



## DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: September 9, 2025

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A meeting of the Doylestown Township Park and Recreation Board was called to order at 5:32 p.m. on Tuesday, September 9, 2025, at the Doylestown Township Administrative Building, Caucus Room.

- In attendance: Blythe Kelly, Joe Salvati, Don Borden, Kellie McGowan, Kathy Brown, Karen Sweeney - Director of Parks and Recreation Department, Barbara Lyons, Board of Supervisors Liaison.
- Absent: Paul DiNella, Brent Ruge
- Guests: Stephanie Mason, Township Manager
- Visitors: None

### Meeting Notes.

- Motion made by Kathy Brown, with a second by Joe Salvati, to approve the meeting minutes for the July 8, 2025 meeting, with revision. Motion passed 4-0, Kellie McGowan abstained.

### Correspondence/Attachments.

- Visitor discussion. None.

### Review of Plans.

- 1 – Heritage. The parks and recreation board previously recommended to the Board of Supervisors that the Township require the fee in lieu for this project as set forth in the Township ordinance. No further action or discussion.
- 2 – Neil Drive. The parks and recreation board previously recommended to the Board of Supervisors that the Township require the fee in lieu for this project as set forth in the Township ordinance. No further action or discussion.

### New Business.

- **2025 Budget.** Blythe advised that \$6389.31 is available in the parks and recreation board account until the end of 2025. Funds have been carried over multiple years. Funds have already been used for cornhole. Board has a signage proposal to consider. Joe suggested leaving money in the budget for production of the sign. Karen proposed to order apparel for the parks and rec board. Blythe suggested something for warmer weather. Blythe will circulate a link for discussion next month.
- **Five Year Capital Budget Plan.** Karen advised that the BOS is taking a pause from new projects given the scope of improvements over the past several years/months and focusing on current and pending projects. New projects have been tabled as reflected on the budget spreadsheet.
- **EAC Bird Project.** The chimney swift installation is likely to happen in Spring 2026.

### **Old Business.**

- **Park Improvement Project.** Attendance at the Community Recreation Center (CRC) grand opening is estimated over 500 people. The event was a great success. Piccolo Trattoria provided food for the event. All feedback from the event was very positive. Many questions relating to the rental of the space and the availability and cost. The parks and recreation website includes information on the cost of the space.
- **Skepton Update.** The project is down to a punch list relating to minor items. Still need to finish the courts and the bathroom. Courts are estimated to be completed in October.
- **Park and Recreation Information Board.** Joe Salvati advised on the status of the efforts to provide some update to maintain the relevancy of the sign over the winter months. The additional sign would be approximately \$78. The board discussed adding a QR code that can be added to the sign.

### **PRB Member Comments.**

- Kathy Brown commented that the CRC event was wonderful. Kathy has a concern relating to the use of e-bikes within the Township parks. Stephanie advised that the chief of police has provided useful information on the use of motorized bikes that the Township published in e-news. Bike & Hike committee is presently working on an ordinance regulating use of Township bike paths. Kathy requested to include the discussion in the next agenda.
- Joe Salvati suggested a discussion of 2026 action items and goals list.

### **Subcommittee Reports.**

- **Golf Outing Committee.** Kellie McGowan and Karen provided an update on available foursomes and sponsorships for the outing. There are still foursomes available. The outing is scheduled for Monday October 6, 2025.
- **Wayfinding.** Blythe began discussion of the wayfinding map comparison from Brent Ruge. Joe Salvati spoke with Hellericks Farm about their 3D map created by Citigraph and working with the sign company to integrate the Doylestown Township map. Blythe confirmed that Brent recommended the use of Citigraph with the ability to use Mapme in the future. Board discussed the proposal of Citigraph to produce the digital print-ready map. The board also discussed the Mapme program. The Board deferred action on the wayfinding sign until the October meeting. Decision must be confirmed prior to December to get Board of Supervisors' approval to use budget funds in 2025.

### **P&R Director's Report:**

- **Program Updates.** Cortnie advised that today first day of programs in the community recreation center, with some items remaining to be finished in the CRC. Currently scheduling is open, but no walk-ins are permitted. The Karate and canine classes have started. The CRC open House had an amazing turnout from my program providers, and Melissa and I were able to sign a few people up for classes. Cortnie thanked everyone for the participation in the event. Cortnie announced that the Fall Food Truck Fest is on Sunday Sept. 21, 2025. The winter/spring programs are being finalized – there are 28 programs confirmed. Don Borden is teaching a 6 week course on landscape architecture for the homeowner, and all Board members are encouraged to teach or attend.
- **Director Report.** Emphasize focus on the golf outing with only two weeks prior to the event.

### **Visitor Comments. None.**

**\*Adjournment:** Being no further business the meeting was adjourned at 6:44pm on a motion by Kathy Brown with a second by Joe Salvati. All in Favor, motion passed unanimously.

Respectfully submitted by:  
Kellie McGowan  
Doylestown Park and Recreation Board

Approved: \_\_\_\_\_