



DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: June 13, 2023

A meeting of the Doylestown Township Park and Recreation Board was called to order at 5:30 p.m. on Tuesday, June 13, 2023 at the Doylestown Township Administrative Building, Caucus Room.

- In attendance: Paul DiNella, Kathy Brown, Kellie McGowan, Blythe Kelly, Brent Ruge, Joe Salvati, Don Borden, Karen Sweeney-Director of Parks and Recreation
- Absent: None.
- Guests: Ryan Manion, Board of Supervisors liaison, Nancy Santacecilia, Supervisor
- Visitors:
 1. Olivia Felegyhazi, 1028 Lincoln Court, Warrington, PA (Scout Troop 6g)
 2. Robert Young, 1028 Lincoln Court, Warrington, PA

Meeting Minutes approval of minutes from May 9, 2023:

- Don notes that the meeting minutes should reflect that Stephanie Mason recommended that Don Borden contact Tom Kelso to discuss the wayfaring sign project.
- Paul notes that the Director's Report should reflect that the P&R project update is for the "Parks Improvement Project".

Motion to approve with revisions by Paul DiNella and second by Kathy Brown, unanimously approved.

Correspondence:

- MKSD synopsis: No update.
- Performing Arts Flyer:
 - June 7, 2023 concert cancelled due to weather
 - Rescheduled
- Golf Outing Flyer:
 - All information has been confirmed and actively seeking golfers.
 - Sponsorships have already sold, and all encouraged to seek additional golfers for the outing. New sponsor opportunity – golf ball cannon
 - Early bird golf foursome registration extends through July.
 - Golf outing proceeds will go to the capital campaign; motion made by Paul DiNella with Joe Salvati second, to the support the use of the proceeds for the capital campaign – All members unanimously agreed.
 - Discussion of coordinating the gift baskets for the outing, with a deadline of August 11, 2023 for the donations. Minimum donation amount of \$150. Board will further discuss the raffle versus purchase of the baskets.

Plan update: N/A.

PRB Discussion:

- PRB Member comment.
 - Blythe Kelly – follow up on the joint meeting date with the EAC. Karen advises that the likely date will be in the Fall. Joe requested that the EAC provide a date.
 - Joe Salvati – follow up on the capital campaign training that will be scheduled for the board members.

- Unfinished business.
 - Golf Outing – updated provided earlier in the meeting.

- Subcommittee Update.
 - Wayfinding Signs – Joe Salvati provided an update on the purpose of the signage (provide information on what amenities are in the parks, and also direct toward other Township parks and amenities), together with the digital aspect to provide opportunities for more information on the Township website. Proposal to start with one sign at the Central Park location to use as a “test” and implement prior to the end of the summer to take advantage of the concert series crowds. Concept designed that provides multiple areas for “change out” of copy and internal generation of content that can be replaced on the test sign. Ryan Manion recommended including addresses for each park for use with google maps, waze, etc. Karen also suggested to include emergency numbers and non-emergency numbers. Don Borden has been working on placement of QR codes on the maps. Joe provided an example of a rendered image with details. Kellie commented that this image would be more relatable and usable for kids. Paul suggested possible use of P&R budget funds for the printing; Joe also reviewing possibility of donated printing services. Don noted that the maps would also include a stick-on feature for “you are here” and other changeable copy. Blythe noted the origin of the signage need was the Touch A Truck event and identifying parking availability in the park system. Next task is to have the concepts loaded into the CAD program and confirm the ability to print. Paul believes that the final project goal – 2D versus 3D – is important in the further development of the concept. Don noted that he met with Tom Kelso, and Tom is in support of this project, and also in connection with his work with the County on signage for the County parks.

 - DecemberFest – Santa and Mrs. Claus is confirmed for the events. Date of the event of December 8, 2023 was confirmed. First date of subcommittee meeting will be in September. Blythe will be reaching out to other committee chairs for participation.

- New Business/June Agenda Items.
 - Don Borden raised the tree removal issue. Need for discussion and coordination with the EAC. P&R Board would like to follow up on the Township forestry plan.
 - Kathy will follow up on the golf outing and basket coordination.

Director’s Report:

- Update from Karen - All park and rec board members need a badge and a shirt – PRB budget can be used for shirts, Karen can coordinate.
- Park Maintenance Report: routine maintenance is weekly mowing and seasonal maintenance is 4-5 times per year, depending upon need. Trees are contracted as needed. Repairs are as needed. Right now, tree water is happening given the weather. Now is not a good time for additional tree planting.

- Additional current Park projects by Township maintenance department - Basin maintenance and trail maintenance activities are ongoing. Park Improvement project is underway, including locations for bathrooms at kids' castle; cameras at kids castle; the PIP at sensory trail; dog park installation is ongoing and getting ready for VIA Fair. Native recreation garden and the Turk park dugouts were completed. Triangle park planning was completed and removal of invasives (burning bushes) also finished. There have been three injury incidents involving police report with accidents in the park system.
- Park Improvement Project is ongoing. Karen provided few updates, noting that the MEP (Mechanical, Electrical, Plumbing) meeting was held with architects and engineers. Ballard (consultant) is being contacted at the direction of BOS for the updating of the operational component of the indoor recreational center feasibility study.

Visitors comments: None.

Other Business: None.

***Adjournment:** Being no further business the meeting was adjourned at 6:40pm on a motion by Kathy Brown and a second by Paul DiNella with all in favor.

Respectfully submitted by:
Kellie McGowan
Doylestown Park and Recreation Board

Approved: _____