



DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: Wednesday, September 29, 2021

A special meeting of the Doylestown Township Park and Recreation Board was called to order at 5:30p.m. on Wednesday September 29, 2021 at the Doylestown Township Administrative Building, Caucus Room.

- In attendance: Paul DiNella, Kellie McGowan, Kathy Brown, Brent Ruge
- Absent: Kevin Kane, Blythe Kelly, Bob Shaffer
- Guests: Ryan Manion, BOS liaison, Karen Sweeney, Park and Rec Director, Stephanie Mason, Township Manager, David Tomko, Director of Operations Ken Wallace, Financial Director, Ed Ebenbach, Financial Analyst, Chris Mason, Park Superintendent

New Business – Discussion of Budget Planning/Capital Expenditures

-Presentation by Ed Ebenbach of Township budget process for capital expenditures.

-Township Board of Supervisors were presented with a list of requests for budget items from the Park and Rec department at the September meeting for consideration in the 2022 budget.

-Discussion Township Park & Recreation funds by Ken Wallace:

(1) *Fund 5* - operating account (Over \$500,000+), including sub accounts: "Fee in lieu" account (\$234,635 as of today); Century trails account (\$30,000+); Kids Castle account (\$107,046); Dog Park Fund (\$97,986); Performing Arts account (\$307,444).

(2) *Fund 23* - capital fundraising (primarily golf outing) (\$137,887 current)

Method of accounting is fund accounting, as used in non-profits.

Money in funds is used for designated purposes.

Maintenance for P&R includes park maintenance expenditures.

-Discussion of the approval process work for funding; at the point of approval, a determination needs to be made as to how it gets paid – source of funds needs to be identified when it goes into the Township budget.

-Discussion of the process and the role of the P&R board moving forward

-P&R fundraising, and how that could work into an account for specific purposes

-Beer garden funds were earmarked/tagged and deposited into the Performing Arts fund

-2022 budget will include P&R board seed money in the general fund; park and rec board moving forward with fundraising events

-Discussion of planning ahead in future years – August agenda discussion on annual basis for recommendations of spending requests

-Discussion of spending requests submitted by P&R in September 2021:

1. Central Park Restroom Building (2021)

Not currently funded; proposed 2023 expenditure; original suggestion was performing arts fund from Fund 23, but not in this request; P&R Board recommends

2. Parks Master Planning (2022)

Budget in 2022 and intent to move forward quickly; P&R Board recommends.

3. Central Park Pavilion at Amphitheater (2022)

Intent to include in 2022 budget and would come from the performing arts fund (*Fund 5*); P&R Board recommends to use a place holder for 2023-2024

4. Central Park Bocce Court Upgrades (2022)

P&R Board recommends to use a placeholder for 2023-2024

5. Turk Park Fitness Stations (2022)

This may technically be a maintenance/replacement item. P&R Board recommends to use a placeholder for 2023-2024

***Adjournment:** Being no further business the meeting was adjourned at 6:51pm on a motion by Paul DiNella and a second by Brent Ruge, with all in favor.

Respectfully submitted by:
Kellie McGowan
Doylestown Park and Recreation Board

Approved: _____