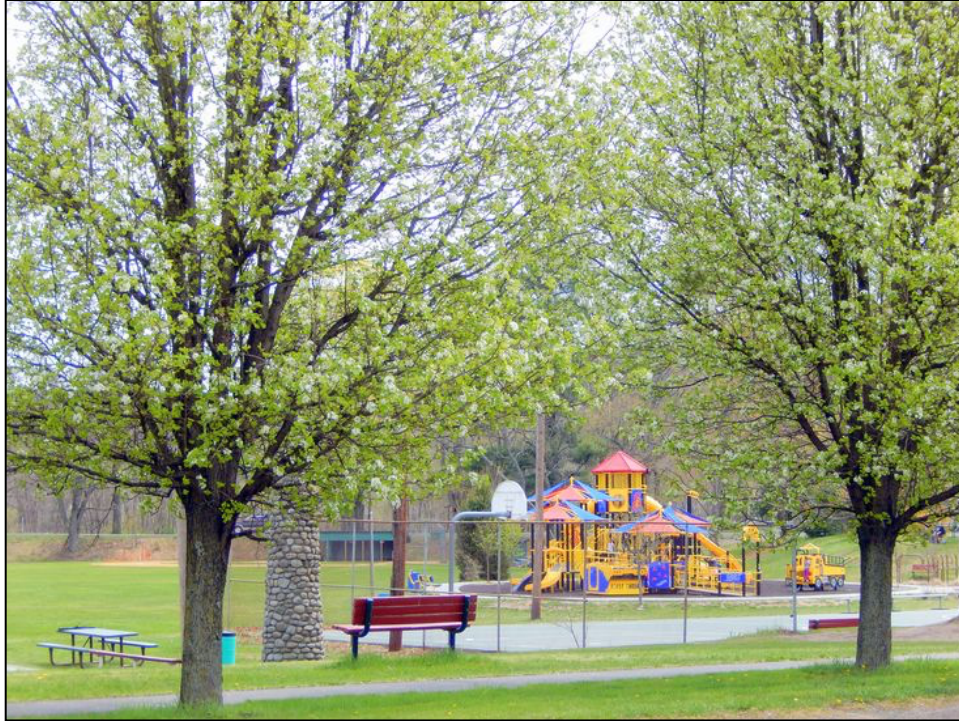


Lake Region



Recreation, Parks and Open Space Plan

Excerpted from:

2007 Lake Region Comprehensive Plan

for

Hawley Borough and Lake, Palmyra and Paupack Townships,
Wayne County, Pennsylvania

Lake Region Recreation, Parks and Open Space Plan

1.0 Background and Executive Summary

The four municipalities of Hawley Borough and Lake, Palmyra and Paupack Townships expanded their 2007 multi-municipal comprehensive planning process to include a collaborative effort at addressing the recreational needs of residents and visitors to the area. Operating as the *Lake Region Partnership*, the communities jointly secured a Department of Conservation and Natural Resources (DCNR) grant to develop a *Multi-Municipal Comprehensive Recreation, Park and Open Space* component of the *Lake Region Comprehensive Plan*. This section incorporates that component.

Recognizing the growing demands for park and recreation facilities, as well as the continued pressure of development on vacant and agricultural lands, the Lake Region Partnership has made a commitment to recreation and open space planning by seeking input from existing Park and Recreation Committees from within the Lake Region.

The Comprehensive Plan Steering Committee was expanded to include these new members and support the enhanced planning effort with respect to recreation and open space. It was then charged with the responsibility to determine current and future park and open space needs, identify measures for ensuring an adequate open space resources for future generations and provide a cost analysis for the acquisition, development, enhancement and maintenance of recreational facilities within the Lake Region.



Four municipal parks exist within the Lake Region. Lake and Paupack Township each have their own parks, while Hawley Borough has two such facilities which it shares with Palmyra Township. Palmyra Township does not have a municipal park of its own but has worked closely with Hawley on improvements to both Bingham Park (pictured to the right) and Riverside Park, a linear park along the Borough's dike system.



The Steering Committee has used the comprehensive planning process to identify priorities for the development and enhancement of recreational opportunities for residents and visitors to the area.

Input was received through the combination of an extensive community survey, public meetings and focus groups. Several priorities were identified from this process. They include the following:

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- a) *Continue to enhance existing municipal parks by adding new athletic facilities and other amenities as needed.*
- b) *Work together as the Lake Region Partnership to identify a potential location for one regional passive recreational park site that would serve Hawley Borough and Lake, Palmyra and Paupack Townships.*
- c) *Develop or refine local park maintenance, safety and risk management practices.*

The provision of adequate park and open space resources enhances the quality of life for both residents and visitors to the Lake Region. They provide opportunities for residents and visitors to interact, preserve valuable natural resource and help create an overall sense of community spirit.

This plan is intended to offer a blueprint for addressing these opportunities and needs.

2.0 Mission Statement, Purpose and Goals

The Steering Committee, using input from the several municipal focus groups on park and recreation, developed the following *Lake Region Partnership Mission Statement* as a guide for development and enhancement of park and recreational facilities within the area.

The Lake Region Partnership seeks to promote the development, enhancement and maintenance of park, recreation and open space facilities within municipalities of Hawley Borough, Palmyra Township, Paupack Township and Lake Township to improve the quality of life for both existing and future residents as well as the quality of the recreation experience for both current and future visitors to the Lake Region.

Specific goals and objectives have been developed by the Steering Committee for this Recreation, Parks and Open Space Plan. These goals and objectives outline the ways in which the four municipalities intend to work collectively on the development of maintenance plans, facility programs and operation schedules, the securing of funding, existing facility enhancement and future park development.

These goals and objectives, too, have been developed with input and recommendations from municipal focus groups assembled regarding recreation needs and existing local parks and recreation committees.

Municipal planning commissions have also reviewed the goals and objectives, providing valuable input on recreation needs. Finally, the public at large has provided input and recommendations on draft goals and

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objectives presented during a series of public meetings. Those draft goals and objectives were, in turn, based upon the community survey conducted as part of the comprehensive planning process. The final goals and objectives accepted with respect to the Lake Region Recreation, Parks and Open Space Plan are presented in Section 3.5 of this Plan.

Major issues addressed by this element of the Lake Region Comprehensive Plan include the following:

- a) *A review of the existing municipal park and recreation facilities located within Hawley Borough and Lake and Paupack Townships to determine enhancement possibilities, including equipment replacement and facility expansion options.*
- b) *A review of such park development opportunities as may exist within Palmyra Township.*
- c) *A review of possible options for future collaborative funding for the maintenance, enhancement or development of park and recreation facilities within the Lake Region.*
- d) *The possible development of a low-impact park facility within the Lake Region that would include walking and hiking trails and other passive recreation opportunities for the growing active-adult population.*
- e) *A review of the potential for developing a regional park and recreation commission to provide recommendations to local government concerning facility development and enhancement.*



This Recreation, Parks and Open Space Plan should guide the maintenance and development of park and recreation facilities within the Lake Region. It should serve as a resource to local park and recreation commissions or committees and stimulate future discussions concerning park and recreation facility development as well as park and recreation programs at municipal facilities.

It is also intended there be an on-going review of this Comprehensive Plan by local planning entities to ensure it is updated regularly with public input.

3.0 History of Park and Recreation Development in the Lake Region

The four existing municipal parks located within Hawley Borough and Lake and Paupack Townships were developed primarily through the leadership of local government.

These actions were, however, typically taken in cooperation with community recreation support groups and the local business community, both of which have participated in the development and on-going enhancement of the existing park system.

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Bingham Park in Hawley Borough and the Lakeville Recreation Complex in Paupack Township have both involved major donations of financial assistance and other resources to make these municipal facilities realities. They are, indeed, excellent examples of public-private partnerships.

Hawley Borough's Bingham Park and Riverside Park and the Lakeville Recreation Complex located on T-375, Recreation Road in Paupack Township have all been upgraded over the past 10 years. Lake Township's municipal park has been well-maintained but offers some potential for enhancement and further development.

Maintaining a viable municipal park system that meets the needs of residents and visitors will require the Lake Region Partnership to not only continue to support the on-going maintenance and development of these existing facilities, but also to consider the possible development of new facilities.

Specifically, a low-impact passive recreation facility within the Lake Region to address the needs of a rapidly expanding active population should be considered. As noted in earlier sections, the Lake Region is growing much more rapidly than the bulk of the Commonwealth and experiences special needs in this regard.

The following is a brief description of each of the existing municipal parks within the Borough of Hawley and the Townships of Lake and Paupack:

Hawley Borough

Located within the Borough are two public recreation facilities; Bingham Park and Riverside Park. Both are primarily active recreation facilities with mixed uses.

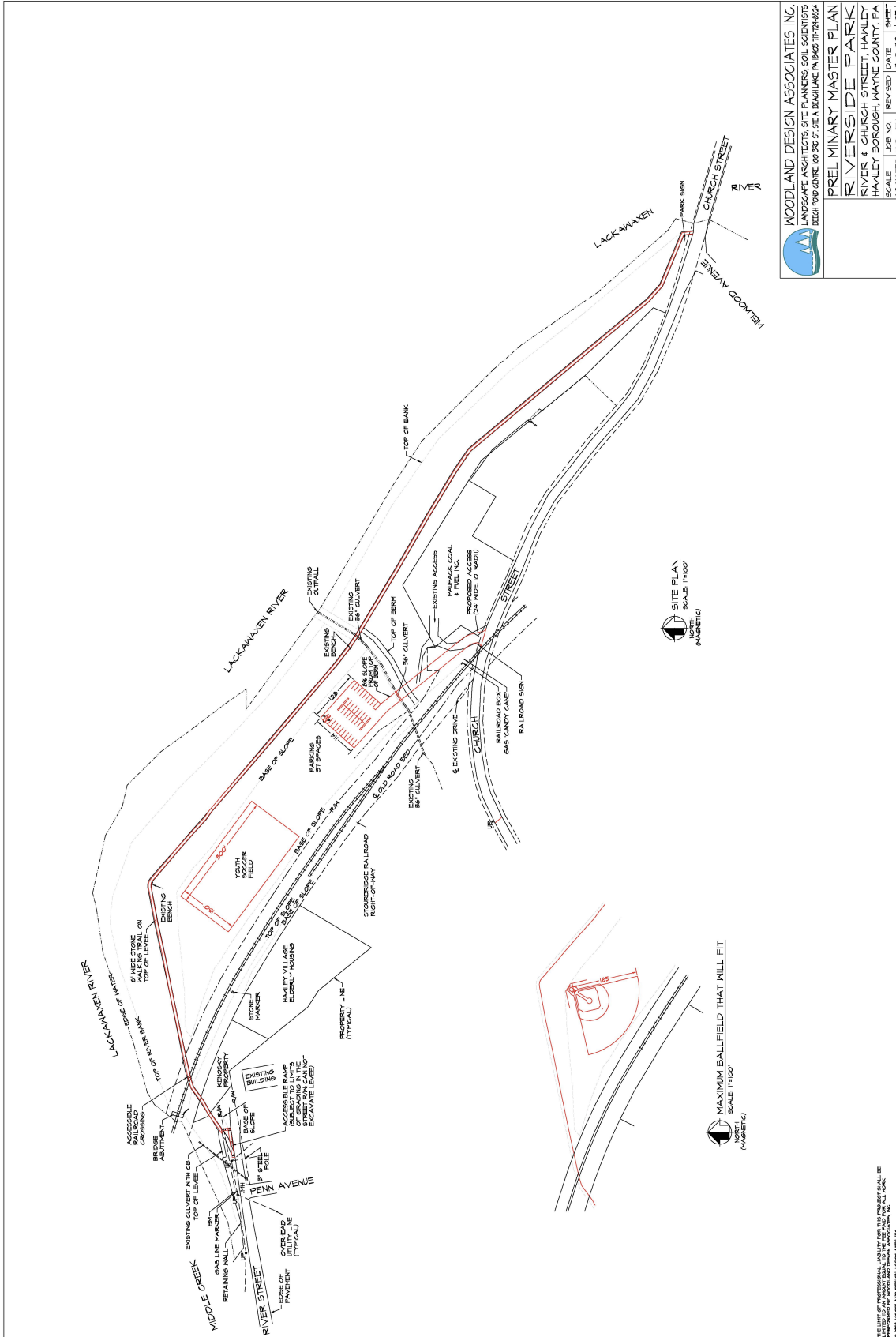
Bingham Park is located on the east side of the Lackawaxen River and is about 12 acres in size. It is centrally located for Borough residents. It contains three baseball fields with dugouts, backstops and bleachers. It also includes two basketball courts, a double-play tennis court, parking facilities, a playground and gazebo.


The playground located at Bingham Park was replaced with new equipment through a grant from DCNR. In addition, the baseball fields have continued to be improved through the efforts of the local Little League and the Hawley A's, a local civic organization that supports sports activities within the area.

The basketball courts have recently been upgraded, which included paving and the placement of new backboards and basket sets.

This improvement project was completed with financial support from a local business. Recently, the Borough of Hawley was also a recipient of a \$40,000 grant to support the development of a skate park to be located within Bingham Park. The skate park was completed in 2006.

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PRELIMINARY MASTER PLAN
RIVERSIDE PARK
 RIVER & CHURCH STREET, HANLEY
 HANLEY BOROUGH, WAYNE COUNTY, PA
 SCALE: AS NOTED (1"=25') JOB NO.: REVISION: DATE: 11-14-18 | SHEET: 1 OF 1

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Riverside Park (see plan on previous page) was developed in 2001. The park is approximately 13 acres in size and was constructed on a floodplain that connects different parts of Hawley. It was developed with the assistance of the Pennsylvania Department of Conservation and Natural Resources (DCNR) and the Wayne County Community Development Block Grant (CDBG) Program, which provided the dollars to develop a baseball field with bleachers and a soccer field.

Although Riverside Park is primarily an active community park, it also contains a natural environment which was enhanced through the park project. This enhancement effort included the placement of approximately fifty (50) bird and duck houses, the creation of a natural wildlife habitat for animals native to the area and the construction of a small wood bridge used to access this natural environment. Heavily used trails exist both both within the park and along the top of the flood control dike that divides it.

Lake Township

The Lake Township Supervisors Memorial Field and Recreation Complex is located directly off Pennsylvania Traffic Route 196, next to the Lake Township Municipal Building in Tresslarville. This park currently has a baseball field, playground complex and a pavilion with picnic tables.



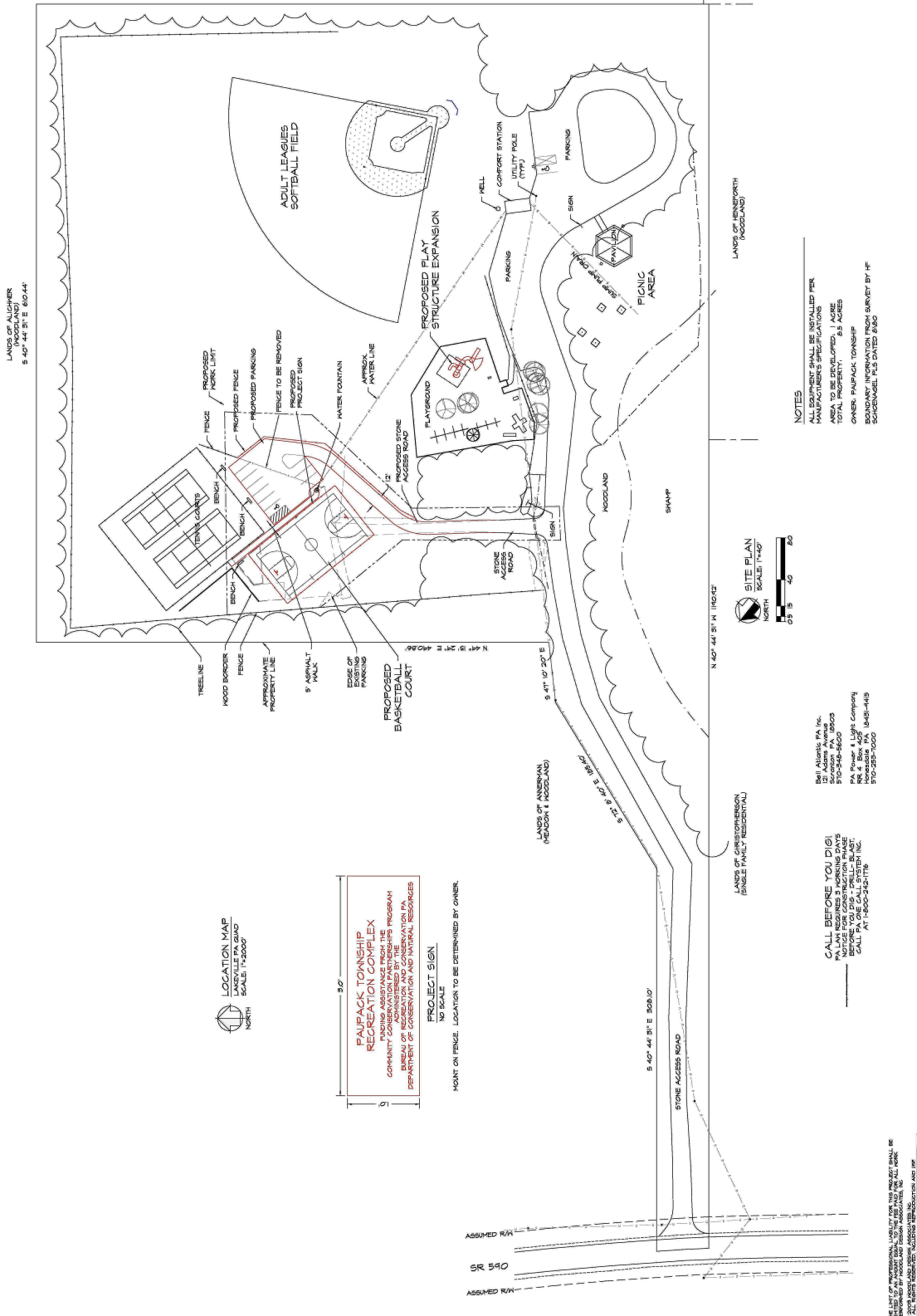
The Lake Township Recreation Complex is used by both residents and seasonal visitors, as well as the Lake Ariel Little League for practices and games. Several other local groups have also utilized the Recreation Complex for recreational purposes. It complements the Township Building, creating a community center of sorts for this area of the Township and the Lake Region.

Paupack Township

The Lakeville Recreation Complex is comprised of approximately 15 acres of land in Lakeville, located off Pennsylvania Route 590. It has been continually improved over the past ten years through the use of both local resources and Commonwealth grants. The park has an access road from Route 590, parking facilities, bathroom facilities, a storage facility, picnic pavilion with picnic tables and grills, a playground complex, a baseball / softball field, a double-play tennis court and a basketball court.

The Recreation Complex is used by both municipal residents and seasonal visitors and extensively by various leagues. The Tri-County Little League, comprised of youth from Paupack Township and surrounding communities south and west of the Township, utilizes the park for baseball. The Hawley Babe Ruth Little League uses it for baseball. The Lake Ariel Men's Softball League plays softball there. Finally, local groups such as the Lakeville United Methodist Church regularly use the facility for family outings.

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4.0 Park and Recreation Facility Operations

The Lake Region Partnership recognizes the potential benefits of working collectively in the delivery of park, recreation and open space opportunities for their residents. The four municipalities, in developing this Park, Recreation and Open Space Plan, identified the following benefits of creating a multi-municipal partnership to address the recreational needs of area residents;

- a) **Reductions in Costs:** *Through the Lake Region Partnership, the management, maintenance, enhancement and development of park, recreation facilities can be accomplished in a more cost effective way than if a single municipality chose to continue to provide park and recreation services.*

Specifically, the sharing of administrative costs for park and recreation services should reduce the duplicative overhead costs for the partnering municipalities. Joint purchases of equipment and materials can also be accomplished in a manner that reduces the costs for single municipalities purchasing smaller quantities. Finally, the sharing of park facility maintenance cost across partnering municipalities provides potential labor cost savings for municipalities.

- b) **Enhancement of Grant Opportunities:** *Partnerships and multi-municipal recreation efforts present more grant opportunities. Many potential funding partners look for cooperative regional approaches in the delivery of park and recreation services. The Pennsylvania Department of Conservation and Natural Resources (DCNR), for example, looks more favorably on funding applications by multi-municipal partnerships.*
- c) **Public/Private Partnerships:** *A marketing opportunity exists to solicit new revenue sources for the further development of park and recreational facilities and programs through business contributions, in-kind contributions and fund raising activities when a regional approach with a broader market base is used.*
- d) **Specialized Recreational Opportunities:** *A regional approach combining financial resources provides the opportunity to develop specialized park and recreation facilities and programs due to increased population base served. An example of a specialized recreation facility within the Lake Region Partnership is the Skate Park located within Bingham Park. This facility potentially addresses the needs of all four municipalities, thereby eliminating the need for the development of another Skate Park.*
- e) **Professional Park Management:** *Given the growing demand for park, recreation and open space services and the larger population base served, opportunities exist to secure professional park management services.*

Programs such as the DCNR Circuit Rider Program provide financial incentives to local municipalities to hire park and recreation professionals to manage day to day operations, managing volunteers, developing and coordinating programs and services, fund raising and developing other partnership opportunities. Cost sharing of a professional park manager through a multi-municipal partnership makes this concept a very cost effective option for enhancing park, recreation and open space opportunities within small communities.

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It is recommended the Lake Region Partnership continue to explore the benefits of working together to deliver park and recreation services to residents and seasonal visitors. Such a multi-municipal partnership has a number of benefits that need to be considered as local tax dollars continue to be stretched and the search for private donations and grant opportunities has become extremely competitive.

The management of park and recreational facilities within those municipalities which have a municipal park is the sole responsibility of the governing board of the municipality. This governing board, in the case of Hawley Borough, is the Hawley Borough Council.

Likewise, in Lake and Paupack Townships the governing boards are their respective Boards of Supervisors. Hawley Borough, Palmyra Township and Paupack Township have the benefit of a Park and Recreation Commission/Committee, that is used to provide recommendations on park and recreation issues to the governing boards of the municipalities.

Lake Township currently does not have a park and recreation committee in place within the Township, but at times uses various residents who have an interest in specific park and recreation functions within the Township to support the decision making process of Township government related to the management of municipal facilities.



Hawley Borough and Palmyra Township have consistently worked together on park and recreation issues. They have, in fact, participated in a joint municipal park and recreation committee. The committee has recently reorganized and is assuming a more active role in the management, maintenance and on-going development of park and recreation facilities within Hawley Borough.

Additionally, the committee is very active in the scheduling of the park and recreation facilities within Hawley Borough, the two parks within the Borough being very heavily used by various baseball and softball leagues from around the area. Paupack Township has a five-member park and recreation committee in place which is used on a more periodic basis when consideration is being given to the enhancement or development of park and recreation facilities within the Township or if the development of a program at the existing municipal park is being considered or proposed. All members of the park and recreation committee are residents of Paupack Township.

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Summarizing, three of the four municipalities active within the Lake Region Partnership have active park and recreation committees in place and the other uses an informal process to solicit input from the community at large.

There has been no consideration to date of a regional park and recreation committee to look more broadly at park and recreation issues. Nevertheless, the effort put forth by Hawley Borough and Palmyra Township as partners on park and recreation issues does represent a regional program in its own right. Also, although there is no regional park and recreation program in place other than the Hawley Borough and Palmyra Township joint effort, municipal park and recreation facilities are being regularly used by residents of numerous other municipalities.

The service area for Bingham Park and Riverside Park includes not only Palmyra Township, Wayne County, but also, Palmyra and Lackawaxen Townships in Pike County and Paupack and Texas Townships in Wayne County. The service area for the Lakeville Recreation Complex includes not only Paupack Township, but also Lake, Palmyra and Salem Township as well as Hawley Borough in Wayne County and Palmyra and Lackawaxen Townships in Pike County. Lake Township's park and recreation facility is used by Lake, Paupack and Salem Township, Wayne County, residents.

The primary users of these formally and informally shared facilities include the Tri-County Little League, the Wallenpaupack Babe Ruth Baseball League and Men's and Women's Softball Leagues. Additionally,



Bingham Park and the Lakeville Recreation Complex have tennis courts that are used by individuals and families from other municipalities. Likewise, the Lake Township Municipal Park, Lakeville Recreation Complex and Bingham Park, all have playground facilities used by residents from adjoining municipalities.

Finally, in the case of the Lake Township Municipal Park, Bingham Park and Lakeville Recreation Complex, each has a pavilion (or in the case of Bingham Park, a gazebo) which are used extensively by individuals who are residents of municipalities other than the host community.

The Lake Region Partnership is not currently pursuing multi-municipal management of park, recreation and open space facilities across all four participating municipalities. The Partnership, however, does intend to form a Regional Recreation Committee if and when the municipalities are able to develop a regional passive recreational park as proposed within this Plan.

Until such time as a regional committee to develop and manage park and recreation facilities and services within the Lake Region area is formed, the four municipalities will work as closely as possible and coordinate their efforts through the following activities:

- a) **Municipal Park Expansion or Facility Development:** *Should any municipality seek to expand its municipal park complex or enhance municipal park facilities that municipality will notify the other municipalities within the Lake Region Partnership to seek their input.*
- b) **Coordination of Municipal Park Use:** *The four municipalities will coordinate the use of park facilities such as ballfields to maximize their availability. One method of doing this, for instance, is through the sharing of league game and practice schedules annually.*

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5.0 Needs Assessment

This component of the Recreation, Parks and Open Space Plan addresses the specific park, recreation and open space needs of Hawley Borough and Lake, Palmyra and Paupack Townships individually as well as collectively. It is important, in this regard, to recognize the different types of park and recreation needs. The National Recreation and Park Association offers such a classification, detailed in Table 1.

Table 1 National Park and Recreation Association Classification of Park and Recreation Facilities			
Major Park Category	Park Type	Park Description / Use	Desirable Size
Local and close to home space	Mini-Park	Specialized park facilities that serve a concentrated or limited population or specific group such as young children or seniors.	1 acre or less
	Neighborhood Park / Playground	Area for intense recreational activities, such as field games, court games, crafts, playground apparatus area, skating, picnicking, wading	1-2 acres
	Community Park	Area of diverse environmental quality. May include areas suited for intense recreational facilities, such as athletic complexes, large swimming pools. May be an area of natural quality for outdoor recreation, such as walking, viewing, sitting, picnicking. May be any combination of the above, depending upon site suitability and	25+ acres
Regional space	Regional / Metropolitan Park	Area of natural or ornamental quality for outdoor recreation, such as picnicking, boating, fishing, swimming, camping and trail uses; may include play areas.	200+ acres
	Regional Park Reserve	Area of natural quality for nature oriented outdoor recreation, such as viewing, and studying nature, wildlife habitat, conservation, swimming, picnicking, hiking, boating, fishing, camping and trail uses. May include active play areas. Generally 80% of the land is reserved for conservation and natural resources management, with less than 20% used for recreational development.	1,000+ acres
Space that may be local or regional and is unique to each	Linear Park	Areas development for one or more varying modes of recreational travel, such as hiking, biking, snowmobiling, horseback riding, cross-country skiing, canoeing and pleasure driving. May include active areas.	Sufficient width to protect the resource and maximum use
	Special Use	Areas for specialized or single purpose recreational activities, such as golf courses, nature centers, marinas, zoos, conservatories, display gardens, arenas, outdoor theaters, gun ranges, or downhill ski areas, or areas that preserve, maintain and interpret building, sites, and objects of archeological significance. Also plazas or squares in or near commercial centers, boulevards and parkways.	Variable depending on desired size
	Conservancy	Protection and management of the natural / cultural environment with recreation use as a secondary objective.	Sufficient to protect the

The recreation and open space needs of each community and the Lake Region as a whole were assessed

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by using the National Recreation and Park Association's *Recreation, Park and Open Space Guidelines* to complete an inventory of each public park within the Lake Region. Those standards are based on population and the Lake Region Partnership municipalities had a combined population of 9,750 persons according to the 2000 Census.

Table 2
Lake Region Area
Adult Population Based on 2000 U.S. Census

Municipality	Total Population	Population 18-59 Years	% of Total	Population 60+ Years	% of Total	Median Age
Hawley Borough	1,303	624	47.9%	320	24.6%	41
Lake Township	4,361	2,164	49.6%	1,099	25.2%	42
Palmyra Township	1,127	508	45.1%	300	26.6%	43
Paupack Township	2,959	1,417	47.9%	772	26.1%	42
Total	9,750	4,713	48.3%	2,491	25.5%	42

The recommended acreage of park facilities per 1,000 persons population for each park type and the recommended numbers of components are outlined in Tables 3 and 4 following.

Table 3
Comparison of Lake Region with National Park and Recreation Association Guidelines by Park Components

Municipality / Park	Major Park Components	Components	NPRA Standard	Actual
Hawley Borough	Baseball Fields	3	1 Per 5,000 Persons	6.0
Bingham Park	Tennis Courts	2	1 Per 2,000 Persons	1.6
	Basketball Courts	1	1 Per 5,000 Persons	2.0
Hawley Borough Riverside Park	Baseball Fields	1	1 Per 5,000 Persons	2.0
Paupack Township	Tennis Courts	2	1 Per 2,000 Persons	1.3
Lakeville Recreation Complex	Basketball Courts	1	1 Per 5,000 Persons	1.7
Lake Township Lake Township Recreation	Baseball Fields	1	1 Per 5,000 Persons	1.1

A population of 9,750 persons suggests the total park acreage should include approximately 20 acres of open space. Lake Region municipal parks account for approximately 45 acres of land. Currently, therefore, the total open space set aside is more than adequate to serve the existing population. The Lake Region population increased by 36.7% between 1990 and 2000. Should a similar increase in population occur between 2000 and 2010, the Lake Region would be home to about 13,500 persons in 2010, suggesting a need for as much as 26 acres of parks, recreation and open space. Therefore, it is reasonable to conclude the Lake Region will, for the next 3–5 years and probably well beyond, continue to have more than

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adequate land devoted to parks, recreation and open space. This is not to suggest, however, that planning does not also need to address the needs of seasonal visitors or that the Lake Region will not benefit from further parks and recreation development.

Table 4
Comparison of Lake Region with National Park and Recreation Association Guidelines for Park and Recreation Facilities

Municipal Park Name	Park Classification	Park Uses	Park Components	Use Hours	Park Size	Acres / 1,000 Persons	
						NPRA Standard	Actual
Bingham Park	Community Park	Areas within the park for intense recreation activities including; field games, court games and playground area.	Double Play Tennis Court, Lighted Basketball Court, Lighted Parking Facilities Set of Dugouts Skate Park Gazebo Playground System Seasonal Restroom Facilities Park Benches 2 Sets of Player Benches 3 Baseball Fields 3 Baseball Field Backstops 3 Sets of Spectator Bleachers	Day and Evening	12 Acres	1.0 to 2.0	4.8
Riverside Park	Community Park	Areas within the park for intense recreation activities including field games.	Baseball Field Set of Spectator Bleachers Baseball Field Backstop Walking Trails 2 Sets of Player Benches	Day	13 Acres	1.0 to 2.0	5.2
Lakeville Recreation Complex	Community Park	Areas within the park for intense recreation activities including; field games, court games and playground area.	Baseball Field Baseball Field Backstop Restroom Facility Equipment Storage Building Picnic Pavilion w/Tables and Grills Playground Double Play Tennis Court Basketball Court Park Benches Parking Facilities 2 Player Dugouts 2 Sets of Spectator Bleachers	Day	15 Acres	1.0 to 2.0	5.0
Lake Township Recreation Complex	Mini-Park or Pocket Park	Specialized facilities that serve primarily youth sports such as baseball.	Baseball Field Baseball Field Backstop Score Board Playground Picnic Pavilion/Refreshment Stand Parking Facilities Set of Spectator Bleachers 2 Sets of Player Benches	Day	5 Acres	0.25 to 0.5	1.1

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Table 4 compares the total number of major park components within existing Lake Region park and recreation facilities in comparison to recommended additional guidelines provided by the National Recreation and Park Association.

Based on the current population, the Lake Region has adequate baseball fields, although Lake and Paupack Township residents may have use facilities in Hawley or elsewhere to meet their specific needs. Overall, the region has five baseball fields, which should be adequate to serve a population of approximately 25,000, which is well above not only the 2000 population, but also roughly twice the projected population for 2010 (an estimated 13,500 if current trends continue).

The number of public tennis Courts and basketball courts within the Lake Region is much closer to the standard, however, suggesting greater needs in the not too distant future. The Lake Region will need an additional four tennis courts and one basketball court should the population increase to 13,500.

The Lake Region area, however, includes a large number of private second home communities and other recreational facilities that can be used to augment the existing public park system. Although these private facilities are only available for community members and their guest, the communities also contain a significant portion of the permanent population within the Lake Region. Indeed, second homes are rapidly converting to permanent homes. These facilities will, therefore, be of increasing importance in fulfilling park and recreation needs.

Those tennis courts and basketball courts located within private communities in the Lake Region area should address the expanded need for these facilities. Research indicates, for instance, another 20 private tennis courts exist within the Lake Region in these communities. There are, in addition, another 5.5 private basketball courts throughout the Lake Region. The addition of these facilities, which are publicly used within private communities, to the park component analysis conducted on the existing municipal parks indicates they will clearly alleviate the need to construct any additional tennis courts or basketball courts before 2010 in the Lake Region.

A final consideration in reviewing park, recreation and open space needs within a community is the potential for connection of the existing park system to a regional greenway / trail system. Wayne County has not developed a greenway plan to identify potential greenways or trail systems within the County. It is recommended, should Wayne County develop a greenway / trail system in the future, the Lake Region Partnership review participate in that planning in relationship to their existing park system and the possibilities of a connection to such systems.

The lack of existing greenways and trail systems suggests the Lake Region could benefit from a regional passive recreational park. Demographic analysis of the Lake Region indicates approximately 48% of the population is between the age of 18 and 60 and 26% of the population is 60 years and older. Therefore, 74% of the population within within the Lake Region consists of adults 18 and over.

This population would be the target population to be served by such a regional passive recreational park. The median average age within the four municipalities was 42 years in 2000, an increase of 4.3 years from 1990. Table 2 preceding provides a breakdown of the adult population groups within each municipality for 2000.

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A final aspect of need relates to the degree to which park and recreation facilities are accessible by disabled persons. Each of the municipal parks within the Lake Region was reviewed to determine compliance with the American with Disabilities Act (ADA) requirements for park access, access among park facilities and parking. This review was conducted by a profession design consultant who completed an on-site review of each municipal park. The results of this on-site survey are described below for each municipal Park:

- a) **Bingham Park:** *This is the most developed of all the municipal parks within the Lake Region. It has been improved with Department of Conservation and Natural Resources grant dollars for certain park components. These components as well as the other park components have been developed with attention given to ADA compliance requirements. Park access and access to park facilities both meet ADA standards. Three separate parking areas exist within the Park, each area having dedicated and designated parking opportunities for persons with disabilities.*
- b) **Riverside Park:** *Riverside Park, also located in Hawley Borough, is comprised of parking facilities, a baseball field and backstop and supporting facilities, including player benches and spectator bleachers. This Park was developed with financial assistance from the Community Development Block Grant and a grant from the Department of Conservation and Natural Resources. ADA Compliance issues were, therefore, addressed in the planning of the facility improvements. Riverside Park meets existing ADA standards for park access and access to park facilities. It also has dedicated and designated parking opportunities for persons with disabilities.*
- c) **Lake Township Recreation Complex:** *The Lake Township Recreation Complex has been developed by the Township itself using local tax dollars and donations from the community. The Township has not received any financial assistance through either CDBG or DCNR grants. The park contains a baseball field, playground, pavilion and restroom facilities. The restroom facilities within the park are handicapped accessible but the Township needs to consider the dedication and designation of handicapped accessible parking spaces as well as an access path to park components. The Section 4.11 Recommendations and Section 4.12 Implementation section of this Plan further address this ADA compliance issue.*
- d) **Lakeville Recreation Complex:** *The Lakeville Recreation Complex located in Paupack Township has received the benefit of a number of grants through the Department of Conservation and Natural Resources, which has afforded the Township the opportunity to effectively address ADA issues within each stage of development of the Complex. Currently, the Lakeville Recreation Complex meets ADA requirements for park access, access among park facilities and has dedicated and designated parking opportunities for persons with disabilities.*

A variety of methods were used to seek public input into the park and recreation planning process as well as the above described resource assessment. These methods specifically included the following:

- a) **Steering Committee:** *A broad-based project Steering Committee was established. It included one member from each municipality's governing board, another from each Planning Commission and one additional public official from each municipality. The Wayne County*

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Department of Planning also participated as a member. Finally, understanding school districts are important partners, particularly with respect to recreation, the Wallenpaupack Area and Western Wayne School Districts were also asked to participate. The Steering Committee met monthly, providing oversight with regard to the development of this plan, including both recreation and other aspects.

- b) **Community Survey:** A community survey was developed in cooperation with the Steering Committee for distribution to the community at large. The community survey was distributed through the mail to 1,500 individuals within Hawley Borough and Lake, Palmyra and Paupack Townships. The Community Survey solicited information from the community members on their perception of a variety of planning issues such as public safety, housing, employment, the environment and park and recreation needs (see below example of question covering selected recreation issues).

		Reduce	Continue	Increase
Please tell us to what extent you would generally favor spending your tax money adding, expanding or improving each of these:	Road maintenance	1	298	248
	Police protection	15	306	224
	Special clean-up days	20	319	199
	Fire Protection	5	376	169
(Circle your position on each, using the following guide) Reduce = Reduce Spending Continue = Continue Current Level Increase = Increase Spending	Ambulance services	7	385	157
	Other youth-based activities	53	336	147
	Senior activities center	39	378	120
	More playground facilities	80	364	90
	Picnic facilities	96	387	54

- c) **Project Website:** Early in the drafting of the Lake Region Comprehensive Plan, the Steering Committee determined it was important to keep those communities involved regularly updated on the status of the planning process. A project website was created to provide information related to the Lake Region Partnership and the on-going work of the Steering Committee. Steering Committee meeting minutes, various project maps and public presentations on the project have all been posted on this website.

The Steering Committee has throughout this project used local newspapers to publish updates, announce public meetings and direct the public at large to the Lake Region Comprehensive Plan website. The Lake Region Comprehensive Plan website will remain operational following completion of the planning process so the public at large has the opportunity to use the results and receive updates.

- d) **Community Meetings and News Releases:** Throughout the preparation of the Lake Region Comprehensive Plan, the Steering Committee conducted public meetings which were advertised in the local newspapers to reach out to the community for input on the project. News releases were employed at key points during the project to update the community. One of the first news releases was related to the creation of the Lake Region Partnership. Following the initial news release were



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newspaper articles on the results of the community survey and the scheduling of the public meetings conducted to solicit input on the planning project.

e) **Park and Recreation Focus Groups:** *Following acquisition of a planning grant from DCNR, the Steering Committee determined a focus group process would be initiated to solicit further input from park and recreation planners for each municipality. The Hawley Park and Recreation Committee, with participation from Palmyra Township, the Paupack Township Park and Recreation Committee and members of the community in Lake Township with an interest in park and recreation issues, were all consulted for in-depth discussions on the subject. The focus groups were convened for the following specific purposes:*

- *Expanding community involvement in the planning process beyond the Steering Committee members.*
- *Providing feedback on the results of the community survey conducted as part of the Comprehensive Plan project insofar as park and recreation issues.*
- *Reviewing and commenting on proposed park and recreation goals and objectives developed by the Steering Committee.*
- *Providing feedback on park and recreation recommendations proposed as part of this Comprehensive Plan.*

Four focus group discussions were conducted in Hawley Borough and Lake and Paupack Townships in April through June, 2006 in Hawley, Lake Ariel and Lakeville. Approximately 20 individuals participated in these sessions.

Each meeting included; a) background on the Comprehensive Plan process and the Recreation, Parks and Open Space element in particular, b) a review of goals and objectives regarding recreation and open space issues, c) review and discussion around a set of focus group questions, and d) opportunities for feedback on the project in general.



The key observations were as follows:

- *A regional recreation, parks and open space committee involving the four municipalities should only be considered if such committee is used to support the efforts of existing municipal recreation, parks and open space committees and limits its activities to those assigned to it by agreement of local committees. There should be no redundancy in functions.*
- *All municipalities should continue to enhance their municipal parks through upgrading of equipment at each park or adding recreation equipment where possible. Land acquisition*

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to further develop Lake Township's Municipal Park with the addition of handicapped accesses highlighted as needs. Hawley Borough desires to create a river access at Bingham Park.

- *The development of a low-impact regional passive-recreation facility should be considered. If possible, consideration should be given to the development of this park through a public/private partnership.*

6.0 Recreation and Parks Administration

The following discussion reviews critical aspects of the system of administration that now exists for the Lake Region's recreation and park facilities and programs, as well as needs relating to this system.

a) **Legal Authority:** *The individual member municipalities in the Lake Region Partnership have the full authority and responsibility for the management, delivery and development of park and recreation services within their respective municipalities. The committee structure that supports the local government decision making process related to park and recreation programs and facilities has been described within other parts of this section of the Comprehensive Plan. It is based upon the authorities granted to member municipalities under Article XXII of the Pennsylvania Second Class Township Code and Article XXVII of the Pennsylvania Borough Code. These sections provide for:*

- *Municipal designation of public parks and other recreation areas and facilities.*
- *Acquisition of lands, buildings or equipment for recreational purposes.*
- *Employment of persons to maintain and supervise recreation facilities.*
- *Regulation of the use, by the public, of any park or recreation facility.*
- *Creation of a recreation board to supervise, regulate, equip and maintain recreation programs and facilities.*

b) **Partnerships Among Municipalities and Community Organizations and Involvement with Regional Initiatives:** *The best example of a regional initiative related to park and recreation services is the partnership between Hawley Borough and the adjoining communities of Palmyra Township and Lackawaxen Township (Pike County). Hawley Borough created a Park and Recreation Board with membership from Hawley Borough, Palmyra Township and Lackawaxen Township understanding that park and recreation facilities within the Borough are used extensively by residents from these adjoining municipalities.*

The Palmyra Township Board of Supervisors has historically supported the enhancement and development of park and recreation facilities within the Borough because the Township has no municipal owned park and recreation facilities of its own. Moreover, Borough facilities are easily accessed by most Township residents. Palmyra has, as a result, consistently provided financial assistance, personnel and equipment to support development and on-going

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maintenance of park and recreation facilities within the Borough. There are no formal existing regional relationships related to the administration, maintenance or development of park and recreation facilities within Paupack or Lake Townships. Should the Lake Region municipalities seek to craft such a formal relationship, the following options are available:

Intergovernmental Cooperation Agreement: *The Commonwealth of Pennsylvania's Intergovernmental Cooperation Law permits partners to create an agreement that becomes a legal contract between the participating entities. An intergovernmental cooperation agreement can be developed among municipalities, school districts and other potential partners. Such agreements typically identify the regional agency's mission, responsibility, financial structure and board membership.*

Nonprofit Organization: *Examples exist within the Commonwealth where recognized 510(c)3 organizations have been created or contracted by municipalities to provide park, recreation and open spaces for residents. Such nonprofit organizations can be used to increase revenues to maintain and enhance park and recreation services.*

Municipal Authority: *Another option for managing and financing park and recreation services is through the development of a municipal authority. Municipal authorities are common in Pennsylvania for the delivery of municipal services such as water and sewer. Municipal authorities can borrow money, issue bonds and are expected to pay its debt from the revenues it generates through the services it delivers.*

The Lake Region municipalities should, in considering a more formal partnership arrangement, consult with the Department of Conservation and Natural Resources to review various models that exist throughout the Commonwealth and determine which option would work best for the delivery of park, recreation and open space services within the Lake Region. Additionally, the members should consider opportunities for expand the partnership to include school districts and private entities that might participate in this effort.

- c) **Public Relations and Marketing Regarding Municipal Park and Recreation Functions, Services and Programs:** *The primary method of communicating to the public at large related to the availability of park and recreation facilities and programs is the use public meetings and local newspapers. Paupack Township also uses a newsletter and Annual Report. Public meetings are used by all municipalities to educate the community about park and recreation programs and facilities. Local newspapers are also used periodically to provide information about new municipal recreation initiatives.*

Paupack Township's newsletter, which is mailed semi-annually to each property owner within the Township, provides a regular method of communicating information on park programs to residents, but is particularly effective in reaching second-home visitors who do not necessarily use other media. This newsletter highlights major new developments with park and recreation facilities within the Township and disseminates information on program schedules and the like. The Township also produces an Annual Report that highlights the accomplishments of Paupack Township over the course of the year, documenting all significant developments regarding the Lakeville Recreation Facility.

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d) **Municipal / School Cooperative Efforts:** *The relationships between Hawley Borough, Lake, Palmyra and Paupack Townships and with the Wallenpaupack and the Western Wayne School Districts have always been very good. The fact that the School District Superintendents agreed to participate on the Lake Region Steering Committee is evidence of that support. Currently, no formal cooperative agreement exists between any of the four municipalities and the school districts. However, Hawley Borough has informal agreements with the Wallenpaupack School District for the use of Bingham Park for school outings and by various school teams for practices. The Wallenpaupack School District has also participated financially in the enhancement of park facilities within the Borough.*

e) **Cooperative Efforts with other Recreation Providers, Support Groups and Businesses:** *No formal agreements exist with other recreation providers, support groups or area businesses related to the use or enhancement of park and recreation facilities within the municipalities. Nonetheless, the municipalities have all established very productive partnerships with area businesses and community service organizations to promote the development of park and recreation facilities and programs within their specific communities.*

Hawley Borough, for instance, has developed a strong relationship with the Wallenpaupack "A's," a local community organization which was developed to support the enhancement of recreation programs for youth within the Lake Wallenpaupack area. The Wallenpaupack "A's" have provided financial assistance, donations of materials and labor to Hawley Borough to enhance park and recreation facilities. Also, the Paupack Township business community came together to financially support the re-construction of a Township Building at the Lakeville Recreation Complex, which was destroyed in a fire.

f) **Policies and Procedures Governing General Operations of Park and Recreation Program and Facilities:** *Currently, none of the participating municipalities within the Lake Region Partnership have specific policies and procedures that govern general operations of their municipal parks. One of the Goals of this Comprehensive Plan specific to park, recreation and open space is for each municipality to consider the development of a facility maintenance and risk management plan to insure on-going maintenance of their municipal park.*

g) **Opportunities for Public Involvement with the Planning Process:** *The community at large is encouraged to participate in the local planning process through a variety of public meetings. Each municipality in the Lake Region Partnership conducts governing board meetings at least once a month. The Hawley Borough Park and Recreation Board also conducts monthly meetings specifically related to park and recreation issues. Paupack Township's park and recreation committee meets periodically when program issues are identified with respect to the Lakeville Recreation Complex or if the Township is reviewing opportunities to further develop the facility. Planning and development of park and recreation programs and facilities within Lake Township is done through the Lake Township Board of Supervisors and the Lake Township Planning Commission, both of which have regular monthly meetings. Newspapers are also utilized to provide information to the public at large related to park and recreation programs and facilities.*

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- h) **Record Keeping Procedures:** Record keeping regarding any information or documentation related to park and recreation programs and activities is a function of municipal government in all cases. Expenditures specifically related to park and recreation programs or facility development activities are tracked along with all other expenditures incurred by the municipality.

Hawley Borough is currently the only municipality in the Lake Region Partnership that generates income from service fees or donations from organizations that utilize the Borough Park facilities.

The revenues collected by Hawley Borough are maintained within its park and recreation budget for use to off-set park and recreation facility management and operation cost.

Lake and Paupack Townships currently do not generate any user fees associated with municipal park and recreation facilities.

- i) **Existing Staffing for Park and Recreation Facilities:** None of the municipalities has dedicated personnel hired to work exclusively on managing or maintaining park and recreation facilities with their respective communities. Management and maintenance of municipal park and recreation facilities within each municipality is, in all cases, accomplished by municipal personnel who also provide management or maintenance functions for other operations within local government.

The following table identifies each of the four municipalities, the number and type of part-time positions involved in providing park and recreation services and the number of volunteers who support the operation of park and recreation facilities within the municipality.

Table 5 Municipal Park and Recreation Staff and Volunteers Lake Region Partnership Municipalities			
Municipality	Type of Position	Number of Part-Time Staff	Number of Volunteers
Hawley	Maintenance/Clerical	4	12
Lake	Maintenance	3	6
Palmyra	N/A	N/A	N/A
Paupack	Maintenance	4	0
Lake Region	N/A	11	18

- j) **Existing Staff Management and Recruitment Process:** Recreation staff and volunteer recruitment within the Lake Region Partnership is generally done through word of mouth and official and informal announcements at public meetings. If no candidates are identified, local newspaper advertisements are used to recruit staff and volunteers.

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Elected officials have direct responsibility for park and recreation operations within their respective communities. Other staff positions involved with recreation facility management include the municipal secretaries and highway and public works maintenance personnel.

Shared staff opportunities have been explored and implemented between Hawley Borough and Palmyra Township for specific periods of time and for special recreation projects. Palmyra Township has also shared Township equipment with Hawley Borough, although again for specific periods of time or special projects.

All four municipalities are currently adequately staffed to support existing park and recreation facility management and maintenance within their respective communities. Should additional park and recreational facilities be developed or if facility enhancements should be pursued, each municipality will need to review existing staffing to determine if it is adequate to support the expansion.

If a regional park and recreation facility should be developed, participating municipalities will need to determine the individual local commitments required to staff the project.

One of the goals of this Comprehensive Plan is to assess regional park development opportunities, specifically with regard to low-impact passive recreational uses within the Lake Region. If this goal should become a reality within the Lake Region, consideration will need to be given to regional staffing of the management and maintenance responsibilities associated with the park.

7.0 Recreation Facility and Open Space Inventory and Analysis

An analysis of existing municipal park and recreation facilities was accomplished by the Lake Region Partnership with the support of the consulting team for this project. Each municipal park was reviewed to identify facilities, including the review of each piece of recreational equipment at the municipal park. Judgments were made as to condition in reviewing recreational equipment located at each of the parks. Comments were also recorded related to issues or concerns the municipality may want to address regarding the condition of each park or specific piece of recreation equipment.

The Steering Committee, in addition to reviewing the municipal parks within each of the four participating municipalities, also identified various recreation resources within the Lake Region to be included within this Recreation Facility and Open Space Inventory and Analysis.

The inventory and analysis documents the facility name, ownership, number and type of facility and its general condition. The municipal parks located within the Lake Region and reviewed included Bingham Park and Riverside Park in Hawley Borough, the Lake Township Municipal Park in Lake Township and the Lakeville Recreation Complex in Paupack Township. Each was reviewed to determine appropriateness for surrounding populations and proximity to users.

Each municipal park provides individual as well as family recreational opportunities. Bingham Park, Riverside Park and the Lakeville Recreation Complex provide active recreational opportunities for older adult populations by offering tennis courts and basketball courts. Walking opportunities have been also

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incorporated into the operation of Bingham Park and Riverside Park. The Lakeville Recreation Complex and the Lake Township Municipal Park both have pavilions which are available for use by older adult populations. Bingham Park also has a gazebo which is similarly used.



Community access to parks was also considered. Bingham Park and Riverside Park provide easy access for Borough and nearby Palmyra Township residents who are the primary users of the Hawley park system. Access to both parks by individuals and families from surrounding municipalities is convenient due to the park locations in relationship to State and municipal road systems. The Lakeville Recreation Complex and the Lake Township Municipal Park are both centrally located on State roads. Residents or visitors to these municipal parks get to them by driving as opposed to walking to the park.

The issue of handicapped accessibility was also reviewed related to each of the municipal park sites. All four municipal parks have handicapped accessible parking. Bingham Park and the Lakeville Recreation Complex have easy access to specific facilities within each park due to park enhancement projects which addressed handicapped accessibility issues.

The following set of tables list all the recreational sites identified for analysis within the Lake Region Project. The tables are comprehensive in that they identify all municipal parks as well as community recreational resources identified by the Lake Region Partnership Steering Committee.

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**Table 6-A
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Hawley Borough	Wallenpaupack School District Primary Building	Wallenpaupack School District	(1) Playground	Good	None
Hawley Borough	Bingham Park	Hawley Borough	(1) Double Play Tennis Court (1) Basketball Court (1) Parking Facilities (2) Baseball Fields (2) Baseball Field Backstops (2) Player Benches (2) Player Dugouts (2) Sets of Bleachers (1) Skate Park (in design phase) (1) Gazebo (1) Playground System (1) Seasonal Bathroom facilities Park Benches	Good Good Fair Good Good Fair Fair Good N/A Good Good N/A Good	Borough installing new backboards and post on the basketball court. Skate Park Project recently funded and in design and construction phase. Gazebo is presently being considered for a renovation project.
Hawley Borough	Riverside Park	Hawley Borough	(1) Baseball Field (2) Player Benches (1) Set of Bleachers (1) Baseball Field Backstop Walking Trails	Good Good Good Good Good	
Palmyra Township	Woodledge Development	Private Community	(1) Outdoor Pool (1) Lake with Beach (1) Tennis Court (1) Basketball Court (1) Clubhouse w/ Game Room (1) Picnic Area	Good Good Good Good Good Good	

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**Table 6-B
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Palmyra Township	PPL Mangan Cove Boat Launch Area	PPL	(1) Boat Launch Area	Very Good	
			(1) Parking Area	Very Good	
			(1) Picnic Area including Picnic Tables and Grills	Good	
			(1) Seasonal Restroom Facilities	N/A	
Palmyra Township	Dorfinger Sanctuary	Private Not-For Profit	(1) Glass Museum	Good	
			(1) Gift Shop	Good	
			(1) Scenic Lake	Excellent	
			(1) Wildflower Music Festival w / Concrete Stage	Good	
			(1) Natural Trail with Hiking	Good	
			(1) Off-Site — Glassworkers House	Good	
			(1) Off-Site — White Mills Fire House	Good	
Palmyra Township	Lock 31 Project	Wayne County Historical Society	(1) Lock 31 Lock Tenders House	N/A	The Lock 31 Lock Tenders House is being considered for a full restoration project by the Wayne County Historical Society.
Paupack Township	Theodore Kostige Recreation Complex	Paupack Township	(1) Baseball Field	Good	
			(2) Dugouts	Good	
			(2) Bleachers	Good	
			(1) Backstop	Good	
			(1) Restroom Facilities	Very Good	
			(1) Equipment Storage Building	Very Good	
			(1) Pavilion w/ Picnic Tables and Grills	Very Good	
			(1) Playground	Very Good	
			(1) Double Play Tennis Court	Very Good	
			(1) Basketball Court	Very Good	
			Park Benches	Very Good	
			Parking Facilities	Good	

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**Table 6-C
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Paupack Township	Wallenpaupack Lake Estates Development	Private Community	(2) Outdoor Pools (1) Indoor Pool (1) Game Room (1) Club House / Exercise Room / Snack Bar (1) Volleyball Court (2) Tennis Courts (1) Basketball Court (1) Baseball Field with Bleachers / Player Benches (1) Skating Rink / Roller Blade Ring (2) Beaches with Picnic Areas and Playground (1) Campground	Very Good Very Good Good Very Good Very Good Very Good Very Good Good Good Very Good Very Good	
Paupack Township	Sandy Shore Development	Private Community	(1) Pavilion w/Picnic Tables (1) Playground (1) Playground (1) Boat Dock Facilities (1) Baseball Field (1) ½ Basketball Court	Good Good Good Good Good Good	
Paupack Township	Paupackan Lake Development	Private Community	(1) Swing Set (1) Lake w / Beach Area and Boat Launch Area	Good Good	
Paupack Township	Cove Point Club Development	Private Community	(1) Double Play Tennis Courts (1) Boat Dock Facilities	Good Good	Playground is old and more for very young children between the ages of 5-10.
Paupack Township	Goose Pond Boy Scout Camp	Boy Scouts of Northeastern PA	(1) Camp Sites (1) Rifle Range (1) Rope Course (1) Climbing Wall (1) Beach Area w / Boat Launch Area (1) Recreation Lodge	Good Good Very Good Very Good Good Very Good	

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**Table 6-D
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Paupack Township	Camp Watonka	Private	(1) Lake w/ Beach (1) Basketball Court (2) Tennis Courts (1) Dining Hall (1) Volleyball Court (1) Recreation Hall (1) Climbing Wall (1) Soccer Field (1) Baseball Field w/ Player Benches (1) Rifle Range	Good Very Good Very Good Good Good Good Very Good Good Good Good	
Paupack Township	Lacawac Sanctuary (510 Acres)	Private Not-For Profit	(2) Hiking Trails (1) Plant Garden (2) Lakes (1) Visitors Center / Office (1) Ice House for Lodging (1) Carriage House w/ Lab Facilities / Gift Shop (1) Caretakers House (1) Coachman's House / Research Facility	Good Good Excellent Good Good Good Good Good	
Paupack Township	PPL Shumans Point	PPL	(1) Walking Trails (1) Parking Facilities	Good Good	
Paupack Township	Whitney Lake Development	Private Community	(1) Beach Area (1) Tennis Court	Good Good	
Lake Township	Cobb's Lake Preserve	Private Community	(1) Lake /Beach Area and Dock (1) Picnic Area (1) Playground (1) Campground Area — 4 sites	Good Good Good Good	

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**Table 6-E
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Lake Township	The Hideout	Private Community	(1) Campground (1) Walking Trail (1) Pavilion (6) Lakes w / 2 Beach Areas (1) Golf Course — 9 hole (1) Ski Hill (1) Softball Field (2) Outdoor Pools (1) Clubhouse (3) Playgrounds (2) Indoor Courts (10) Tennis Courts (2) Outdoor Basketball Courts (1) Gym Facility w/ Fitness Center (1) 18 hole Miniature-Golf Course (1) Game Room (1) Art Center	Good Good Good Good Good Good Very Good Very Good Very Good Good Very Good Very Good Good Very Good Very Good Good Good Good	
Lake Township	Secluded Acres	Private	(1) Beach Area (2) Lakes (1) Swing Set (1) Baseball Field	Good Good Fair Fair	
Lake Township	Lake Henry Campground (Swoyers Grove / Layton Park)	Private	(100+) Campsites (2) Playgrounds (1) Boat Dock Facilities Parking Facilities	Good Good (old) Good Good	Playground is old and more for very young children between the ages of 5-10.
Lake Township	Western Wayne School District Lake Ariel School	Western Wayne School District	(1) Playground	Good	

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**Table 6-F
Recreation Site Analysis
Lake Region Partnership Municipalities**

Municipality	Site Name	Ownership	Facilities	Condition*	Comments
Lake Township	Lake Township Municipal Park	Lake Township	(1) Baseball Field (1) Backstop (2) Player Benches (2) Bleachers (1) Score Board (1) Playground (1) Pavilion w/ Refreshment Stand Parking Facilities	Very Good Very Good Good Very Good Good Good Very Good Very Good	Playground is more than 12 years old and should be replaced. Player Benches should also be replaced.

*Facility Condition — The following scale was used to determine facility and equipment condition:

Good — Facility equipment is in working condition with no equipment failures

Very Good — Facility equipment is in working condition, with no equipment failures and the equipment is relatively new and well maintained.

Excellent — Facility equipment is in working condition with no equipment failures, the equipment is relatively new or new and very well maintained.

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8.0 Facilities and Equipment Maintenance

Currently, none of the four participating municipalities have a formal maintenance program including, specific record keeping on equipment and facility maintenance or a maintenance plan. Although there is no formal maintenance program in place, each municipality performs maintenance activities within their municipal park and recreation facilities. As routine maintenance is being completed, recreation facility staff are inspecting park and recreation equipment located within the municipal park. If staff identifies equipment that is non-functioning or presents a risk issue for park users, that equipment is repaired or replaced by the municipality.

All three municipal parks are in very good condition. The park and recreation equipment within each of the municipal parks is also generally in good condition. Some of the equipment, specifically in the Lakeville Recreation Complex, is in very good condition due to the fact it was secured through the acquisition of a recent grant funded through the Department of Conservation and Natural Resources (DCNR).

The equipment recently secured by the Township of Paupack includes a playground, park pavilion and basketball court. These park facilities are in excellent condition at this point in time. The Borough of Hawley's park equipment is also in good condition. The playground located within Bingham Park is in good condition being only approximately 8 to 10 years old and it, too, was secured through a DCNR grant. The picnic pavilion at the Lake Township Municipal Park is in good condition. The playground equipment at the park is in fair condition but is more than 15 years old and needs to be replaced.

Future capital equipment purchases for each municipality may include the following items:

Table 7 Recreation Equipment Summary Lake Region Partnership Municipalities			
Equipment	Hawley Borough	Paupack Township	Lake Township
Playground Equipment	X		X
Playground Safety Surface	X		X
Swing Sets	X	X	X
Picnic Tables	X	X	X
Tennis Court Nets / Post	X		
Barbeque Grills	X	X	X
Baseball Field Player Benches	X		X

Consideration should be given by each municipality to purchasing park and recreation equipment as a consortium, which would reduce the cost of the equipment being purchased. This activity would also reduce the risk of duplication of programming at each municipal park. Development of a maintenance program for each of the municipalities that documents work performed, establishes preventive procedures and identifies a schedule for park and recreation staff is recommended. This recommendation applies to each municipality and should also apply should the Lake Region Partnership develop a regional park.

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9.0 Recreation Programs

The majority of the organized recreation programs that exist within the Lake Region, outside of school activities, are centered around baseball leagues for boys and softball leagues for girls, women and men. Most of the other recreational activities that occur within the municipalities are more informal. These include pick-up basketball games, tennis, playground use and passive recreational activities around picnic pavilions.

Table 8
Recreation Programs
Lake Region Partnership Municipalities

Program Type	Number of Participants	Age of Participants	Program Fees	Hawley / Palmyra	Lake Township	Paupack Township
Little League (Boys)	600	7-12	X	X	X	X
Softball League (Girls)	125	7-12	X	X	X	X
Softball League (Men's)	120	18-60	X	X	X	X
Softball League (Women's)	48	18-55	X	X		X
Teeners League Baseball (Boys)	60	14-18	X	X	X	

Palmyra Township residents participate in baseball and softball leagues that use municipal park facilities within Hawley Borough and Paupack Township. There is, beyond the baseball and softball leagues highlighted above and school programs, very little organized recreation programming available within Palmyra Township or other rural parts of the Lake Region.

Nevertheless, Lake Wallenpaupack provides year-around recreational opportunities for families and individuals of all ages. Palmyra Township and Paupack Township are contiguous to the Lake. Hawley Borough and Lake Township are within the watershed and heavily influenced by the Lake and its tributaries, which include Lake Ariel, a major recreational attraction in its own right.

Many of the recreational programs of interest to seasonal visitors and second-home residents are provided by private entities. These include bowling lanes in Palmyra Township that serve about 40-80 youth (age 5-18) and 100-200 adults (18+ years) during both summer and winter seasons.

Also, PPL Mangan Cove, a public boat launch for Lake Wallenpaupack owned and operated by the PPL Company is located in Palmyra Township. It provides easy access to the Lake for residents and visitors to the area who enjoy boating activities on the Lake. Paupack Township includes Capri Marina, which also provides public access to the Lake as well as boat docking facilities. There is, in addition, a privately operated public campground at this location. Both the Mangan Cove and Capri Marina facilities have been identified in the Resources Inventory.

Finally, the Wayne County YMCA, which is located in Honesdale Borough, Wayne County is within 10 miles of the Lake Region. The YMCA offers a variety of recreation programs for individuals of all ages and families.

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The Comprehensive Plan Steering Committee, through the use of a focus group process, reviewed possible gaps in recreation programming within the Lake Region area. It was determined additional consideration should be given to providing recreational opportunities for special needs population groups, specifically including those persons with disabilities and the aging population.

It is, therefore, recommended the Lake Region Partnership consider the development of a committee to work closely with the Wayne County Area Agency on Aging and various disability councils or boards, including the ARC of Wayne County, to review existing needs for special needs recreational programming within the Lake Region. Should the Lake Region Partnership develop a regional passive recreational park, these groups should be involved in the planning of this initiative.

The Lake Region Partnership could also benefit from participating with the Department of Conservation and Natural Resource in that agency's Circuit Rider Program. This program provides financial assistance for regional groups to hire a full-time park and recreation professional to work with the local communities to enhance park and recreation services.

The Lake Region Partnership would be eligible to participate in this program because is comprised of two or more municipalities. The program offers initial year funding of 100% of gross salary plus up to \$1,000 dollars for training expenses. The second year of the program is funded at 75% of gross salary and up to \$1,000 dollars for training expenses. The third and fourth years of the project are funded at 50% and 40%, respectively, of gross salary. The Circuit Rider Program could provide an economical way for the Lake Region Partnership to secure profession park and recreation staff to support park and program development within the participating municipalities.

Another viable program option for the Lake Region Partnership to consider is the Peer to Peer Technical Assistance Program. This Program is also sponsored through the Department of Conservation and Natural Resources and provides a consulting service. The service is typically provided by a peer consultant who is a park and recreation practitioner or conservation professional. A project assisted under the Peer to Peer Technical Assistance Program usually targets an existing problem area or an effort to improve or enhance a specific service area.

Funding availability for the Peer to Peer Technical Assistance Program ranges from \$7,500 to \$10,000 dollars with the local partnership required to participate with a 10% match. The Peer to Peer Technical Assistance Program could be an ideal opportunity to secure the services of a park and recreation specialist. The municipalities could, using such help, further explore the possibility of formally developing a regional commission or committee to manage and develop park and recreation services within the Lake Region.

Both the Circuit Rider Program and the Peer to Peer Technical Assistance Program are sponsored by the Department of Conservation and Natural Resources. It is recommended that the Lake Region Partnership contact DCNR to explore these opportunities and determine the next steps.

10.0 Financing of Park and Recreation Facilities

The financial management of park and recreation facilities by local government requires a commitment by the local governing body to plan appropriately for the acquisition, development and maintenance of park and recreation facilities through a structured budget process. The budgeting process not only includes

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what a municipality spends on the provision of park and recreation services to its residents but also where those financial resources come from and how they maximize the use of those funds. The four municipalities that constitute the Lake Region Partnership should, either independently or jointly pursue a structured recreational budget process.

A budget represents a financial plan that projects possible revenues and expenditures to support the operation of park and recreation facilities. A well managed budget process will have the following characteristics;

- a) *Spending is limited to what is available. Spending is controlled by setting maximum dollar amounts for various expenditures associated with the operation.*
- b) *Budgets are used as a planning tool to review what financial resources are needed for operations and what financial resources could be available for park improvements.*
- c) *The budget process is used to generate a reliable estimate of revenues on a year to year basis. This financial history allows local government to more effectively plan for capital projects that demand significant investment of dollars over several years.*
- d) *Budgets, because of their reliability, serve to provide the financial framework for local government to seek financial assistance from lending institutions or grant sources for the acquisition or enhancement of park and recreation facilities and programs.*

All four municipalities have historically supported park and recreational facilities and programs through the use of tax dollars, private donations and grants. Each budgets specific dollars to support park and recreation facilities and programs, with the exception of Palmyra Township. Although it has no recreation budget per se, it does support park and recreation facility maintenance and enhancement activities within the Borough of Hawley via general fund expenditures and in-kind services.

Hawley Borough and Paupack Township have been leading municipalities within the County of Wayne in the acquisition of grants to support the continued development and enhancement of park and recreation projects within their respective municipalities. Paupack Township and Lake Township spending for park and recreation services is controlled directly by their respective Boards of Supervisors. Hawley Borough Council solicits input from the Hawley Borough Parks Commission prior to establishing its budget amounts for park and recreation services.

Park and recreation budgets have been relatively consistent over the past three years, reflecting minimum growth in revenues. Considering all sources of income, Paupack Township had the largest parks and recreation program and maintenance budgets for calendar year 2006, followed by Lake Township, Hawley Borough and Palmyra Township.

Paupack Township and Lake Township have, over the past three years budgeted on an average of \$10,000 for park and recreation programs and facilities management within their Townships. Hawley Borough has budgeted an average of \$5,000 per year for park and recreation programs and facility management. Palmyra Township has not specifically budgeted any dollars for park and recreation programs over the past

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three years, although they have made financial contributions as well as contributions of Township equipment and personnel for specific park and recreation activities within the Borough of Hawley.

The following table summarizes municipal budgets for Hawley Borough, Palmyra Township, Paupack Township and Lake Township over the past three (3) years including municipal budgets and dollars budgeted for park and recreation services:

Table 9 Recreation Services Budgets Lake Region Partnership Municipalities		
Municipality	Municipal Budget	Recreation Services Budget
Hawley Borough	\$224,000	\$5,000
Palmyra Township	\$160,000	0
Paupack Township	\$1,015,000	\$10,000
Lake Township	\$610,000	\$10,000

The future maintenance and development of park and recreation facilities within the Lake Region will continue to be the responsibility of each community. Local tax dollars will continue to be needed to support the maintenance, enhancement and development of park and recreation facilities within each of the municipal park locations. Municipalities should, to supplement local dollars used for park and recreation facility maintenance, enhancement and development, also consider the following opportunities:

Grant Opportunities – As noted earlier, Hawley Borough and Paupack Township have been very aggressive in securing grants to support park and recreation facility development and enhancement activities. Both municipalities should continue to seek grant opportunities in an effort to enhance park and recreation facilities and programs within their respective communities.

Lake Township should also pursue grant opportunities to support development and enhancement of its park and recreation facilities.

Should Palmyra Township determine that a municipal park facility is needed, grant opportunities exist for acquisition and development and those opportunities should be pursued.

Grant opportunities exist at the federal, state and local levels for use in the planning, acquisition and development of park and recreation facilities. Grants are available for individual municipal efforts or partnerships that could include multi-municipal efforts or municipal/private efforts to develop or enhance park and recreation facilities. Multi-municipal or municipal/private partnerships are more appealing to funding sources, but opportunities still exist for single municipal applications for funding.

Specifically, grant opportunities for the planning, acquisition and development of park and recreation facilities are available through a variety of sources. One the most important sources of grant dollars is the Department of Conservation and Natural Resources. DCNR provides grant to municipalities, school districts or 501(c)3 non-profit entities for planning, acquisition and development. Although individual

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municipalities, school districts or 501(c)3 non-profit's are eligible for these grant programs, greater emphasis by DCNR is now being placed on multi-municipal or partnership efforts.

The Department of Community and Economic Development (DCED) is another state agency that provides grant support to municipalities for the planning, acquisition and development of park and recreation facilities. The Department, through its community revitalization program, provides these funding opportunities. Again, partnership efforts at the local level that involve multi-municipal partnerships or public/private partnerships have a tendency to be ranked higher in a funding priority.

At the local level, the Community Development Block Grant (CDBG) Program can be used to fund facilities that address ADA issues within existing public park and recreation facilities or in new facility development. Hawley Borough was the recipient of a CDBG grant that was used for the construction of a ADA railroad crossing for pedestrian use. These funds were also used as a partial match to secure DCNR funding for the project.

Private foundations at the local, state and national are also often available to support park and recreation facility and program development.

Fees and Charges – The members of the Lake Region Partnership, as with most municipalities across the Commonwealth, are financially limited with significant local dollars earmarked for municipal operations other than park and recreation development and operations. Therefore, it is important for the Partnership to look at the possibilities presented by user fees as a source of revenue to support park and recreation services.

When considering the implementation of user fees as a source of revenue for park operations and development opportunities, consideration should also be given to the development of a revenue policy. A revenue policy is a document that clearly establishes the framework for the development a fee schedule for use by local authorities. Such a policy should be developed by taking into consideration how much money is needed to support park and recreation facilities, local income levels, comparable fees at other facilities and demand for those specific park and recreation services provided.

The Department of Conservation and Natural Resources has some very good publications that can be utilized to guide the Partnership through a process to determine if user fees would be a valuable tool to increase revenues to support the enhancement of park and recreation services. Specifically, DCNR has published a document titled *Financing Municipal Recreation and Parks*, which is an excellent resource tool for municipalities. The Pennsylvania Recreation and Park Society is another good resource for municipalities to use to research the implementation of a user fee system.

Currently, no municipality within the Lake Region Partnership has developed a fee schedule for the use of park and recreation facilities. Both Hawley Borough and Paupack Township have used grants secured through the Department of Conservation and Natural Resources (DCNR) to develop and enhance park and recreation facilities, which may have had an impact on their ability to charge fees for municipal park use.

Fees and charges should be considered as a possible source of revenue but as a last resort since local tax dollars are used as a primary source of revenue to support the on-going maintenance, development and enhancement of park and recreation facilities within each municipality.

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A successful park and recreation program at the municipal level demands every effort be made to tap into community resources to support park acquisition, development, maintenance and program development efforts. As the demand for park and recreation services increases and local tax dollars get stretched in other directions, community resources become critical in diversifying funding for park and recreation services and stabilizing the program financially.

A common strategy used by municipalities is to create a local volunteer group to support municipal efforts in the maintenance and development of park and recreation services. Increased volunteerism can be accomplished in a variety of ways. Major categories of volunteers can be found among students or student groups, families or corporate volunteers.

Such groups are at times incorporated as a nonprofit entities to support the municipality through the provision of maintenance at a park facility, volunteering to assist with programs or the seeking of tax-deductible donations.

Local volunteer groups are very useful to local municipalities since they can act quickly to secure gifts and in some cases seek grant funds available only to nonprofit organizations. If incorporated as a 501(c)3 entity, donations to the nonprofit entity qualify for an income tax deduction.

The Lake Region Partnership might also consider the development of a giving program that can be used to raise funds to support either the acquisition of land or the development of a regional project undertaken by the Partnership. A variety of methods exist to establish a fundraising or giving program. A few examples include:

- a) **Annual Giving Program:** *This type of giving campaign is done on an annual basis where a target amount to be collected is identified with the intent to increase this amount each year.*
- b) **Capital Fund Raising Campaigns:** *Funds are raised for a specific purpose under this type of program. The funds are kept separate from the general operating budget.*
- c) **Deferred Gifting Program:** *A program of this type provides the opportunity for a contributor to provide a contribution that could be in the form of a financial contribution, park equipment or land at some future point in time.*

Finally, a common practice utilized by municipalities to increase revenues to support park, recreation and open space development is through business sponsorships. Business sponsorships can range from a corporate donation of equipment to the municipal park to naming rights for a park facility. Researching and developing a strategy to increase business sponsorships to support park development and operations demands the following steps:

- a) **Develop a concept, objective or theme of the event:** *Clearly identify the purpose of the project or what the specific event is and why it is important.*
- b) **Identify the target audience:** *For example, who would use the park, who would come to a specific event, what are their demographic profiles and where do they work?*

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- c) **Describe the project:** *Develop a description of the project highlighting unique aspects. Develop a description of the program date, location and time as well as exhibits and other important aspects of any event.*
- d) **Prepare a budget:** *What financial assistance is required for each aspect of the project or event and what is the local match required, if any?*
- e) **Target corporate sponsors:** *Identify possible sponsors through contacts within the community. Determine their role and decide on ways to provide the opportunity for sponsors to be recognized for their participation. Prepare sponsorship correspondence including a letter and proposal and decide on a point person within the business to contact. Establish a meeting date and time with the contact person and maintain contact with the sponsor. Follow-up with the sponsor to be sure they are comfortable with the results of the project or event.*

Lake Region communities have, in the past, received donations for park and recreation facilities development, enhancement and maintenance efforts. A more formal approach to fund raising and increasing volunteers as highlighted above should, nonetheless, be considered.

11.0 Recommendations

The Lake Region Partnership has developed several specific goals and objectives detailed earlier in this *Comprehensive Plan*. This section will discuss those goals and objectives and provide more detailed recommendations for consideration in the future planning of park, recreation and open space facilities within the region. These seven goals offer a road map for planning, development, enhancement and maintenance of park, recreation and open space facilities within the four municipalities.

Goal 1 – ADA Compliance Issues need to be addressed at the Lake Township Municipal Park.

Recommendation - *It is recommended the Lake Township Board of Supervisors address identified ADA issues within the Lake Township Park. Specifically, the Board of Supervisors need to dedicate and designate handicapped accessible parking spaces as well as construct an access path to park facilities.*

Cost Consideration – *It is estimated the cost of upgrading the Lake Township Municipal Park to meet ADA standards is \$6,000. This effort to meet ADA standards could be incorporated into a grant application to enhance the playground located within the Park.*

Goal 2 - Continue to enhance existing municipal parks by adding new athletic facilities and other amenities as needed.

Recommendation – *Lake Region Partnership communities are encouraged to work together to ensure development or enhancement of park facilities within each municipality is done in coordinated fashion and duplication of recreation facilities and programs does not occur. In reviewing specific needs within each municipal park as they relate to the development or enhancement of facilities the following recommendations are provided:*

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Lake Township Municipal Park – *The playground that is presently located within the Lake Township Municipal Park should be replaced. The existing playground is more than 15 years old and should be replaced with a new playground system complete with safety surface material. In addition to the playground replacement, consideration needs to be given to the placement of park benches in close proximity to the playground system.*

Cost Considerations – *A new playground system has a very wide range of potential costs depending on the size, type and labor associated with the placement or construction of the equipment. For the purpose of this plan, it is anticipated Township personnel and community volunteers within Lake Township will provide the necessary labor for the placement of the new playground equipment in the municipal park. The anticipated cost of a playground system to replace the existing playground is approximately \$45,000, which would include the design, equipment purchase and delivery. The anticipated cost of four benches is approximately \$2,000, which would include the purchase and delivery cost. The total cost to complete the facility enhancements as described is approximately \$47,000, which could be reduced through the acquisition of grants. It is anticipated the Township could secure approximately \$33,000 in grants to support this project enhancement.*

The Lakeville Complex – *The Lakeville Complex is presently in very good condition with most of the facilities located within the park adequate to meet the needs of the community. Consideration should be given to replacing the existing swings within the park. The swings within the park are more than 12 years old. In addition, Paupack Township should consider the expansion of the existing playground system with additional system components.*

Cost Considerations – *It is estimated the cost of replacing the existing swing set system and expanding the playground system located within the The Lakeville Complex is approximately \$44,000, which would include the design, equipment purchase and delivery. Again, it is anticipated Township personnel and volunteers would be used for the construction and placement of the swing set system on-site within the park. The total cost for Paupack Township could be reduced through the acquisition of grants. It is anticipated the Township could secure approximately \$32,000 in grants to support this project enhancement.*

Hawley Borough Municipal Parks (Bingham Park) – *Bingham Park, which is the largest municipal park within the Borough, has an existing playground system which should be expanded to include an additional playground component. In addition, the playground should be enhanced with additional playground safety surface material. The park also contains a gazebo that is in need of repair. The repairs on the gazebo would include painting, a new roof, new electric system and general repairs to the structure. With the variety of uses within the park, consideration needs to be given to creating additional buffer zones through the planting of trees and shrubs throughout the park. Finally, consideration needs to be given to the repaving of the existing road that runs through the park. In addition, the parking area located within the park should also be paved.*

Cost Considerations - *The cost estimate for the Bingham Park enhancements identified above is \$220,000. The total cost of this project enhancement for the Borough could be reduced through the use of grants. It is estimated the Borough could secure approximately \$140,000.*

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There are no concerns or issues with the park enhancements identified above other than the issue of funding, which is a very real consideration and constraint on all participating municipalities. This concern can be minimized through the use of grants, donations and shared municipal purchases and personnel.

Recommendation - *Review of existing municipal park options within the Lake Region indicates a low-impact or passive recreation park option is not available. Discussion at the steering committee and focus group levels suggests an interest in exploring a regional park option to address this identified gap. Therefore, the Lake Region Partnership municipalities are encouraged to work together to identify a location for the development of a low-impact or passive park option within the Lake Region planning area.*

The Lake Region Partnership would have the opportunity to secure a planning grant to review all planning options, including the location of a possible site for the development of the park, as well as an acquisition grant which would be used to support the purchase of the land to develop the park. These grants would provide approximately 50% of the total cost of these specific phases of the project. The remaining 50% of the cost of either phase of the project would have to come from the participating municipalities or through other grant opportunities or donations.

Another option would be for the Lake Region Partnership to work with other organizations who share a mutual interest in developing low-impact or passive park options within the Lake Region area, such as the Lacawac Sanctuary or PPL. The use of this extended partnership option would potentially reduce the total cost to the participating municipalities and enhance grant acquisition opportunities.

Cost Considerations - *The cost associated with the completion of a site planning and design project would be approximately \$30,000. Acquisition cost would depend on the size and location of the parcel of land to be purchased for the project. A conservative estimate for land acquisition would be \$250,000 to \$500,000. Ideal parcel size for the development of a low impact or passive park would be between 15 and 25 acres. As mentioned above, grant acquisition, donations and expanded public/private partnerships will reduce the cost estimates provided herein.*

Goal 3 – Work cooperatively among Hawley Borough, Palmyra Township, Paupack Township and Lake Township to identify the potential location of one regional passive recreation and park site.

Recommendation - *The Lake Region is not presently organized in a manner in which it can be effective in raising funds for park development purposes. Several possible organization structures that could be developed within the Lake Region Area to support a regional park development effort have been identified.*

Specifically, the members of the Lake Region Partnership should consider crafting an intergovernmental cooperation agreement, municipal recreation authority or Council of Governments (COG) for these purposes. One of the first initiatives of such an entity should be locating possible land for the development of a Lake Region Park. A formal organizational structure for the Partnership will allow it to secure financial assistance through grants or by raising of local funds to support acquisition efforts.

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Cost Considerations - The cost associated with the organization are minimal, probably less than \$2,000.

Recommendation - Review of existing municipal park options within the Lake Region indicates a low-impact or passive recreation park option is not available. Discussion at the steering committee and focus group levels suggests an interest in exploring a regional park option to address this identified gap.

Therefore, the Lake Region Partnership municipalities are encouraged to work together to identify a location for the development of a low-impact or passive park option within the Lake Region planning area. The Lake Region Partnership would have the opportunity to secure a planning grant to review all planning options, including the location of a possible site for the development of the park, as well as an acquisition grant which would be used to support the purchase of the land to develop the park.

These grants would provide approximately 50% of the total cost of these specific phases of the project. The remaining 50% of the cost of either phase of the project would have to come from the participating municipalities or through other grant opportunities or donations.

Another option would be for the Lake Region Partnership to work with other organizations who share a mutual interest in developing low-impact or passive park options within the Lake Region area, such as the Lacawac Sanctuary or PPL. The use of this extended partnership option would potentially reduce the total cost to the participating municipalities and enhance grant acquisition opportunities.

Cost Considerations – The cost associated with the completion of a site planning and design project would be approximately \$30,000. Acquisition cost would depend on the size and location of the parcel of land to be purchased for the project. A conservative estimate for land acquisition would be \$250,000 to \$500,000. Ideal parcel size for the development of a low-impact or passive park would be between 15 and 25 acres. As mentioned above, grant acquisition, donations and expanded public/private partnerships will reduce the cost estimates provided herein.

Goal 4 – Identify possible areas within Palmyra Township where a municipal park could be developed.

Recommendation – Palmyra Township currently does not have a municipal park. Consideration should be given to initiating a process to identify possible locations for the establishment of a possible municipal park in Palmyra Township. Addressing this recommendation will demand consideration be given to developing a planning process that would include municipal leadership and consultants to review possible locations for a municipal park. The Wayne County Historical Society is presently looking at developing lands they own as a living canal era museum with possible outdoor recreational opportunities.

This may present an opportunity for Palmyra Township. A site study group should be formed to initiate the review process and identify park locations with Palmyra Township. The study group should consider the use of a park design professional to assist in the park location process. It should also work closely with the Palmyra Township Planning Commission and the Wayne County Planning Commission to review possible park locations.

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Cost Considerations – A planning process to identify possible park location opportunities within the Township would cost approximately \$10,000. This cost could be reduced through the acquisition of grants, which would cut the cost by as much as 50%. If the Palmyra Township Board of Supervisors should simply decide to support the Wayne County Historical Society and build on the efforts with respect to that project (see site photo above), no planning cost would be required for site location studies.



Goal 5 – Continue the existing practice whereby local athletic groups and leagues which provide organized youth and adult sports opportunities cooperate with local municipalities to coordinate field schedules.

Recommendation – Currently, Hawley Borough and Paupack Township coordinate field schedules with those mutual baseball leagues that use Borough and Township municipal park fields. This practice includes securing league game and practice schedules. It should be continued and expanded to include Lake Township and provide greater opportunity for effective utilization of park facilities. It is recommended a formal communication process be put in place among Lake Region Partnership municipalities to coordinate league activity at baseball fields within all municipalities. The municipalities should each identify a single person or use an existing recreation committee to coordinate this effort. Should a regional parks and recreation committee be established, this function could become one of that group's responsibilities.

Cost Considerations – There are no additional cost considerations to address this recommendation.

Goal 6 – Expand the range of special events programming to better meet the needs of individuals with special needs.

Recommendation – It is recommended the Lake Region Partnership create a special needs study group to convene a meeting with school district representatives, Area Agency on Aging and local disability groups including the ARC of Wayne County to assess demand for special needs recreation programming within the Lake Region. This process could include a focused survey to solicit input. The survey, once developed, could be distributed through the schools, Area Agency on Aging and ARC to special needs individuals and families who would potentially use the Lake Region municipal park system. Once this process is completed and the special needs study group has identified recommended park or program enhancements the finding should be presented to each municipality or to a regional recreation committee, should one be in place. A follow-up process to implement the recommendations should also be done in cooperation with Lake Region school districts and the Agency on Aging.

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Cost Considerations – A planning process would need to be initiated. The estimated cost to complete this process and identify programming needs of special populations is \$10,000. This cost could be reduced through grants.

Goal 7 – Develop or refine park maintenance, safety and risk management practices.

Recommendation – Consideration needs to be given to formalizing a park maintenance, safety and risk management program for each municipality. Currently, each municipality performs its own maintenance functions.

The Department of Conservation and Natural Resources and National Recreation and Park Association are good resources to use. They offer both publications and professional support that communities within the Lake Region can use to develop a park maintenance, safety and risk management plan.

Cost Considerations – The participating municipalities within the Lake Region Partnership should consider a collaborative approach in securing consulting services to develop a park maintenance, safety and risk management program. By working together on this goal, costs could be reduced. An estimate of the cost to develop a formalized maintenance, safety and risk management program is approximately \$10,000.



Goal 8 – Increase current revenues available for park and recreation activities through the use of new fundraising techniques.

Recommendation – All municipalities with existing municipal parks should review existing sources of donations and the possible use of fees and grants to generate new revenue for possible park development and enhancement options. Various grants, user fees and sponsorships are addressed in Section 10, Financing Park and Recreation Facilities.

Lake Region Partnership municipalities should also consider adopting ordinances that require mandatory dedication of recreation area. The adoption of such an ordinance can be used to require subdividers and developers to dedicate part of their proposed development as open space or require them to pay a fee in lieu of dedication for the improvement of municipal parks.

More information concerning the process of mandatory dedication can be found in the Pennsylvania Municipalities Planning Code (see next page).

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Cost Considerations – Each municipality should review existing donation sources and consider developing a fee schedule for services. Consideration should also be given to municipal partnerships to pursue grant opportunities. Costs for grant consultants will vary depending on the specific projects involved.

Pennsylvania Municipalities Planning Code

Section 503 - Contents of Subdivision and Land Development Ordinance

The subdivision and land development ordinance may include... provisions requiring the public dedication of land suitable for the use intended; and, upon agreement with the applicant or developer, the construction of recreational facilities, the payment of fees in lieu thereof, the private reservation of the land, or a combination, for park or recreation purposes ... provided that:

- (i) The provisions of this paragraph shall not apply to any (pending) application ...*
- (ii) The ordinance includes definite standards for determining the proportion of a development to be dedicated and the amount of any fee to be paid in lieu thereof.*
- (iii) The land or fees, or combination thereof, are to be used only for the purpose of providing park or recreational facilities accessible to the development.*
- (iv) The governing body has a formally adopted recreation plan, and the park and recreational facilities are in accordance with definite principles and standards contained in the subdivision and land development ordinance.*
- (v) The amount and location of land to be dedicated or the fees to be paid shall bear a reasonable relationship to the use of the park and recreational facilities by future inhabitants of the development or subdivision.*
- (vi) A fee authorized under this subsection shall, upon its receipt by a municipality, be deposited in an interest-bearing account, clearly identifying the specific recreation facilities for which the fee was received ... Funds from such accounts shall be expended only in properly allocable portions of the cost incurred to construct the specific recreation facilities for which the funds were collected.*
- (vii) Upon request of any person who paid any fee under this subsection, the municipality shall refund such fee, plus interest ... if the municipality had failed to utilize the fee paid for the purposes set forth in this section within three years from the date such fee was paid...*

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12.0 Implementation

The Steering Committee, with public input, has developed a implementation plan for the proposed recreation program. It includes; a) planning priorities, b) operations priorities, and c) capital improvements priorities. The following tables summarize this plan:

Table 10 Recreation Planning Priorities Lake Region Partnership Municipalities				
Planning Priority	Responsible Party	Completion Period	Project Cost	Potential Funding Sources
1 — Increase current revenues available for park and recreation activities through the use of new fundraising techniques.	Governing body of each municipality in cooperation with the Lake Region Steering Committee	3 Years	\$10,000	Share municipal cost for project consultants
2 — Continue the existing practice whereby local athletic groups and leagues that provide organized youth and adult sports cooperate with local municipalities to coordinate facility	Governing body of each municipality in cooperation with the Lake Region Steering Committee and local park and recreation committees.	3 Years	\$0	N/A
3 — Coordinate special events programming within each of the four (4) municipalities through the use of the recreation committees and governing boards or councils.	Governing body of each municipality in cooperation with local recreation committees	3 Years	\$0	N/A
4 — Identify the potential location of one regional passive recreation park site, working together as a 4-municipality region.	Governing body of each municipality in cooperation with the Lake Region Steering Committee	5 Years	*\$20,000	*Planning grant through the Department of Conservation and Natural Resources and the Community Development Block
5 — Expand the range of special events programming to better meet the needs of	Governing body of each municipality in cooperation with local recreation committees	5 Years	\$0	N/A
6 — Identify possible areas with Palmyra Township where a municipal park could be developed.	Governing body of Palmyra Township in cooperation with the Lake Region Steering Committee	5 Years	* Could be included as part of Planning Priority 4 above	* Part of potential funding sources as identified above

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Table 11
Recreation Operations Priorities
Lake Region Partnership Municipalities

Operations Priority	Responsible Party	Completion Period	Project Cost	Potential Funding Sources
1 — Develop or refine local park maintenance, risk and risk management practices.	Municipal governing bodies, Steering Committee and local recreation committees	5 Years	*\$10,000	Shared municipal cost to develop and implement a uniform policy

Table 12
Recreation Capital Improvements Priorities
Lake Region Partnership Municipalities

Capital Improvement Priority	Responsible Party	Completion Period	Project Cost	Potential Funding Sources
1 — Address ADA compliance issues identified herein.	Lake Township Board of Supervisors	3 Years	\$6,000	Department of Conservation & Natural Resources (DCNR), Community Development Block Grant funds and Lake
2 — Enhance municipal parks by adding new athletic facilities and other amenities as needed.	Municipal governing bodies, Steering Committee and local recreation committees	3 Years	\$5,000	Shared municipal cost to pursue grants for enhancement of existing municipal parks
3— Lake Township – Replace existing playground system and add park benches to the	Lake Township Board of Supervisors	3 Years	\$47,000	DCNR, Department of Community & Economic Development (DCED) and local resources
4 — Paupack Township – Expand playground system and replace swing system.	Paupack Township Board of Supervisors	3 Years	\$44,000	DCNR, DCED and local resources
5 — Hawley Borough – Expand playgrounds, add safety surfaces, pave parking area and roads and plant buffers within Bingham Park.	Hawley Borough Council	3 Years	\$220,000	DCNR, DCED and local resources
6 — Develop passive regional park (Planning / Design)	Municipal governing bodies, Steering Committee and local recreation committees	10 Years	\$30,000	DCNR, DCED and local resources
7 — Develop passive regional park (Land Acquisition)	Municipal governing bodies, Steering Committee and local recreation committees	10 Years	\$250,000	DCNR, DCED and local resources