (1,200 hours) daytime 9 am- 3 pm  
10 wks. Mon thru Fri (summer)(150 hours) evening 6 to 9 pm  
DT Summer Program Enhanced - 10 Week Summer Program operated by Twp. 7:30 to 5:30  
Summer Programs based on 12,000 sq. ft. facility is \$50,000 in Revenues with \$25,000 cost. Net Income \$25,000  
Annual Naming Rights(multi year negotiable). Estimate \$10,000 per year for 12,000 sq. ft. facility  
Gym Advertising inside facility assumes 10 banners @ \$250 annually. No banners for 5,600 or 8,000 sq. ft. bldg.

### EXPENSES:

Costs associated with this proposal are INCREMENTAL to already existing P&R costs  
Recreation Programs assume 2016 cost at 70% of Rec Program Revenues  
Increased/Additional Programs costs at 70% of Program Revenues  
Facility Rental costs included in gym coverage costs @ \$20/hr. which includes FICA, FUTA, SUTA and WC (no benefits)  
DT Summer Program Expense @ 50% of Revenues  
Site Supervision includes rental time plus 0.5 hr. before and after @ \$20/hr. Includes employer FICA, FUTA, SUTA, WC (no benefits)  
PT Facility Supervisor - 1 hour a day for 40 weeks at \$25 per hour including employer taxes or new tracking/scheduling software  
Marketing of Facility assumes ~~\$50,000~~ \$40,000 for YEAR 1 and \$10,000 for YEAR 2 & \$40000 for a PT (no benes) in year 3  
A portion of Marketing may be in the form of discounts of Program Fees which will reduce Revenues versus increase in expenses  
Cleaning assumes 52 weeks @ \$250/wk.  
Utilities based on average utility costs for commercial bldg. (IOTA data) \$2.10/sq. ft. 12,000 building  
Other Costs/Contingency ( Insurances, Supplies, Maintenance/Repairs )  
Free time open to the community is not considered in any of the options. Supervisory costs @ \$20/hr. will be required plus open/close 1hr. Total

### OTHER NOTES/ASSUMPTIONS:

Analysis is based on construction estimates for the BUILDING only. Site improvements are noted as appropriate.  
Average property assessment - \$40,000  
1 (One) Mill increase in taxes is equal to @\$276,500 before any discount application for early payment (2%)  
Current millage rate is 12.375  
Bldg. at 5,600 sq. ft. is 47% of 12,000 sq. ft. facility, 8,000 sq. ft. is 66.7%  
**Building Utilization Survey- Utilization - Newtown Twp 95%, Lwr Makefield 65%, Northampton 75%, Montgomery 85% (Avg.80%)**  
DT Building Utilization 8k and 12k - P&R 31% (1270hrs/4200 hrs), W&M Orig 80% (3350hrs/4200 hrs). 350 days at 12 hrs a day capacity  
**Cost Recovery - Northampton 90%, Montgomery 85% Per survey. No indication of what costs are included (admin salaries?, debt service?)**

### INFLATION/OTHER

Spreadsheet is dated. Does not account for inflation since 2021  
Building Costs now @ \$10,500,000 estimate  
I understand a new Hire is required to manage facility. Salary \$70,000 and \$30000 benefits add another \$100,000 to previous estimates

Based on estimates from PFM - SUMMER 2019

PFM Based Debt Service Prorata Calculation	Principal Borrow	Construct Loan Portion of Principal		Total Interest	Total Bldg. Cost	Community Center Building		Community Center Site Work		Debt Service Total	Prorata Bldg. Debt Service Cost			Prorata Total Service Cost	% of Debt Service Total
		A	B			C	D	A+B	C+D		Prorata Bldg. Debt Service Cost	Prorata Debt Service Cost	Prorata Site Debt Service Cost		
NBR Option A 12000	\$4,830,000	\$4,787,918	\$2,185,924	\$6,973,842	\$3,234,572	\$1,053,346	\$4,287,918	\$286,100	\$193,280	\$62,942	\$256,222	\$7,686,660	89.6%		
NBR Option B 12000	\$4,820,000	\$4,774,723	\$2,184,224	\$6,958,947	\$3,234,572	\$1,040,152	\$4,274,724	\$285,600	\$193,476	\$62,217	\$255,693	\$7,670,790	89.5%		
Basin Option A 12000	\$4,590,000	\$4,545,574	\$2,081,159	\$6,626,733	\$3,281,898	\$763,676	\$4,045,574	\$272,000	\$196,384	\$45,697	\$242,081	\$7,262,430	89.0%		
Basin Option B 12000	\$6,410,000	\$6,373,365	\$2,902,660	\$9,276,025	\$3,281,898	\$2,591,467	\$5,873,365	\$372,500	\$191,815	\$151,462	\$343,277	\$10,298,310	92.2%		
Basin Option C 12000	\$6,310,000	\$6,275,134	\$2,863,580	\$9,138,714	\$3,281,900	\$2,493,234	\$5,775,134	\$374,100	\$195,655	\$148,637	\$344,292	\$10,328,760	92.0%		
Pavilion Option A 5600	\$2,240,000	\$2,181,596	\$1,012,365	\$3,193,961	\$1,449,763	\$231,833	\$1,681,596	\$132,600	\$88,118	\$14,091	\$102,209	\$3,066,270	77.1%		
NBR Option C 8000	\$3,305,000	\$3,253,799	\$1,496,125	\$4,749,924	\$1,786,221	\$967,578	\$2,753,799	\$195,800	\$107,487	\$58,225	\$165,712	\$4,971,360	84.6%		
Basin Option D-1 8000	\$4,735,000	\$4,688,417	\$2,149,995	\$6,838,412	\$1,785,034	\$2,403,382	\$4,188,416	\$280,800	\$106,910	\$143,944	\$250,854	\$7,525,620	89.3%		
Basin Option D-2 8000	\$4,905,000	\$4,861,567	\$2,226,591	\$7,088,158	\$1,785,355	\$2,576,212	\$4,361,567	\$290,800	\$106,793	\$154,099	\$260,892	\$7,826,760	89.7%		
Control Total for Detail tab															
									\$1,379,918	\$841,314	\$2,221,232				

NOT USED

Basin Option D-1 A 8000 w/gym option future

N/A

\$0

\$0

\$0

\$0 #DIV/0!