

## **Doylestown Dog Park Advisory Board Meeting Notes**

February 4, 2018 p.m. Conference Room in the Trailers

**Attending:** Kathy Brown, Deb McComas, Donna Cawthorne, Katelynn Steck (by phone), David Cochran, Warren Grant, Barbara Lyons

**Guests:** N/A

**Meeting Notes** of January 22, 2018 were approved on a motion by David, seconded by Deb, and passed by unanimous vote.

**Correspondence, Member Inquiries and Incident Reports:** N/A

### **Projects / Events:**

- **Bicentennial Project:** The flyer advertising the Dogs Around Doylestown poster is ready for distribution. Kathy has copies of the flyer available for posting on area bulletin boards, such as in veterinary offices, businesses and at the dog park. Barbara encouraged members to spread the word, to encourage as many people as possible to submit photos of dogs around the township for inclusion on the poster.

### **Updates:**

#### **Orientations:**

- February 7, with Board Member attendance by Deb and Donna
- March 3, with Board Member attendance by Kathy, Deb and Warren
- April 4, with Board Member attendance by Kathy and Deb

**Dog Park Handbook, Dog Park Rules, Procedures / Protocol for Incident Reports:** The Board discussed ways to encourage better behavior at the dog park. Kathy offered to write an email to dog park members reviewing the most important problems (pick up after your dog, stay with your dog, don't crowd the gate). After review by the DPAB Board, an email will be released in the next few days. In order to remind members of the dog park rules, David suggested having members re-attend a Dog Park Orientation in the third year of their membership or have a \$10.00 increase in their membership fee. David offered to organize a meeting with Warren and Donna to provide recommendations on updates to the handbook, including the Incident Report protocol, to encourage better behavior at the dog park.

**Protocol for Incident Reports** was discussed in light of the January 8th incident. Kathy pointed out that the current protocol basically says the owner is guilty until proven innocent because the fob is turned off right away before the DPAB discusses the incident. Donna pointed out that some incidents could result in serious injury, and turning off the fob before incident review could be warranted. It's believed that many incidents go unreported because dog park members are reluctant to "rat out" other members, which could be alleviated if the protocol was updated to permit third party reporting, reporting of concerns (not just incidents) and anonymous reporting. Making good use of the bulletin board could include posting a sign that encourages good

behavior and reporting of concerns, posting the rules on the bulletin board and providing Incident Report forms and a pen. Warren suggested establishing a Tip Line on the website, with a link to the Incident Report Form, where incidents or concerns could be reported. Kathy will discuss the idea of a Tip Line with Kaitlyn Finley.

**Other Business:**

- **2018 Goals:** Update Dog Park Handbook: David will organize a meeting with Warren and Donna to review and make suggestions for updating the handbook. Kathy offered her help as well.
- **Grounds Issues:** Deb pointed out that the grass does not recover adequately during field rotations, even though the rotation always leaves one field idle. She suggested moving the fences to make each field the same size (one acre), so that the large dogs could use all three of the fields and not just rotate between the two largest. Deb discussed this with Karen, who responded that the DPAB should submit a plan and a cost. Barbara commented that any changes would have to comply with DEP rules on grading and drainage, and that we would have to see what the township workers would recommend. David said it's worth looking into because some areas are constantly wet. Deb made a motion, seconded by Warren, to explore shifting the fence lines by asking Karen to discuss the idea with the Parks Department Public Works employees. Warren suggested an alternative option of installing temporary fencing to block off areas that need more time to dry out. He also asked if the dog park is ever closed due to wet conditions. The Board agreed to close the park when conditions require it, even though it generates complaints from the members. Kathy will rotate the fields on 2/5/18.
- **Fob Problem:** Warren reported that a woman at the dog park on 2/3/18 had a fob that did not work, and became frustrated because she was not able to find information on Facebook to solve the problem. Kathy will call the woman. Donna suggested posting a notice on the bulletin board instructing what to do in this situation.
- **Tarp on Fence:** Someone put a tarp on the fence in the large dog section as a windbreaker, but it blocks owners' view of some sections of the field. David will remove it and speak to the person who put it up.

**Adjournment:** On a motion by Warren, seconded by Deb, the meeting was adjourned at 6:15.