

**TOWNSHIP OF NEWTOWN**  
**COMPREHENSIVE RECREATION**  
**PLAN**

**BUCKS COUNTY, PENNSYLVANIA**

**April 21, 1999**

**This project was financed in part by a grant from the Keystone Recreation, Park and Conservation Fund under the administration of the Department of Conservation and Natural Resources, Bureau of Recreation and Conservation.**

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3. June 17, 1998
4. November 18, 1998
5. February 17, 1999

## EXECUTIVE SUMMARY

This document is composed of three sections: the Comprehensive Recreation Plan, the Open Space Plan, and the "Site Specific" Plans. The contents of the Comprehensive Recreation Park and Open Space Plan conform to the standards established by the Commonwealth of Pennsylvania and Bucks County for such plans and they fulfill the requirements for applying for any grant money that could be used to execute these portions. The "Site Specific Plans" were intended for general informational purposes and would need further investigation and information before development grant applications could be made.

The purpose of the Comprehensive Recreation Park and Open Space Plan is to assist the Township in identifying the Recreation needs of the community and to formulate methods of achieving the established goals over the course of the next years. The Township and the general public will work together to guide actions within the Parks and Recreation Department as a means of determining and prioritizing future capital improvement expenditures.

The Open Space Plan identifies existing land use patterns and unique resources and maps these within the Township. This includes Park and dedicated Open Space owned by the Township, County, State, Watershed Associations and private Homeowners Associations. By identifying natural resources, such as, Woodlands and Steep Slopes, the Plan attempts to provide both short and long term goals regarding the preservation of Open Space. The protection of environmental sensitive resources such as Riparian Forest Buffers will be given the priority that such areas deserve.

There are six major "undeveloped" parcels owned by the Township that have been evaluated for potential park usage. These parcels have each been individually assessed for their present site features such as soils and slopes and described in detail. From these factors and the need for additional recreation within the Township, suggestions for future recreation activities and uses have been made. The "uses" are illustrative in nature and give some concept of what could be achieved given the will and the resources. The Woll Tract, for instance, is well suited for active recreational facilities but future development will depend on necessary improvements to Durham Road (Rte 413) before it is practically accessible.

Other tracts show a variety of uses, which again illustrates what could potentially be done with the various parcels. The intent was to provide specific recommendations for each site within the context of the need for additional recreation facilities within the Township. Rough preliminary costs were attributed to the improvements to provide some sense of budgetary figures that may be associated with the improvements. It should be understood that these "Site Specific" conceptual plans are exactly that, conceptual suggestions and facilities proposed for one location could potentially be relocated to another site if found to be more desirable.

Newtown Township is fortunate to have an active and progressive Park and Open Space Committees and Department, which are constantly looking to improve the opportunities for recreation for the citizens of the Township. This document shows in great detail what physical resources, recreation plans and programs the Township presently has in place and is seen as a blueprint for guiding future development.

PREFACE:

This comprehensive recreation, park and open space plan will serve as a reference for future recreational demands, requests for improvements and additional facilities. The plan was initiated in April of 1998.

The Newtown Township Board of Supervisors, Township Manager, Township Staff, Comprehensive Recreation Park and Open Space Steering Committee, Director of Parks and Recreation, and the public have worked together to complete an intensive study of all factors which affect the Township's ability to provide parks and recreation services to its residents.

The consultants wish to thank everyone who participated for their enthusiastic support and valuable input during the preparation of this study.

BOARD OF SUPERVISORS

Stephen Sanderlin - Chairman  
Raymond Goodnoe - Vice Chairman  
Nicholas Michael - Secretary  
Thomas Jirele - Treasurer  
Anne M. Goren - Member

TOWNSHIP MANAGER

Cornell Hopkins

DIRECTOR OF PARKS AND RECREATION

William E. Wert, III - CLP

COMPREHENSIVE RECREATION, PARK AND OPEN SPACE STEERING COMMITTEE

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John Davis, Recreation Board  
Raymond Goodnoe - Board of Supervisors  
Jack Leneweaver, Park & Open Space  
Andrew S. Levine, Recreation Board  
Nicholas Michael, Board of Supervisors  
Richard Weaver, Recreation Board  
William E. Wert, III - Director of Parks & Recreation

RECREATION BOARD

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Anna Marie Zambriczki

PARK AND OPEN SPACE COMMITTEE

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**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**INTRODUCTION**

**Approach to Plan**

The planning approach for a Comprehensive Recreation, Park and Open Space Plan is important to ensure the provision of recreation open space facilities for all user groups in all age categories in the municipality. While a planning approach is a relatively straightforward process, each individual community presents numerous planning challenges and opportunities. It is these elements that indicate the fabric of a community, the character of the built and un-built environment, trends and population, and the general perceptual characteristics of space. When synthesis of these elements is achieved, plan recommendations can be justified.

The comprehensive plan is not simply prepared for its own sake. It is intended to be an easily readable, workable document to serve as a framework for future decision making regarding recreation improvements, redevelopment, and acquisition where necessary and appropriate.

The Comprehensive Recreation, Park And Open Space Steering Committee established the goals and objectives of the Comprehensive Plan.

The plan identifies the community's character, setting, and geographic location; the history and development of the community; the type, organization and philosophy of the Government; and the history of the community's involvement with the development of recreation and parks.

The community is fortunate to have a Comprehensive Recreation, Park and Open Space Plan - January, 1995; Newtown Area Linked Open Space Plan - January, 1988; and the Bucks County Comprehensive Plan - July, 1993. These plans are valuable research tools used to coordinate and apply existing data to the comprehensive plan.

An inventory and analysis of existing conditions was conducted. Information of existing conditions were gathered and analyzed using professional and national standards as well as user needs developed by public participation.

The goals of the community, administrative response, cooperation of all public bodies, park maintenance, recreation program personnel, facility inventory, recreation programs and finance were studied in detail to prepare recommendations and methods of implementation. Specific recommendations have been developed for all major components of this plan.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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**A. PLAN AND PURPOSE AND GOALS**

1. Purpose of Plan

The purpose of the plan is to assist the Township in identifying the recreation needs of the community and to formulate methods of achieving the established goals over the course of the next years. The community has some unique concerns regarding the rapid nature of its recent growth and development. It is a concern that the Township can assure a substantial portion of the quickly developing area to be preserved and developed in such a way that the recreation needs of the citizens can be met well into the next century. The on-going public policy discussion is whether the Township should accept dedications of land from developers as part of their plan approval or look more to a system of financial contributions to development of a more community wide park system.

2. Goals of the Plan

From suggestions made by the steering committee members:

- Look at maximizing the use of existing facilities and programs and the development of new facilities such as a Community Center and/or a Community Pool.
- Develop a Public Relations Program to get “Public Involved in Programs and Projects.” Examples include Shuffleboard, Bike Trails and/or an Annual Golf Outing Contest with Sponsors.
- Manage vehicular traffic volumes and patterns. Avoid congestion. Within the township, encourage walking, bicycling, etc., instead of driving.
- Provide and maintain settings where people can congregate and that they would tend to use on a regular basis.
  - To plan current and future use of township owned land.
  - Provide youth centered community and activities for all ages.
- Incorporate the Newtown Trail in the planning, and realistically look at possible future trails.
- Create community awareness of township park ordinances.
- Compile a list of parks and facilities, both public and private, that will be available to the public at the recreation office.

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The plan will:

- Provide a plan for the immediate and future recreation and park needs of the residents of Newtown Township.
- Determine the current situation with regard to recreation facilities and Township owned space.
- Plan for the update and upgrade of existing facilities.

3. Usage of the Plan

The plan will be used by the Township Government and the general public as means to evaluate actions within the Parks and Recreation Department and to determine and prioritize future Capital Improvements. The broad based planning process that includes input from residents, interest groups and community leaders creates community consensus and support for the goals of this plan.

**B. GENERAL INFORMATION AND COMMUNITY BACKGROUND**

1. Community Background

a. A HISTORY OF NEWTOWN TOWNSHIP, BUCKS COUNTY

Located in central Bucks County, Newtown Township lies between Philadelphia Pennsylvania and Trenton New Jersey, along Interstate 95. Upper Makefield is to the northeast, Lower Makefield is to the southeast, Middletown to the south and Northampton to the west.

In 1682, after buying 5000 acres from the Lenni Lenape Indians and, following his "Theory of Town Planning," William Penn had the 'New Township' mapped out, with boundaries nearly identical to those of today. In order that no single person could claim water rights to the stream that ran through the Township, Penn declared that a "commons" of about 40 acres was to border Newtown Creek. This land was "for the use of all." Since no one owned it, there was minimal care. There is evidence that squatters shacks were built on the Commons. Except for paths made by livestock, on the way to water, the area was heavily overgrown. In 1796, the Commons was divided into 55 parcels and auctioned off to the highest bidders. William W.H. Davis, in his book HISTORY OF BUCKS COUNTY wrote that one section of the Commons was used as a "burying ground." A small piece of the Commons still remains, and can be visited at the west end of Greene Street in the Borough.

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Penn decreed the land be sold in 'pie shaped wedges' and that the "points" (one tenth of each property) meet in the Townstead. Thus the 640 acres that made up the original Town remain today.

A few of the earliest land owners whose descendants still live in the area are the Buckmans. Their farm was located at Swamp Road and Sycamore Street; the Lownes, descendants of the Leedoms, still live on a piece of the original farm.

Another farm, still in existence, but with no descendants living thereon, is the Peter Taylor Farmstead. The original house, made of logs in 1715, still standing is owned by Bucks County and partially supported by a non-profit group, "Friends of the Farmstead." Newtown Gate Development, was in 1704, known as the Fountain Farm and, owned by the Yates Family. They are still in the area. Another farm, purchased from William Penn in 1681 by Christopher Taylor, exchanged hands many times until 1935 when it was bought by Lyman Clark. The Clarks held the farm until 1998, when it was sold to Newtown Township for a nature center.

The oldest public building in the Township, and one that has been in continuous use since it was built in 1769, is the Old Presbyterian Church on Sycamore Street. At that time, with only 54 members, the Session commissioned Mathias Hutchinson, a well known stone mason from Solebury, to build a stone church, two and a half stories tall, large enough to hold 300 people.

In 1842, the church was remodeled, and with little change is today, as it was then. In the cemetery behind the church are 8 veterans of the French and Indian War, 28 veterans of the American Revolution, one Civil War veteran, one from the War of 1812, and 3 World War II veterans. All lie at rest in the soil of their beloved Newtown.

On December 26, 1776, after the Battle of Trenton, Washington, on his way to Philadelphia with 1000 Hessian prisoners, commandeered the old church and used it as a prisoner of war camp for many of the captives. Only the officers spoke English, so in order to keep the mercenaries from running away, they told the men that the Americans were starving for ANY KIND OF MEAT for their stew. A riot nearly broke out but Washington saved the day. He sent to Smoketown (Churchville) for a Dutch farmer who told the Hessians that the Americans were NOT cannibals!

While in Newtown, the Hessians signed their parole of pardon, in which they promised not to reveal anything they saw or heard while they were captives of the Americans.

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As the population in Bucks County grew, people found it increasingly difficult to get to Bristol, the county seat, to conduct their legal business. It was decided to move the seat north to Newtown, closer to the center of population. From 1727 to 1813, all county business was conducted in Newtown. The county tax office still stands, and is the trust office of the First National Bank of Newtown. In 1813, the county seat was moved north to Doylestown and remains there today.

Almost since its inception, Newtown has been the “crossroads” of the County. Many of the original roads are still in use. Durham Road, one of the oldest in the Commonwealth, was closely followed by Taylorsville (Washington Crossing) Road. Buck Road to the Buck Hotel, was 45 feet wide when it was built. The stone arch bridge, built in 1796, to span Newtown Creek on Centre Avenue, is on the National Registry and is still in use.

Preservation and acquisition of open space in the Township began in the 1920’s when the late George F. Tyler bought several farms in both Newtown and Northampton Townships with a total of 2500 acres. During the “Great Depression” he had the mansion, garage, servant apartments and four “cottages” built. Because he employed local artisans, he kept many families off the welfare rolls. Today the estate encompasses Tyler State Park as well as Bucks County Community College.

Over the past twelve years, the township supervisors, being well aware of the need for open space have bought ten parcels of land totaling 275.5 acres at a cost of \$4,701,382.00. These purchases are spread through out the Township answering the need to have recreation areas available to everyone.

Newtown Township and Borough, established communities for more than 300 years, have retained their historic beauty despite the Township’s transformation from an agricultural area to suburbia. Beginning with the post World War II era, many housing developments have replaced the farms. Several thriving “strip” shopping areas as well as a light Industrial Park have generated business and brought shoppers to Newtown.

Traditionally, officials of the Newtown area have worked together for the betterment of all. In 1983, in order to address the areas land use allocation, community infrastructure as well as environmental protection, Newtown Township and Borough, along with Wrightstown and Upper Makefield Townships joined together and adopted the “Newtown Area Joint Municipal Ordinance.” In 1993, the Borough withdrew.

The Council Rock School District was formed and includes the communities of Newtown Township, Newtown Borough. Wrightstown, Upper Makefield and Northampton. Public Schools within Newtown Township are; Council Rock High School, Newtown Junior High School, Goodnoe Elementary School, and the latest, Newtown Elementary School. St. Andrew Roman Catholic Elementary School and Shir Ami Hebrew

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School are also in the Township. Bucks County Community College, the largest of its kind in Pennsylvania, with a satellite of Temple University on campus, LaSalle University and Holy Family College have recently built educational facilities in the Township.

As we approach the 21<sup>st</sup> century, we are faced with several unique problems. Concerns brought about by continual development, along with the need for up to date improvements must be addressed. Newtown Township with its visual reminders of a bucolic past is trying to retain the best of both worlds through careful planning and acquisition of open space.

**A NOTE CONCERNING THE WRITER:**

Elinor Slack Campbell is proud of the fact that her father's ancestors have lived in the area for ten generations. A history teacher, retired from the Council Rock School District, Mrs. Campbell is continuing to research and write about Newtown and its people.<sup>1</sup>

**b. Type of Government**

Newtown Township, a Township of the second class, consists of a five member Board of Supervisors elected for six-year terms. Reorganization is held once a year at which time the Supervisors elect a chairperson, vice-chairperson, secretary and treasurer. The Township government operates under the Council-Manager form of governance.

There are 53 (fifty-three) full-time Township employees including a Township Manager and seven department heads which manage: Parks and Recreation; Finance and Administration; Public Works; Emergency Services; Police; Technology, and Roads and Public Facilities.

There are an additional 31 (thirty-one) part time and summer employees.

**c. History of Recreation and Park Functions**

Prior to 1990, the recreation programs available were a summer band concert, family fun day and photography contest organized by the Parks and Recreation Board. The funds for the special events were supported by the Township and advertised through flyers and the local newspaper.

The Township did not have any type of Parks and Recreation staff nor a capital improvement program for the parks. The only existing facilities were Chandler Park ballfields and Carl Sedia Park which were maintained by the Public Works Department. (Then owned by Chandler Hall Nursing Home)

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<sup>1</sup> This historical information came from Elinor Slack Campbell, Historian - A History of Newtown Township.

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In mid-1990 Newtown Township hired their first full-time Parks and Recreation Director who was a Certified Leisure Professional (CLP) through the National Recreation and Park Association. He left in November, 1995 and Mr. William E. Wert, III joined the Township as their full-time Parks and Recreation Director, on January 3, 1996. He is also a Certified Leisure Professional (CLP) through the National Recreation and Park Association and a graduate of West Virginia University with a Bachelors of Science degree in Recreation and Park Management. He is an active member of the Pennsylvania Recreation and Park Society (PRPS) and a member of the National Recreation and Park Association (NRPA). Moreover, he is a member of the Newtown Lions Club.

Mr. Wert was the recipient of the NRPA 1998 Young Professional Fellowship. This program is designed to get young professionals in the Parks and Recreation field involved with NRPA.

By getting involved with PRPS, Bill was elected to the District III Board and a 1998 State Conference Committee Member. He is also one of the original members of the Bucks County Regional Council.

His active participation in these organizations has had direct influence on the enhancement and development of the Parks and Recreation Department. Interacting with his colleagues has provided him with the resources to access current standards and trends. This involvement allows the Department to constantly improve and enhance operating procedures which produces quality services to the residents.

In 1997, the Parks and Recreation Board split into the Recreation Board and the Park and Open Space Committee. The Recreation Board provides programming ideas and completed a Field Fee Analysis. The Park and Open Space Committee is increasing the awareness of open space needs and committed to developing and enhancing Township park facilities.

2. Socio-Economic Features

a. Trends:

Newtown Township is a growing community. The following information on population is based on figures from the **1990 US Census** and the estimates and projections provided by the Bucks County Planning Commission.

In discussion with the Librarian of the Planning Commission it was revealed that the County attributes a 1.91% growth rate per year to Newtown Township.

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b. Population Projections:

	Estimate		Projections	
	1990	1996	2000	2010
<b>Population Totals</b>	13,685	16,011	19,020	19,950

The Census Bureau has divided Newtown Township into three separate Census Tracts and although no updated data is available for each tract area, the information listed below gives some idea as to the distribution of population within the various Tracts in 1990.

Tract Number	Population	Number of Households
1052.02	4,972	1,887
1052.03	2,053	665
1052.04	6,660	2,485

The area listed, as Census Tract 1052.04 comprises most of the North and Eastern portion of the municipality and as previously discussed will therefore receive most of the anticipated growth in population due to additional development in the area.

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The following is a breakdown of population and projections of Newtown Township by age and gender. The Bucks County Planning Commission and the U.S. Bureau of the Census are the sources of this information.

Age	1990 Census			2000 Projection			2010 Projection		
	Male	Female	%	Male	Female	%	Male	Female	%
0-4	648	597	9.1	160	150	1.6	11	13	0.1
5-9	541	507	7.6	1,193	1,161	12.4	1,354	1,322	13.4
10-14	466	427	6.5	491	561	5.5	22	21	0.2
15-19	347	339	5.0	226	216	2.3	343	353	3.5
20-24	254	346	4.6	332	332	3.5	109	209	1.6
25-29	639	747	10.1	493	504	5.3	45	46	0.5
30-34	911	942	13.5	437	450	4.6	241	103	1.7
35-39	799	850	12.0	1,721	1,700	18.0	1,186	999	10.9
40-44	645	650	9.6	1,310	1,384	14.2	486	520	5.0
45-49	426	384	5.9	1,308	1,449	14.5	2,704	2,781	27.5
50-54	241	233	3.6	728	812	8.1	1,411	1,663	15.4
55-59	211	210	3.0	423	327	4.0	1,257	1,196	12.4
60-64	218	217	3.2	147	152	1.5	408	491	4.5
65-69	165	163	2.5	61	71	0.7	78	59	0.7
70-74	82	105	1.4	40	84	0.7	3	18	0.1
75-79	41	70	0.4	71	185	1.4	9	51	0.3
80-84	40	77	0.9	74	102	0.9	25	58	0.4
85+	30	117	1.1	17	142	0.8	21	335	1.8
Total	6,704	6,981		9,232	9,782		9,713	10,238	
Total	13,685			19,014			19,951		

**Municipal Growth Assumption:**

Newtown Township had tremendous growth in population from 1980 to 1990. This trend will continue at a lesser rate until the year 2010. A high migration and moderate fertility rate will contribute to this projected growth.

Source: U.S. Bureau of the Census

**Some observations on the Census data and projections:**

1. The information indicates that the school age population (those in the 5 to 19 age groups) grew rapidly between 1990 and 2000 from 2,627 to 3,848 but then will decrease between 2000 and 2010 from 3,848 to 3,415. This will affect the recreation needs of the community by making active playing fields a necessity for youth programs in this period then stabilizing as the Township enters the next century. Therefore, additional facilities are needed but there is not a need for facilities to serve a population over 20,000.

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The following is information on the school age population of Newtown Township provided by the Council Rock School District. It includes both Public and Non-Public Enrollment and totals for the current 1998/99 school year.

		<b>Public School</b>			<b>Non-Public School</b>		
		<u>96/97</u>	<u>97/98</u>	<u>98/99</u>	<u>96/97</u>	<u>97/98</u>	<u>98/99</u>
*	KA	115	83	89	6	7	7
*	KP	76	68	64	8	10	7
*	KG	0	3	3	56	58	52
	1	225	246	205	69	55	67
	2	255	243	237	55	65	61
	3	226	251	256	36	58	63
	4	237	242	253	53	39	60
	5	264	228	243	39	53	43
	6	244	265	234	39	37	56
	7	237	240	267	31	38	35
	8	234	237	246	18	25	36
	9	212	230	233	26	33	31
	10	221	211	223	26	23	37
	11	185	210	218	20	25	24
	12	176	180	206	13	21	26
	<b>Total</b>	<b>2,907</b>	<b>2,937</b>	<b>2,977</b>	<b>495</b>	<b>547</b>	<b>605</b>

Newtown Township is part of the Newtown Area Joint Municipal Comprehensive Plan. Included in this plan are the Townships of Newtown, Upper Makefield and Wrightstown. The stated purpose of this joint Planning document is to assist with the preservation of open space, the protection of natural resources, the improvement of community facilities and the management of development for the residents of the three participating communities. This Plan is a Continuing Planning Program (1983-1997), with the last update in 1997. This was adopted by the Boards of Supervisors of the three Townships at a public hearing held on September 4, 1997.

- \* KA - Kindergarten - morning
- \* KP - Kindergarten - afternoon
- \* KG - Kindergarten - Special Education - all day

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One of the stated Objectives of the Plan is: "To guide future land uses, provide for municipal services, ensure the safety and well being of the residents and protect natural resources throughout the Jointure." In the policies that work in conjunction with this objective, it is stated that the Plan should:

"Promote a regional land use pattern which recognizes those historical, cultural and natural features which make the area unique."

"Recognize and protect open land, farms and farm lands as valuable resources for current and future generations."

"Provide for the protection of critical natural resources including watersheds, groundwater, floodplains, floodplain soils, wetlands, prime agricultural soils, steep slopes, streams and areas of hazardous geologic and topographic features."

"Recognize and protect historic features, including structures, sites, waterways, villages and landscapes having a special character or use, affecting and affected by their environment."

"Develop and implement recreation plans that will address the needs of current and future residents."

As part of the Comprehensive Plan's Statement of Objectives and Policies, a section deals directly with Natural Resources. Within this section it is stated that "the Pennsylvania Municipalities Planning Code specifically enables communities to plan for and implement "provisions for the protection and preservation of natural resources and agricultural land and activities."" The policies associated with this objective are intended to "ensure the preservation of critical natural features..." and include:

"The intensity of development shall be modified by suitability of the landscape to accommodate disruption without affecting natural cycles within and beyond the site"

"Protect wetlands to ensure adequate habitat for susceptible species."

"Recognize that the protection of natural resources has direct effects on the safety of the community."

The Township of Newtown has an updated Comprehensive Recreation Park and Open Space Plan dated January 1995 which was approved by the Board of Supervisors and remains the active planning document for the Parks and Recreation Department.

At present the Township is employing a policy of either requiring Open Space set-asides or Fee-in-Lieu as part of any proposed development plans. This policy will result in additional acreage being designated for open space.

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c. Economic Conditions

According to the Bucks County Planning Commission and the 1990 United States Census Bureau, the median household income of Newtown Township was \$59,957.00.

The education of persons 25 years and greater by percentage was the following:

< than 9 <sup>th</sup> Grade	- 1.1%
9-12 Grade (Non Diploma)	- 3.8%
High School Graduate or higher	- 95.6%
Associate Degree	- 8.8%
Bachelors Degree	- 50%

3. Physical Data (See Appendix A)

- a. Municipal Land Use Map.
- b. Natural, Cultural and Man-Made features.
- c. Comprehensive Map.

**C. AGENCY MISSION STATEMENT AND GOALS**

1. Mission Statement:

The Newtown Township Mission Statement was adopted as Resolution 95-R-21, November 25, 1995. (Appendix B) In addition the Township's Joint Municipal Comprehensive Plan provides direction, two of the sections have a direct role in addressing the mission statement of the Recreation Plan. The sections are on Recreation Facilities and Growth Management.

Recreation Facilities:

Objective:

- To foster the development of active recreation to promote physical well being, develop skills and confidence, and teach team work; to promote passive recreation which provides inner peace and appreciation of the natural environment.

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**Policies:**

- During the review of land developments, the Jointure municipalities should encourage the developers to incorporate trails and open space links in their plans.
- Recognize that in rapidly growing areas, such as the Jointure, that open space, parks, and recreation facilities are important improvements and are vital aspects of any development proposal. Ordinance requirements for these improvements and fees to provide community-scale facilities are appropriate methods of addressing the recreation needs of the communities.

**Growth Management:**

**Objective:**

- To guide the form, location and timing of new development in order to protect the natural environment, enhance the man-made environment, and establish living and working environments that are properly provided with a full range of necessary services and facilities.

**Policies:**

- Recognize that, outside the areas used or intended for higher density housing and intensive non-residential uses, the Newtown Area is essentially suburban, and that planning efforts shall protect this character while providing for the anticipated new development in appropriate locations.
- These statements are intended as policy and planning goals for the Newtown Township region and although they do not specifically lay out a course of action they do provide the framework for consideration.

2. The following is the Mission Statement for this Plan from the Newtown Township Parks and Recreation Department - Policies and Procedures Manual:

"It is the mission of the Newtown Township Parks and Recreation Department to provide the residents of this Township a meaningful and satisfying program of recreational activities and events, enhancing physical, emotional, mental and social growth. The programs will be offered in a non-discriminatory fashion with the intention of promoting participation for all residents of Newtown Township subject to the rules and regulations set forth in this document."

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General Goals:

The following goals have been developed from the Comprehensive Recreation, Park and Open Space Steering Committee:

- a). Provide Newtown Township with a long range planning tool that will be used to develop a comprehensive recreation program that offers services, facilities and resources for all residents.
- b). Create as much unity within the township and among the various interest groups as possible.
- c). Plan for current and future use of Township owned lands.
- d). Create community awareness of the Township Parks and Recreation Department and the programs offered.
- e). Look at various methods that can be employed to increase land acquisition of Open Space and development of recreation.
- f). Develop a plan that will maximize the usability of existing facilities while also assessing the need for new facilities.
- g). Maintain and enhance the quality that attracts people to an area like Newtown Township.
- h). Preserve as much as possible the rural character of much of the Township.

**D. ADMINISTRATION**

1. a. Legal Document - Second Class Township Code

**ARTICLE IV**  
**ELECTION OF OFFICERS; VACANCIES IN OFFICE**

**Section 401. Township Officer to be Electors.** - No person is eligible for the office of supervisor, assessor, auditor or tax collector in any township unless that person is an elector of the township.

**Section 403. Supervisors.** - (a) Except as provided under section 402(b) for the election of additional supervisors or under section 402(e) for a return to a three-member board, or when vacancies create shorter terms, at each municipal election, the electors of each township shall elect one supervisor to serve for a term of six years from the first Monday of January after the election.

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(b) Except as otherwise provided in this act, no supervisor shall at the same time hold any other elective or appointive township office or position. Nothing in this subsection shall prohibit a supervisor from being a member of a township planning commission created under the act of July 31, 1968 (P.L. 805, No. 247), known as the "Pennsylvania Municipalities Planning Code."

(c) Supervisors shall reside in the township from which elected and shall have resided in that township continuously for at least one year before their election.

**ARTICLE XIII**  
**TOWNSHIP MANAGER**

**Section 1301. Township Manager; Appointment, Removal, Powers and Duties; Compensation; Bond.** - (a) The board of supervisors may by ordinance at any time create the office of township manager and may in like manner abolish the office. While the office exists, the board of supervisors shall appoint one person to fill the office. The township manager serves at the pleasure of the board of supervisors.

(b) The powers and duties of the township manager shall be established by ordinance. The compensation shall be set by resolution and paid out of the general fund of the township. The board of supervisors may delegate, subject to recall, any of their nonlegislative powers and duties to the township manager. The township manager shall give bond to the township, with sufficient surety, in the amount directed by the board of supervisors, conditioned for the faithful performance of the duties of the office.

(c) The office of township manager is not incompatible with the office of township secretary, township treasurer or any other township office or employment, except that of supervisor, auditor, assessor or township police officer.

**ARTICLE XXII**  
**PARKS, RECREATION CENTERS AND FORESTS**

**Section 2201. Acquisition of Lands and Buildings.** - The board of supervisors may designate lands or buildings owned, leased or controlled by the township for use as parks, playgrounds, playfields, gymnasiums, swimming pools, indoor recreation centers, public parks and other recreation areas and facilities and acquire lands or buildings by lease, gift, devise, purchase or by the exercise of the right of eminent domain for recreational purposes.

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**Section 2202. Recreation Facilities Employees.** - The board of supervisors may employ persons to maintain the recreation facilities or supervise the use of the recreation facilities.

**Section 2203. Regulation of Parks and Public Amusements.** - (a) The board of supervisors may by ordinance regulate the use and enjoyment by the public of any park or recreation grounds owned and operated by the township of charitable organizations for the use of the public.

(b) The board of supervisors may prescribe rules for the use by the public of parks and recreation grounds and the facilities and amusements connected therewith and post the rules at conspicuous places in the parks or recreation grounds. Any person who violates the rules commits a summary offense.

(c) The board of supervisors may by ordinance not inconsistent with State law and regulations regulate the time of opening and closing and the conduct of places of public entertainment, amusement and recreation.

(d) The board of supervisors may by ordinance or resolution appropriate funds for recreation programs not directly sponsored by the township.

**Section 2204. Creation of Recreation Boards.** - (a) The board of supervisors may by ordinance create a recreation board to supervise, regulate, equip and maintain township-funded recreation programs and facilities. The recreation board has only those powers specifically delegated to it by the board of supervisors.

(b) Recreation boards, when established, shall consist of five or seven persons. The members shall be appointed by the board of supervisors and shall serve for terms of five years or until their successors are appointed, except that the members first appointed shall be appointed so that the terms of not more than two members expire annually. Members shall serve without pay but may be reimbursed by the township for all expenses incurred in performing their duties. All persons appointed shall serve their full terms unless voluntarily resigned or removed by the board of supervisors for dereliction or neglect of duty. Vacancies occurring other than by expiration of term shall be for the unexpired term and shall be filled in the same manner as original appointments.

(c) The members of a recreation board shall elect a chairman and secretary and select all other necessary officers to serve for a period of one year. The recreation board may adopt rules and regulations for the conduct of all business within its jurisdiction and exercise powers and functions concerning parks and recreation facilities as may be delegated to it by the board of supervisors. The recreation board shall submit an annual report to the board of supervisors, including an analysis of the adequacy and effectiveness of community recreation areas, facilities and leadership.

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**Section 2205. Joint Ownership and Maintenance.** - The board of supervisors may join with any one or more municipal corporations, counties or school districts to acquire, create, equip, maintain and operate any park or recreation area to serve residents of the township under the act of July 12, 1972 (P.L. 762, No. 180), referred to as the Intergovernmental Corporation Law.

**Section 2206. Expenses for Maintenance.** - All expenses incurred in the operation of parks, recreation areas and facilities are payable from the general township fund or from the treasury of the municipal corporations, counties or school districts under the agreement of the corporate authorities.

**Section 2207. Forest Lands.** - (a) Townships may acquire, by purchase, gift or lease, and hold tracts of land covered with forest or tree growth, or suitable for the growth of trees, and administer the tracts under the direction of the Department of Conservation and Natural Resources. The tracts may be of any size suitable for the purpose and may be located inside or outside the township limits.

(b) When the board of supervisors intends to acquire any lands for forests, it shall so declare by an ordinance, setting forth all facts and conditions relating to the proposed action.

(c) Upon the acquisition of any forests or lands suitable for forests, the board of supervisors shall notify the Department of Conservation and Natural Resources which may make rules for the government and proper administration of the lands as may be necessary. The Department of Conservation and Natural Resources shall publish the rules, declare the uses of the forest under the intent of this article and make provision for its administration, maintenance, protection and development as necessary. The rules governing the administration of the forests shall have for their main purpose the producing of a continuing township revenue by the sale of forest products.

(d) All revenue and emoluments arising from the forests shall be paid into the general township fund.

(e) Township forests may be used by the public as general outing or recreation grounds, subject to the rules of the Department of Conservation and Natural Resources governing their administration and rules adopted by the board of supervisors not inconsistent with law and the rules of the Department of Conservation and Natural Resources.

(f) When the board of supervisors decides to sell or lease any township forest, or part thereof, it shall so declare by an ordinance, setting forth all the facts and conditions relating to the proposed action. No ordinance shall be effective until it has been approved by a majority vote of the electorate at the next ensuing municipal or general election. Nothing in this subsection shall prohibit the board of supervisors, at its discretion, by resolution, from allowing the selective harvesting of forest products for the purpose of properly caring for and maintaining a township forest.

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(g) The board of supervisors may, on behalf of the township, accept the title to lands which may be donated to the township for any of the purposes mentioned in this article.

b. Community Organizations

- There are several service organizations and corporate sponsors of recreation programs in the Township.
- The Parks and Recreation Department are continually striving to develop new public-private partnerships with local businesses and organizations to offer additional recreation and leisure services to all residents.

c. Communications and Public Relations

- The Township is constantly promoting the activities and facilities offered by the Parks and Recreation Department. They submit articles to local newspapers; mail a parks and recreation brochure four times a year with the regular bi-monthly Township newsletter; develop mailing lists to all former and present participants; and distribute 50,000 flyers four times a year throughout the Council Rock School District. These flyers are professionally printed, packed and distributed to Newtown Elementary, Goodnoe Elementary, Chancellor Street Elementary (located in Newtown Boro), Sol Feinstone Elementary (located in Upper Makefield), Wrightstown Elementary (located in Wrightstown) and Newtown Jr. High School. They also advertise all their programs on the Newtown Township web site.

d. Municipal-School

- The Parks and Recreation Department has been working with the Council Rock School District and have been experiencing difficulty with maintaining and scheduling their programs with the school district.

There are five (5) municipalities within the school district, and two municipalities have full-time parks and recreation departments (Newtown Township and Northampton Townships). The school district general policy for facility use is that school programs/functions come first. The second priority is to children's programs. There is an increasing number of private groups in the area offering various athletic programs for area children. After these, area adult groups and Newtown Township programs are scheduled. This has provided them with limited use of availability and scheduling of facilities causing the Parks and Recreation Department to reach capacity.

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Permits are required for all indoor/outdoor facility usage, available at the following times, free of charge unless otherwise noted:

Schools:

- Council Rock High School
- Goodnoe Elementary School
- Newtown Elementary School
- Newtown Junior High School

The facilities available at these schools are the gymnasiums, all purpose rooms, cafeterias and tennis courts. However, these vary at each school.

School Year:

Monday - Friday	5:00 p.m. - 10:30 p.m.
Saturday	8:30 a.m. - 10:30 p.m. - custodial fee required
Sunday	based on availability - custodial fee required

Summer:

Indoor	8:30 a.m. - 3:30 p.m.
Outdoor	8:30 a.m. - Dusk

e. Support Groups

The following is a list of organizations and groups that work with the Township Parks and Recreation Department to provide various programs.

- American Legion Building
- Chesterbrooke Academy
- Martindell House
- NAAC - (Newtown Athletic & Aquatic Club)
- Newtown Township Municipal Building
- Salon in Vogue
- Stencils-n-Such
  
- Newtown Township Fire Station #55
  - Fire Hall garage for summer staff training and Dog Obedience classes.

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- Newtown Presbyterian Church
  - Pre-school rooms; auditorium and stage for Creative Theatre classes.
  
- Shir Ami Social Hall
  - Use of community room

The following groups utilize Township fields through a permit.

- Bucks County Senior Softball League
- Council Rock Little League
- Newtown Colonials (Girls Softball 5-16)
- Council Rock United Soccer Association

f. Policies and Procedures

The Parks and Recreation Department established a Policies and Procedures Manual in 1997.

The purpose of the Policies and Procedures Manual is to provide guidelines for the efficient operation of the Newtown Township Parks and Recreation Department. Additionally, the purpose of the Manual is to provide the Department's seasonal and part-time employees with information on policies, work rules and expected standards of behavior. The Policies and Procedures Manual is not a contract. No person associated with the Parks and Recreation Department has any authority to enter into any contract (written or verbal) with any seasonal or part-time employee, except the Parks and Recreation Director and the Township Manager. The Manual is subject to change and modification at the sole discretion of the Newtown Township Parks and Recreation Department, subject to the approval of the Township Manager.

It is the policy of the Newtown Township Parks and Recreation Department to provide equal opportunities to all prospective and current employees on the basis of individual qualifications and merit **WITHOUT REGARD TO RACE, RELIGION, AGE, SEX, NATIONAL ORIGIN, DISABILITY, OR POLITICAL AFFILIATION.**

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The following information is included in the Policies and Procedures Manual.

- I. Mission Statement
- II. Introduction
- III. Parks and Recreation Board
- IV. Registration
  - A. Distribution
  - B. Fees
  - C. Refunds
  - D. Cancellations
- V. Employee Rules and Regulations
  - A. Hiring
  - B. Public Relations
  - C. Work Schedule
  - D. Hours
  - E. Rate of Pay
  - F. Dress Code and Appearance
  - G. Supplies
  - H. Working with Children
  - I. Participant Disciplinary Problems
  - J. Clean Up
  - K. Employee Disciplinary Procedures
  - L. Sexual Harassment Policy
  - M. Employee Training
  - N. Employee Travel
  - O. Personal Expense
  - P. Miscellaneous Rules and Regulations for Employees
  - Q. Employee Performance Evaluations

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- R. Suggestions
  - S. Holidays
  - T. Vacation Notification
  - U. Dismissal
  - V. Solicitation
- VI. Safety and First Aid
- VII. Rules and Regulations for Participants
- VIII. Facilities Use
- A. Application Procedures
  - B. Fee Guidelines
  - C. Reservations
- IX. APPENDICES
- A. Book of Ordinances, Part 4, A. Parks and Recreation Board
  - B. Sample Parks and Recreation Board Agenda
  - C. Sample Registration Form
  - D. Resolution 95-R-19 Field Fees
  - E. Participant Evaluation Forms
  - F. Employee Acknowledgments Form
  - G. Job Application Form
  - H. Job Descriptions
  - I. Employee Performance Evaluation Form
  - J. Accident /Incident Report Form
  - K. Parks Rules and Regulations  
(Chapter 16, Newtown Township Code of Ordinances).
  - L. Facilities Use Application
  - M. Miscellaneous

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**g. Public Participation**

In order to continually monitor and improve the quality of programs, the Parks and Recreation Department seeks feedback from parents/participants through the use of evaluation forms. The feedback from these evaluation forms, as well as on-going comments from parents/participants, are used to evaluate and improve the development of future programs. These program evaluation forms are distributed at the end of each program session.

The following is a summary and example of the program survey included in the Parks and Recreation Department brochures during 1997 - 1998.

*Newtown Township Parks & Recreation Department*  
**Program Survey**

*Your input will help us plan better programs. Please take a moment to fill this out.*

**1. Which of the following activities would you like to see offered?**

<input type="checkbox"/> Bicycle Safety	<input type="checkbox"/> Easter Egg Hunt	<input type="checkbox"/> Piano Lessons
<input type="checkbox"/> Bocci Ball	<input type="checkbox"/> Game Club (backgammon, chess, etc.)	<input type="checkbox"/> Scavenger Hunt
<input type="checkbox"/> Book Club	<input type="checkbox"/> Outdoor Concerts/Musical Revues	<input type="checkbox"/> Senior Citizen Choir
<input type="checkbox"/> Bridge Club	<input type="checkbox"/> Cross County Skiing	<input type="checkbox"/> Yoga
<input type="checkbox"/> Dance Lessons	<input type="checkbox"/> Meet the Merchants Event	<input type="checkbox"/> Other _____

**1a. Please make suggestions for winter activities:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2. What could we do to better accommodate your needs and increase your participation in Parks & Recreation Dept. activities?** \_\_\_\_\_  
\_\_\_\_\_

**3. Do you think Newtown needs more recreation activities? \_\_\_ yes; \_\_\_ no; \_\_\_ unsure**  
**If yes, for which age groups? \_\_\_ pre-schoolers; \_\_\_ children; \_\_\_ teenagers; \_\_\_ adults; \_\_\_ seniors; \_\_\_**

35 responses were mailed back to the Township.

1. Which of the following activities would you like to see offered?
- 17 Outdoor Concerts/Musical Revues
  - 12 Piano Lessons
  - 8 Swimming Lessons
  - 7 Bicycle Safety
  - 6 Book Club
  - 5 Bridge Club

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- 5 Easter Egg Hunt
- 5 Scavenger Hunt
- 4 Dance Lessons
- 4 Meet the Merchants Event
- 3 Senior Citizen Choir
- 3 Yoga
- 3 Half Day Camp (Ages 6-12)
- 2 Bocci Ball
- 2 Game Club (Backgammon, Chess, etc)
- 1 Cross Country Skiing
- 1 Teen Camp (Ages 13-15)

1a. Please make suggestions for other activities:

- Sewing lessons, woodworking lessons, fishing club – all for youth.
- Art lessons, Day trips
- Full day summer camp to accommodate working parents
- Collaboration of activities with after-school programs located in elementary schools
- Preschool gym/exercise classes
- Swing Dance lessons
- Acting classes for adults
- Nature walks
- Arts & Crafts in the summer AM – not a camp just open to walk in and doing potholder making, jewelry, etc.
- Newtown needs a Free Library connected to the Bucks County Free Library system.
- Skateboard Park

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- Pottery making class (please, please, please!)
- Tai Chi; Photography for children and adults
- I would like to see a Sand Volleyball league offered next Spring if possible
- Horse Drawn Sleigh rides in the snow; Gardening for children and adults, Christmas tree recycling
- Children's Theatre: class/shows
- Adult co-ed Volleyball/Softball
- Most interested in the "Say it with sign" (#97437) class – However, I cannot attend because it is too early
- Knitting
- Cooking class
- Young sports like Bidy Basketball
- Craft classes
- Sign language is interesting but can't attend this one
- Cooking (ages 6-12)
- Newtown (or Bucks County) hiking club
- Continue with Cooking/Food and Crafts
- Ice and Roller Hockey (for both Female and Male) Softball and Baseball
- One Day trips
- More events for seniors
- Pinochle Club
- Art lessons for seniors
- Gymnastics for age 2 ½ and over

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2. What could we do to better accommodate your needs and increase your participation in the Parks & Recreation Department activities?
- Programs for preschoolers could be held in early evening or on weekends to accommodate working parents.
  - Have children's programs in the evenings to accommodate working parents
  - Preschool
  - Organize an outdoor summer basketball league
  - "Get to know the Parks" information sessions to show what is available to the Public
  - The existing programs and future programs need to be staffed with responsible, reliable people. The system for canceling class or scheduling make-up classes needs to be refined.
  - More activities for larger children (pre-school ages 3-5)
  - One or two night classes are good
  - Create an outdoor activities singles club
  - Do more activities for older teenagers (around 15 to 19 years old). Make sure these activities have beginner classes as well as interim and advanced for those who are just starting.
  - Programs at Core Creek Park for young children
  - New playground equipment at Core Creek and Tyler Park
  - Conservation Walks – Nature (autumn or winter)

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3. Do you think Newtown needs more recreation activities? If yes, for which age groups?

24	Yes	1	No	11	Unsure
	11	Adults			
	10	Children			
	10	Teenagers			
	9	Preschoolers			
	6	Seniors			

“And I’d be willing to pay more in taxes”

COMMENTS:

- Doing a great job, keep it up!
- Doing a great job!
- You’re offering interesting activities at reasonable prices, keep up the good work. Thanks!
- Have made a lot of progress in a short time – keep up the good work!

h. Record Keeping Procedures

Fees for all activities are clearly stated on all registration forms and are subject to change.

The fee for non-resident participants in Newtown Township Parks and Recreation activities shall be ten dollars (\$10.00) more than the fee charged to Township residents for each activity. This includes the Summer Playground Program and the Summer Camp Programs.

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2. Administrative Concerns

The Department of Parks and Recreation does not own any indoor facilities. This creates program capacity constraints. There is more demand for programs than there is space available to house them.

- a. The first issue is that the Parks and Recreation Department has experienced significant growth in its offering of recreation and leisure activities in the last three years. As a result, the number of facilities being utilized is at maximum capacity. Efforts are continually being made to locate different facilities throughout the Township that could be utilized, usually at some cost to the department.
- b. Since most of the programs are held at non-township facilities, scheduling becomes difficult. Many times programs are cancelled since the owners of the facilities need them at the last minute for their needs. As a result, programs which have been advertised for months at a particular site need to be canceled or re-scheduled. This requires the department to notify all participants in a short time frame. In some cases, this problem happens several hours prior to the start of the program. This makes the department appear disorganized to the registrants and can ultimately affect future participants.

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**E. PUBLIC PARTICIPATION**

1. There were seven committee members involved in the planning process. Three members represented the Park and Open Space Board; three members represented the Recreation Board, and one member represented the Board of Supervisors. The Director of Parks and Recreation attended all meetings and was an integral part of this process.

These seven members comprised the Comprehensive Recreation, Park and Open Space Steering Committee. They met the third Wednesday of each month with the consultants to share their ideas and give valuable input.

- \* 2. The first public information meeting was held on Wednesday, June 17, 1998. Twenty (20) people were in attendance.

The second public information meeting was held on Wednesday, November 18, 1998. Twenty-five (25) people were in attendance.

The third public information meeting was held on Wednesday, February 17, 1999. Ten (10) people were in attendance.

3. A statistically valid survey was conducted, and key person interviews were arranged with 25 community and business leaders. This was conducted during the months of January and February, 1999. The twenty-five (25) members were mailed a survey to complete and each were notified via telephone / fax for a personal interview. Seventeen (17) people returned the surveys along with a personal interview. The survey is on page 32.

4. 2,000 surveys were randomly distributed throughout the Township. The Consultant generated this survey with input from members of the Board and the public. Approximately every third Household throughout the Township received a copy of the survey that was in a self-address return format.

The survey allowed respondents to answer questions regarding recreation usage, general perceptions of the Township recreation programs and any suggestions or comments that the respondents wanted to make. Attention was given to allowing for comment on the need of recreational opportunities for any specific age group and the types of recreation that residents would like to see developed in the future.

The results of the survey are summarized in Section G. Facility and Open Space Inventory and Analysis, part 5, Received Public Input. A copy of the survey is on page 30.

\* The minutes to the public information meetings are in Appendix C.

**NEWTOWN TOWNSHIP  
PARKS, RECREATION AND OPEN SPACE QUESTIONNAIRE**  
Newtown Township, Bucks County, Pennsylvania

Newtown Township is in the process of working on a new Comprehensive Recreation, Park and Open Space Master Plan and we are looking for input from the **RESIDENTS** to assist us in establishing priorities and needs. The following questions will help determine, in a statistically valid way, both the desires at this time and the future recreation needs. If you could take a few moments to answer the following and mail it back in the enclosed self addressed stamped envelope it would be greatly appreciated.

1. How many people in the following age groups live in your household?  

_____ Toddlers	0-2	_____ Teens	13-19	_____ Seniors 56-
_____ Preschooler	3-5	_____ Young Adults	20-35	_____ Special Needs
_____ Young Children	6-12	_____ Adults	36-55	_____ Age
  
2. What part of the township do you live in (what subdivision or area)? \_\_\_\_\_
  
3. How would you rate the existing parks and recreation facilities in Newtown Township?  

Good _____	Adequate _____	Poor _____
Unaware _____	Don't use _____	

Please explain \_\_\_\_\_
  
4. Do you utilize or participate in any of the programs provided by the Township Parks and Recreation Department?  

Yes _____ No _____		
Adult Recreation _____	Special Interest Programs _____	Youth Activities _____
Camp Programs _____	Other _____	
  
5. What programs do you and your family participate other than those offered by the Parks and Recreation Department?  

Softball/Baseball _____	Soccer _____	Football _____
Dance/ Theater _____	Other _____	
  
6. Do you think that Newtown Township needs more recreation facilities? Yes \_\_\_\_\_ No \_\_\_\_\_  

Hiking/ Bicycling Trails _____	Playing Fields _____	Picnic Areas _____
Community Recreation Center _____	Environmental Education Center _____	Golf _____
Inline Hockey Rink _____	Tennis Courts _____	Volleyball Courts _____
Other _____		
  
7. Do you think that Newtown needs to provide more recreation opportunities for any particular age groups? If so what group and/or activities would you suggest?  

_____ Toddlers	0-2	_____ Teens	13-19	_____ Seniors 56-
_____ Preschooler	3-5	_____ Young Adults	20-35	_____ Special Needs
_____ Young Children	6-12	_____ Adults	36-55	_____ Age

  
Activities \_\_\_\_\_
  
8. Does any member of your family have special needs?  

Yes _____	No _____
-----------	----------

Please explain \_\_\_\_\_
  
9. Over the next five years do you think that the amount of time you spend in leisure and recreation will increase, decrease, or stay the same?  

Increase _____	Decrease _____	Stay the same _____
----------------	----------------	---------------------
  
10. Would you be willing to volunteer to assist with the Township Parks and Recreation Programs?  

Name _____
Telephone Number _____

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NEWTOWN TOWNSHIP  
COMPREHENSIVE RECREATION, PARKS AND OPEN SPACE QUESTIONNAIRE  
Newtown Township, Bucks County, Pennsylvania

Newtown Township is in the process of working on a new Comprehensive Recreation, Park and Open Space Master Plan and we are looking for input from **GROUPS** to assist us in establishing priorities and needs. If you could take a few moments to answer the following and mail it back in the enclosed self addressed stamped envelope; it would be greatly appreciated.

1. With what group or organizations are you associated?

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2. In what part of the township do you reside in (what area or subdivision)?

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3. Does your group use or participate in any of the programs provided by the Township Parks and Recreation Department or other organizations (i.e. Little League Baseball)? If so please explain:

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4. Do you think that Newtown Township needs more recreation facilities? If so, what kinds?

Yes \_\_\_\_\_ No \_\_\_\_\_

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5. What features or activities would get you or your group to use the Township Park System more?

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6. Do you think that Newtown needs to provide more recreation opportunities for any particular age groups? If so what groups and/or activities would you suggest?

Yes \_\_\_\_\_ No \_\_\_\_\_

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7. Over the next five years, do you think that the amount of time your group spends in leisure and recreation will increase, decrease, or stay the same?

Increase \_\_\_\_\_ Decrease \_\_\_\_\_ Stay the same \_\_\_\_\_

8. Would your group be willing to volunteer time to the Township Parks and Recreation programs?

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Your assistance in this survey will help the Township in formulating the recreational activities, facilities and programs in the future and we thank you for your time.

MAILED TO 25 COMMUNITY LEADERS WITH 17 RETURNS

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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c. Survey Results

Of the 2,000 surveys mailed at random throughout the Township, 462 residents responded. This represents a 23% (twenty- three percent) responding rate. The initial number of respondents needed to establish a statistically valid survey based upon the total population of the Township, would be 377. Therefore, the 462 responses is an exceptional response rate, indicating that residents of the Township take recreation seriously, and are interested in participating in the planning process. This should be encouraging to all those whose efforts have gone into making Newtown's Parks and Recreation program work.

The consultant has collated the responses and a tabulation chart of the results is included.

Some observations that can be drawn from the surveys are given below:

1. The distribution of respondents was relatively even over the entire Township with all sections of the town being represented.
2. Of the total questionnaires received (462), the respondents indicated a total of 1,332 people to be living in those residences. This would indicate an average household of 2.88 people amongst the respondents. The Adults (36-55) represented the largest age group counted (504 people or 38%) with the distribution of the other groups somewhat even. 135 Seniors (56+) responded representing 10% of the total. There were six individuals indicated as Special Needs representing less than one-half of one percent of the total.
3. When asked: "How you would rate the existing parks and recreation facilities in Newtown Township." An overwhelming majority of respondents, 70% stated that they thought that the Township Parks were either Good or Adequate. Each of the other categories listed received approximately 10% of the remaining responses, although there was some confusion as to what is a Township Park and what is not. A few people responded that they thought Tyler State Park was part of the Township Park system.
4. When asked: "Do you utilize or Participate in any programs..." of the 444 respondents to this question 307 or 69% indicated that they did not participate. Of the 137 responses that they did participate, the majority of them were related to Youth Activities (78 or 57%).
5. The question as to "What programs ... other than those offered..." elicited 363 responses. The distribution of those responding was in the 25% range for Softball/Baseball and Soccer as would be expected. A large portion of the responses stated Other (120 or 33%) in which many respondents wrote that Swimming and/or Golf were those others.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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6. When asked, “Do you think Newtown Township needs more recreation facilities?” a large majority of those who answered this question said “Yes” (342 of 440 or 78%).

Of those who stated yes, the three most popular responses were for:

Hiking/Bicycling Trails	49%
Community Recreation Center	43%
Golf	32%

7. The question as to “...recreational opportunities for any particular age groups?” had a large positive response. Seventy percent (70%) of those who responded (288 of 410) said yes, that there was a need for recreation geared towards certain age groups. Of those who said yes to this question, the majority (158 or 55%) stated that the group that needed more facilities was the Teens (13-19). The identified need of recreation for teens was expressed by large segments of the respondents. A review of some comments revealed that people perceive this group as having no real places to go within the Township.
8. The Special Needs question did not receive any conclusive responses with the needs expressed varying from a Deaf child to older parents living with children.
9. When asked whether respondents feel that the “... amount of time spent on leisure and recreation will...” 54% (227 of 418 respondents) stated that they thought that the amount of time would increase. This would tend to point to an ever-increasing need for recreational opportunities and should give some indication as to future trends.
10. The last question asked whether respondents would be “... willing to volunteer to assist the Township Parks and Recreation Programs?” Of the 387 responses, 80 or 20% stated that they would be willing to help and provided their names and addresses. This information will be given to the Township Parks and Recreation Department for their use.

Many responses felt that the survey will be helpful to the Township and a sampling of the comments received has been compiled. Although there were some less than flattering and negative responses, overall the survey should help to formulate a course of action for the future.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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## **COMMENTS**

The following is a random sampling of comments included with the surveys. They are meant to give some idea as to how residents would like to see the future development of their Township Parks and Recreation Programs to proceed. They have been grouped in the following categories; Facilities, Open Space, Users, Programs and General Comments.

## **FACILITIES**

- No substantial play areas for children (like Doylestown or Yardley – then have nice playgrounds).
- Basketball and jogging for Seniors.
- Need more outdoor basketball courts with lights.
- Roller-skating and ice-skating.
- A place to play basketball in the winter – not on a league – just as a family.
- Skating and skateboard park.
- No recreation center – only a fun park – could use a better playground too. Picnic area (Tyler is good, though it needs a better playground).
- Not enough sport fields/inadequate bike paths. Competitive level volleyball (not recreational level “Picnic ball!”)
- Need a place like they “Y” on Second Street Pike and skateboard ramps for kids. Also, need a place where bands can play.
- We think a Community Recreation Center would be a great asset to the community. Especially with such a large group of young children and teens.
- A climbing area like Lower Makefield has near their pool for young children. Environmental learning like Churchville Nature Center.
- Soon my kids will be teenagers. I would like to see a place or park where teens can gather, checked periodically by friendly Police, some place inside the Borough, like by the Rescue Squad, so they are not isolated.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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- Teenagers get bored easily and need a place to congregate other than “The Village at Newtown” Shopping Center. A teen center is very badly needed where kids can “hangout,” watch movies, play pool and just socialize.
- It would be great to have walking/bike trails throughout the Township – they could connect the subdivision and lead to Tyler.
- We think there are enough playing fields!! More hike/bike trails that don’t infringe on PRIVACY would be good.
- Please build a golf course. For all mankind, please build a golf course. If you build it, they will come.
- Trexlertown, PA, has a magnificent skate/bike park for cyclists, joggers, walkers, roller skaters, skate boards... This is a great family activity. Also great for teens who really need activities to participate in. Check it out. ☺
- Need more baseball fields, definitely!
- We need 2 things in particular very much – a jogging trail – 8-10 miles and playground for kids.
- Seniors could use the facility during the day and evening.
- How about either a roller or ice skating rink – with the increased interest of ice hockey, I would think that leagues would be willing to rent ice time. Skating lessons could be available and our children could have access to fun exercise.
- Year after year I say we need a Community Recreation Center. We certainly pay enough taxes to have one.
- Community center or recreation center with basketball courts and other sport/recreational activities for teens.

**OPEN SPACE**

- We need to retain the undeveloped open spaced. The reasons we chose to move to Newtown are slowly being destroyed. This area is growing to fast!
- Newtown needs more natural, unimproved open space.
- We feel and believe the Township should be preserving existing open space – stopping the development! Our Township needs to think and act like Upper Makefield Township

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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- We don't believe the Township needs any additional recreation facilities or programs. Funds could be better spent purchasing open space.

### USERS

- Our teens need a facility to enjoy activities a just "hanging out," rather than doing this "on the streets."
- Facilities for teen get-togethers such as band performances. Give them something organized to do that isn't either dangerous or church related.
- There is nothing for teens to do if they don't play sports except Tyler Park.
- Special centers for teens because the police are always chasing them out of town – they have nowhere to go.
- Ages 10-15: separate indoor soccer league.

### PROGRAMS

- Programs fill quickly – more, summer programs i.e. tennis would be great when baseball and school don't conflict.
- Dance, swimming and theatre.
- Playgrounds, fun nature programs, field trips, summer park programs for young children, free summer concerts for families.
- Fitness classes, crafts, self improvement.
- I think you have a fine program. Keep up the good work. Recreation should be provided by the public sector not by the Township! (At least having the Township pay for it.)
- When I lived in Lower Merion, I participated in Badminton every Friday night 8-10 PM, open to anyone over 18. We played in a local junior-high. The season ran from October to the end of April. A small fee was charged each year to pay for the birdies.
- Camp program is excellent! Would like to see it extended to August.
- How about adult only swimming at the High School – Neshaminy has a good program.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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- The programs offered are very good however we often get bumped by the schools. A facility with a large room, cooking facility, space for aerobics, yoga, etc. would be fantastic. Keep up the good work!
- Would like to see an arts and crafts program for young children – especially in the winter.

**GENERAL COMMENTS**

- What about “rails to trails” conversion for former Septa Commuter Rail Line and/or other train rights-of-way?
- After participation in any activity is made by an individual, there is need for better follow-up procedure such as whether the class is cancelled, etc.
- No more spending on parks, open space and social programs.
- Great Township to live in. We need to protect our open space and cut down on commercial and business development.
- Can improvements and additional playground facilities be added to the Swamp Road Park? Does the Township have a say on improvement to Tyler Park playground?
- Please stop all new construction in Newtown. It’s growing too fast! We must preserve our open space. Our teens need a decent place to hang out and play music and have fun while adequately supervised. They need to express themselves!
- Please do not spend recreation dollars duplicating facilities that already exist at nearby Tyler Park.
- When our kids grew up without all this fancy recreations, we had less trouble than you have today with all the fancy organized things. Shift this responsibility on the parents not the taxpayers. Concentrate on lowering taxes for seniors instead of raising so many taxes for seniors to have to sell their homes.
- Stock Silver Lake with fish -- provide habitat for fish, put structures in lake to protect fish before refilling (dead trees, stone piles, concrete etc.)
- There are plenty of activities available in our area to those who seek them. Activities need not be organized – walking, picnicking, horseback riding, or enjoying nature at Tyler is peaceful and desirable.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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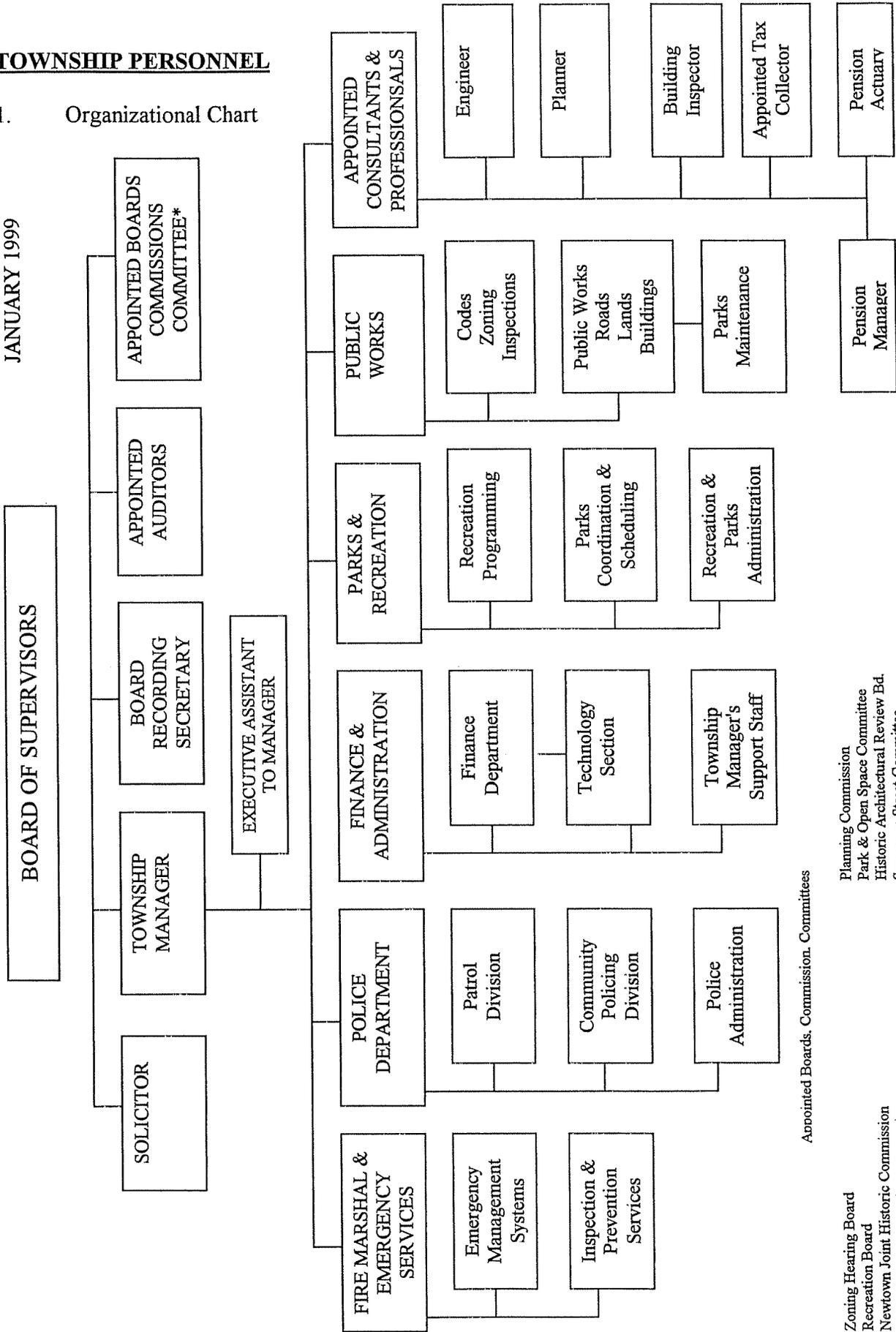
- While there is currently a good mix – the senior age group could use some more as well as special needs residents. Please consider including dog runs in future parks – giving residents this option would keep other park areas dog free and enforceable leash laws more practical. The Township is moving in the right direction. A good mix of programs are currently being offered, although it would be nice to see more for seniors as well as a multi-generational use community center.
- Some Newtown programs stress movement towards competitive programs to the exclusion of fun. Soccer, for instance allows 2-10 players to thrive. Too much emphasis on games rather the making practice fun. Having good recreation facilities is great as long as they do not over burden the taxpayer.
- I oppose any further expansion of parks and recreation programs. We have 2 County parks with is a couple of miles of the middle of Newtown. It would be a waste of tax dollars to do so.
- What happened to the bike trail that was supposed to be built?

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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**F. TOWNSHIP PERSONNEL**

**1. Organizational Chart**

**NEWTOWN TOWNSHIP, BUCKS COUNTY, PENNSYLVANIA**  
**ORGANIZATION CHART**  
**JANUARY 1999**



Appointed Boards, Commission, Committees

- Zoning Hearing Board
- Recreation Board
- Newtown Joint Historic Commission
- Cable Television Advisory Committee
- Codes Committee
- Appointments Committee
- Traffic Impact Fee Advisory Committee
- Newtown Bucks County Joint Municipal Authority
- Planning Commission
- Park & Open Space Committee
- Historic Architectural Review Bd.
- Sycamore Street Committee
- Capital Planning Committee
- Administrative Code Review Ctte.
- Newtown Trail Advisory Ctte.
- Bucks Co. TMA

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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2. Personnel

a. Recreation and Park Services

The Parks and Recreation Department has a permanent full-time Director, permanent full-time Municipal Services Secretary (32 hours per week) and a permanent part-time Program Coordinator (20 hours per week). There are 25-30 year round contractual employees for all the programs. During the summer (1998) programs/camps, there were three Site Supervisors, twenty-one Recreation Counselors and five Volunteers.

b. Job Descriptions

**Park and Recreation Director**

Definition of Position:

An exempt salaried employee, under the supervision of the Township Manager, is responsible for planning, directing and administering Park and Recreation programs, allocating and scheduling of Township owned or utilized recreation facilities, and monitoring the maintenance of park facilities.

Appointment:

The Park and Recreation Director is appointed by the Township Manager, subject to the consent of the Board of Supervisors. The Park and Recreation Director is a competent, well trained professional whose appointment is based on professional experience, administrative qualifications, education and training.

Supervision:

The Parks and Recreation Director supervises employees assigned to the Parks and Recreation Department and seasonal recreation program employees. The Director monitors the work of the Parks Maintenance Workers, and works cooperatively with the Public Works Director and Roadmaster who direct their daily work and assignments.

Delegates administrative, operating, and program tasks to departmental personnel including full time, part time, temporary, and seasonal employees, and volunteers.

Typical Tasks: (illustrative only)

Recreation:

Develop, plan, coordinate, and administer recreation programs.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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**Park:**

Monitors facilities, advises others of needed maintenance and repairs, advocates on-going maintenance improvements and long term capital projects.

**Coordination:**

Works closely with the Parks and Recreation Board to advance their advocacy of programs, projects and facilities such as: active recreation, passive recreation, open spaces and natural set-asides, trails, and other recreation opportunities. Provides the Park and Recreation Board with appropriate reports and analysis regarding past, current and proposed programs and initiatives, with the objective of meeting community needs by continually receiving Board opinions regarding Park and Recreation.

Maintains strong communications with organized leagues and the Park and Recreation Departments in the area and the region.

Works with civic and community groups in support of programs, facilities, grants and outside funding.

Works with the Manager, consultants and department staff to inform, develop and modify policy guidelines, discuss initiatives, review departmental operations, review and assess problems. Provides written summary reports on operations. Works with the Manager to cooperatively define operating policies in his/her areas of responsibility.

May perform the work or assignment of any employee assigned to the Parks and Recreation Department.

May perform the work or assignment of any other employee of the Township if assigned by the Township Manager.

**Budget:**

The Parks and Recreation Director is responsible for preparing annual budget recommendations for the Manager's consideration, for receiving suggestions and modification requests and altering the proposal, for estimating revenue, expenditures and capital needs, and for implementing the approved budget. In pursuing this task, the Director will consider program and capital recommendations of the Parks and Recreation Board.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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**Fiscal:**

Presents timely reports to the Manager regarding current financial status, recommendations for budget adjustments, income and expense estimates.

Administers the department's fiscal affairs in a manner calculated to convert available resources into maximum effective recreation and park services, economically employed in areas of demonstrated need. Determines financial priorities and focuses on highest priority financial matters. Initiates purchases of supplies and materials for programs. Cooperates with Public Works in the identification and purchasing of materials and equipment for parks.

**Professional:**

Attends all Park and Recreation Board meetings. Maintains professional knowledge, skills and contacts by participating in local, regional and state associations and through attending seminars and conferences.

**Other:**

Performs other duties as required.

**Essential Job Functions:**

1. Oral Communications.
2. Sightedness.
3. Reading, writing and speaking the English language.
4. Ability to operate a computer work station including common software.
5. Ability to analyze and manipulate numbers mathematically, and statistically.

**Critical Skills:**

Extensive skills in all of the following areas: Administration, and financial administration, human relations, current knowledge of principles and practices of recreation and parks administration, and operation and control of operating departments of government, ability to supervise and motivate professional and non-professional personnel in an organized labor environment.

Any combination of training and experience equivalent to a Bachelors degree in Recreation, or equivalent such as but not limited to; Education with emphasis in physical education, or Business or Sports Administration with appropriate emphasis. A Masters degree in Business or Public Administration, and/or a professional certificate from the National Recreation and Park Association are desirable. Three (3) years experience as a government department manager or similar or more responsible position in a similar or larger community or not for profit agency, or institution, or required education and five (5) years experience in closely related non-governmental activities. Significant experience as a high level professional reporting to a department head may be substituted. A Pennsylvania driver's license is required within 30 days of hire.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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**Program Coordinator**

**Definition of Position:**

The Program Coordinator works cooperatively with and reports directly to the Parks & Recreation Director in planning, organizing, implementing, supervising and overseeing recreational activities offered by Newtown Township Park and Recreation Department.

**Typical Tasks:**

1. Prepares, organizes, and schedules activities offered by Newtown Township Park and Recreation Department (adult or children athletic events, leisure activities, etc.)
2. Secures and negotiates with potential program instructors for new activities.
3. Supervises hired program instructors to ensure appropriate facilities and needed supplies are secured to provide a high quality leisure and recreation program for Newtown Township residents.
4. Advertises and markets recreational activities offered by Newtown Township Parks and Recreation Department.
5. Works closely with the school district and private organizations in scheduling use of facilities and offering of recreational activities.
6. May develop and implement program staff training for camp counselors.
7. Prepares Staff Reports and Department Needs Assessment for Director.
8. Other duties as assigned.

**Critical Skills:**

1. Oral Communications.
2. Sightedness.
3. Reading, speaking and understanding English language.
4. In good health and physical condition including physical strength and agility, including the following: lifting, climbing, jumping, running, walking and twisting consistent with necessary movements associated with the wide variety of recreational and leisure programs offered to Township residents.
5. Freedom from or substantial control of allergies caused by airborne or plant agents.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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**Essential Job Functions:**

1. Able to apply mature judgment and exercise control over a group of participants.
2. Able to carry out assignments and planned activities independently within prescribed limits.
3. Able to display a calm, friendly and pleasant demeanor at all times, particularly when working with the general public.

**Training and Experience:**

Any combination of education, training and experience equal to High School graduation or its equivalent, and three (3) years experience in most of the following: customer service, planning, implementing, scheduling multiple events, programs or activities, contract negotiations, new program development and instructor recruitment. A Bachelors degree in Recreation, Parks, Education or related field may be substituted for two (2) years of required experience. If not currently held, a certificate from the National Recreation & Park Association CLP (Certified Leisure Professional) may be required upon selection.

**Selection:**

The Program Coordinator is a paid position. The rate will be selected, by the Manager and the Finance Director with input from the Parks and Recreation Director for the pay range of the position, at a level appropriate with the training, education and experience of the employee. The Program Coordinator may be selected from: among local volunteers; persons who respond to an advertisement or announcement; or from persons referred by an employment or temporary agency.

**Site Supervisor**

**Definition of Position:**

The Site Supervisor is responsible for the coordination and implementation of daily recreational activities for a large group of children at one location participating in the Newtown Township Park & Recreation Department's Summer Playground Program. The Site Supervisor is subject to the direct supervision of the Park and Recreation Director.

**Typical Tasks:**

1. Plans, organizes and directs a broad and varied daily program of recreational activities for all participants in accordance with their varied interest to include sports, arts & crafts, music, etc.
2. Responsible for matching roster of paid registrants with actual participants ensuring all participants have paid Newtown Township Park and Recreation Department.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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3. Organizes and implements a variety of special events that will provide diversity to the daily program.
4. Assigns duties to, supervises and evaluates playground counselors and playground aids at the program site.
5. Responsible for monitoring the smooth flow of the planned program/activities.
6. Oversees the daily maintenance of the site and reports discrepancies to the Parks and Recreation Director.
7. Maintains and submits to his/her superior accurate personnel, inventory, accident and program records.
8. Alerts Park and Recreation Director of any incidents regarding children's behavior, disciplinary actions taken and parents' involvement with the situation.
9. Reports to parents all information concerning their child.
10. Other duties as assigned.

**Critical Skills:**

1. Oral Communications.
2. Sightedness.
3. Reading, Speaking and Understanding English language.
4. In general, good health, including the ability to run, jump, walk and keep up with children.

**Essential Job Functions:**

1. Knowledge of the philosophy of public recreation and its dedication to provide wholesome recreational activities to the community.
2. Ability to exercise mature and good judgment in havoc situations.
3. Ability to guide, direct and assist personnel.
4. Ability to plan, organize and schedule daily activities independently.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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5. Ability to confidently interface with children, parents, personnel and other agencies' representatives.

**Training and Experience:**

Graduate from a college or university of recognized standing with a major in park and recreation or education, or three years of continued experience in (Newtown Township) Summer Playground as a Playground Counselor. (Preferred)

**Selection:**

The Site Supervisor may be paid or unpaid. If paid, the rate will be selected, by the Manager and the Finance Director with input from the Parks and Recreation Director for the pay range of the position, at a level appropriate with the training, education and experience of the Site Supervisor. The Site Supervisor may be selected from: local volunteers; persons who respond to an advertisement or announcement; from persons referred by an employment or temporary agency.

**Recreation Coordinator**

**Definition of Position:**

The Recreation Coordinator is responsible for overseeing recreational activities for a group participating in the Newtown Township Park and Recreation Department's Program. The Recreation Coordinator is subject to the direction of the Park and Recreation Director.

**Typical Tasks:**

1. Prepares and leads participants in any activity offered by Newtown Township Park and Recreation Department such as adult or children athletic events, etc.
2. Organizes on-site activities, including matching roster of paid registrants with actual participants, responsible for ensuring all participants have paid Newtown Township Parks and Recreation Department, breaking into teams, and monitoring the smooth flow of the planned program.
3. Leads in the set-up and break-down of the activity.
4. Ensures safety of everyone by making sure the facility and area being used is free of hazardous equipment and material, and ensures that participants adhere to program rules and regulations.
5. Passively monitors behavior of participants to make certain that disruptive behavior (abusive language, poor sportsmanship, etc.) is disallowed.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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6. Return all equipment to its original location at the completion of the event.
7. Other duties as assigned.

**Critical Skills:**

1. Oral Communications.
2. Sightedness.
3. Reading, speaking and understanding English language.
4. In general, good health.

**Essential Job Functions:**

1. Must exhibit a genuine interest in assigned activity.
2. Able to apply mature judgment and exercise control over a group of participants.
3. Able to carry out assignments and planned activities independently within prescribed limits.

**Training and Experience:**

Should have competence or experience in assigned activity.

**Selection:**

The Recreation Coordinator may be paid or unpaid. If paid, the rate will be selected by the Manager and the Finance Director with input from the Parks and Recreation Director for the pay range of the position, at a level appropriate with the training, education and experience of the temporary employee. The Recreation Coordinator may be selected from: local volunteers; persons who respond to an advertisement or announcement; or persons referred by an employment or temporary agency.

**Recreation Counselor**

The Recreational Counselor is responsible for the daily implementation of recreational activities for a group of children participating in the Newtown Township Park and Recreation Department's Summer Playground Program. The

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Recreational Counselor is subject to the general direction of the Park and Recreation Director and subject to the direct supervision of the Site Supervisor.

**Typical Tasks:**

1. Take attendance and closely monitor children's coming and going.
2. Prepare and lead children in various activities that may involve instruction, such as arts and crafts, musical games, dodge ball, basketball, etc.
3. Organizes children to participate in active, as well as, passive activities.
4. Assists in the implementation of special activities to include set-up and breakdown of the activity.
5. Ensures safety of all children by making sure facility and area being used is free of hazardous equipment and material, and ensure that children adhere to playground program rules and regulations.
6. Record children's behavior during the day and alert supervisor of any unusual moods and/or disruptive behavior.
7. Report to all parents all information concerning their children when requested.
8. Other duties as assigned.

**Critical Skills:**

1. Oral Communications.
2. Sightedness.
3. Reading, speaking and understanding English language.
4. In general, good health, including the ability to run, jump, walk and keep up with children.

**Essential Job Functions:**

1. Must exhibit a genuine interest in assigned activity.
2. Able to apply mature judgement and exercise control over a group of children.

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3. Able to carry out assignments and planned activities independently with prescribed limits.

**Training and Experience:**

Must have completed 11<sup>th</sup> grade, 10<sup>th</sup> grade plus one year of counselor experience or experience as a junior counselor in a (Newtown Township) summer program. (Preferred)

**Selection:**

The Recreational Counselor may be paid or unpaid. If paid, the rate will be selected by the Manager and Finance Director with input from the Parks and Recreation Director for the pay range of the position, at a level appropriate with the training, education and experience of the temporary employee. The temporary employee may be selected from: among local volunteers; persons who respond to an advertisement or announcement; or from persons referred by an employment or temporary agency.

**Municipal Services Secretary**

**Definition of Position:**

Under the close supervision of a Township Department head or designee, performs moderately complex clerical duties including word processing of notices, announcements, orders, inspection records, schedules, press releases, and legal documents, inputting incident reports; and works with the public in person and on the telephone to schedule services, answer questions, assist with applications, interpret rules and regulations, resolve minor problems; receives and prepares receipts and documentation for payments for services; performs other duties as required. Member of the CWA local 13000, unit 27, per PLRB case no. PERA-R-93-471-E.

**Typical Tasks: (illustrative only)**

1. Uses a computer terminal to assign code number, convert notes, written material and verbal material into finished documents.
2. Prepares reports, logs, applications by assembling information from several sources.
3. Prepares schedules and follow up documents. Gives out information regarding current and future services.

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3. Issues licenses, permits, registrations, and receives payments for services, prepares receipts. May prepare and make daily submittal to the finance department.
4. Uses the telephone, copier, FAX, computer to communicate with citizens, program participants, and clients. Directs the public to proper departments and services.
5. May take dictation using shorthand or recording device and may use keyboard and print the dictated documents.
6. When assigned to the Police Department, may dispatch calls to police officers, correspond with various law enforcement agencies, obtain driving and criminal records, schedule tow trucks, prepare arrest packets. Prepares incident report sheets for arrests and complaints.
7. When assigned to the codes function, may maintain a complex records system and track applications and occupancies through several months time until such are completed. Sends out renewal forms and processes returned applications.
8. May initiate orders of supplies and materials for assigned department.
9. May contact other governmental agencies of local, county, state or national government regarding various problems or requests and furnish information to others regarding such contacts.
10. Independently addresses and resolves issues related to assigned duties, works with staff in various departments.
11. Performs other duties as required.

**Essential Job Functions:**

1. Oral Communications.
2. Sightedness.
3. Recording visual observations contemporaneously with keyboarding and manual manipulation of records.
4. Preparing reports and records based on observations.
5. Reading, writing, speaking and understanding the English language.
6. Sitting at a work station.
7. Lifting, moving and sorting records weighing up to 25 lbs.

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**Critical Skills:**

Considerable experience with common computer software; considerable familiarity with Word Perfect; some knowledge of basic math; considerable knowledge of general office equipment and office practices proficiency; Some ability to compose routine correspondence without dictation; considerable proficiency in dealing with the public in person and on the telephone.

**Training and Experience:**

1. High School graduation or its equivalent.
2. At least two year's responsible experience in secretarial assignments involving record keeping and converting detailed records to typewritten documents, directly related course work above the high school level may be substituted.
3. Demonstrate proficiency with common computer software; word perfect; and general office computer applications.
4. Any equivalent combination of experience and training that provides the required knowledge, skills and abilities.

**Park Maintenance Worker**

**Definition of Position:**

The Park Maintenance Worker works under the general direction of the Public Works Director and the direct close supervision of the Roadmaster, performing a wide variety of manual and semi-skilled maintenance work involving light, medium and heavy physical labor. May be a member of the CWA local 13000, unit 27, per PLRB case no. PERA-R-93-471-E.

**Typical Tasks: (illustrative only)**

1. Operates various types of gasoline and diesel-powered vehicles and tools. Uses a wide variety of manual and electric hand tools.
2. Works inside and outside in open, moderately and heavily vegetated areas, in all weather conditions.
3. Works alone or with others, sometimes acting as a crew leader in assigned maintenance projects.

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4. Independently addresses and resolves minor issues related to assigned duties.
5. Mows grass using tractor, riding mower, push mower. Trims grass and weeds using weed whacker.
6. Maintains ballfields.
7. Inspects equipment and grounds and makes minor repairs and cleans up areas as required.
8. Maintains equipment, buildings, facilities.
9. Collects trash and refuse in and around parks.
10. Performs other duties as required.

**Essential Job Functions:**

1. Oral Communications.
2. Sightedness.
3. Reading, speaking and understanding the English language.
4. Lifting, including objects of up to fifty pounds, moving, climbing, walking and twisting consistent with a large variety of positions in equipment and on the ground.
5. Freedom from or substantial control of allergies caused by airborne or plant agents.
6. Physical ability to work outdoors in all types of weather conditions.

**Critical Skills:**

Considerable knowledge of materials, methods, construction practices and techniques used in park maintenance. Considerable knowledge and experience with motorized and standard hand tools. Some knowledge of the use and operation of common construction equipment, maintenance equipment and trucks. Some ability to operate a diesel tractor with a mower. Ability to operate an aerator, slicer seeder and other turf equipment. Some ability to direct the daily work of others in a small work group. Considerable ability to work independently.

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**Training and Experience:**

Any combination of education, training and experience equal to High School graduation or its equivalent, and one year's public works, or grounds or parks maintenance. Possession of a Pennsylvania motor vehicle operator's license. A pesticide/herbicide/fertilization license is required within one year of hire.

**Student Intern**

**Definition of Position:**

Under the close supervision of a Township Department head or designee, performs moderately complex to complex duties as described in an academic agreement with the student and/or educational institution such as but not limited to working in any department of the municipality, in an unsworn role with the multiple objectives of: learning governmental processes and operations; completing tasks and assignments leading to academic credit or recognition; and making a significant contribution to the work of the assigned department. Work may include but is not limited to: word processing; creation, input and analysis of spreadsheets; preparation of announcements, orders, inspection records, schedules, press releases, and legal documents; inputting incident reports; record keeping; archiving; and work with the public in person and on the telephone to schedule services, answer questions, assist with applications, interpret rules and regulations, resolve minor problems; receive and prepares receipts and documentation for payments for services; perform other duties as required.

**Typical Tasks: (illustrative only)**

1. Conducts agreed to tasks and assignments consistent with meeting the objectives of the student internship.
2. Uses the telephone, copier, FAX, computer communicate with citizens, program participants, and clients. Directs the public to proper departments and services.
3. May contact other governmental agencies of local, county, state or national government regarding various problems or requests and furnish information to others regarding such contacts.
4. Independently addresses and resolves issues related to assigned duties.
5. Performs other duties as required.

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Essential Job Functions:

1. Oral Communications.
2. Sightedness.
3. Recording visual observations contemporaneously with keyboarding and manual manipulation of records.
4. Preparing reports and records based on observations.
5. Reading, writing, speaking and understanding the English language.
6. Sitting at a work station.
7. Lifting, moving and sorting records weighing up to 25 lbs.

Critical Skills:

Considerable experience with common computer software including Word Perfect, MS Word, spreadsheet; knowledge of basic business math; considerable general office equipment and office practices proficiency; some ability to compose routine correspondence without dictation; considerable proficiency in dealing with the public in person and on the telephone.

Training and Experience:  
(High School Intern)

1. Completion of the first semester of the eleventh grade, with twelfth grade not yet completed.
2. Recommendation by a faculty member.
3. Class ranking, interests and activities consistent with opportunity for this internship.
4. Career objective in government, law, administration, public service, public finance.
5. Demonstrable proficiency with common computer software; Word Perfect; and general office computer applications.
6. Any equivalent combination of experience and training that provides the required knowledge, skills and abilities.

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(If College Intern)

1. Completion of the first semester of the junior year (if Bachelor's program), or core level graduate courses (if Graduate program). Major or program emphasis should be in public administration or in a related field with emphasis in public administration.
2. Recommendation by the Department Chairman of the institution.
3. Class ranking, interests and activities consistent with opportunity for this internship.
4. Career objective in government, law, administration, public service, public finance.
5. Demonstrable proficiency with common computer software; Word Perfect; and general office computer applications.
6. Any equivalent combination of experience and training that provides the required knowledge, skills and abilities.

**Volunteer Recreation Aide**

Definition of Position:

The Recreation Aide is a volunteer position, under the direct supervision of the Recreation Counselor and the Site Supervisor, subject to the general supervision of the Park & Recreation Director.

Typical Tasks:

1. Prepare and leads children in various activities that may involve instruction, such as Arts & Crafts, musical games, dodge ball, basketball, etc.
2. Organizes children to participate in active as well as passive activities.
3. Assists in the implementation of special activities to include set-up and break-down of the activity.
4. Ensures the safety of all children by making sure facility and area being used is free of hazardous equipment and material and ensure that children adhere to playground program rules and regulations.
5. Other duties as assigned.

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Critical Skills:

1. Oral Communications.
2. Sightedness.
3. Reading, speaking and understanding English language.
4. In general, good health, including the ability to run, jump, walk and keep up with children.
5. Freedom from or substantial control of allergies caused by airborne or plant agents.

Training and Experience:

1. A Newtown Township resident. (Preferred)
2. Must be at least 14 years of age.
3. Must show interest in working with children.
4. Demonstrate mature judgment.
5. Able to carry out assignments with adequate direction.
6. 8th Grade education completed.

Selection:

The Recreation Aide is unpaid. He/she may be selected from local volunteers, persons who respond to an advertisement or announcement, or from person referred by the local school district.

c. Volunteers

During the Fall, 1993, the Parks and Recreation Department became involved with the Board of Education and its LINC'S (Learning for Neighborhood Community Service) program.

This is a program where high school students volunteer their time in the community and receive credit hours. For example, tennis players become assistants to the instructor giving lessons through the Parks and Recreation department. They also act as scorekeepers in the basketball and softball leagues and assist with the various other programs the department offers to their residents.

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In 1994, volunteers were involved with the Saturday morning soccer league, tennis program, biddy basketball and summer playground program.

In the past, Newtown had the Bucks County Youth Corps during the summer on various park projects. Volunteer groups such as the Kiwanis Club and the Brownies have adopted certain parks to upgrade and maintain.

3. Policies and Procedures

a. Staff/ Volunteer Procedures

See Employee Training - Section M, Page 62

b. Personnel Policies

"Employee Rules and Regulations

This is to be used as a guide for all Parks & Recreation Department seasonal and part-time employees, including, but not limited to Site Supervisors, Recreation Coordinators, Playground Counselors, Playground Aides, etc. It is not a contract. Nothing herein defined shall be deemed to abridge, amend, waive or in any manner modify the laws of the Commonwealth of Pennsylvania or the agreement between Newtown Township and the Communication Workers of America Local 13000.

This Manual is intended as a complement to already existing Administrative Codes, and specifically to establish guidelines which can be used to provide seasonal and part-time employees and participants with a safe and satisfying recreational experience. All Parks and Recreation Department employees are expected to read this manual and familiarize themselves with its contents before their first day of employment. (See Employee Acknowledgments, APPENDIX D).

In general, all Parks & Recreation Department employees are expected to conduct themselves in an honest and ethical manner, stressing the highest level of integrity and courtesy. As an employee of the Parks & Recreation Department; you are oftentimes the only contact a resident has with the Department. For this reason, it is imperative that all employees act calmly, with tact and understanding. Our main objective is to serve the public.

Definitions:

Employee- Any person who is not a public official, who has been hired by Newtown Township who is paid wages or salary in exchange for work. (Newtown Administrative Code, 1995)

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Part-time employee- An employee who works on a regular basis less than forty hours per week, but less than twelve hundred hours per year. (Newtown Administrative Code, 1995)

Seasonal employee- One who is hired to work up to 700 hour a year, in a position which duties are accomplished in a season or consecutive seasons in a year. (Administrative Code, 1995)

Interim employee- Intern appointments afford students of Recreation Management or other professional areas an opportunity to gain actual work experience in their chosen field. These appointments are for a period of time not to exceed twelve (12) months. Intern appointments shall be subject to all rules and regulations and are not eligible for paid benefits.

**A. Hiring**

All vacancies occurring within the staff of the Parks and Recreation Department will be announced publicly by the appropriate means, in a geographic area wide enough to insure obtaining well qualified job applicants. All job applicants must submit a written application for employment on forms provided by the Parks and Recreation Department, and provide all the necessary requested information. (See APPENDIX E)

All appointments shall be made based upon needed qualifications for the position. An evaluation of the applicant's training, education, experience, physical fitness, together with an oral interview, and, whenever practical, an examination or demonstration test, determines eligibility for employment.

**B. Public Relations**

Good public relations is the key to a positive public image. This includes not only being courteous and answering questions, but acting on the job in a manner that conveys to the public that you take your job seriously. Always set an example in conduct, attitude, and appearance, following the safety rules and regulations you impose upon others.

1. Consistency is essential. Never sacrifice a policy or principle just for the sake of being a "nice person."
2. If you do not understand the reason for a specific rule, ask the Parks and Recreation Director.

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3. Never reprimand an employee in public view. Always keep an objective attitude regarding complaints against other staff members until the facts are heard from both sides.
4. Listen patiently to complaints. Some may be groundless, others will be helpful. Try to remedy the situation immediately. If you cannot solve the problem on site, contact the Parks and Recreation Director. Remember: complaints can be an opportunity for improvement.

C. Work Schedule

The Parks and Recreation Director shall establish the work schedule of all Department employees. As a general rule, employee work schedules will be determined by the publicized time, date and location of each program/event. It is expected that employees will arrive on site and be prepared 15 minutes in advance for the arrival of the participants. Tardiness is a reflection of dependability and is sufficient cause for suspension or dismissal. If an employee is unable to report to work, he should inform the Parks and Recreation office far enough in advance to allow for a substitute to be located. No employee shall leave until the last participant has left.

D. Hours

The Parks & Recreation Director shall determine the hours of all Department employees. As a general rule, employee hours will be determined by publicized time and date of each program/event. It is expected that each employee and the site supervisor shall keep an accurate written record of hours worked and report those hours to the Parks & Recreation Department.

E. Rate of Pay

Every employee's rate of pay shall be determined by one or more of the following:

1. The rate of pay pre-assigned to their respective job description.
2. Previous experience.
3. A fixed fee amount agreed to in advance by the Parks and Recreation Director.

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**F. Dress Code and Appearance**

The highest standard of grooming and personal cleanliness is required at all times. It is expected that all Department employees will use good taste and discretion. Clothing containing profanity or suggestive messages / pictures are forbidden. Clothing should be consistent with the activity being taught.

**G. Supplies**

It is the intention of the Parks & Recreation Department that all programs and events be well-equipped and supplied in advance. If supplies and equipment are inadequate, call the Parks & Recreation Department immediately with specific requests. When possible, anticipate supply and equipment needs in advance and communicate these needs to the Parks & Recreation Department.

**H. Working with Children**

Many of our programs involve young children. Working with children is both challenging and rewarding. Some guidelines for Site Supervisors, Counselors and Aides are:

1. Patience, patience, and still more patience. Children, like adults, have good days and bad. Practice tolerance and extend understanding toward their mood swings and very fragile feelings.
2. Be extremely cautious when dismissing children daily. Make certain that each child is dismissed into the care of a parent or pre-stipulated adult. Do not leave the site until the last child has left.
3. Disciplinary problems- see "I" below.
4. As best you can, stay in close communication with parents, especially if there is a problem.
5. Practice fairness and impartiality toward all the children. Children are keenly sensitive to "favorites".
6. "Clinging kids" should be gently but firmly encouraged to mix with others in the program.

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7. Equal participation is an important aspect of a successful children's program. All children should be encouraged to participate equally. This involves prodding some and subduing others.

**I. Participant Disciplinary Problems**

All Participants are expected to abide by the Rules and Regulations for Participants. If a participant demonstrates persistent non-cooperation, an Incident Report Form should be completed and filed with the Parks and Recreation Department. Additionally, the following steps should be followed:

1. First offense- verbal warning
2. Second offense- temporary time out.
3. Third offense- out for the day (Incident Report filed),
4. Fourth offense- permanent dismissal (Incident Report filed)

**J. Clean up**

It is the responsibility of the Site Supervisor/Coordinator to make sure that the facility is completely clean before leaving. It is a goal to leave the site in better condition than it was prior to arrival. This includes returning equipment to its designated place, picking up debris, turning off lights, etc.

**K. Employee Disciplinary Procedures**

The Parks & Recreation Director is in charge at all times. Each employee is under his jurisdiction, Where there is a disciplinary problem with an employee, the Parks and Recreation Director may normally follow these steps:

1. Verbal warning
2. Written warning
3. Employee suspension or termination.

(Note: These are examples only. These steps may not always be followed. The Parks and Recreation Director may terminate any employee "at will".)

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**L. Sexual Harassment Policy**

Sexual harassment is a form of personal misconduct. It includes overtures, either verbal or physical, addressed by one employee to another, or by an employee toward a participant. Discrimination on the basis of sex is contrary to Township policy. Any display of sexual misconduct should be reported immediately to the Director of Parks and Recreation. (Township Administrative Code, 1995)

**M. Employee Training**

It is expected that all employees will meet with the Site Supervisors and /or Parks and Recreation Director before the beginning of a program for training and discussion. Paid attendance at training and Staff meetings during a program may also be required. Site Supervisors and the Parks and Recreation Director will regularly assess the training needs of the staff and plan accordingly.

**N. Employee Travel**

Except for unusual circumstances pre-approved by the Parks and Recreation Director, part-time and seasonal employees will not be reimbursed for routine travel.

**O. Personal Expense**

All expenditures for Parks and Recreation programs/events must be pre-approved by the Parks and Recreation Director. Any expenses incurred without prior approval risk non-reimbursement.

**P. Miscellaneous Rules and Regulations for Employees**

1. Safety and good sportsmanship shall be practiced, modeled, and encouraged at all times.
2. Each employee must exhibit courtesy, pleasant attitude, willing service, and alertness to duty-toward participants, parents, fellow employees, and supervisors.
3. Relatives, friends, and off-duty employees must not distract employees from their responsibilities.
4. No smoking is allowed on the job.
5. Use of alcoholic beverages is prohibited.

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6. Use of illegal drugs, or the misuse of dangerous substances is prohibited. Any employee found “under the influence” during working hours will be excused for the day unpaid subject to immediate dismissal.
7. Lost and found items should be left with the Parks & Recreation Department, once a diligent effort is made to locate the owner.
8. All equipment and material inventory owned by the Parks & Recreation Department shall be used only for program purposes. Materials and equipment owned by the Department shall not be used for personal purposes.
9. Any willful misuse or theft of Department or Township property will be subject to immediate dismissal.
10. No employee shall leave early unless permission has been granted by the Parks & Recreation Director. Employees are expected to remain at their assigned areas until completion of the program or until they are relieved by another employee.
11. Employees are not permitted to listen to a “Walk-Man” other personal stereo while on duty.

**Q. Employee Performance Evaluations**

1. All employees will be evaluated by their Site Supervisor and /or Parks & Recreation Director, in accordance with the Performance Evaluation Policy found in the Administrative Code, Section 7F. The Evaluation Forms will be kept in a permanent, personnel file.

**R. Suggestions**

All employees are urged to make any suggestions that they feel will be beneficial to the Department and which would save time, reduce waste, promote safety, increase efficiency and contribute to an improved overall program. Such suggestions may be presented by letter, in memorandum, E-mail , Voice Mail, or in person.

**S. Holidays**

Holidays will not paid for seasonal or part-time employees of the Parks and Recreation Department. Employees may be asked to work on scheduled holidays in order to accommodate the recreation needs of the community.

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T. Vacation Notification

Any Recreation employee who desires to take a vacation Must notify the Recreation Department two weeks in advance of the date that the individual desires off. Time off for vacation is not paid for by the Parks and Recreation Department.

U. Dismissal

A seasonal or part part-time employee may be dismissed whenever, in the judgment of the Director of Parks and Recreation, the employee's work or conduct so warrants. Reasons for dismissal may include but shall not be limited to:

1. Using or being under the influence of intoxicating beverages or drugs.
2. Possessing, selling, or attempting to sell alcohol or drugs during working hours or on Township Property.
3. Dishonesty.
4. Consistently poor or improper attitude.
5. Theft of Township property or fellow employee's property.
6. Inefficiency.
7. Loss of/damage to Township property due to negligence or lack of care.
8. Fighting, threatening, intimidating, harassing or coercing another employee or citizen.
9. Habitual tardiness.
10. Conviction for felony.
11. Insubordination.
12. Falsifying records, reports, or information of any nature.
13. Unauthorized possession of a weapon during working hours or on Township property.
14. Soliciting a fellow employee or any other person during working time, distributing literature or other printed material during working time.
15. Fraudulently obtaining any form of leave.
16. Leaving work without the permission of your Department Head.

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17. Reporting to work late or leaving work early.
18. The use of abusive language toward a superior, elected official or the general public.
19. Loafing or other abuse of time during working time.
20. Interfering with another employee's performance of his/her duties.
21. The use of Township vehicles for private use without the authorization of the Township Manager.
22. Performing unauthorized personal work during working time.
23. Inability or unwillingness to satisfactorily perform the duties of the position to which an employee is appointed.

The Director of Parks and Recreation and/or the Township Manager may discharge an employee from the service of the Parks and Recreation Department for any of the above stated reasons. This list is not exhaustive but it does represent major work rules.

V. Solicitation

Persons not employed by the Township may not at any time solicit or distribute literature or other printed material on Township property for any purpose. Employees may not solicit or distribute printed material during work hours. Work hours is the time when employees are engaged, or should be engaged, in performing their duties for the Township. This includes the work hours of both the employee doing the soliciting or distributing, and the employee being solicited or to whom literature is distributed. Work hours do not include the time when employees are not performing their work duties, for example, scheduled lunch time. Questions concerning work hours should be referred to the Director of Parks and Recreation."<sup>2</sup>

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<sup>2</sup> Newtown Township Parks and Recreation Department Policies and Procedures Manual, Section V, Employee Rules and Regulations.

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**G. FACILITY AND OPEN SPACE INVENTORY AND ANALYSIS**

1. A map has been broken down by neighborhoods, the location of indoor and outdoor facilities and open space owned/operated by:
  - a. Public agencies.
  - b. Schools (public and private, all levels).
  - c. Major non-profits and quasi-public organizations.
  - d. Major private businesses.
  
2. For all public (including schools) and non-profit facilities identified on the above map, list in accompanying charts:
  - a. Facility or open space name.
  - b. Ownership.
  - c. Number and type of facilities.
  - d. Acreage.
  - e. General Condition and Use.

Criteria list for condition of fields & play equipment.

Poor - bare spots, little or no maintenance

Fair - some maintenance

Good - green / on-going maintenance

Excellent - superior maintenance

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**G. FACILITY AND OPEN SPACE INVENTORY AND ANALYSIS**

**3. A. Facilities and Open Spaces Owned or Managed by the Township:**

SITE: SWAMP ROAD PARK

ACREAGE: 30.8

ADDRESS: Swamp Road

TAX ID: 29-3-13

OWNER: Township of Newtown

PARKING: 109 paved (with lines) parking spaces  
6 paved (with lines) handicapped parking spaces. No signage, does not comply with code for ADA.

Unimproved gravel parking area. Entrance to Fields #5 and #6  
380' in length – approximately 80 cars

**FACILITIES:**

- A. 1 Full Basketball Court - 83' x 50'  
8' fence  
lined  
2 backboards and nets

Condition: Good  
needs trashcan

- B. 1 Full Basketball Court - 83' x 50'  
8' fence  
lined  
2 backboards and nets  
1 trashcan

Condition: Good

- C. Children's Play Apparatus  
2 park benches  
1 park sign  
Impact surface – shredded bark with timber border  
Manufacturer: Iron Mountain Forge

Condition: Good  
Does not comply with ADA.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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- D. Pavilion  
24' x 12'  
paved

Condition: Good

- E. Restroom and Storage Facility  
24' x 32'  
1 trashcan outside  
Concession stand

Condition: Outside – Good  
Does comply with ADA

- F. Exercise Trail With Stations (not numbered)
1. Static Stretch
  2. Horizontal Ladder Walk
  3. Horizontal Ladder Walk
  4. Pull up
  5. Sit up
  6. Push up
  7. Parallel bar
  8. HIP rotation
  9. Inclined rings

All stations have impact surface, wood chips with timber border.  
Exercise trail is paved.

Condition: Good  
Does not comply with ADA

- G. Field #1 – Softball/Soccer Overlay  
8' fence  
Safety fence and backstop  
50' baseline  
2 players benches  
1 trashcan

Field #2 – Softball/Soccer Overlay  
Safety fence and backstop  
2 players benches  
1 trashcan  
2 sets of bleachers

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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Field #3 – Softball/Soccer Overlay  
Safety fence and backstop  
50' baseline  
2 players benches  
1 trashcan

Field #4 -- Baseball  
90' bases  
Left field foul line – 306'  
1 set bleachers  
2 players benches  
1 trashcan  
Safety fence and backstop  
8' fence

Field #5 – Softball  
50' baseline  
Left field foul line – 190'  
8' fence  
1 trashcan  
2 players benches  
1 set bleachers  
Backstop and safety fencing  
2 foul poles

Field #6 – Softball  
50' baseline  
Right field foul line -- 203'  
8' fence  
2 players benches  
1 set bleachers  
2 trashcans  
Backstop and safety fencing

General Condition:

All 6 fields have an infield mix infield with aluminum benches and bleachers.  
Condition of turf is Fair.

Comments:

Basketball courts, tennis courts and trail comply with ADA.  
All play fields and bleachers do not comply with ADA.  
Children's play apparatus does not comply with ADA.  
Parking does not comply with ADA.  
Platforms in playground equipment need to be replaced.  
Residents can walk or bike to park.  
Public telephone in parking lot.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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SITE: CARL SEDIA PARK  
(Senior Fitness Trail  
Toddler Playground)

ACREAGE: 11.4

Carl Sedia Park-4.3  
Chandler Fields-7.1

ADDRESS: S. Sycamore Street

TAX ID: 29-10-9

OWNER: Township of Newtown

PARKING: 5 paved (with lines) parking spaces  
1 paved (with lines) handicapped space. No signage or van space, does not comply with code for ADA.

SENIOR FITNESS TRAIL

Paved trail with exercise stations and walking course – 712'

Trail does comply with ADA.

Gazebo - Does not comply with ADA

4 benches

1 picnic table

Condition: Turf – Good

Landscaping – Good

Exercise stations need minor repairs

CHANDLER PARK BALLFIELDS

Little League Field – (1<sup>st</sup> field on connecting path)

- 60' bases

- 200' to fence

- fenced

- backstop and safety fence

- 2 trashcans

- fenced dug-outs

- fenced warm-up for batter

- 2 bleachers

- grass infield

Condition: Good

SOFTBALL FIELD - #2 (Informal)

45' bases

2 players benches

1 bleacher

1 trashcan

Infield mix infield

Condition: Good

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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LITTLE LEAGUE FIELD - #3 (Informal)  
(Closest to Sycamore Street)

60' bases  
1 set of bleachers  
2 players benches  
Backstop and safety fence  
180' to left field fence line  
Grass infield with infield fix  
Pitches mound (mix)  
Condition: Good

UTILITY BUILDING  
17' x 13'

HEXAGON RESTROOM FACILITY  
Condition: Good  
Does comply with ADA

PARKING – 230'  
45 paved (with lines) spaces  
1 paved (with lines) handicapped space - Does not comply with ADA. No signage and no van space.

Comments:  
All play fields and bleachers do not comply with ADA  
Trail #1 terminates at this facility  
Residents can walk or bike to park  
Public Telephone

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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SITE: ROBERTS RIDGE - OPEN SPACE

ACREAGE: 24.8

ADDRESS: Lower Dolington  
(Next to Goodnoe Elementary School)

TAX ID: 29-5-55-2

OWNER: Township of Newtown

Condition: Graded and seeded, grass is maturing.

Passive Recreation: Possibly be converted into bicycle paths, sledding hill, picnic groves, open play area.

SITE: SILVER LAKE PARK

ACREAGE: 22.6

18.0 - owned permanent

4.6 - easement

ADDRESS: Along 413 Bypass

OWNER: Township of Newtown

Silver Lake Park, acquired in 1997 is an excellent example of protecting ecosystems and a place to enjoy nature's beauty.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**B. SCHOOLS**

**SITE: COUNCIL ROCK NEWTOWN JR. H.S.**

**ADDRESS: 1 Green Lane**

**OWNER: Council Rock School District**

**FACILITIES:**

- A. 4 Soccer fields with portable goals (various sizes)
- B. 1 Football field  
Bleachers
- C. 4 Tennis courts – no lights
- D. 2 Softball fields

**Field #1**

60' Pitchers mound to homeplate  
Backstop  
90' Homeplate to 1<sup>st</sup> base  
Outfield not defined

**Field #2**

40' Pitchers mound to homeplate  
Backstop  
50' Homeplate to 1<sup>st</sup> base  
Outfield not defined

Trail #1 borders property

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**SITE:** COUNCIL ROCK HIGH SCHOOL

**ADDRESS:** 62 Swamp Road

**OWNER:** Council Rock School District

**FACILITIES:**

- A. 3 Soccer fields with portable goals
  - B. 1 Football field – lighted
  - C. 1 Running track – 7 lanes
  - D. 8 Tennis courts
  - E. 2 Volleyball courts
  - F. 2 Practice football fields
  - G. 1 Softball field
  - H. 3 Baseball fields – no lights  
1 Field with dugouts
  - I. 1 Soccer field with portable goals
- } Stadium

Trail #1 traverses property

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**SITE:** GOODNOE ELEMENTARY SCHOOL

**ADDRESS:** 298 Frost Lane

**OWNER:** Council Rock School District

**FACILITIES:**

- A. 2 Play areas  
Woodchip mulch
- B. 1 Soccer field
- C. 1 Ballfield  
no defined outfield  
no defined bases  
backstop  
50' baseline – pitchers mound to 1<sup>st</sup> base
- D. 4 Picnic tables

**SITE:** NEWTOWN ELEMENTARY SCHOOL

**ADDRESS:** 1 Wrights Road

**OWNER:** Council Rock School District

**FACILITIES:**

- A. 3 Combination football/soccer fields
- B. 1 Ballfield  
40' - pitchers mound to home plate  
50' - 3<sup>rd</sup> base to home plate
- C. 1 Large play area
- D. 1 Play area with 2 picnic tables

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**SITE: BUCKS COUNTY COMMUNITY COLLEGE**

**ADDRESS: 275 Swamp Road**

**OWNER: Bucks County**

**FACILITIES:**

- A. 6 Tennis courts
- B. 1 Softball field  
Backstop  
2 Sets of bleachers  
45' - Homeplate to pitchers mound  
60' - 1<sup>st</sup> base to pitchers mound
- C. 1 Baseball field  
Backstop  
Bleachers  
90' - 1<sup>st</sup> base to pitchers mound
- D. 1 Combination archery/soccer field
- E. Early Learning Center on campus  
1 Play area

**SITE: SAINT ANDREW CATHOLIC  
EDUCATION CENTER**

**ADDRESS: 51 Wrights Road**

**OWNER: Archdiocese of Philadelphia**

**FACILITIES:**

- A. 2 Soccer fields with portable goals  
1 Large play area  
Open field area behind school

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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SITE: SAINT ANDREWS PRESCHOOL

ADDRESS: 138 S. Sycamore Street

OWNER: Archdiocese of Philadelphia

FACILITIES:

1 Play area

SITE: HOLY FAMILY COLLEGE

ADDRESS: 1 Campus Drive

OWNER: Archdiocese of Philadelphia

FACILITIES:

Extension campus

No outdoor recreation facilities in five year Capital Improvement Plan. Maybe after that time.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**C. CHILD DAYCARE**

**SITE: A CHILD'S WORLD**

**ADDRESS: 2147 Eagle Road**

**OWNER: Andrea Seidman**

**FACILITIES:**

- A. Play area  
Woodchip mulch and sand

**SITE: CHESTERBROOK ACADEMY**

**ADDRESS: 51 Marigold Drive**

**OWNER: Nobel Education Dynamics**

**FACILITIES:**

- A. 1 Play area  
Woodchip mulch

NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN

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SITE: CHILDREN'S WORLD LEARNING CENTER

ADDRESS: 9 Pheasant Run

OWNER: Children's World Learning Center, Colorado

FACILITIES:

- A. 1 Large play area divided into 3 areas  
Woodchip mulch

SITE: GODDARD SCHOOL

ADDRESS: 119 Pheasant Run

OWNER: Goddard School

FACILITIES:

- A. 1 Play area

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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**SITE: KINDERCARE LEARNING CENTER**

**ADDRESS: 35 Swamp Road**

**OWNER: Kindercare, Alabama**

**FACILITIES:**

- A. 2 Play areas with padding

**SITE: THE LITTLE GYM**

**ADDRESS: 2849 S. Eagle Road**

**OWNER: Robert Greenberg**

**FACILITIES:**

No outdoor recreation facilities

NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN

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D. HEALTH CLUBS

SITE: The Center Club

ADDRESS: 2126 S. Eagle Road

OWNERS: Mr. Fred Brandt  
Mr. Len Cusato

FACILITIES:  
No outdoor recreation facilities

SITE: NEWTOWN ATHLETIC & AQUATIC CLUB

ADDRESS: 209 Penns Trail

OWNER: James Worthington

FACILITIES:  
Presently, there are no outdoor recreation facilities. However, plans have been submitted to the Township to build an outdoor pool.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**E. SWIMMING POOLS**

**SITE: NEWTOWN SWIM CLUB**

**ADDRESS: 761 Newtown-Yardley Road**

**OWNERS: David Platt  
Somerton Springs**

**FACILITIES:**

- A. 1 Large pool – 50 meters
- B. 1 L shaped pool with diving well
- C. 1 Baby pool
- D. 2 Tennis courts
- E. 1 Water park with 3 feature pools  
Tube slide  
Raft slide
- F. 1 Basketball court (full-court)
- G. 1 Sand volleyball court
- H. ¼ mile walking track (gravel)

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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4. National Recreation and Park Association Guidelines and Standards

There are many sets of recreation guidelines and standards and the most commonly used were developed by the National Recreation and Park Association (NRPA). This plan will use NRPA's 1990 guidelines. The following table has been developed to show the NRPA guidelines and their relationship to Newtown Township population, both existing and projected.

National Recreation and Park Association Guidelines Facility Development / Population				
Activity	NRPA	Existing	Projected	
		1998*	2000	2010
	No. of Units Per Population	16,011	19,020	19,950
Badminton	1 Per 5000	0	3	4
Basketball (outdoor)	1 Per 5000	2	3	4
Handball (3-4 wall)	1 Per 20,000	0	0	1
Ice Hockey	Indoor - 1/100,000 Outdoor - 1/2,500	0		
Tennis	1 court per 2,000	8	9	10
Volleyball	1 court per 5,000	0	3	4
Baseball	Official - 1 per 5,000	1	3	4
	Lighted - 1 per 30,000	0	0	0
Little League	1 Per 5,000			
	Lighted - 1 per 30,000	2		
Field Hockey	1 Per 20,000	0	0	1
Football	1 Per 20,000	0	0	1
Soccer	1 Per 10,000	1	1	2
Golf Driving Range	1 Per 50,000	0	0	0
1/4 Mile Running Track	1 Per 20,000	0	0	1
Softball (if also used for youth baseball)	1 Per 5,000	3	3	4
Multi-Recreation Court (basketball, volleyball, tennis)	1 court per 10,000	0	1	2
Trails	1 system per region		1	1
Archery Range	1 Per 50,000	0	0	0
Combination Skeet and Trap Field	1 Per 50,000	0	0	0
Golf (9 hole standard)	1 Per 25,000	0	0	0
	(18 hole standard)	1 Per 50,000	0	0
Swimming Pools	1 Per 20,000	0	0	1

(Pools should accommodate 3 to 5% of total population at a time).

Developed Open Space 10 AC / 1,000 Population

\*Township owned facilities

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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Home Owner Associations Recreation Facilities

The following is a compilation of the recreation facilities owned and located in private developments throughout Newtown Township.

<u>Activity</u>	<u>Number of Facilities</u>
Swimming Pools	9
Tennis Courts	24
Basketball Courts	7
Playgrounds	12
Volleyball Courts	1
Baseball / Softball Fields	1
Walking Trails	3
Exercise Trails	1

- a. The National Recreation and Park Association Standard applicable to Newtown Township is 10 acres of developed open space per 1,000 population. In the year 2000, the Township should make available 190 acres and in 2010 a total of 200 acres.

**RECOMMENDED DEVELOPED OPEN SPACE  
10 ACRES / 1000 POPULATION**

	<u>1990</u>	<u>2000</u>	<u>2010</u>
Population	13,685	19,020	19,950
Acres	136	190	200

Presently in 1999, 93.0 acres of developed open space is owned by Newtown Township. These are Swamp Road Park - 30.8 acres; Carl Sedia Park - 4.3 acres and Chandler Fields - 7.1 acres; Roberts Ridge Park - 24.8 acres; Wiggins Tract - 26.0.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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b. Goals and Standards for Park and Open Space Acquisition and Development - NRPA

Parks and recreation services are community services. Ideally, the National Standards should stand the test in communities of all sizes. However, the reality often makes it difficult or inadvisable to apply national standards without question in specific locales.

The preparation of park and recreation standards is by no means an arbitrary activity. Several criteria should guide standards development for Newtown Township.

They must reflect the needs of the people in the specific service area.

They must be acceptable and useful to both the practitioner and policymaker.

They must be based on a sound analysis of the best available information.

"The basis for developing and using park and open space standards has experienced many changes over the years. In professional practice, a majority of planners and administrators use a combination of ecological - social - behavioral - economic information for analyzing community park and open space needs and preferences, inventorying and classifying existing open space resources, and identifying additional resources suitable for opportunities in open space and parks. Commonly used methods include:

Population ratio method (acres of park land per 1,000 people).

Recreation space based on area percentage.

Needs determined by user characteristics or demand projections.

Carrying capacity of land.

The population ratio method is best known and most used for determining park and recreation space standards. Its primary attraction is its simplicity: the basic logic that recreation must be related to people, and the ease with which it can be updated during periods of urban growth. Obviously, this method must be used in concert with a system of development standards, a detailed classification for each type of park, and some indication of the service radius of each facility.

This method, however, should not be used in an absolute sense, but as a flexible planning guideline. Consider this situation: On face value, the standard used by a community appears low when compared to the national standard for communities of similar size; however, the parks appear underused. There may be some plausible explanation for this occurrence in the planning data or, perhaps, the attractiveness factor of facilities.

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On the other hand, consider the same low standard and a situation in which it is evident that park usage is heavy and increasing; the impact is reflected in overcrowding, excessive deterioration, numerous turn-aways, lack of conveniently located neighborhood parks and playfields, and other symptoms of a deficiency in park and recreation resources. It is possible that past standards, guidelines, and policies have been inadequate.

The area percentage method suggests dedication of a percentage of the total land within a community for recreation use. While this method appears simple, implementation is very difficult; moreover, it lacks flexibility to deal effectively with different population densities.

A third method uses data on participation rates or recreation demand projections to determine spatial needs. This method is touted by many as having the most potential and as most relevant to people's needs. This process, however, depends totally on developing a credible database that can accurately reflect participation rates (number of visits per year per 1,000 people) for any specific activity within any given jurisdiction. Moreover, it is extremely difficult to relate participation in an activity to a particular jurisdictional responsibility; i.e., camping in the Sierras is dramatically different from camping locally with the Cub Scout pack; a pickup game of softball may have a service radius measured in minutes, while a tournament championship between competitive leagues could require several hours of travel. Activity classifications may be similar, but the quality of the experience and its attraction capability can be substantially different.

The last method incorporates combinations of these three approaches with the standard based on the carrying capacity of specific land resources to accommodate demands. Of little relevance to the highly programmed facilities of an urban area, this method is used primarily in regional facilities where the balanced ecosystem of a particular resource is the basis of attraction."<sup>3</sup>

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<sup>3</sup> Published by the National Recreation and Park Association - Park and Open Space Standards and Guidelines.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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c. EXISTING PARK AND RECREATION RESOURCES

PARK TYPES

The park types and facilities are classified for the most part using the nomenclature and system of the National Recreation and Park Association (NRPA).

LOCAL/CLOSE TO HOME SPACE:

Mini-Parks

- Mini-Parks have specialized facilities that serve a concentrated or limited population or specific group such as tots or senior citizens. Mini-Parks are desirable within neighborhoods and in close proximity to apartment complexes, townhouse development or housing for the elderly.

Neighborhood Park/Playground

- Neighborhood Parks/Playgrounds are areas for intense recreational activities. A typical neighborhood park may include all or some of the following: landscaped picnic area, play area with apparatus, tennis courts (2 maximum), comfort station, parking area, multi-purpose ballfield, security lighting, service yard.
- This is a walk-in park, up to 10 acres, with a service radius of 1/2 mile and serving a population of 3,000 to 5,000 persons.

Community Park

- Community Parks are areas of diverse environmental quality and may include areas suited for intense recreation facilities. Such parks may include all or some of the following: one or more multi-purpose lighted ballfields, recreation - activity building, one or more lighted hardcourts, play apparatus area, landscaped family and group picnic areas, parking areas, comfort stations, security lighting, gymnasium, swimming pool, service yard.
- This is a walk-in, drive-to park of 20-40 acres, with a service radius of 12 miles and serving a population of 20,000 to 60,000 persons.

B. REGIONAL SPACE:

Regional Park

- A Regional Park is a major park that offers recreational opportunities of a nature or of such wide variety that it attracts people in the widest possible range of age and interest and generally serves the population living within a one hour drive. These parks can range in size from a few acres to over 1,000 acres.
- Regional Parks are areas of natural ornamental quality for outdoor recreation such as picnicking, boating, fishing, swimming, camping, and trail uses; they may include play areas. Regional Parks are contiguous to or encompassing natural resources.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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Regional Park Reserve

- Regional Park Reserves are areas of natural quality for nature-oriented outdoor recreation such as viewing and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, fishing, boating, camping, and trail uses. Regional Park Reserves may include active play areas and generally
- have 80% of the land reserved for conservation and natural resource management, with less than 20% used for recreation development. Regional Park Reserves generally include diverse or unique natural resources, such as lakes, streams, marshes, flora, fauna, or topography.

C. **SPACE THAT MAY BE LOCAL OR REGIONAL AND IS UNIQUE TO EACH COMMUNITY:**

Linear Parks

- Linear parks use flood-prone areas for recreational and open space purposes. They are areas developed for one or more modes of recreational travel, such as hiking, biking, snowmobiling, horseback riding, cross-country skiing, canoeing, and pleasure driving.
- Linear Parks may include active play areas and are built on natural corridors, such as utility rights-of-way, bluff lines, vegetation patterns, and roads, that link other components of the recreation system or community facilities, such as school, libraries, commercial areas, and other park areas.
- To function properly, the linear park should have a minimum of 50 feet of land available from the creek bank and should be larger where recreation facilities are located.

Special Use

- Special Use areas are for specialized or single purpose recreational activities, such as golf courses, nature centers, marinas, zoos, conservatories, arboreta, display gardens, arenas, outdoor theaters, gun ranges, downhill ski areas, or areas that preserve, maintain, and interpret buildings, sites, and objects of archeological significance. Also, plazas or squares in or near commercial centers, boulevards or parkways may serve as Special Use areas within communities.

Conservancy

- Conservancies serve to protect and manage the natural/cultural environment with recreation use as a secondary objective and depend on the resource being protected.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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5. Compare received public input with existing facilities and conditions

As can be seen in Section E, part c: Survey Results, the residents of the Township responded in large numbers to the Questionnaire that was distributed. Their input varied and many took the time to make specific comments about the recreation programs, facilities, open space and user groups.

This input was extremely helpful in helping to determine what the perceived needs and lacks are of the present recreation facilities supplied by the Township. In general, the public perceives a need for addition recreation facilities in Newtown Township. Seventy eight percent (78%) of respondents indicated that they feel there is a call for more facilities. This would appear to be in keeping with the thinking of the governing body, which has been acquiring additional acreage for parks and recreation in the recent years.

Presently, the existing facilities that the Township does own and manage are heavily used and the Township recreation programs are also utilizing many privately held facilities to conduct programs. It is evident that there is both a perceived and actual need for addition facilities. The Site Specific portion of the Master Plan will attempt to address the possible future development of a number of parcels presently owned by the Township.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
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**H. MAINTENANCE**

**1. Current Maintenance Program**

Prior to 1990, recreation facilities and preparation of ballfields were maintained by the Public Works Department under the Public Works Director and Township Manager.

Since 1995, the Parks and Recreation Department have two seasonal employees, one is employed from April to November and the other from May to August. In early Spring, the Public Works Department prepare all ballfields and play areas. During the summer, the two seasonal employees assist the Public Works Department which makes a healthy relationship between these two vital and visible departments.

The two seasonal employees maintain facilities. There is a line item budget during the year for all park repairs. In 1992, the department obtained a John Deere tractor. Also, they own an aerator and seeder.

Parks maintenance is under the direction of the Public Works Department. There is cooperation between the Public Works Director and Superintendent.

The following is the current maintenance program for Carl Sedia Park, Chandler Park, Chandler Fields, Swamp Road Park and Silver Lake Park.

**PARK AND RECREATION GROUNDS  
MAINTENANCE PROGRAM**

**CARL SEDIA PARK**

<b>ACTIVITY</b>	<b>RESPONSIBILITY</b>	<b>FREQUENCY</b>
Grass Cutting	Public Works	Weekly as needed
Parking Lot - Repair - Sweep - Lighting	Public Works	Weekly, Spring and Summer, as needed
Routine Maintenance - Sweep - Mop - Light Bulbs - Utilities - Electric - Water	Public Works	Weekly / as needed
Landscaping	Public Works	Weekly in Season, as needed otherwise
Garbage Pick-Up	Public Works	Weekly in Season

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**PARK AND RECREATION GROUNDS  
MAINTENANCE PROGRAM**

**CHANDLER PARK**

<b>ACTIVITY</b>	<b>RESPONSIBILITY</b>	<b>FREQUENCY</b>
Grass Cutting	Public Works	Weekly as needed
Prepare Ball Fields - Roto-Tiller Infields - Roll Infields/Grass - (spread infield mix)	Public Works  - (little league)	Spring  -(spring, as needed)
Parking Lot - Repair - Sweep - Lighting	Public Works	Weekly, Spring and Summer, as needed
Maintain Service Building - Roof - Doors - Painting - Plumbing - Utilities - Etc.	Public Works	As needed
Set Out Bases	Little League	As needed
Landscaping	Public Works	Weekly in season, as needed otherwise
Garbage Pick-Up	Public Works / Leck's	Weekly in season

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**PARKS AND RECREATION GROUNDS  
MAINTENANCE PROGRAM**

**CHANDLER FIELDS AND SWAMP ROAD PARK**

<b>ACTIVITY</b>	<b>RESPONSIBILITY</b>	<b>FREQUENCY</b>
Grass Cutting	Public Works	Weekly as needed
Prepare Ball Fields - Roto-Tiller Infields - Spread Infield Mix - Roll Infields/Grass - Line Fields	Public Works	Spring  Weekly in season
Parking Lot - Repair - Sweep - Lighting	Public Works	Spring and Summer, as needed
Maintain Service Building - Roof - Doors - Painting - Plumbing - Utilities - Etc.	Public Works	As needed
Landscaping	Public Works	Weekly in season, as needed otherwise
Garbage Pick-Up	Public Works/Leck's	Weekly in season

**SILVER LAKE PARK**

Public Works - mow on a regular basis  
Garbage Pick-up  
Required maintenance as required

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2. Maintenance Equipment

Under the 1997 Capital Reserve Program, the following Public Works equipment is used 99% of the time for the Parks and Recreation Department.

- 1986 GMC Dump Truck - to be replaced in 2001
- 1993 Jackson Trailer 1.5 Ton - Flatbed
- 1994 Case
- 1990 62" Toro Lawn Mower
- 1992 John Deere 2155 16" Tractor with Mower
- 1996 LA 200 Kubota Tractor
- Tow Behind Mower - 15'
- Tow Behind Seeder - 6'
- Tow Behind Aerator - 6'
- 2 Push Mowers
- Miscellaneous Power Tools (weed whackers, hedge trimmer, etc.)

3. Assessment of Park Facilities

The Township of Newtown has made some risk management efforts with their recreation facilities. In particular, they have screens behind their backstops and padding on the basketball poles which are good safety measures.

The adequacy of maintenance in relation to the condition of the Township recreation and park facilities are generally good.

The following is a general maintenance plan for all developed open space areas that includes: mowing, irrigation, liming / fertilization, overseeding / mechanical procedures, scheduling ballfield use and courts.

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**MAINTENANCE PLAN**

4. A Concept for Park Maintenance

Maintenance is a factor affecting the usability and desirability of a park, and is an on-going, day-to-day requirement for a municipal park system. The present level of maintenance varies from park to park, but it is generally good. As more parks and recreation facilities are developed, it will be necessary to expand the maintenance operation commensurate with the increase in park care needs.

The level of maintenance appropriate for each site is based on the physical character, facilities, and use. Three classifications are used: high, moderate, and low maintenance. High maintenance parks are sites that should receive the highest level and quality of maintenance. These parks are intensively used, requiring a great amount of manpower to keep clean, safe, and attractive areas and facilities. Low maintenance parks, often passive recreation sites or undeveloped open space, should receive the lowest level and frequency of maintenance.

The Township should institute a systematic maintenance program designed to evaluate the annual manpower, equipment, and supply needs for the park system and set a productive and efficient means of keeping the parks orderly. Annually, the Parks and Recreation Director should tour the park system to identify remedial maintenance measures that should be taken to keep the parks in good condition. This and loss control audits are conducted to identify safety hazards and liability problems requiring corrective action. By regularly inspecting and maintaining parks and their facilities, the physical well-being of park visitors is enhanced, and municipal liability against personal and property damages is reduced.

To further prevent liability problems, all "parks" staff, especially maintenance personnel, should be properly trained to recognize, mitigate, and correct safety hazards at recreation areas and facilities. Worker training also plays an important role in promoting the safe and proper use of equipment and machinery during the actual maintenance of parks, thereby reducing the likelihood of on-the-job injuries and equipment/facility damage.

**General Maintenance Plan For All Developed Open Space Areas**

**Mowing:**

Under normal conditions, turf foliage should be cut whenever it exceeds a height of 3".

In the summer it is sometimes wise, especially during drought conditions, to allow grass to reach a height of 3 1/2" but no more than 4".

It is important that grass-cutting equipment be properly sharpened and calibrated to achieve uniform cutting and to avoid damaging grass plants.

**NOTE: WHEN GRASS IS CUT WITH A DULL MOWER, THE INSULTED GRASS PLANTS WILL TURN BROWN BACK TO THE POINT OF INJURY AND CAUSE UNHEALTHY VEGETATION AND A POOR APPEARANCE.**

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As a rule of thumb, it is suggested to cut grass frequently during the growing season and never to cut more than one-third of the grass blade at one time. Using the aforementioned heights, if the grass is 3" in height it should not be cut lower than 2".

For field preparation for cold weather sports, such as field hockey on bluegrass fields, the height could be reduced to a minimum of 1 1/2" - 2". This practice should be avoided on tall fescue fields and grass should be kept at a minimum height of approximately 2 1/2". It is also a good practice to leave the clippings on the ground to provide additional organic nutrients. However, if grass is allowed to grow to excessive lengths or is cut in damp weather, large clumps and other heavy cuttings often appear. These should be removed because they will smother healthy grass.

Irrigation:

Keep germinating seeds and young plants damp with daily watering (that is if no natural rainfall occurs) until the seedlings are well established.

Healthy grass, cut at the proper levels, will recover rapidly from wear if there is sufficient moisture in the root system.

If foot marks, mower tire marks, etc., take an inordinate amount of time to disappear, it is a sign that the plants are in need of water and/or feeding (lab tests would prescribe kind and rates of nutrients needed).

Occasional deep root watering is preferred over frequent surface watering.

If irrigation systems with timers exist, it is best to set them for early morning or, as a second choice, late afternoon watering. Night watering or early afternoon waterings are usually not desirable.

Healthy turfgrass can best be maintained by applying approximately one (1) inch of water per week spread over two (2) or three (3) waterings. An empty container can be placed on the field to determine when a third, half or full inch of water has been delivered.

Liming/Fertilization:

Soil sampling and testing should be completed regularly. Variations in testing frequency are a function of subsurface soil texture.

pH (hydrogen ion concentration) should be maintained in the 6.5 to 7.0 range. This pH range keeps the macro and micro nutrients available to the plant in optimum concentrations.

Never apply more than 5 lbs./acre nitrogen to a field per year. Over-application of nitrogen will result in rapid plant growth, but will also greatly weaken the plant and make it more susceptible to diseases.

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Fertilization should take place from early Spring through late Fall. Recommendations on fertilizer types and application rates should come from a professional landscaper.

**Herbicide/Insecticide/Fungicide**

Pesticide applications can be applied:

- pre-emergent
- post-emergent
- contact
- systemic

Pesticide application should strictly adhere to all manufacturer recommendations and is to be applied by NJ Licensed personnel only.

Overseeding/Mechanical Procedures:

Mechanical procedures are procedures used to relieve compaction and promote water, air and nutrient access to the plant roots. Some forms of mechanical procedures include:

- core aeration
- slicing or verti-cutting
- shattering
- dragging
- roto-tilling
- plowing
- discing
- harrowing
- raking

Overseeding should occur at the end of the sports season or in the autumn.

Scheduling Ballfield Use:

Certain ballfields are often over-used. This is particularly the case when the ballfield is utilized for league play and is lighted.

The maintenance practices necessary to retain high quality turfgrass cover may require that a particular field be < rested < for a portion of a season. This will be necessary to complete the required maintenance practices and allow the turfgrass to recover.

Courts:

Outdoor acrylic surfaces are relatively easy to maintain due to natural cleaning by rains. Problems may develop due to lack of proper drainage or soil erosion. Surfaces may become coated with mud, dirt, pine needles and leaves as well as other foreign matter, which should be removed as necessary.

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Suggested maintenance for outdoor acrylic surfaces is to keep the court clean at all times by occasional sweeping, so that dirt and foreign particles do not get ground into the surface by foot traffic. Use of a soft nylon broom is preferable to a stiff bristle broom for sweeping. During the tennis season the courts should be hosed off with water periodically (once a month) and allowed to dry. Use normal water pressure for hosing (approx. 70 lbs. per sq. inch or less). Should there be any stains on the court, they can be removed by an application of a mild cold-water detergent and scrubbing with a hair-type scrub brush. Should mold or mildew form on the courts in shady areas, an application of dilute strength household bleach (minimum two parts water to one part bleach) may be used to remove the fungus and retard its further growth. Where areas are treated, they should be rinsed off after a few minutes to remove the surface contamination. (Note: Fungus grows on surfaces contaminated by foodstuffs, soft drinks and decaying matter. Acrylic coatings do not support fungus growth).

Black marks from the use of improper shoes are difficult if not impossible to remove. Therefore, this type of shoe should be prohibited from use on a tennis court.

Warning: Most acrylic surfaces take 72 hours to reach optimum strength. No playing on or cleaning of a new surface should be allowed for that period of time to reduce the probability of damage to the new surface.

Tennis Courts:

Mother Nature does an adequate job of washing and rinsing the surface on a routine basis, assuming there is positive drainage to move rainwater completely off the surface. Attention should be taken to ensure that landscaping, debris, fencing, or design features have not created any sort of damming effect at the low end of drainage, causing water and/or leaves to pond on the surface. It is especially important that maintenance personnel remove fallen leaves and pine needles inside the fencing and dasherboard enclosures in the Fall. Failure to do so inevitably leads to ponding and formation of mildew and funguses which will ultimately stain and deteriorate the surface.

Tennis courts are easily maintained, principally because tennis is a more genteel sport whose participants are, for the most part, wearing smooth soled, non-marking shoes. Occasional skateboarders and in-line skaters love to intrude and leave their telltale black curls. As per the U.S.T.A. handbook, these are very difficult to eliminate. Citrus-based detergents reportedly work best, however few park department budgets allow for this kind of never-ending expense. The U.S.T.A. handbook says to "prohibit" these activities on a tennis court. This prohibition might be workable at the tennis club, but not in a public park.

Basketball Courts:

Basketball courts present a special wearing condition in the "keys" under each basket. 99% of the play is in this area and regardless of ongoing maintenance, the color coatings are going to wear down to the black. Popular, lighted basketball courts are often fully utilized 18 hours a day with 99% of the wear being shuffling feet in the key areas. Use a hard, clear acrylic coating designed to prevent heavy

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play from wearing through to the color coatings and spoiling the aesthetics of the facility. However, this acrylic coating will also wear through quickly at a heavily used facility and must be routinely maintained. Typically, one or two coats are installed initially. Most park districts who use successfully this acrylic coating to roll a coat on all the keys in the park district once or twice a year, as dictated by wear. This approach is very inexpensive and keeps the courts looking good. The important point here is that no coating can withstand the constant abrasion in the key on a basketball court -- it must be maintained.

In-Line Hockey

In-line hockey is the toughest surface to maintain in an ideal condition. This surface really takes a literal beating of abuse. It receives a great number of nicks and dings due to the nature of the game. Often players start play before the coating system has fully cured, creating early nicks. Black marks abound from wheels, brakes, and shoes. Certain surfaces create correct coefficients of friction so that the game can be played enjoyably -- the puck slides and the players can make hockey stops.

Higher wear and aggregate "knuckling" are typical in the goal crease areas due to high traffic and the severe point loads from in-line skates. Some owners may choose to resurface an approximate 10 to 15 feet radius around the goal crease areas to maintain ideal play characteristics if there is constant league activity.

Re-Coating:

Re-coating, i.e. color coating of courts, will be dictated by the intensity of use and how "particular" the owner is. The general rule is as follows every 6-7 years.

PLAYGROUNDS:

Suggested General Monthly Maintenance Checklist

General Upkeep of Playgrounds

Check the entire playground area for miscellaneous debris or litter.

Check for missing trash receptacles and for those which are full.

Check for any damage to equipment or other playground features caused by vandalism or wear. For example, check for any broken or missing handrails, guardrails, protective barriers, or steps or rungs on ladders, and for damage to any fences, benches, or signs.

Surfacing

Check for equipment which does not have adequate protective surfacing under and around it and for surfacing materials that have deteriorated.

Check loose surfacing materials for foreign objects or debris.

Check loose surfacing materials for compaction and reduced depth, with special attention to heavy-use areas such as those under swings and slide exit regions.

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General Hazards

Check all equipment and other playground features for any hazards which may have developed.

Check for sharp points, corners, and edges. For example, check the sides and sliding surface of slide chutes for sharp or rough edges caused by deterioration.

Check for protrusions and projections.

Check for missing or damaged protective caps or plugs.

Check for potential clothing entanglement hazards, such as open S-hooks.

Check for pinch, crush, and shearing points or exposed moving parts.

Check for trip hazards, such as exposed footings on anchoring devices and rocks, roots, or any other environmental obstacles in the play area.

Deterioration of Equipment

Check all equipment and other playground features for rust, rot, cracks, and splinters, giving special attention to possible corrosion where structures come in contact with the ground.

Check for unstable anchoring of equipment.

Security of Hardware

Check for any loose or worn connecting, covering, or fastening hardware devices. For example, check the S-hooks at both ends of suspending elements of swings and all connection points on flexible climbing devices for wear.

Check all moving parts, such as bearing hangers, for wear.

Equipment Use Zones

Check for obstacles in equipment use zones.

Drainage Systems

Check the entire play area for drainage problems, giving special attention to heavy-use areas such as those under swings and slide exit regions.

Swings Not Recommended for Public Playgrounds

The following types of swings are not recommended for use in public playgrounds:

Multiple Occupancy Swings

With the exception of tire swings, swings that are intended for more than one user are not recommended because their greater mass, as compared to single occupancy swings, presents a risk of impact injury.

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Animal Figure Swings

These are not recommended because their rigid metal framework results in a high mass presenting a risk of impact injury.

Rope Swings

Free swinging ropes that may fray or otherwise form a loop are not recommended because they present a potential strangulation hazard.

Swinging Exercise Rings and Trapeze Bars

These are generally considered to be items of athletic equipment and are not recommended for public playgrounds.

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**ANNUAL MAINTENANCE CALENDAR**

<u>FACILITY/MONTH</u>	<u>J</u>	<u>F</u>	<u>M</u>	<u>A</u>	<u>M</u>	<u>J</u>	<u>J</u>	<u>A</u>	<u>S</u>	<u>O</u>	<u>N</u>	<u>D</u>
<u><b>BUILDINGS</b></u>												
Heating-Inspection-Turn On									x	x		
Turn Off-Inspection				x	x							
Air Conditioning-Inspection-Turn On				x	x							
Turn Off-Inspection									x	x		
Painting Interior			x	x								
Interior	x	x	x									
Restrooms-Seasonal												
Inspection-Opening				x	x							
Closing-Inspection											x	x
<u><b>TENNIS COURTS</b></u>												
Nets				x	x	x	x	x	x	x		
Lines			x	x					x	x		
Surface Repair			x	x					x	x		
Surface Sweep			x	x	x	x	x	x	x	x		
<u><b>GAME COURTS</b></u>												
Nets				x	x						x	
Lines			x	x	x				x	x		
Surface Repair			x	x	x				x	x	x	
Surface Sweep				x	x	x	x	x	x	x		
<u><b>WALKS &amp; TRAILS</b></u>												
Repairs			x	x							x	x
Sweep				x			x					x
Snow Removal	x											x
<u><b>LANDSCAPING</b></u>												
Plant			x	x	x						x	x
Feed				x								x
Cultivate					x		x		x			

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<u>FACILITY/MONTH</u>	<u>J</u>	<u>F</u>	<u>M</u>	<u>A</u>	<u>M</u>	<u>J</u>	<u>J</u>	<u>A</u>	<u>S</u>	<u>O</u>	<u>N</u>	<u>D</u>
<u>PLAY APPARATUS</u>												
Inspection			x	x	x		x		x			
Repair			x	x	x		x		x	x	x	x
Painting			x	x							x	x
<u>ROADS/PARKING LOTS</u>												
Hard Surface - Litter Control			x	x	x	x	x	x	x			
Sweep				x		x		x				
Strip				x								
Snow Removal	x	x	x									
Repair					x	x			x	x		
<u>GRAVEL</u>												
Dirt Control					x	x	x	x				
Grade					x		x		x			
Weed					x			x				
Repair					x	x		x	x	x	x	
<u>PICNIC AREAS</u>												
Litter Control				x	x	x	x	x	x	x		
Tables Out			x	x								
Tables In										x	x	
Repair & Construction	x	x	x								x	x
<u>BALL DIAMONDS</u>												
Repair			x	x					x	x	x	x
Maintenance					x	x	x	x	x			
<u>FENCES</u>												
Inspection/Repair		x	x	x	x	x	x	x	x	x	x	
<u>TURF AREAS</u>												
Mowing				x	x	x	x	x	x	x		
Fertilizing			x					x				
Rolling			x									
Weed Control				x					x	x		

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MONTHLY MAINTENANCE WORK PLAN - Example

MAINTENANCE WORK PLAN FOR MARCH

1. **Buildings**  
Finish interior painting at recreation center.  
Finish interior painting at \_\_\_\_\_ park.  
Start exterior painting at (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_ parks.
  
2. **Tennis Courts**  
(1) Sweep, repair and line courts in the following parks:  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(2) Finish lines in \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ parks.
  
3. **Game Courts**  
(1) Sweep, repair and line courts in the following parks:  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(2) Line courts in \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ parks.
  
4. **Walks & Trails**  
Check all trails and order materials, supplies.
  
5. **Landscaping**  
Check beds and get in shape for planting beginning March 19. All beds to be planted by May 26.  
Check with nursery and greenhouse for delivery schedule -- negotiate prices for next year by June.
  
6. **Play Apparatus**  
Need to finish painting at \_\_\_\_\_ park and start at \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ parks. Painting to be completed by May 1. Set up inspection repair crews to get everything fixed before it's painted. Check on welder, pipe supply and fence stocks.
  
7. **Roads and Parking Lots**  
Set up litter stations by March 23. Make sure \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ streets are swept by 16th for parade. Set bleachers up on 15th or 16th and take down on 17th, p.m. Check roads.
  
8. **Picnic Areas**  
Have tables and trash cans in Memorial park by 19th. Check out and pick up trash on 24th. Priority for putting new tables in \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, from \_\_\_\_\_, and \_\_\_\_\_ park and get new tables there by April 10.
  
9. **Ball Diamonds**  
Check for winter damage and get list of materials and supplies by March 14. Coordinate backstop repairs with play apparatus crews.
  
10. **Fences**  
Take down and store snow fence from \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ and \_\_\_\_\_ parks. Inspect and place order for new fence by 30th.
  
11. **Turf Areas**  
Check out spreaders, fertilizer and weed control chemicals. Roll sledding slopes and greens ASAP, weather permitting. Seed new areas in \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ parks and all baseball infield areas. Arrange for sod delivery for ballfield at \_\_\_\_\_ park.

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**I. PROGRAMS**

1. Overview

A public recreation department's primary responsibility is the development of programs that strive to meet the diverse needs of all people. Programming consists of planning, scheduling and implementing an organized series of sponsored recreation experiences.

The programs are developed, organized and implemented by the director who hires instructors, confirms all facilities and orders needed supplies. The programs are advertised through a brochure that is mailed with the regular bi-monthly Township newsletter. Additionally, brochures are made available at public places in Newtown Township, including, but not limited to, the Post Office, public and private schools, and civic organizations.

At this time, the department has several methods for program evaluation. The program success is measured by program growth, participant evaluation, instructor's input and various surveys. The department keeps comprehensive records on programs such as number of participants, costs, hours, revenue, residents and non-residents.

Over the past several years, participation levels have consistently grown. Each year, new programs have been offered to include active, passive, competitive and non-competitive experiences. There are programs to teach and improve existing skills for group activities and programs that allow participation and spectatorship.

A problem exists with utilizing and scheduling the Council Rock School District and private facilities has become challenging since the programs are close to capacity with available facilities. The Parks and Recreation Department is continually striving to develop new partnerships with local businesses and organizations.

2. Analyze Programs

In 1998, the Parks and Recreation Department offered 130 programs. This was a 37% increase over the 95 programs offered in 1997 more than doubling the programs in 1996.

In 1998 there were a total of 2,865 program hours available compared to 1,133 hours in 1996.

There were 1,836 total participants broken down by the following groups:

Ages:	1-9	-	806	30-39	-	161
	10-19	-	494	40-49	-	106
	20-29	-	50	50-59	-	48
				60+	-	43

This chart of participants in the programs directly mirrors the representation of the population. The largest age group served are children and teens between the ages of 1 - 19 followed by the next largest group ages 30-49. These four age groups combined represent 85% of the total number of participants involved in the parks and recreation programs.

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In 1997, the Parks and Recreation Department offered a total of 123 programs which included 48 new programs and accounted for a 54% increase of the same period in 1996. The Newtown Township Parks and Recreation Department attempts to provide quality and affordable recreation and leisure services to all residents of the Township. In 1997, it was estimated that 20% of the Townships residents used programs sponsored by the Parks and Recreation Department, and if individuals using Township Parks on their own are included, then over 50% of the Township's residents are involved.

During the Summer of 1997, the Parks and Recreation Department offered three different camp programs. These ran Monday through Friday from 9:00 am - 12:00 pm, 9:00 am and 3:30 pm and 9:00 am - 3:00 pm respectively.

- Camp Beechtree (ages 4 & 5)  
Arts & crafts, organized activities and games.  
Monday - Friday, 9 am - 12 noon (5 weeks)  
Goodnoe Elementary School  
Cost: \$95 (non-resident \$105)
  
- Camp Newtown (ages 6-12)  
Arts & crafts, organized activities, games & sports. Includes four swim times, two High-Tech Science activities and four off-site activities - Happy Tymes Fun Center, bowling, roller skating and Trenton Thunder baseball game.  
Monday - Friday, 9 am - 3:30 pm (6 weeks)  
Newtown Elementary School  
Cost: \$244 (non-resident: \$254)
  
- Creative Theater Camp (ages 7 & up)  
For children who love performing on stage or want to try. They'll get on stage immediately and use creative theater exercises, including stage movement, vocal projection, character study and team work. At the end of the camp, performers create and act in their own original show. Participants bring their own lunches.  
Monday - Friday, 9 am - 3 pm (1 week)  
Cost: \$65 (non-resident: \$75)

In the summer of 1998, Camp Beechtree, Camp Newtown and the Creative Theatre Camp were offered. Since the response was extremely positive the Department of Recreation and Parks offered a new camp known as:

- Camp Goodnoe (ages 6-9)  
Arts & crafts, organized activities, games and sports.  
Monday - Friday, 9 am - 3:30 pm  
Goodnoe Elementary School  
Cost: \$259 (non-resident: \$269)

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The Township of Newtown Municipal building and the Council Rock School District are in compliance with the Americans Disabilities Act with respect to the Department of Parks and Recreation programs and services.

Other facilities that offer programs through the Department of Parks and Recreation are also in compliance. These include: Chesterbrook Academy, Martindell House, NAAC (Newtown Athletic and Aquatic Club) and the Newtown Township Fire Station #55.

3. Program Deficiencies:

For most age groups, there is a comprehensive offering of programs in the community that includes active and passive; competitive and non-competitive, one for individuals and groups, both sexes and a variety of social and physical experiences.

However, there seems to be program deficiencies with the special populations (handicapped persons); senior citizens and teenagers. Programs have been offered to these groups but with limited success. One way to address these deficiencies is to develop three separate committees such as Special Populations Recreation Committee; Senior Citizen Recreation Committee and a Teen Recreation Advisory Board.

These groups could meet with the Director of Parks and Recreation bi-monthly and research programs and facilities needed to begin and expand these three groups.

**I. PROGRAMS**

**4. PARTICIPATION TRENDS**

<b>PROGRAMS SPONSORED BY THE PARKS &amp; RECREATION DEPARTMENT</b>				
<b>TOTAL PROGRAM PARTICIPANTS</b>	<u>As of 3/29</u>			<u>Comments</u>
	<u>1997</u>	<u>1998</u>	<u>1999</u>	
<b>Pre-School:</b>				
Music for Mom & Me	103	165	69	
Computer Tots	13	0	0	
Moving Up	12	0	0	
Computer Tots and Explorers	39	0	0	
Pee Wee Youth Tennis	19	46	0	
<b>Children:</b>				
Drawing	10	0	0	
Youth Basketball	171	98	64	
Karate	37	63	49	
Fishing Derby	142	138	0	
USTA Tennis Instruction	55	38	34	
Creative Theatre Company	60	173	47	
French Braiding	19	38	0	
Roller Hockey League	15	66	72	
Cross Country Running	5	13	0	
Track Clinic	34	22	0	
Soccer	90	0	0	
Valentine Party	4	0	0	
Tap Lessons	8	0	0	
Stage Movement	4	0	0	
Touring Childrens Theater	0	0	8	
Biddy Sports	0	60	41	
Baby Sitting & Beyond	0	45	40	
Write-On	0	5	12	
Friday Fun, Music & Movement	0	4	0	
First Aid Certification	0	13	6	
Choke NO Joke	0	33	68	
Just Kid'n Around	0	9	0	
High Touch-High Tech	0	7	0	
Just Skip It	0	10	0	
Indoor Soccer	0	36	27	
<b>Children: (Summer)</b>				
Camp Beechtree	47	48	48	
Camp Newtown	138	129	140	
Camp Goodnoe	0	39	44	
Arts-N-Crafts Camp	6	0	0	
Volleyball Camp	1	0	0	
<b>Children:</b>				
Basketball Camp	8	0	0	
Science Camp	10	0	0	
Soccer Camp	7	0	0	
Creative Theatre Camp	66	30	0	
<b>Teen:</b>				
Drivers Ed	274	253	97	

**I. PROGRAMS**

**4. PARTICIPATION TRENDS**

<u>TOTAL PROGRAM PARTICIPANTS</u>	<u>As of 3/29</u>			<u>Comments</u>
	<u>1997</u>	<u>1998</u>	<u>1999</u>	
<b>Adults:</b>				
Low Impact Aerobics	0	30	57	
Swing Dance	0	0	40	
Holiday Fruit Wreath Seminar	0	9	0	
Interior Decorating	21	0	0	
Dessert Temptations	6	0	0	
Western Dance (Beginners)	26	28	5	
Western Dance (Intermediate)		31	1	
Baltimore/Orioles Bus Trip	23	0	0	
Self Defense for Women	18	11	10	
Be A Book Cook	10	14	0	
Cross Country Skiing	6	0	0	
Holiday Hor d' oeuvres	13	33	0	
Spring Hor d' oeuvres	0	0	18	
Easy, Elegant Tables	11	11	0	
Adult Basketball	67	74	33	
Over 30 Basketball	67	58	40	
Co-Ed Volleyball	63	70	40	
Women's Indoor	21	0	0	
Yoga	46	48	32	
Photography	12	0	0	
Making Keepsake Albums	0	3	0	
CPR Certification	0	10	22	
Say It In Sign	0	29	0	
Dogs and Puppy Training Classes	0	28	16	
Family Night at Newtown Athletic	0	10	0	
Dogs and Puppy Training-Older Dogs	9	9	4	
Scott Levien Basketball	0	16	1	
Family Photo Shoot	0	0	11	
<b>Senior Citizens:</b>				
55 Alive	25	56	14	
<b>Total Participants</b>	<b>1841</b>	<b>2159</b>	<b>1210</b>	

I. PROGRAMS

PROGRAM #	PROGRAM	Participants			Residents			Non-Residents			Total Revenue	# of Part.	% of Total Hours	Indirect Cost	Direct Cost	Total Cost	REV - COST PLUS/MINUS	PROGRAM
		Program Hours	#	Cost	Revenue	#	Cost	Revenue	Cost	Revenue								
1	98100	Youth Basketball	32	25	35.00	875.00	5	45.00	225.00	1,100.00	30	4.29%	1,702.97	1,702.97	1,702.97	-602.97	Youth Basketball	
2	98101	Roller Hockey League	32	13	60.00	780.00	5	70.00	200.00	1,300.00	18	4.29%	1,702.97	425.74	1,702.97	-572.97	Roller Hockey League	
3	98102	Karate	8	10	40.00	400.00	4	50.00	270.00	600.00	14	1.07%	2,128.72	2,128.72	425.74	174.26	Karate	
4	98103	Indoor Soccer	40	30	35.00	1,050.00	6	45.00	270.00	1,320.00	36	5.37%	1,974.40	931.31	1,974.40	-608.72	Indoor Soccer	
5	98104	Adult Co-Ed Volleyball-Mon	17.5	9	35.00	315.00	3	45.00	135.00	450.00	12	2.35%	1,197.40	1,197.40	931.31	-481.31	Adult Co-Ed Volleyball-Mon	
6	98105	Adult Co-Ed Volleyball-Wed	22.5	5	35.00	175.00	0	45.00	0.00	175.00	5	3.02%	2,128.72	2,128.72	425.74	-1,022.40	Adult Co-Ed Volleyball-Wed	
7	98106	Adult Co-Ed Volleyball-M&W	40	19	59.00	1,121.00	4	69.00	276.00	1,397.00	23	5.37%	2,128.72	425.74	2,128.72	-731.72	Adult Co-Ed Volleyball-M&W	
8	98107	Yoga - Session 1	8	5	48.00	240.00	2	58.00	116.00	356.00	7	1.07%	4,656.57	4,656.57	0.00	Yoga - Session 1		
9	98108	Yoga - Session II	8	5	48.00	240.00	2	58.00	116.00	356.00	7	1.07%	4,656.57	4,656.57	0.00	Yoga - Session II		
10	98109	Yoga - Both Sessions	16	2	82.00	164.00	1	92.00	92.00	256.00	3	2.15%	2,128.72	851.49	2,128.72	-595.49	Yoga - Both Sessions	
11	98110	Adult Basketball-Mon	40	4	55.00	220.00	6	65.00	390.00	600.00	10	5.37%	2,527.85	2,527.85	400.69	-2,147.85	Adult Basketball-Mon	
12	98111	Adult Basketball-Wed	47.5	1	55.00	55.00	5	65.00	325.00	380.00	6	6.37%	4,656.57	4,656.57	0.00	Adult Basketball-Wed		
13	98112	Adult Basketball-Mon & Wed	87.5	7	75.00	525.00	3	85.00	255.00	780.00	10	11.74%	2,128.72	2,128.72	425.74	-3,876.57	Adult Basketball-Mon & Wed	
14	98113	Over 30 Basketball-Mon	40	5	55.00	275.00	6	65.00	390.00	665.00	11	5.37%	2,527.85	2,527.85	400.00	-1,463.72	Over 30 Basketball-Mon	
15	98114	Over 30 Basketball-Wed	47.5	2	55.00	110.00	3	65.00	195.00	305.00	5	6.37%	2,527.85	2,527.85	400.00	-2,222.85	Over 30 Basketball-Wed	
16	98114.5	Over 30 Basketball	0	30	0.00	0.00	1	40.00	40.00	40.00	1	0.00%	4,656.57	4,656.57	0.00	Over 30 Basketball		
17	98115	Over 30 Basketball-Mon & Wed	87.5	6	75.00	450.00	1	85.00	85.00	535.00	7	11.74%	319.31	319.31	319.31	-695.69	Over 30 Basketball-Mon & Wed	
18	98116	Music for Mom & Me -sess 1	6	21	39.00	819.00	4	49.00	196.00	1,015.00	25	0.80%	319.31	319.31	319.31	400.69	Music for Mom & Me -sess 1	
19	98117	Music for Mom & Me -sess 2	6	16	39.00	624.00	2	49.00	98.00	720.00	18	0.80%	319.31	319.31	319.31	400.69	Music for Mom & Me -sess 2	
20	98118	Creative Theater	20	18	65.00	1,170.00	7	75.00	525.00	1,695.00	25	2.68%	1,064.36	1,064.36	1,064.36	-664.36	Creative Theater	
21	98119	Creative Theater	20	5	65.00	325.00	1	75.00	75.00	400.00	6	2.68%	1,064.36	1,064.36	1,064.36	-664.36	Creative Theater	
22	98120	Making Keepsake Albums	2	3	15.00	45.00	25	25.00	625.00	670.00	3	0.27%	106.44	106.44	106.44	-61.44	Making Keepsake Albums	
23	98121	Drivers Education - Mon	30	25	50.00	1,250.00	11	60.00	660.00	1,910.00	36	4.02%	1,596.54	1,596.54	1,596.54	-306.54	Drivers Education - Mon	
24	98122	Drivers Education - Tues	30	15	50.00	750.00	9	60.00	540.00	1,290.00	24	4.02%	1,596.54	1,596.54	1,596.54	-306.54	Drivers Education - Tues	
25	98123	Be a Book Cook	1	6	10.00	60.00	1	20.00	20.00	80.00	7	0.13%	53.22	53.22	53.22	26.76	Be a Book Cook	
26	98124	Just Kid'n Around	8	8	48.00	384.00	1	58.00	58.00	442.00	9	1.07%	425.74	425.74	425.74	16.26	Just Kid'n Around	
27	98126	High Touch-High Tech-Wed	3	7	42.00	294.00	0	52.00	0.00	294.00	7	0.40%	159.65	159.65	159.65	-134.35	High Touch-High Tech-Wed	
28	98131	Self Defense	6	3	25.00	135.00	4	35.00	140.00	215.00	7	0.80%	319.31	319.31	319.31	-104.31	Self Defense	
29	98132	CPR Certification	0	3	45.00	135.00	4	35.00	140.00	215.00	7	0.80%	0.00	0.00	0.00	135.00	CPR Certification	
30	98134	55-Alive	21	8	8.00	168.00	4	55.00	220.00	388.00	3	0.00%	0.00	0.00	0.00	168.00	55-Alive	
31	98135	Say It In Sign	8	9	40.00	360.00	2	50.00	100.00	460.00	11	1.07%	425.74	425.74	425.74	34.26	Say It In Sign	
32	98137	Puppy Training Class	6	4	60.00	240.00	4	70.00	280.00	520.00	8	0.80%	319.31	319.31	319.31	200.69	Puppy Training Class	
33	98146	French Braiding	1.5	4	15.00	60.00	1	25.00	25.00	85.00	5	0.20%	79.83	79.83	79.83	5.17	French Braiding	
34	98149	Country Line Dancing-Beg	6	7	30.00	210.00	4	40.00	160.00	370.00	11	0.80%	319.31	319.31	319.31	50.69	Country Line Dancing-Beg	
35	98150	Country Line Dancing Int	6	5	30.00	150.00	4	40.00	200.00	350.00	10	0.80%	319.31	319.31	319.31	30.69	Country Line Dancing Int	
36	98151	Scott Levin Basketball	12	5	55.00	275.00	5	40.00	200.00	475.00	5	1.61%	638.61	638.61	638.61	-363.61	Scott Levin Basketball	
			745.5	329		\$ 14,197.00	112	0.00	\$ 6,479.00	\$ 20,676.00	441	100.00%	\$ 39,673.95	\$ -	\$ 39,673.95	(\$ 19,011.95)		



PROGRAM #	PROGRAM	Participants			Non-Residents			Total Revenue	Total # of Part	% of Total Hours	Indirect Cost	Direct Cost	Total Cost	REV - COST PLUS/(MINUS)
		Program Hours	Residents #	Residents Cost	Revenue	#	Cost							
1	98400 Biddy Basketball	8.00	6	45.00	270.00	4	55.00	220.00	490.00	10	0.65%	259.84	1 259.84	\$230.16
2	98401 Biddy Basketball	8.00	7	45.00	315.00	2	55.00	110.00	425.00	9	0.65%	259.84	259.84	\$165.16
3	98402 Biddy Basketball	8.00	2	45.00	90.00	6	55.00	0.00	90.00	2	0.65%	259.84	259.84	(\$169.84)
4	98403 Biddy Sports	8.00	7	45.00	315.00	6	55.00	330.00	645.00	13	0.65%	259.84	259.84	\$385.16
5	98404 Bee Roller Hockey	8.00	1	50.00	50.00	2	60.00	120.00	170.00	3	0.65%	259.84	259.84	(\$99.84)
6	98405 Youth Roller Hockey	8.00	5	70.00	350.00	1	80.00	80.00	430.00	6	0.65%	259.84	259.84	\$580.16
7	98406 Youth Roller Hockey	8.00	12	70.00	840.00	80.00	0.00	0.00	840.00	12	0.65%	259.84	259.84	\$580.16
8	98407 Youth Roller Hockey	8.00	2	70.00	140.00	80.00	0.00	0.00	140.00	2	0.65%	259.84	259.84	(\$119.84)
9	98408 Cross Country Running	8.00	6	25.00	150.00	7	35.00	245.00	395.00	13	0.65%	259.84	259.84	\$135.16
10	98409 Karate	8.00	19	30.00	570.00	1	40.00	40.00	610.00	20	0.74%	292.32	292.32	\$317.68
11	98410 Adult Basketball	105.00	6	45.00	270.00	2	55.00	110.00	380.00	8	8.60%	3,410.37	3,410.37	(\$3,030.37)
12	98411 Adult Basketball	105.00	4	45.00	180.00	1	55.00	55.00	235.00	5	8.60%	3,410.37	3,410.37	(\$3,175.37)
13	98412 Adult Basketball	210.00	3	65.00	195.00	5	75.00	375.00	570.00	8	17.19%	6,820.74	6,820.74	(\$6,250.74)
14	98413 Over 30 Basketball	105.00	8	45.00	360.00	8	55.00	440.00	805.00	16	8.60%	3,410.37	3,410.37	(\$2,545.37)
15	98414 Over 30 Basketball	105.00	4	45.00	180.00	4	55.00	0.00	180.00	4	8.60%	3,410.37	3,410.37	(\$3,230.37)
16	98415 Over 30 Basketball	210.00	4	65.00	260.00	4	75.00	300.00	560.00	8	17.19%	6,820.74	6,820.74	(\$6,260.74)
17	98416 Yoga	7.50	8	48.00	384.00	2	58.00	116.00	500.00	10	0.61%	243.60	243.60	\$256.40
18	98417 Yoga	8.75	0	56.00	0.00	0	66.00	0.00	0.00	0	0.72%	284.20	284.20	(\$284.20)
19	98418 Yoga	16.25	10	88.00	880.00	4	98.00	392.00	1,272.00	14	1.33%	527.80	527.80	\$744.20
20	98419 Low Impact Aerobics	8.00	24	36.00	864.00	6	46.00	276.00	1,140.00	30	0.65%	259.84	259.84	\$880.16
21	98420 Self Defense	7.50	4	25.00	100.00	35.00	0.00	0.00	100.00	4	0.61%	243.60	243.60	(\$143.60)
22	98421 Adult Co-Ed Volleyball	32.50	20	35.00	700.00	10	45.00	450.00	1,076.00	30	2.66%	1,055.59	1,055.59	\$20.41
23	98422 Music for Mom & Me	6.00	7	39.00	273.00	5	49.00	245.00	518.00	12	0.49%	194.88	194.88	\$323.12
24	98423 Music for Mom & Me	6.00	13	39.00	507.00	1	49.00	49.00	556.00	14	0.49%	194.88	194.88	\$361.12
25	98424 Music for Mom & Me	6.00	12	39.00	468.00	2	49.00	98.00	566.00	14	0.49%	194.88	194.88	\$371.12
26	98425 Music for Mom & Me	6.00	11	39.00	429.00	2	49.00	98.00	527.00	13	0.49%	194.88	194.88	\$332.12
27	98425.5 Music for Mom & Me	6.00	2	39.00	78.00	0	49.00	0.00	78.00	2	0.49%	194.88	194.88	(\$116.88)
28	98426 Creative Theater	12.00	7	65.00	455.00	13	75.00	975.00	1,430.00	20	0.98%	389.76	389.76	\$1,040.24
29	98427 Creative Theater	12.00	6	65.00	390.00	1	75.00	75.00	465.00	7	0.98%	389.76	389.76	\$75.24
30	98428 Babysitting & Beyone	3.50	6	12.00	72.00	1	17.00	17.00	89.00	7	0.29%	113.68	113.68	(\$24.68)
31	98429 Babysitting & Beyone	3.50	8	12.00	96.00	12	17.00	204.00	300.00	20	0.29%	113.68	113.68	\$186.32
32	98430 Babysitting & Beyone	3.50	10	12.00	120.00	6	17.00	102.00	222.00	16	0.29%	113.68	113.68	\$108.32
33	98431 Driver's Education	10.00	33	50.00	1,650.00	10	60.00	600.00	2,250.00	43	0.82%	324.80	324.80	\$1,925.20
34	98432 Driver's Education	10.00	25	50.00	1,250.00	15	60.00	900.00	2,150.00	40	0.82%	324.80	324.80	\$1,825.20
35	98433 Write On	6.00	5	39.00	195.00	49.00	0.00	0.00	195.00	5	0.49%	194.88	194.88	\$0.12
36	98434 Pinhole Photography	8.00	70.00	0.00	0.00	80.00	0.00	0.00	0.00	0	0.65%	259.84	259.84	(\$259.84)
37	98435 Friday Fun Music & Movement	8.00	1	78.00	78.00	3	88.00	264.00	298.00	4	0.65%	259.84	259.84	\$38.16
38	98436 More Friday Fun	4.00	148.00	0.00	0.00	158.00	0.00	0.00	0.00	0	0.33%	129.92	129.92	(\$129.92)
39	98437 More Friday Fun	4.00	148.00	0.00	0.00	158.00	0.00	0.00	0.00	0	0.33%	129.92	129.92	(\$129.92)
40	98438 More Friday Fun	4.00	148.00	0.00	0.00	158.00	0.00	0.00	0.00	0	0.33%	129.92	129.92	(\$129.92)
41	98439 More Friday Fun	4.00	148.00	0.00	0.00	158.00	0.00	0.00	0.00	0	0.33%	129.92	129.92	(\$129.92)
42	98440 Easy, Elegant Tables	1.50	8	15.00	120.00	3	20.00	60.00	180.00	11	0.12%	48.72	48.72	\$261.28
43	98441 Holiday Hors d'Ouevres	1.50	14	15.00	210.00	5	20.00	100.00	310.00	19	0.12%	48.72	48.72	\$131.28
44	98441.5 Holiday Hors d'Ouevres	1.50	4	15.00	60.00	6	20.00	120.00	180.00	10	0.12%	48.72	48.72	\$131.28
45	98442 Country Western Dancing-beg	8.00	1	30.00	30.00	2	40.00	80.00	110.00	3	0.65%	259.84	259.84	(\$259.84)
46	98443 Country Western Dancing-Beg	8.00	1	30.00	30.00	2	40.00	80.00	110.00	3	0.65%	259.84	259.84	(\$149.84)
47	98444 Country Western Dancing-adv	10.50	5	30.00	150.00	1	40.00	40.00	190.00	6	0.66%	341.04	341.04	(\$151.04)
48	98445 Country Western Dancing-adv	10.50	30.00	0.00	0.00	40.00	0.00	0.00	0.00	0	0.66%	341.04	341.04	(\$341.04)
49	98446 Puppy Training Class	6.00	0	60.00	0.00	70.00	0.00	0.00	0.00	0	0.49%	194.88	194.88	(\$194.88)

50	98447	Basic Dog Obedience	6.00	8	60.00	480.00	2	70.00	140.00	620.00	10	0.49%	194.88	194.88	194.88	\$425.12
51	98450	Say It In Sign	8.00	5	40.00	200.00	6	50.00	300.00	500.00	11	0.65%	259.84	259.84	259.84	\$240.16
52	98451	Say It In Sign	8.00	2	40.00	80.00	1	50.00	50.00	130.00	3	0.65%	259.84	259.84	259.84	(\$129.84)
53	98452	Bicycle Rodeo	4.00	36	0.00	0.00	10	10.00	0.00	0.00	36	0.33%	129.92	129.92	129.92	(\$129.92)
54	98453	Heart Starters CPR	4.00	6	30.00	180.00	1	40.00	40.00	220.00	7	0.33%	129.92	129.92	129.92	\$90.08
55	98454	Heart Starters CPR-recert.	2.00	2	25.00	0.00	35	35.00	0.00	0.00	0	0.16%	64.96	64.96	64.96	(\$64.96)
56	98455	First Aid	2.00	4	35.00	140.00	45	45.00	0.00	165.00	4	0.16%	64.96	64.96	64.96	\$100.04
57	98456	Choke No. Joke	1.00	36	0.00	0.00	10	10.00	0.00	0.00	36	0.08%	32.48	32.48	32.48	(\$32.48)
58	98457	Scott Levin	15.00	1	500.00	500.00	10	0.00	0.00	500.00	11	1.23%	487.20	487.20	487.20	\$12.80
			1,221.50	438		15,674.00	173	8,216.00	23,862.00	611.00	100%	39,673.95	39,673.95	39,673.95	0.00	(\$15,811.95)

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

**J. FINANCING**

- The following is a five year comparison plus the projected 1999 budget of tax support for parks and recreation to the overall municipal budget.

	ACTUAL 1994	BUDGET 1995	BUDGET 1996	BUDGET 1997	BUDGET 1998	PROJECTED 1999
<b>GENERAL FUND TOTAL EXPENDITURES</b>	\$4,459,314	\$4,577,368	\$4,543,011	\$5,405,597	\$5,713,090	\$5,666,546
<b>RECREATION FUND TOTAL EXPENDITURES</b>	\$202,006	\$235,198	\$283,069	\$201,012	*\$935,868	\$811,478
<b>RECREATION TOTAL PERCENTAGE</b>	5%	5%	6%	4%	*16%	14%

\* Note: The 1998 increase was due to a total of \$673,000.00 earmarked for Open Space Acquisition.

Therefore, the total recreation related expenses of \$262,868.00 is 4%.

\*\* The Board of Supervisors directed a policy be adopted that partially recovers direct and indirect costs of recreation programs.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

The following is a two year comparison plus the projected 1999 budget of tax support of two departments in the Township to the overall municipal budget.

	<b>1997</b>	<b>1998</b>	<b>PROJECTED 1999</b>
<b>GENERAL FUND TOTAL EXPENDITURES</b>	\$5,405,597	\$5,713,090	\$5,666,546
<b>PUBLIC WORKS HWYS / RDS / STS SUBTOTAL HIGHWAY MAINTENANCE</b>	\$278,946	\$487,049	\$345,594
<b>PUBLIC WORKS HWYS / RDS / STS PERCENTAGE</b>	5%	9%	6%
<b>POLICE SUBTOTAL POLICE</b>	\$1,701,881	\$1,963,664	\$1,849,671
<b>POLICE PERCENTAGE</b>	31%	34%	33%

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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2. The Township philosophy of the Board of Supervisors directs that the 2 mil tax is used for maintenance of park facilities owned by Newtown Township. This requires the recreation component of the Newtown Township Parks and Recreation Department to be self-sufficient. This includes all direct costs associated with offering the programs (Program Coordinator, supplies, instructors, advertising, etc.) and a percentage of staff salaries and benefits.
  
3. The following comparisons were made with agencies that have similar populations and socio-economic conditions to Newtown Township. The populations are from the **1990 U.S. Census Bureau**.

A. Doylestown Township - Population: 14,510

1998 Operating Expenditures	\$ 6,854,295	
1998 Capital Expenditures	\$ 1,420,831	
1997 Operating Expenditures	\$ 5,604,166	
1997 Capital Expenditures	\$ 1,025,530	
1998 General Fund Expenses	\$ 3,809,674	
1998 Total Recreation Related Expenses	\$ 1,063,791	27%

B. Lower Southampton Township - Population: 19,860

1998 Operating Expenditures	\$10,385,776	
1998 Capital Expenditures	\$ 165,600	
1997 Operating Expenditures	\$11,528,427	
1997 Capital Expenditures	\$ 431,300	
1998 General Fund Expenses	\$ 5,022,300	
1998 Total Recreation Related Expenses	\$ 227,393	4%

C. Upper Southampton Township - Population: 16,076

1998 Operating Expenditures	\$ 6,369,152	
1998 Capital Expenditures	282,100	
1997 Operating Expenditures	\$ 6,582,566	
1997 Capital Expenditures	279,036	
1998 General Fund Expenses	\$ 3,500,000	
1998 Total Recreation Related Expenses	\$ 370,412	10%

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**D. Warrington Township - Population: 12,169**

1998 Operating Expenditures	\$ 7,906,830	
1998 Capital Expenditures	\$ 2,129,375	
1997 Operating Expenditures	\$ 5,481,399	
1997 Capital Expenditures	\$ 696,454	
1998 General Fund Expenses	\$ 3,458,450	
1998 Total Recreation Related Expenses	\$ 608,125	17%

**E. Newtown Township - Population: 13,685**

1998 General Fund Expenses	\$ 4,276,878	
1998 Total Recreation Related Expenses	\$ 345,226	8%
1998 Operating Expenditures	\$ 5,081,140	
1998 Capital Expenditures	\$ 631,950	
1997 Operating Expenditures	\$ 4,836,997	
1997 Capital Expenditures	\$ 568,600	
1998 General Fund Expenses	\$ 5,713,090	
* 1998 Total Recreation Related Expenses	\$ 935,868	16%

\* Note: The 1998 increase was due to a total of \$673,000.00 earmarked for open space acquisition.

$$\$935,868.00 - \$673,000.00 = \$262,868.00$$

Therefore the total recreation related expenses of \$262,868.00 is 4%.

**RECREATION FUND**

11/13/98

4. The following chart is a breakdown of the major sources and amounts of revenues including: Real Property Taxes; Interest Earnings, Charges for services that includes recreation program receipts and miscellaneous field fees; and miscellaneous revenues that includes contributions / donations, other financing sources and open space acquisition from 1997 through the 1999 proposed budget.

Category	Dept No.	Acct No.	Description	Projected		BUDGET		BUDGET		YTD 1997	YTD 1998	YTD 1999
				1999	1998	1998	1997					
<b>REVENUES</b>												
Taxes												
Real Property Taxes	301	100	Real Estate Taxes - Current Yr.	\$ 116,070	\$ 114,830	\$ 108,032	\$ 113,040	\$ 112,203				
	301	200	Real Estate Taxes - Prior Yr.	\$ 3,750	\$ 2,800	\$ 13,267	\$ 2,500	\$ 1,903				
	301	400	Real Estate Taxes - Delinquent	\$ 150	-	\$ 312	-	\$ 5,595				
			<b>SUBTOTAL</b>	\$ 119,970	\$ 117,630	\$ 121,611	\$ 115,540	\$ 119,701				
			<b>TOTAL TAXES</b>	\$ 119,970	\$ 117,630	\$ 121,611	\$ 115,540	\$ 119,701				
Interest Earnings												
	341	000	Interest Earnings	\$ 4,500	\$ 4,500	\$ 5,101	\$ 4,500	\$ 3,396				
			<b>SUBTOTAL</b>	\$ 4,500	\$ 4,500	\$ 5,101	\$ 4,500	\$ 3,396				
Charges for Services												
Charges	367	100	Recreation Program Receipts	\$ 143,161	\$ 134,194	\$ 134,528	\$ 113,442	\$ 108,364				
	367	301	Lease-Roberts Tract	\$ -	\$ -	\$ -	\$ -	\$ 1,550				
	367	302	Miscellaneous Field Fees	\$ 2,500	\$ 2,500	\$ 762	\$ 3,500	\$ 1,036				
			<b>SUBTOTAL</b>	\$ 145,661	\$ 136,694	\$ 135,290	\$ 116,942	\$ 110,950				
			<b>TOTAL CHARGES FOR SERVICES</b>	\$ 145,661	\$ 136,694	\$ 135,290	\$ 116,942	\$ 110,950				
Miscellaneous Revenues												
	380	090	Miscellaneous Revenue Park & Recreation	\$ 1,000	\$ 1,000	\$ 675	\$ -	\$ 1,280				
Contributions/Donations	387	100	Contributions/Donations-Private Sources	\$ 500	\$ 500	\$ 1,000	\$ 1,000	\$ 25				
			<b>SUBTOTAL</b>	\$ 1,500	\$ 1,500	\$ 1,675	\$ 1,000	\$ 1,305				
			<b>TOTAL MISCELLANEOUS REVENUES</b>	\$ 1,500	\$ 1,500	\$ 1,675	\$ 1,000	\$ 1,305				
Other Financing Sources												
	391	500	Other Financing Sources					\$ 1,102,900				
			<b>SUBTOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,102,900				
	395	000	Refund of Prior Year Expenses	\$ -	\$ -	\$ -	\$ -	\$ 40				
			<b>SUBTOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ 40				
Open Space Acquisition												
	315	010	Transfer from General-532 Interest	\$ 24,475								
	315	100	Transfer from Mun. Impact - Recreation	\$ 516,500	\$ 150,000	\$ 150,000	\$ -	\$ -				
	315	110	Keystone Grant		\$ 100,000	\$ -	\$ -	\$ -				
	315	120	County Open Space Plan	\$ -	\$ 440,000	\$ -	\$ -	\$ -				
			<b>TOTAL OPEN SPACE ACQUISITION</b>	\$ 540,975	\$ 690,000	\$ 150,000	\$ -	\$ -				
<b>TOTAL ALL REVENUES</b>				\$ 812,606	\$ 950,324	\$ 413,677	\$ 237,982	\$ 1,338,292				

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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5. The Director of Parks and Recreation prepares his Annual Budget and presents it to the Township Manager and the Board of Supervisors at their budget hearing.

The 1999 Budget Presentation was prepared with slides and included a review of the 1998 Goals and Objectives which were:

- Provide an increased variety of activities for all age groups.
- Continue to strive for self sufficiency in recreation services.
- Develop and enhance investments in parks.
- Increase presence on the world wide web.

The presentation had charts of the programs offered and program hours from January, 1996 through December, 1998. The department offered 130 programs in 1998 which was a 37% increase over the 95 programs offered in 1997 and more than doubling the program offering in 1996.

In 1996, there were a total of 1,133 hours of programming and in 1998, there were a total of 2,865 program hours.

Another chart explained the participants by age which was a total of 1,836. The largest age group being served are children and teens between the ages of 1-19.

The next chart was the revenue performance compared to the expenses.

The important objective in reaching self-sufficiency is to increase the number of quality programs which appeal to the interest of the community. This tends to be a challenging task. With offering more programs, the number of participants will increase which translates to increased revenue.

The Parks and Recreation Department's revenue is directly related to the expenses associated with offering the programs.

The chart demonstrates how revenue has increased since 1996 with expenses remaining relatively constant.

The Director reviewed the Township Parks and Open Space and explained the two significant acquisitions that occurred in the past year.

He concluded to continually strive to increase the number of program offerings, maximize use of available facilities, develop win-win partnerships and reach self-sufficiency.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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6. Newtown Township has established fees and charges for residents and non-residents. Programs that require fees are more expensive for non-residents by approximately \$10.00 per program. Recreation programs are open to non-residents, when there are scheduling opportunities, after residents have been served.

In 1998, the programs were 72% self-sufficient. The fees collected are deposited into a separate recreation cash account with interest.

To date, total donations are approximately \$500.00 per year which sponsors a child for summer camp. These donations are from private sources.

In December, 1998, the Township was awarded \$440,000.00 for the Bucks County Open Space Plan and received \$100,000 in 1999 for the Keystone Grant.

The Recreation Impact Fees from developers is used for open space and Capital Improvements at park facilities. The Real Estate Taxes is earmarked for Park Maintenance.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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**K. RECOMMENDATIONS**

**1. ADMINISTRATION**

- To continually strive to develop new public-private partnerships with local businesses and organizations to offer additional recreation and leisure services to all residents.
- To continue working with the Council Rock School system in order to provide quality programs for all children.
- Encourage more organizations to donate their facilities to the Township in order to provide various programs.
- To continue the program surveys that are included in the Parks and Recreation brochures for on-going evaluations.

**2. PERSONNEL**

- The current personnel is sufficient, however, if the Township develops park facilities and continues to increase programs then there will be a need to evaluate additional positions. For example, the present Program Coordinator is part time at \$15.60 per hour. This position could become full time if the Township continues to grow along with an increase of part-time summer staff.
- Presently, the full-time Parks Maintenance workers (Parks Mechanics) are at union wages of \$11.19 per hour. These positions would also need to be evaluated and increased in the future.
- Increase participation of volunteers with the youth in the community and reach out to other populations, especially the senior citizens.
- Continue volunteer groups to adopt certain parks to upgrade and maintain.
- Continue staff to attend seminars and conferences.

**3. FACILITIES**

- Adhere to Federal ADA rules and regulations (Americans with Disabilities Act), and Consumer Products Safety Commission guidelines.
- To continually strive to upgrade turf at Township ballfields.
- The site specific master plan has cost estimates for the development of recreation facilities. These include Roberts Ridge Park, Woll Tract Park, Wiggins Park and Silver Lake Park.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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- Publish the parks, recreation and open space facilities in the Township newsletter and in the Parks and Recreation brochures to educate the public on ownership of the park system. i.e. Tyler State park.

4. MAINTENANCE

- Implement a formal maintenance management plan on a regular schedule for all park facilities, particularly playground equipment.
- Increase staff if additional facilities are acquired.
- Various equipment will need to be leased/purchased within the next five years to replace present equipment.
- Continue staff to attend seminars and conferences to learn on-going methods for maintaining facilities.
- Continue a capital improvement program for a five year period.

5. PROGRAMS

- Increase cultural programs and co-sponsor events with adjacent communities. i.e. Summer concerts and Children's Theatre.
- Continually upgrade the existing program evaluation system.
- To continue a good working relationship with all educational resources in the community and to build programs with them at their facilities. i.e. Bucks County Community College, Holy Family College and LaSalle University.
- Develop teen programs through a Teen Recreation Advisory Board.
- Develop senior programs through a Senior Citizen Recreation Committee.
- Develop special needs programs through a Special Populations Recreation Committee.

6. FINANCE

- Establish a method to offset expenses with the Summer Camp programs.
- Continue to strive for all programs to be self – sufficient.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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- Continue to have private donations offset program costs.
- Continue to apply for various County and State grants.
- Develop an increase of program fees for non-residents each year.

**L. IMPLEMENTATION**

Based upon the Goals of the Plan on page 2 of the Comprehensive Recreation Plan the following recommendations and strategies are offered as a starting point of the discussion to develop overall Recommendations for the Plan.

**Goals of the Plan**

1. Look at maximizing the use of existing facilities and programs and the development of new facilities such as a Community Center and/or a Community Pool.
  - Continue the creation of a Steering Committee to assess the viability of a Community Center or other Community oriented facilities.
  - Assess the existing facilities and programs and determine methods of maximizing usage and availability.
  - Look at alternative locations for programs.
  - Encourage organizations to donate use of their facilities.
2. Develop a Public Relations Program to get “Public Involved in Programs and Projects.” Examples include Shuffleboard, Bike Trails and/or an Annual Golf Outing Contest with Sponsors.
  - Increase cultural programs and cosponsor events with adjacent communities for public recreation programs.
  - Encourage private sector to sponsor various programs and special events.
  - Investigate methods of getting individuals with particular interests involved with the Recreation Department.
  - Create informative brochure to encourage participation as part of the continuing program survey in the Township brochure.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
**SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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3. Manage vehicular traffic volumes and patterns. Avoid congestion. Within the township, encourage walking, bicycling, etc., instead of driving.
  - Encourage the continued development of the trail system throughout the township.
  - Promote the trails system and the use of alternative forms of transportation.
  - Look at the development of transportation systems that could work in conjunction with the recreation programs.
  - Assess the creation of links between township parks that could encourage walking and bicycling.
  
4. Provide and maintain settings where people can congregate and that they would tend to use on a regular basis.
  - Develop passive recreation sites such as the Newtown Township Nature Preserve that would encourage and support regular congregation of residents.
  - Develop programs that would tend to provide regular use of the facilities, such as Gardening or Community Youth oriented programs.
  - Create other parklands that could support gatherings of residents for smaller events such as concerts in the summer months or informal performances.
  
5. Incorporate Newtown Trail in the Planning and realistically look at possible future trails.
  - See number 3 above.
  - Work with existing committee involved in the creation of phase one of the Newtown Trails system about incorporating the new parks and recreation plans into the planning of future trails and linkages.
  - Work with the Township and the Planning Board about encouraging and promoting the connections throughout the Township.
  
6. Create community awareness of township park ordinances.
  - Use Recreation programming as a means of encouraging and educating residents about both the opportunities available within the township and the restrictions and limitations imposed by township ordinance.
  - Clearly post rules and regulations at all township park properties and at the Township Municipal complex.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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- Encourage township officials, including police and fire, to enforce and educate individuals who misuse or otherwise deface public property or disobey township ordinances.
  - Publish ongoing concerns or problems in seasonal recreation brochure.
7. Compile a list of parks and facilities, both public and private that will be available to the public at the recreation office.
- Using the information provided in this plan compile a listing of recreation opportunities available within the township.
  - Publish a listing of all recreation opportunities in the area.
  - Illustrate what facilities are available in which park properties.

**Additional Recommendations include:**

- Phase in additional staff as the Township Parks and Recreation programs expand.
- Develop and recommend a Capital Improvement Program for the next five years. (See Facilities Recommendations for a outline of improvements)
- Adhere to all regulations such as ADA (Americans with Disabilities Act) and Consumer Products Safety Commissions Guidelines for all new facilities and retrofit all existing facilities to meet standards.
- Implement a formal maintenance management plan on a regular schedule for all park facilities, in particular playground equipment.
- Encourage increased participation of volunteers with the youth in the community and reach out to other populations, especially senior citizens.
- Establish a method of offsetting expenses incurred by the Summer Camp Programs.

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK**  
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The following is a conceptual listing of the facilities that are recommended for development:

1. Roberts Ridge Park

Development of park with playground, parking and path system adjacent to existing school property.

Potential Cost Range = \$400,000

Suggested Date = 2000

Time Frame = 2002

2. Woll Tract

Development of playing fields for soccer and baseball, facilities building, in-line hockey rinks, sand volleyball courts and associated parking.

Proposed Cost = \$1,425,000

Proposed Beginning Date = 2001

Proposed Completion Date = 2003

3. Wiggins Tract Park

Development of an active and passive recreational facility with associated parking and amenities.

Proposed Cost = \$700,000

Proposed Beginning Date = 2005

Proposed Completion Date = 2007

4. Newtown Township Nature Preserve

Creation of an environmental study center, which as a first step will require development of an interpretative path system, entrance and parking area.

Proposed Cost = \$250,000

Proposed Beginning Date = 2002

Proposed Completion Date = 2004

**NEWTOWN TOWNSHIP - MUNICIPAL WIDE PLAN - SCOPE OF WORK  
SECTION 1 - COMPREHENSIVE RECREATION PLAN**

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5. Silver Lake Park

This passive recreation park is to be developed with a parking lot and walking paths throughout the area and tied into the proposed bike route.

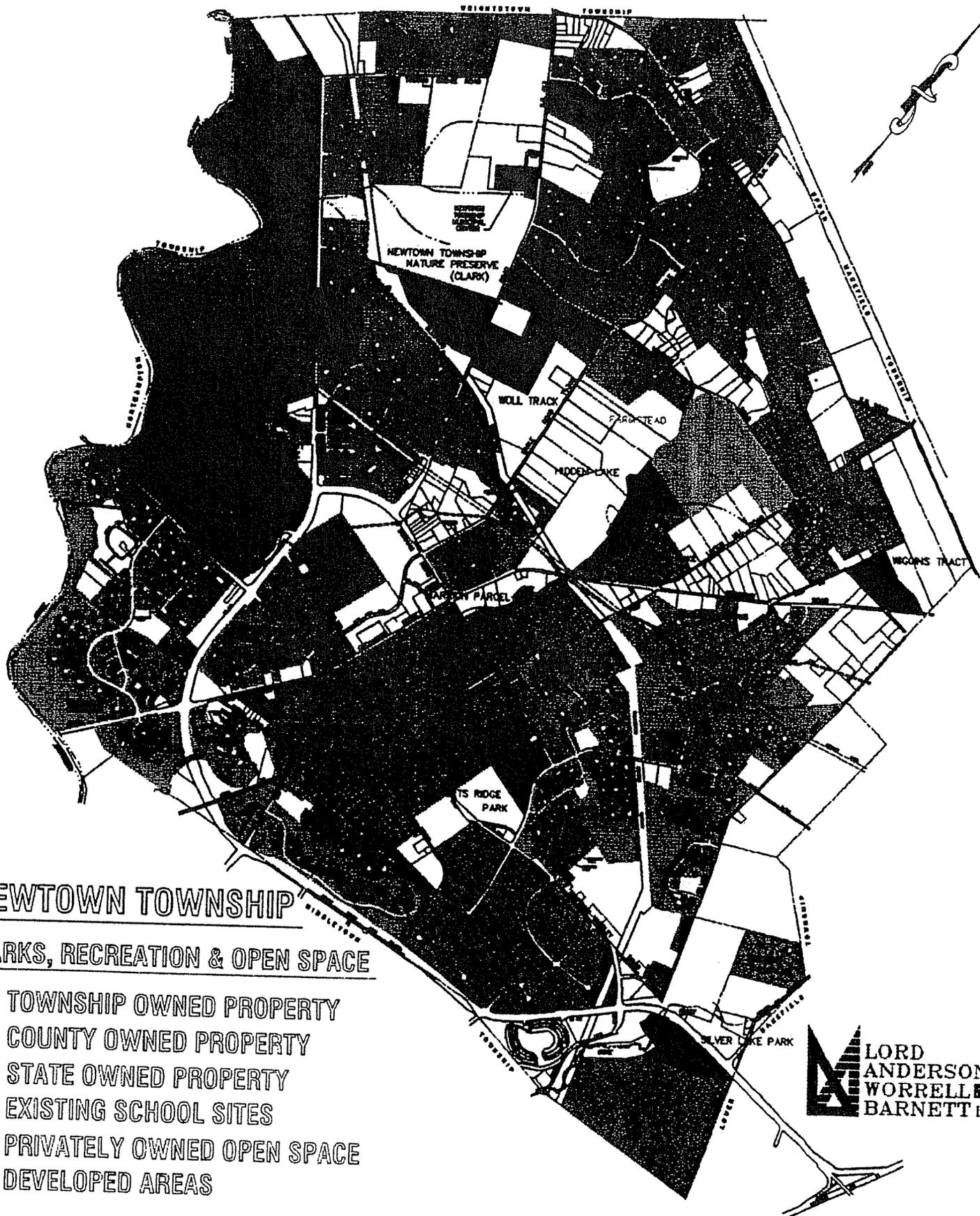
Proposed Cost = \$225,000

Proposed Beginning Date = 2001

Proposed Completion Date = 2004

All estimates / dates are conceptual in nature. In some cases these time schedules may be ambitious but are listed as illustrative of the process that could be used to develop the presently undeveloped parcels. After assessing the site no development is proposed for the Hidden Lake Park property.

# APPENDIX A

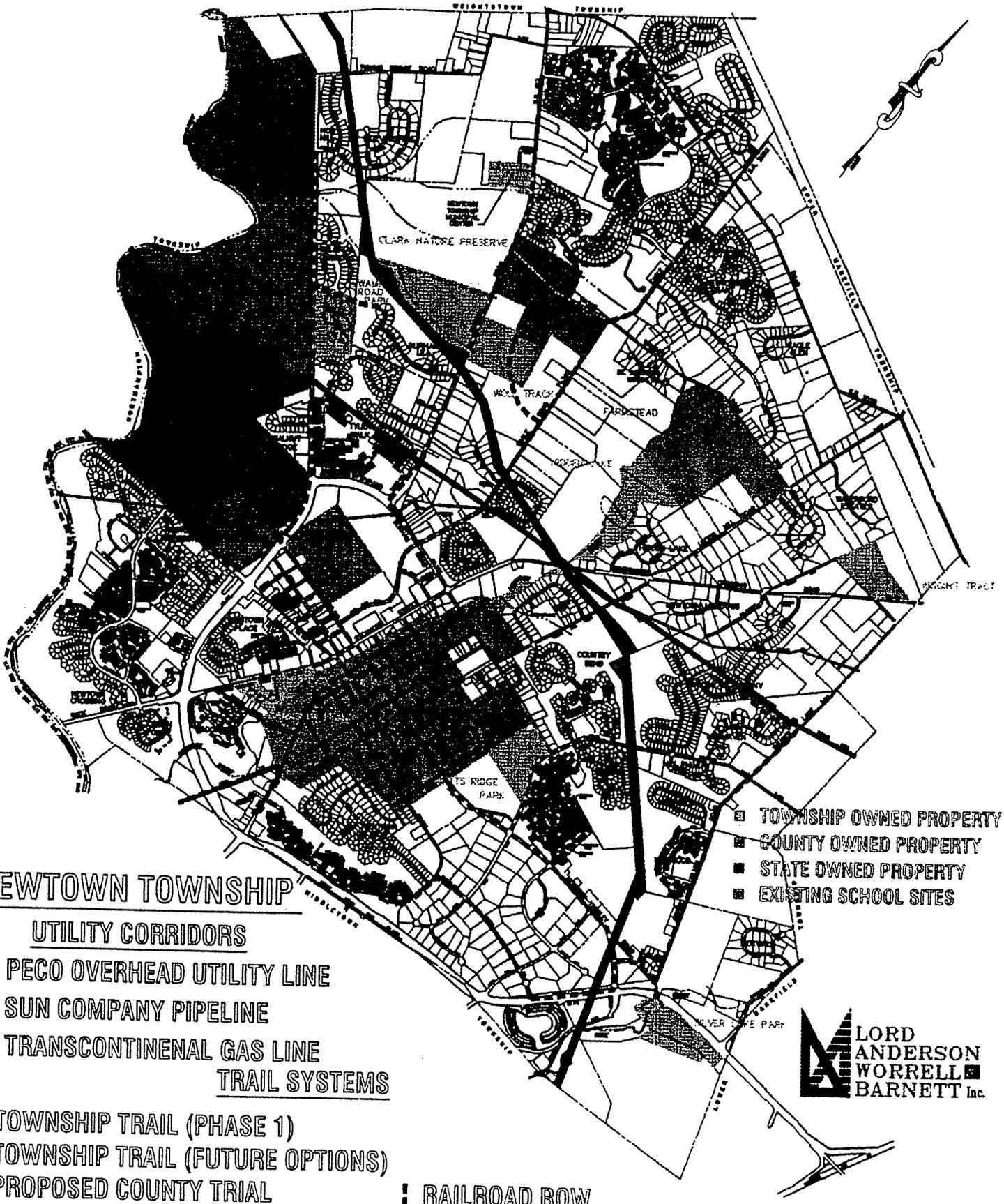


# NEWTOWN TOWNSHIP

## PARKS, RECREATION & OPEN SPACE

- TOWNSHIP OWNED PROPERTY
- COUNTY OWNED PROPERTY
- STATE OWNED PROPERTY
- EXISTING SCHOOL SITES
- PRIVATELY OWNED OPEN SPACE
- DEVELOPED AREAS





**NEWTOWN TOWNSHIP**

**UTILITY CORRIDORS**

- PECO OVERHEAD UTILITY LINE
  - SUN COMPANY PIPELINE
  - TRANSCONTINENTAL GAS LINE
- TRAIL SYSTEMS**

- TOWNSHIP TRAIL (PHASE 1)
- TOWNSHIP TRAIL (FUTURE OPTIONS)
- PROPOSED COUNTY TRAIL
- RAILROAD ROW

- TOWNSHIP OWNED PROPERTY
- COUNTY OWNED PROPERTY
- STATE OWNED PROPERTY
- EXISTING SCHOOL SITES





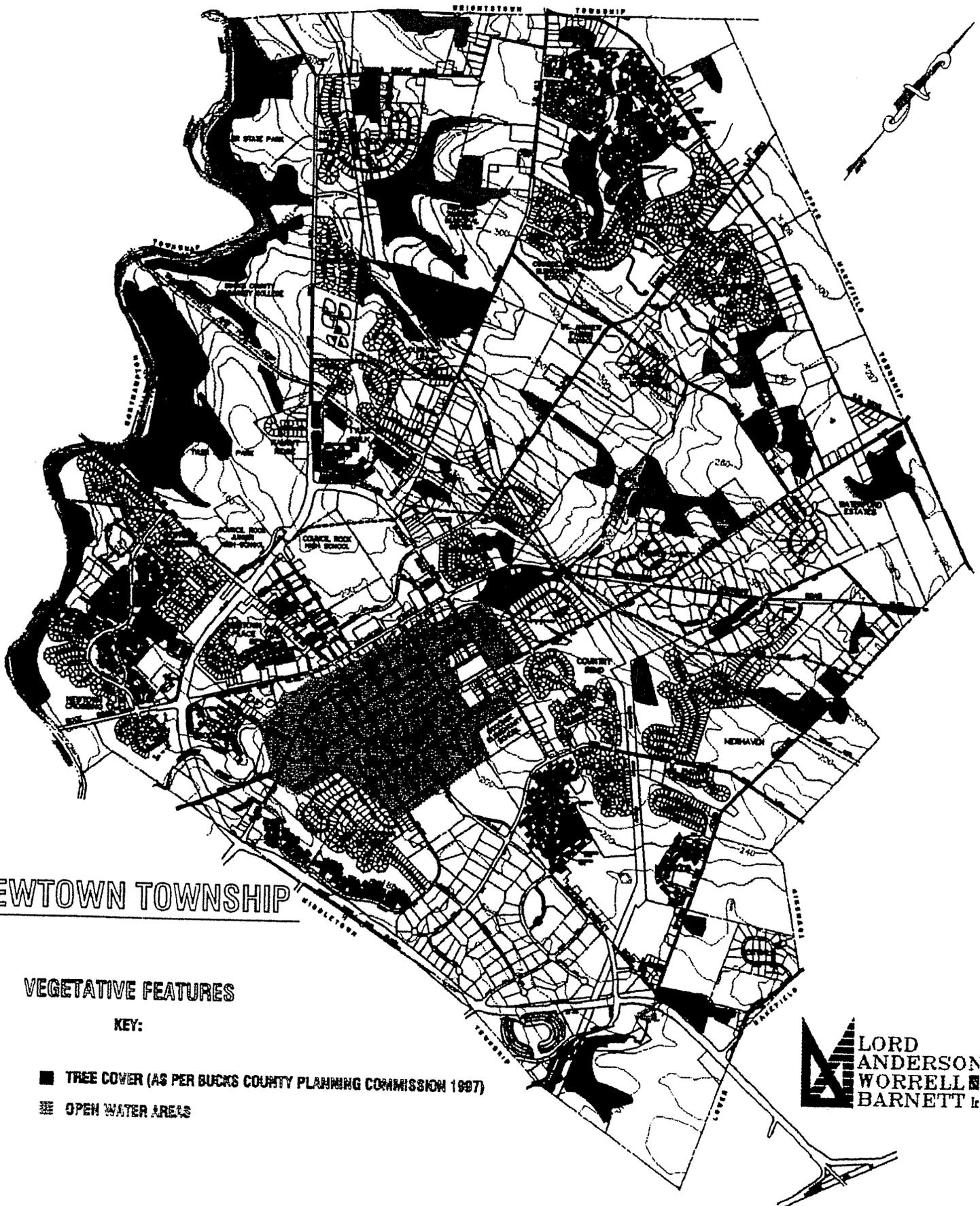
# NEWTOWN TOWNSHIP

## PHYSICAL FEATURES (SOILS)

KEY:

- SEASONAL HIGH WATER 0.0-0.5'
- SEASONAL HIGH WATER 0.5-1.5'
- OPEN WATER AREAS
- SLOPES @ 8 - 15 %
- SLOPES @ 15 - 25%
- SLOPES @ OVER 25%





# NEWTOWN TOWNSHIP

## VEGETATIVE FEATURES

KEY:

- TREE COVER (AS PER BUCKS COUNTY PLANNING COMMISSION 1987)
- ▨ OPEN WATER AREAS



# APPENDIX B

ORDINANCE NO. 97-0-12

AN ORDINANCE OF THE TOWNSHIP OF NEWTOWN, BUCKS COUNTY, PENNSYLVANIA, AMENDING THE SUBDIVISION AND LAND DEVELOPMENT PROVISIONS OF THE CODIFIED ORDINANCES OF NEWTOWN TOWNSHIP TO COMPLY WITH THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE BY REQUIRING THE PUBLIC DEDICATION OF LAND SUITABLE FOR USE AS PARK OR RECREATION LAND, OR PAYMENT OF A FEE IN LIEU THEREOF, OR RESERVATION OF PARK OR RECREATION LAND FOR A HOMEOWNER'S ASSOCIATION, OR A COMBINATION THEREOF; AND REQUIRING THE ADOPTION OF A FORMAL PARK AND RECREATION PLAN SETTING FORTH DEFINITE PRINCIPLES AND STANDARDS FOR THE CALCULATION OF A FEE IN LIEU OF DEDICATION AND THE USE OF PROPOSED PARK AND RECREATION AREAS WITHIN NEWTOWN TOWNSHIP

WHEREAS, Newtown Township has enacted the Subdivision and Land Development regulations as part of the Codified Ordinances of Newtown Township; and

WHEREAS, the Subdivision and Land Development regulations include requirements for the dedication of park and recreation land to the Township by developers and provides for the payment of a fee in lieu thereof; and

WHEREAS, Newtown Township desires to amend its Subdivision and Land Development regulations to assure compliance with the Pennsylvania Municipalities Planning Code; and

RECREATION, the Board of Supervisors has determined that it is in the best interests of the health, safety and welfare of the citizens of Newtown Township to develop park facilities which will serve the Township as a whole rather than limiting the use of parks to the development in which they are located;

NOW, THEREFORE, be it ORDAINED by the Board of Supervisors of Newtown Township, and it is hereby ENACTED and ORDAINED by the authority of same as follows:

1. Chapter 22 "Subdivision and Land Development" of the Codified Ordinances of Newtown Township is amended as follows:

A. Section 1203 is amended to read as follows:

"Section 1203 - Dedication of Land Suitable for Park and Recreation Use to the Township

A. The developer or applicant shall dedicate land suitable for park or recreation use

to Newtown Township, unless one of the alternatives set forth in Section 1207. of this Ordinance is approved by the Township. The land shall not be dedicated until the completion of the necessary and agreed upon improvements have been completed. All improvements shall be completed prior to fifty (50%) percent of the homes in the subdivision being completed.

B. The amount and location of land to be dedicated to the Township shall bear a reasonable relationship to the use of the park and recreational facilities by future residents of Newtown Township. At a minimum, the following criteria for dedication of park and recreation areas to the Township shall apply:

1. Residential Subdivision or Land Development: The amount of land to be dedicated for park and recreational areas in residential subdivision or land developments of three (3) or more individual dwelling units, whether they are single family dwellings or contained within a multi-family dwelling, shall be as follows:

a. Single Family Detached or two-family Developments -- In the case of subdivisions of single family detached or two-family dwellings, the developer shall dedicate a minimum of three thousand (3,000) square feet per dwelling unit.

b. Multi-Family Developments -- In multi-family residential developments, the developer shall dedicate a minimum of three thousand (3,000) square feet per residential dwelling unit.

c. Conversions -- In the event that any building is converted to multi-family use, it will be subjected to the multi-family regulations.

2. Non-residential Subdivision or Land Development: The amount of land to be dedicated for park and recreational

areas in a non-residential subdivision or land development shall be three thousand (3,000) square feet per four thousand (4,000) square feet of building area. For example, a ten thousand (10,000) square foot building will require seventy-five hundred (7,500) square feet of park and recreation area to be dedicated to the Township. The types of park and recreational areas that shall be deemed suitable for non-residential subdivision or land developments shall include, but not be limited to:

- Playing fields (baseball field, soccer field or the like, designed for active recreation, constructed pursuant to the minimum standards of the regulatory authority, such as Township little league)
- Tennis courts
- Tot lots (small playground especially designed for young children)
- Basketball courts
- Paddle tennis courts
- Jogging paths with exercise stations

3. The land dedicated to the Township for park and recreation purposes need not be a part of the land development or subdivision. It may be located on a separate parcel of land, provided that the Board of Supervisors determines in its sole discretion that the land being dedicated is convenient to the subdivision or land development. In addition, the developer, with the approval of the Township may construct park and recreation facilities at the Township facilities or the facilities of another developer to satisfy the requirements of this Section. Park and recreation facilities which are available to all Township residents as opposed to facilities which are available only to the residents of a particular subdivision or land development are encouraged.

4. No more than twenty-five percent (25%) of the park and recreation space may consist of flood plain areas or areas with slopes in excess of eight percent (8%). Flood plain and steep slopes may not be used for active recreation.

5. The land being dedicated for active recreation must be suitable for active recreation by reason of its size, shape, location and topography.

6. The land being dedicated for passive recreation must be suitable by reason of its size, shape, location and topography for hiking, picnicking and similar passive recreation.

7. In the event of a conflict between the Joint Municipal Zoning Ordinance and this Ordinance as to the amount of recreational area which must be dedicated, this Ordinance shall control.

C. When land is being dedicated, notwithstanding the foregoing, the land which is dedicated must meet the minimum lot size for the district within which it is being dedicated.

D. Any land dedicated to the Township shall be used only for the purpose of providing park and recreational facilities.

E. When land is dedicated, acceptance by the Township shall be by means of a signed resolution to which a property description of the dedicated recreational area shall be attached.

F. Where a developer dedicates land, the acquisition value of the land plus any improvements being placed on the land for park and recreation purposes must equal or exceed the fee in lieu of dedication as established by resolution of the Board of Supervisors from time to time. If the value of the fee in lieu of dedication is not met or exceeded, the developer must supply the balance of his obligation to supply park and recreation

F. The land being dedicated shall be provided with off street parking to serve the proposed facilities.

G. Sidewalks and/or a trail must be provided to the land being dedicated to allow all residents of the subdivision to have access to the proposed park and recreation facilities.

H. The land being dedicated shall be in conformance with the Township's comprehensive park and recreation plan.

I. Where the proposed subdivision or land development is located adjacent to existing park and recreation facilities, the land being dedicated shall be adjacent to the existing park and recreation facilities and shall be contiguous thereto. The land being dedicated shall be laid out to maximize the usefulness of the combined facilities as a single unified park and recreation facility.

- C. Section 1206 is deleted in its entirety.
- D. Section 1207 is amended to read as follows:

"Section 7 - Alternatives to Dedication of Land

A. Fee in Lieu of Dedication

1. Where the Board of Supervisors determines that because of the size, shape, location, access, topography or other physical features of the land or any other need of the Township, that it is impractical to dedicate land to the Township for a public park as required by this Ordinance, the Supervisors shall require dedication to the Homeowner's Association for the exclusive use of the residents of the subdivision in which it is located and if the Board of Supervisors determines that it is impractical to dedicate land to either the Township or the Homeowner's Association, the Supervisors shall require a payment of a fee in lieu of dedication of such land from the developer. The calculation of the fee in lieu of dedication shall be set forth in detail in a resolution and

facilities by one or more of the alternatives set forth in Section 1207 below."

B. Section 1204 is amended to read as follows:

"Section 1204 - Criteria for Locating Recreation Areas

The Planning Commission and the Board of Supervisors in exercising their duties regarding the review of Subdivision and Land Development Plans shall consider the recommendations of the Park and Open Space Committee and Recreation Board as well as the following criteria in determining whether to approve the proposed recreation plan (which approval shall include both the use and location of the proposed park and recreational area in an Applicant's subdivision or land development plan:

A. The land being dedicated shall be easily and safely assessable. For a park being dedicated to the Township, the proposed park and recreational area shall be located in the front of the subdivision, with direct access onto the external street to which the subdivision has access. If the land being dedicated is being dedicated to a homeowners association, it may be located in the interior of the subdivision in a location which is convenient to all of the residents of the subdivision.

B. The geometry of the land being dedicated shall be as close to square as is reasonably possible.

C. The land being dedicated shall be a single contiguous parcel.

D. The land being dedicated shall have suitable topography and soil conditions for use and development as a recreation area.

E. The land being dedicated shall be directly accessible to essential utilities, such as sewer, water and power. If water, sewer and power is not immediately to the proposed site, the developer shall provide water, sewer and power to the site.

shall bear a reasonable relationship to the use of the park and recreation facilities by future inhabitants of Newtown Township.

2. Any fee in lieu of dedication which is collected by the Township shall be used only for the purpose of providing park and recreational facilities within Newtown Township.

3. A fee authorized under this subsection shall, upon its receipt by the Township, be deposited in an interest-bearing account, designated the Newtown Township Park and Recreation Fund. Interest earned on such accounts shall become funds of that account. Funds from such accounts shall be expended only on specific recreation facilities approved by the Board of Supervisors.

*park and/or*

4. Upon request of any person who paid fees under this subsection, the Township shall refund such fee, plus interest accumulated thereon from the date of payment, if the Township had failed to utilize the fee paid for recreation purposes within three (3) years from the date such fee was paid unless return of the fee has been waived by agreement between the developer and the Township.

B. Combination

1. With the approval of the Township, the developer may utilize any combination of the aforementioned techniques to satisfy his park and recreation obligation. However, in no circumstance shall the total value of the acquisition of land, improvements thereon, dedicated land, or reserved land fails to meet or exceed the value of the fee in lieu of dedication established by resolution of the Board of Supervisors from time to time.

E. A new Section 1208 is added to Chapter 22 and reads as follows:

"Section 1208 - Recreation Plan

The Board of Supervisors have adopted a formal recreation plan for Newtown Township by Resolution. Future park and recreational facilities proposed within Newtown Township shall be in accordance with principles and standards contained in the plan. The plan may be amended from time to time by resolution of the Board of Supervisors."

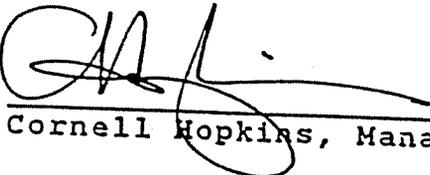
F. Existing Sections 1208 and 1209 shall be renumbered as Section 1209 and 1210, respectively.

2. All sections of the Subdivision and Land Development Ordinance of Newtown Township not affected by this Ordinance shall remain in full force and effect.

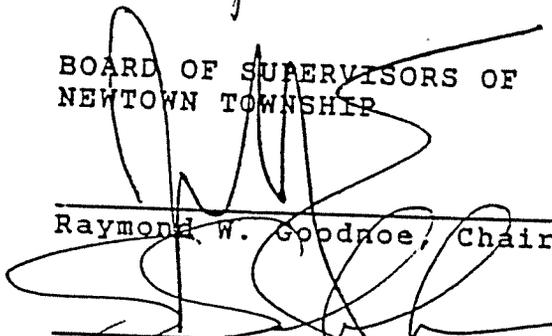
3. If this Ordinance or any portion herein is declared to be invalid or unconstitutional by a court of competent jurisdiction, such a determination shall have no effect on the provisions of the Subdivision and Land Development Ordinance of Newtown Township.

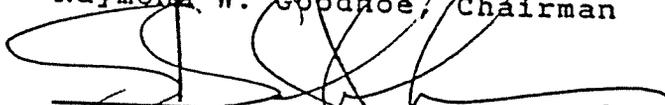
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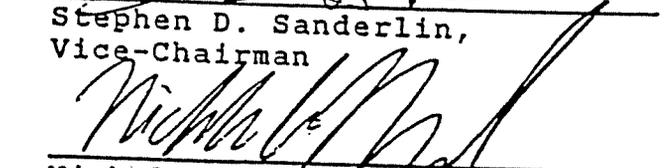
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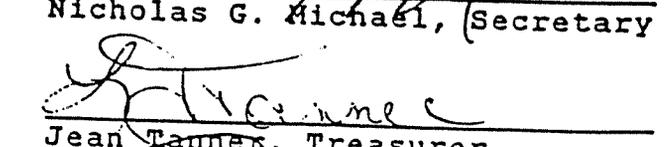
  
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Cornell Hopkins, Manager

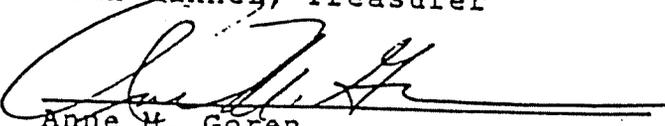
BOARD OF SUPERVISORS OF  
NEWTOWN TOWNSHIP

  
\_\_\_\_\_  
Raymond W. Goodnoe, Chairman

  
\_\_\_\_\_  
Stephen D. Sanderlin,  
Vice-Chairman

  
\_\_\_\_\_  
Nicholas G. Michael, Secretary

  
\_\_\_\_\_  
Jean Tanner, Treasurer

  
\_\_\_\_\_  
Anne H. Goren

(22, S1201)

Part 12

Parks and Recreational Areas

§1201. Definitions.

ACTIVE RECREATION - any activity that requires some physical exertion on the part of the participant, such as athletics.

ACTIVE RECREATION AREA - any land which is set aside for use as active recreational, such as playfields, playgrounds, skating rinks, swimming pools and tennis courts.

BUILDING AREA - the area occupied by buildings in any subdivision or land development. It shall not include parking lots, sidewalks, or other non-building areas.

PASSIVE RECREATION - any activity that requires little or no physical exertion on the part of the participant, such as arts and crafts, nature study and board games.

PASSIVE RECREATION AREA - any area developed in such a manner as to be conducive of those activities that fall within the range of passive recreation, such as nature areas, craft areas, meeting areas, sitting areas, walkways, sunbathing areas, ponds and lakes, and picnicking areas.

RECREATION - any activity, whether structured or not, which individuals voluntarily engage in during their leisure.

(Ord. 1986-0-148, 1/20/1986, §1)

§1202. Purpose. All subdivision or land development plans submitted after the effective date of this Part 12 shall provide for suitable and adequate recreation as more particularly set forth in this Part 2 in order to:

- A. Insure acquisition, development and maintenance of adequate recreation areas and facilities to serve the people that work and live in the Township.
- B. Maintain compliance with recreation standards as recommended by the Newtown Township Recreation Board and as approved by the Newtown Township Board of Supervisors.
- C. Coordinate existing recreational areas with future recreational
- D. Enhance existing recreational areas and facilities to enable them to be supportive of future development.
- E. Provide for the orderly acquisition and development of additional park and recreation areas.

(Ord. 1986-0-148, 1/20/1986, §2)

§1203. Dedication of Land Suitable for Park and Recreation Use to the Township.

- A. The developer or applicant shall dedicate land suitable for park or recreation use to Newtown Township, unless one of the alternatives set forth

(revised 8/13/97)

(22, S1203(A), cont'd)

in Section 1207 of this Chapter is approved by the Township. The land shall not be dedicated until the completion of the necessary and agreed upon improvements. All improvements shall be completed prior to fifty (50%) percent of the homes in the subdivision being completed.

B. The amount and location of land to be dedicated to the Township shall bear a reasonable relationship to the use of the park and recreational facilities by future residents of Newtown Township. At a minimum, the following criteria for dedication of park and recreation areas to the Township shall apply:

1. Residential Subdivision or Land Development. The amount of land to be provided for park and recreational areas in residential subdivision or land developments of three (3) or more individual dwelling units, whether they are single-family dwellings or contained within a multi-family dwelling, shall be as follows:

a. Single-Family Detached or Two-Family Developments. In the case of subdivisions of single-family detached or two-family dwellings, the developer shall dedicate a minimum of three thousand (3,000) square feet per dwelling unit.

b. Multi-Family Developments. In multi-family residential developments the developer shall dedicate a minimum of three thousand (3,000) square feet per residential dwelling unit.

c. Conversions. In the event that any building is converted to multi-family use, it will be subjected to the multi-family regulations.

2. Non-Residential Subdivision or Land Development. The amount of land to be provided for park and recreational areas in a non-residential subdivision or land development shall be three thousand (3,000) square feet per four thousand (4,000) square feet of building area, i.e., ten thousand (10,000) square foot building will require seven thousand five hundred (7,500) square feet of park and recreation area to be dedicated to the Township. The types of park and recreational areas that shall be deemed suitable for nonresidential subdivision and land developments, shall include but not be limited to:

a. Playing Fields. (baseball field, soccer field or the like, designed for active recreation, constructed pursuant to the minimum standards of the regulatory authority, such as Township little league)

b. Tennis Courts.

c. Tot Lots. (small playground especially designed for young children)

d. Basketball Courts.

e. Paddle Tennis Courts.

f. Jogging Paths with Exercise Stations.

3. The land dedicated to the Township for park and recreation purposes need not be a part of the land development or subdivision. It may be located on a separate parcel of land, provided that the Board of Supervisors determines in its sole discretion that the land being dedicated is convenient to the subdivision or land development. In addition, the developer, with the

(22, S1203 (B) (3))

approval of the Township may construct park and recreation facilities at the Township facilities or the facilities of another developer to satisfy the requirements of this Section. Park and recreation facilities which are available to all Township residents as opposed to facilities which are available only to the residents of a particular subdivision or land development are encouraged.

4. No more than twenty-five (25%) percent of the park and recreation space may consist of floodplain areas or areas with slopes in excess of eight (8%) percent. Flood plain and steep slopes may not be used for active recreation.

5. The land being dedicated for active recreation must be suitable by reason of its size, shape, location and topography.

6. The land being dedicated for passive recreation must be suitable by reason of its size, shape, location and topography for hiking, picnicking and similar passive recreation.

7. In the event of a conflict between (JMZO) Chapter 27 and this Chapter 22 as to the amount of recreational area which must be provided, this Chapter 22 shall control.

C. When land is being dedicated, notwithstanding the foregoing, the land which is dedicated must meet the minimum lot size for the district within which it is being dedicated.

D. Any land dedicated to the Township shall be used only for the purpose of providing park and recreational facilities.

E. When land is dedicated, acceptance by the Township shall be by means of a signed resolution to which a property description of the dedicated recreational area shall be attached.

F. Where a developer dedicates land, the acquisition value of the land plus any improvements being placed on the land for park and recreation purposes must equal or exceed the fee in lieu of dedication as established by resolution of the Board of Supervisors from time to time. If the value of the fee in lieu of dedication is not met or exceeded, the developer must supply the balance of his obligation to supply park and recreation facilities by one or more of the alternatives set forth in Section 1207 of this Chapter.

(Ord. 1986-0-148, 1/20/1986, §3; as amended by Ord. 1987-0-172, 12/12/1987, §1; Ord. 97-0-12)

S1204. Criteria for locating Recreation Areas. The Planning Commission and the Board of Supervisors in exercising their duties regarding the review of subdivisions and land development plans, shall consider the recommendations of the Park and Open Space Committee and Recreation Board as well as the following criteria in determining whether to approve the proposed recreation plan (which approval shall include both the use and location of the proposed park and recreational area in the developer's subdivision or land development plan):

A. The land being dedicated shall be easily and safely accessible. For a park being dedicated to the Township, the proposed park and recreational area

(revised 8/13/97)

(22, S1204 (A), cont'd)

shall be located in the front of the subdivision, with direct access onto the external street to which the subdivision has access. If the land being dedicated is being dedicated to a homeowners association, it may be located in the interior of the subdivision in a location which is convenient to all of the residents of the subdivision.

B. The geometry of the land being dedicated shall be as close to square as is reasonably possible.

C. The land being dedicated shall be a single contiguous parcel.

D. The land being dedicated shall have suitable topography and soil conditions for use and development as a recreation area.

E. The land being dedicated shall be directly accessible to essential utilities, such as sewer, water and power. If water, sewer and power is not immediately to the proposed site, the developer shall provide water, sewer and power to the site.

F. The land being dedicated shall be provided with off street parking to serve the proposed facilities.

G. Sidewalks and/or a trail must be provided to the land being dedicated to allow all residents of the subdivision to have access to the proposed park and recreation facilities.

H. The land being dedicated shall be in conformance with the Township's Comprehensive Park and Recreation Plan.

I. Where the proposed subdivision or land development is located adjacent to existing park and recreation facilities, the land being dedicated shall be adjacent to the existing park and recreation facilities and shall be contiguous thereto. The land being dedicated shall be laid out to maximize the usefulness of the combined facilities as a single unified park and recreation facility.

(Ord. 1986-0-148, 1/20/1986, §4; Ord. 97-0-12)

§1205. Review by the Parks and Open Space Committee:

1. At the same time that a subdivision plan, whether preliminary or final, is submitted to the Township, a recreation plan shall be submitted to the Township Park and Open Space Committee, who shall review the plan (both to use and location) and make recommendations thereon in writing to the Planning Commission and the Board of Supervisors.

2. Upon recommendation of the Park and Open Space Committee, the Board of Supervisors may waive or alter any provision of this Part 12.

3. In certain instances the Park and Open Space Committee may recommend to the Planning Commission and the Board of Supervisors that it is impractical because of size, shape, location, access, topography, drainage or other physical features of the land that there is no land within the proposed subdivision which is practical for dedication to the public which can be set aside for recreational uses because of size, access, topography or other physical characteristics. In that event the developer shall proceed in accordance with §1207 of this Part 12.

(Ord. 1986-0-148, 1/20/1986, §5; Ord. 97-0-12)

# APPENDIX C

**Newtown Township Park & Recreation Plan Meeting**

**Minutes**

**Wednesday, April 29, 1998**

In Attendance: John Davis, Recreation Board  
Dick Weaver, Recreation Board  
Skip Goodnoe, Board of Supervisors  
Jack Leneweaver, Parks & Open Space  
Bill Wert, Director, Parks & Recreation  
Bob Lord, Lord, Anderson, Worrell & Barnett, Inc.  
Terry McGettigan, Lord, Anderson, Worrell & Barnett, Inc.  
Jay Felice, Lord, Anderson, Worrell & Barnett, Inc.

Absent: Nick Michael, Parks & Open Space  
Kevin Connor, Recreation Board  
Sue Beasley, Parks & Open Space

The meeting commenced at 8:00 PM.

Mr. Bob Lord, of Lord, Anderson, Worrell & Barnett, Inc., introduced his team. His company had prepared, and at this meeting distributed, binders for each member, which included a schedule of meetings and the master plan on Open Space and Recreation. This plan has a one (1) year contract with the Board of Supervisors. Mr. Lord explained The Plan, which consists of three (3) plans working together simultaneously: The Comprehensive Recreation Plan; The Open Space Plan; and The Site Specific Plans. These three (3) plans may actually overlap in the course of the contract.

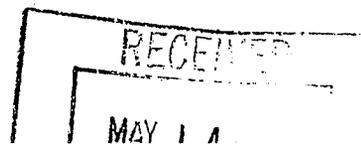
Each month's meeting will have specific work session topics. Several months' meetings will have public participation. These meetings will probably need to be held in a larger room so as to accommodate interested residents. These specified public participation meetings should be announced in the township newsletter.

One of the sources of funding resulting from this Plan is the Bucks County Municipal Open Space Program. There is a total of \$441,000.00 in county funds available. These funds must be applied for by the year 2001. The Township must present a plan and/or guidelines before any monies will be granted to The Township.

If The Township is interested in a piece of property, it should immediately put in a bid on that parcel. Name, block and lot number must be specified in The Plan on any property not owned by The Township.

Mr. Jack Leneweaver is concerned about The Township retaining its rural beauty and appeal. He wants to see the development of a philosophy of intent and is concerned with unregulated growth.

Mr. Skip Goodnoe stated that one purpose of this program is to identify possible land to purchase. He feels the program plans active/passive recreation for the future. He stated that The Township is still waiting to be reimbursed for Clark Conservancy; then The Township can purchase something else.



**Newtown Township Park & Recreation Plan Meeting**  
**Minutes**

**April 29, 1998**

**page 2**

Mr. Lord stated that the committee must develop a collective set of goals and a collective purpose. These will grow and develop over the next year. This steering committee plays a major role in developing this Plan for The Township.

Mr. John Davis suggested reading the notes of Mike Frank re: rationale of zoning, to develop a comprehensive plan on open space, easements, etc.

Mr. Goodnoe stated that even after tremendous growth within The Township, he feels that dynamics are still the same.

Mr. Davis stressed his concern with preserving the character of his area.

Mr. Lord stated that it is important that each member state his goals for being on this committee. The three (3) avenues of financing are: The Bucks County Open Space Program; The Keystone Community Grants; and Act 153. Mr. Lord went over plans (maps) of The Township. Site-specific plans will be developed as time goes by. The Committee reviewed fake site plans to give a tangible clue as an example of what is forthcoming.

Mr. Jay Felice brought up passive and active recreation. What does The Township really need: soccer fields, walking paths, etc.? According to the population, where are the needs?

Ms. Terry McGettigan stated that she will work closely with Bill Wert to develop a comprehensive plan, and to seasonally assess recreation budget, charges, fees, maintenance, how to maintain future facility, etc.

A discussion was pursued on the Farmland Preservation Easement, whereby a property can be purchased only for farming, not for development. Mr. Goodnoe has concern over how to carry on the tradition of farming a parcel when the farmer dies or sells the property.

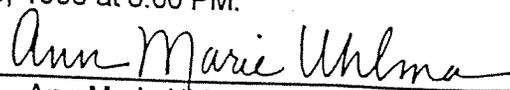
Mr. Lord proposed trying to keep the "farm belt" – farm restricted area.

A discussion was held regarding zoning ordinances, open space, development, degree of control.

**Adjournment**

There being no further business to discuss, The Committee adjourned at 8:50PM.  
The next meeting is May 20, 1998 at 8:00 PM.

Respectfully Submitted:



Ann Marie Uhlman, Recording Secretary

## Newtown Township Open Space & Recreation

Wednesday, May 20, 1998

In Attendance: ✓ John Davis, Recreation Board  
✓ Dick Weaver, Recreation Board  
Jack Leneweaver, Parks & Open Space  
✓ Bill Wert, Director, Parks & Recreation  
✓ Sue Beasley, Parks & Open Space  
Bob Lord, Lord, Anderson, Worrell & Barnett, Inc.  
Terry McGettigan, Lord, Anderson, Worrell & Barnett, Inc.  
Jay Felice, Lord, Anderson, Worrell & Barnett, Inc.

Absent: Nick Michael, Board of Supervisors  
Skip Goodnoe, Board of Supervisors  
Kevin Connor, Recreation Board

The meeting commenced at 8:05 PM.

Ms. McGettigan stated that goals and objectives, as required by DCNR (Department of Conservation & Natural Resources), would be the topic for this meeting. Community description, character and geographic location, history and development, community profile, etc. need to be identified. She will work closely on these topics with Bill Wert. Committee members are encouraged to provide any pertinent information. Short and long term goals of the community need to be identified. Specific recommendations must be developed in this proposal. Unique community concerns need to be discussed, i.e., preservation of open space.

The Committee was asked to brainstorm as to what their specific goals may be. Mr. Davis stated that he would like to preserve, as much as possible, the existing character of the Community. Mr. Weaver would like to preserve as much open space as possible. Mr. Leneweaver stated his desire to see blend of conservative and liberal; change and preservation. Mr. Leneweaver considers Township growth as "liberal". He believes that the growth of the Township has been this strong due to the cost of the schools and feels that it will not stop. The Committee must encourage business, but keep "as much green as possible." Residents should be encouraged to stay within the Community and invest many years here. He believes there is a "town feeling" in the Borough, but not necessarily within the Township, due to the various homeowners associations. There is no commonality.

Mr. Lord requested that each member's goals for the Township *be put in writing* and submitted to Bill Wert by June 3. Ms. McGettigan discussed the format, which would be: *general goals, followed by objectives specific to those goals.*

Ms. Beasley initiated a discussion on new developments, especially those directly near powerlines. She believes that everything inevitably changes, as it was verboten to build in those areas just five (5) years ago. To her, this is an indication that every usable piece of land (regardless of how that land was classified in the past) can and will be built upon, and that the Township should determine its best financial resources to "buy up" what it can, followed by an organizational plan, i.e., recreation and open space.

Mr. Leneweaver discussed the possibility of powerlines being buried to not only place them out of sight, but to prohibit development on that land; hence, more green space.

Newtown Township Open Space & Recreation  
Wednesday, May 20, 1998  
page 2

Mr. Davis compiled a list of goals (during this discussion) and shared them with the Committee; 1) maintain quality of life. Identify what one likes about living here and preserve them so one can continue to like them; 2) maintain affordability, tax and property; 3) retain residents across all demographic age groups, for more than seven (7) years; 4) traffic patterns; 5) manage/control growth; 6) maximize open space.

Ms. McGettigan asked that along with goals and objectives, Committee members should include ideas on how these plans are to be accomplished; also, focus on community concerns.

Mr. Lord reiterated that it appears the Committee feels the same sense of the problem that the Township has "no identity" as a community (with the exception of The Borough). Something needs to bring the community together; perhaps the services the Township offers. Ms. McGettigan stated that government organizations in the Township will be broken down as needed. Budgets of years 1992 through present will have percentages compiled for comparison of specific items with other townships.

Mr. Lord stated that on June 17 there will be a public meeting to discuss the Committee's plans and goals and invite them to contribute their thoughts and ideas. Mr. Wert assured the Committee that the proper advertisements and notices would be placed.

Mr. Felice distributed demographic information. A presentation and discussion followed with Mr. Felice explaining the various census tracts, which were compiled from 1990 figures; physical features of the Township (based upon the newly done Bucks County Soil Survey); and parks, recreation and open space, particularly Tyler State Park and its relationship to the Township's open space.

Ms. Beasley stated that DCNR and the Board of Supervisors both must be satisfied, when proceeding with this planning process. Mr. Lord added that the County needs to be satisfied, as well. This is a three (3) prong plan: the Comprehensive Recreation Plan for DCNR; Open Space Plan for Bucks County; and Site Specific Plan for Newtown Township.

Mr. Wert will chair the Public Meeting on June 17. It was decided that each Committee member will try to recruit at least two (2) residents to attend this meeting.. A Chair of this Steering Committee will be elected at a later date.

### Adjournment

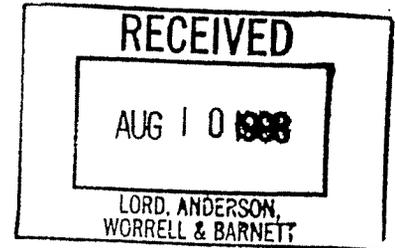
There being no further business to discuss, The Committee adjourned at 9:30PM. The next meeting (Public Meeting) is scheduled for June 17, 1998 at 8:00PM.

Respectfully Submitted:

\_\_\_\_\_  
Ann Marie Uhlman, Recording Secretary

***Newtown Township Open Space & Recreation***

***Public Meeting  
Wednesday, June 17, 1998***



In Attendance: Skip Goodnoe, Board of Supervisors  
Nick Michael, Board of Supervisors  
Bill Wert, Director, Parks & Recreation  
John Davis, Recreation Board  
Dick Weaver, Recreation Board  
Sue Beasley, Parks & Open Space  
Bob Lord, Lord, Anderson, Worrell & Barnett, Inc.  
Terry McGettigan, Lord, Anderson, Worrell & Barnett, Inc.  
Jay Felice, Lord, Anderson, Worrell & Barnett, Inc.

Absent: Jack Leneweaver

This meeting was called to order at 8:05PM by Bill Wert, Parks & Recreation Director. Mr. Goodnoe brought to everyone's attention that Mr. Kevin Connor has resigned from the Recreation Board.

Mr. Wert introduced the Committee to the residents present. He stated that the residents' input was important to decisions made regarding development of the Master Site Plans for the parcels which are owned by the Township and which will be utilized for future recreational areas. The meeting was turned over to Bob Lord.

Mr. Lord stated that the Township has engaged his firm to provide the planning studies to develop an open space and recreation plan. The plan consists of three (3) major sections: 1) the Comprehensive Recreation Plan (State), 2) the Open Space Plan (County) and 3) the Site Specific Plan (Township). The eight member steering committee has been meeting since April and the next public meeting will be in November. Mr. Lord introduced his associate, Terry McGettigan.

Ms. McGettigan explained that in order to be in compliance with each of these sources, the approach is to determine the goals of the plan, what the plan is to accomplish and the unique community concerns. A community profile will be done; overview and history is explored; and finally, the government organization, budget, neighborhoods, existing land use patterns, developed vs. undeveloped, land use and planning policies to identify existing protected land, demographics, population trends, age composition, population growth, population projection to the year 2010 and socio-economic data. The Park and Recreation Department is explored, as well as the Township's history of programs including program deficiencies and participation trends, administration, volunteers, park maintenance, communications/public relations, finances. Recreation/open space needs are explored. Questionnaires will be sent to sports organizations within the Township to determine the amount of adults and children who

**Newtown Township Open Space & Recreation  
Public Meeting**

Wednesday, June 17, 1998

page 2

participate in sports programs to predict needs by the year 2010. Existing facilities will be inventoried, inspected and evaluated. Maintenance plans will also be examined. Conclusion will be a summary of plan recommendations and description of plan recommendations. Mr. Goodnoe reiterated that it is the ongoing Park & Rec Department, of which Bill Wert is Director, which does programming and day to day operation within the Township. This new Committee was formulated to determine a long-term approach to facilities within the Township.

The meeting was turned over to Jay Felice, who reviewed maps of census, physical features, parks, recreation and both private and public open space. Once the Committee has gone through the process of determining the Township's needs it will look at the parcels of open space owned by the Township to see what their potential is, and how they could be utilized.

The majority of residents present feel that a citizens' survey should be circulated to accumulate ideas and input from residents to truly determine what they want in the Township. Ms. Beasley stated that a public survey was done in 1993 and the return was only 19%. She stressed that this outgoing survey was advertised on cable TV, in the newspaper and at the BOS meeting. However, she believes that the time of year a survey is mailed directly affects the outcome. One resident stated that she remembers that survey and that it seemed to represent junk mail; that many residents threw it away without responding. She also stated that many residents wanted to be present at this meeting but personal obligations kept them from attending. One resident suggested designing some sort of fill-out form published in the newspaper, for residents to mail back to the Township.

Steve Schnur asked about the amount of open space in question and whether or not this decision-making process is to decide what to do with specific parcels. The response was no, this will not be determined at this time.

Cindy Stevenson stated that rumor has it that the Acme is going to be turned into a community center. Mr. Goodnoe responded that Acme would need to move into a new location and subsequently the Township could negotiate for the existing building. She also commented on the real need for teenagers to have a place to go to practice *extreme sports* such as rollerblading, skateboarding, biking. They are continually chased out of neighborhoods and have nowhere to go to enjoy these pastimes. However, there is a concern for liability, and residents would like to know how other communities handle this situation. Mr. Goodnoe responded that could certainly be investigated.

Bernie Myers mentioned that rollerblading/skating ramps were installed two years ago at the park and they were destroyed. Mr. Wert agrees that the *extreme sports* enthusiasts

**Newtown Township Open Space & Recreation  
Public Meeting**

Wednesday, June 17, 1998

page 3

have nowhere to go, but as with ball fields, any location where these sports would be practiced would have to be maintained.

Deda Kavanaugh feels that a facility for teenagers is desperately needed and that parents should volunteer to supervise their activities.

Jill Ricca stated that teenagers need to be incorporated into the community. They have nowhere to go. They need a place to enjoy their extreme sports.

Cindy Stevenson said that her son practices his jumps in the woods and she would much rather see him at a community location.

Ms. Kavanaugh stated that there is a BMX track in Bensalem Township, affiliated with the American Bicycle Association and they do have liability coverage.

Teresa Geneczko agrees that the Township needs more facilities for teens. She also feels that there is no playground/park system for toddlers and young children. She said that people don't want to go to Lower Makefield; that park is always crowded. She prefers a centralized location within her own Township.

Tom Jirele stated that he has often been told by residents that every age group – toddlers, young children and teens and adults – need recreational facilities. Residents are asking for recreational facilities with a "community feel". He himself has been chased out of Newtown Grant, along with his kids, because he doesn't live there.

Ton Pasella fondly remembers a park when he was growing up. It had everything imaginable from swings for the tots to whatever teens enjoyed. It was strategically located. He believes that the Township needs to focus on a similar goal.

John Clifford agrees that teen residents need space but feels that we need a "community center".

Mr. Schnur recited a beautiful poem, written by himself, describing what he would hope to see in the Township, particularly protecting extensive rural tracts of land so as to encourage the habitats of wildlife to remain. He believes that 1/2 of the Township should be developed with housing, school, roads, etc.; while the other 1/2 should be recreational, natural acreage, paths for quiet contemplation. The potential for losing such natural splendor is too great.

**Newtown Township Open Space & Recreation  
Public Meeting**

June 17, 1998

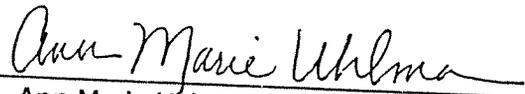
page 4

The next regular meeting is scheduled for September 16, 1998 at 8:00PM.

The next public meeting will be held on November 18, 1998 at 8:00PM.

The meeting adjourned at 9:30PM.

Respectfully Submitted:

  
Ann Marie Uhlman, Recording Secretary

**Newtown Township Open Space & Recreation**

**Wednesday, November 18, 1998**

In Attendance: Skip Goodnoe, Board of Supervisors  
Nick Michael, Board of Supervisors  
Bill Wert, Director, Park & Recreation  
John Davis, Chair, Open Space & Recreation  
Dick Weaver, Recreation Board  
Andy Levine  
Jack Leneweaver, Park & Open Space  
Bob Lord, Lord, Anderson, Worrell & Barnett, Inc.  
Terry McGettigan, Lord, Anderson, Worrell & Barnett, Inc.  
Jay Felice, Lord, Anderson, Worrell & Barnett, Inc.

Absent: Sue Beasley, Park & Open Space

Committee Chair John Davis called the meeting to order at 7:00PM. Mr. Davis recapped the Committee's goals/accomplishments since its first meeting in May, 1998.

Jay Felice gave a map presentation and concentrated on the three portions of the Plan: the Open Space portion, Recreation portion and Site Specific portion.

Bob Lord commented that a questionnaire will be mailed to township residents. In addition, twenty-five people will be called by phone to answer specific questions. Mr. Davis read the questionnaire and residents present offered suggestions and feedback.

Resident Jim Catone suggested that the Committee visit Doylestown and Yardley parks, both equipped with kids' playgrounds. He believes they are excellent models to inspire Newtown.

Resident Jay Baldwin mentioned that active adults should not be forgotten in the planning of any recreational facilities. He is hoping for a golf course.

Resident Susan Sutton would like to see a well-equipped playground for children ages two to twelve years.

The meeting adjourned at 7:40PM.

The next regular meeting is scheduled for December 16, 1998 at 8:00PM.

Respectfully Submitted: Ann Marie Uhlman  
Ann Marie Uhlman, Recording Secretary

# NEWTOWN TOWNSHIP PARK AND RECREATION PLAN MEETING MINUTES

WEDNESDAY, FEBRUARY 17, 1999

In attendance: Bill Wert, Director, Parks and Recreation  
Skip Goodnoe, Board of Supervisors  
Jack Leneweaver, Parks and Open Space  
Dick Weaver, Recreation Board  
Terry Miller, Lord, Anderson, Worrell, & Barnett, Inc.  
Bob Lord, Lord, Anderson, Worrell, & Barnett, Inc.  
Jay DeFelicis, Lord, Anderson, Worrell & Barnett, Inc.

Absent: Andy Levine, Recreation Board  
Nick Michael, Board of Supervisors  
Sue Beasley, Parks and Open Space  
John Davis, Recreation Board

The meeting commenced at 7:55 PM.

Mr. Bob Lord began the meeting by recapping the issues discussed at the last meeting, which was held in January, 1999.

The attention was then directed to Mr. Jay DeFelicis as he reviewed the conceptual project plans with the committee and public.

Mr. DeFelicis began by presenting the Woll Tract. Resident, Ms. Laura Tomlinson raised concern as to whether or not the field would have lighting.

Mr. Tim Hess and Mr. Brian Briel of the Newtown Colonial League introduced themselves to the board and public. They feel that there is a need for softball fields in the township because of a growing interest in the sport.

Mr. DeFelicis then proceeded to present the Wiggins Tract. An amphitheater was incorporated into the plans, suggesting a more passive park. The idea for the amphitheater was welcomed. Resident, Ms. Tomlinson questioned whether or not it would be covered.

Roberts Ridge Park was the next in the discussion. The main issue with this tract is that it runs directly along Durham Road. The safety of pedestrians crossing Durham Road is a concern.

Finally, the plans for Silver Lake Park were introduced. Parking was the main concern with this tract. Resident, Ms. Tomlinson questioned the location of the parking area.

Mr. Lord asked that Ms. Terry Miller review the revised comprehensive plan.

Questions arose concerning the surveys being sent. Mr. Lord responded that he hopes to be able to discuss the results at the next meeting.

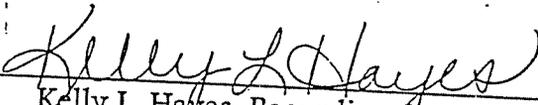
Mr. Lord asked for final questions from the board and the public.

Resident, Gwen Kerber made the final statement, saying that the township needs a "quiet place to go and walk, to possibly meet with friends and neighbors."

The meeting adjourned at 9:05 PM.

The next meeting is scheduled for Wednesday, March 17, 1999.

Respectfully Submitted:

  
Kelly L. Hayes, Recording Secretary