



DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: August 3, 2023

A meeting of the Doylestown Township Park and Recreation Board was called to order at 5:30 p.m. on Tuesday, August 3, 2023 at the Doylestown Township Administrative Building, Caucus Room.

- In attendance: Blythe Kelly, Brent Ruge, Paul DinNella, Joe Salvati, Karen Sweeney-Director of Parks and Recreation, Dave Tomko, Kathy Brown, Don Borden
- Absent: Kelly McGowan, Ryan Manion, BOS liaison
- Guests: None
- Visitors: None

Visitor Comments: None

Meeting Notes: Motion made by Kathy Brown and second by Brent Ruge to approve the meeting minutes for the July 11, 2023 meeting with one revision. Correction, Ash trees are in Neaman Park.

Motion passed 4 in favor and 1 abstained.

Correspondence: None.

Review of Plans: None.

PRB Discussion:

Capital Budget and Attachments

Pavilion Sauerman Park

Blythe had a question about the size and cost of the pavilion to be budgeted for the park system. Dave Tomko assisted in answering that numbers for the pavilion are high but general, so specific requests when planning can be accounted for.

Recommended that CAP X form for project at Sauerman Park pavilion be moved to 2025.

Motion to Vote: Kathy Brown, Second Jo Salvati
Unanimous favor

Bridge Point Project

Discussion assisted by Dave Tomko about moving the Bridgepoint Project out of the parks budget planning and moving to Storm Water Budget.

Motion to Approve Bridgepoint Movement Kathy Brown, Second Joe Salvati, Unanimous favor.

Wayfinding Pilot Program

There was a general discussion about creating a Capital Expense Authorization for the Wayfinding Pilot Program so that the Supervisors could consider including this project in the 2024 Township budget.

To help determine a Cap Ex form budget for this project, Joe Salvati referenced a similar project that already has a budget outlined in the 2022 Park Master Plan.

Using those 2022 Park Master Plan numbers for Design, Permitting, Installation and 10% Contingency, a budget of \$26,840 was proposed for one Wayfinding Informational Kiosk in Central Park as the 2024 Pilot Program.

Dave Tomko suggested updating that budget numbers to better reflect costs for 2023/2024. He recommended \$30,000 for the project but said that he would check with the Township's Engineer Consulting firm to be sure.

A Motion to Approve the creation of a Capital Expense Authorization for the Wayfinding Pilot Program to be included in the 2024 Township budget was made by Kathy Brown and Second by Brent Ruge. The Motion in Favor was carried unanimously.

Director's Report / General Information:

Karen Sweeney noted that the September 19th meeting would likely be the go/no go decision point by the BOS relative to the P&R Improvement project and encouraged PRB members to attend. She also noted that the current anticipated timing for construction is October, pending the BOS decision. Blythe stated the Park Improvement Project is out for bid.

Dave Tomko noted that, moving forward, with requested DAA, or any outside organization, field/facility improvements will need to be submitted as a written proposal including cost details, organizations contribution (i.e., financial and/or in-kind contributions, etc.). Proposed projects will be handled as a Township project and incorporated into the capital budget planning as warranted. Dave and Karen noted that proposed projects, pending internal review and coordination will be presented to the PRB as part of the capital budget process for consideration of support.

Karen Sweeney: Noted that the Golf outing is full. She also noted there was still room for additional "hole" sponsors and asked the PRB for assistance with a little outreach to secure a few additional sponsors. Kathy recommended to have gift baskets finished and into the office by August 11 for shushing.

Adjournment: Being no further business the meeting was adjourned at 6:06 pm on a motion by Blythe Kelly and a second by Brent Ruge, with all in favor.

Respectfully submitted by:
Brent Ruge
Doylestown Park and Recreation Board