



DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: October 8, 2024

A meeting of the Doylestown Township Park and Recreation Board was called to order at 5:30 p.m. on Tuesday, October 8, 2024 at the Doylestown Township Administrative Building, Caucus Room.

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

Meeting Notes:

- Motion made by Joe Salvati, with a second by Kathy Brown, to approve the meeting minutes for the September 10, 2024 meeting, with two revisions as discussed. Motion passed unanimously 6-0.

Information and Correspondence:

- **CRC Level Update Slides 9/13/24.** Photos looks great and no delays reported. Kathy Brown asked about the interior gym equipment.
- **Skepton's Two-Week Look ahead #19 (9/26/24).**
- **Outdoor Cornhole Quotes.** Kathy Brown moved to proceed with Quote #1, I the total amount of \$3,004. Karen confirmed the additional payment of \$700 to the Township for installation of the concrete pad. Motion second by Don Borden. Motion passed 6-0.

Review of Plans. None.

Old Business:

- **Park Improvement Project Status.** Joe Salvati asked for clarification on the construction of the central park bathrooms. Barbara advised the final construction has not been confirmed.
- **P&R Project 2024: Permanent Cornhole.** Authorization to proceed with project earlier in the agenda.
- **Future Events/Locations.** Discussion of additional events to be continued to a future meeting.

New Business. None.

Member Comments:

- All members discussed the success of the golf outing. Kathy Brown thanked the Township parks and recreation department employees who assisted with the events. Brent noted that the players side was a good experience. Barbara commented that the venue was a success.

- Blythe advised that the annual holiday Wreaths Across America event will be held at Doylestown Cemetery on the morning of Saturday December 14, 2024.

Subcommittee Reports:

- **Golf Outing Update.** The board discussed the specifics of the event and ideas to improve the outing next year. Karen advised of the specific feedback from the outing. The Club has provided the Township with the first of first refusal to hold the date for 2025. Karen was also pleased to advise that the Township revenue for the event was between \$30,000 and \$35,000, which is consistent with prior year revenue. This is considering the “games” and raffle. The Township did not charge over cost for the golfers and discussed the opportunity for additional revenue in 2025. Karen requested that Blythe and Kellie and Paul continue to serve on the subcommittee for the 2025 outing.
- **Wayfinding Sign Project.** Kathy advised that the sign is a work in progress. Joe commented that the timing will be in line with the start of the 2025 concert series. Don confirmed the intent to finish the sign as soon as possible and advised of discussion with Mr. Salisbury for the permitting of the sign. Don is also coordinating the location of the sign in a place that will not conflict with existing or proposed improvements. Don also did investigation into solar shingles, but the GAF system is a feedback system that requires some further review. The park board discussed illumination for the sign. Dave Tomko does not want lights on the sign, but the board discussed electric for cell phone charging stations. Board requested the cost estimates for formal approval at the next meeting. The board also discussed the actual construction of the sign and the process for the construction.
 - The board discussed the possibility for charging stations at the new central park bathrooms, and whether the board would like to recommend to The Board of Supervisors that the cell phone charging stations be considered. Kathy Brown made a motion, second by Joe Salvati, to recommend to the Board that they consider the charging stations at the central park bathrooms. Motion passed 6-0.
 - Karen confirmed that the net amount (after the cornhole purchase) for the park board to spend in 2024 is \$5996.00.
- **DecemberFest (Santa).** The event is scheduled to be held on December 14, 2024 from 1-4pm. Blythe Kelly, Kathy Brown and Kellie McGowan had a subcommittee meeting to start the planning process. The subcommittee is well-planned for the event and is asking the board to continue with the prior responsibilities for this year’s event. The subcommittee will be purchasing new supplies for this year, including lights and crafts. Blythe asked for the board to save the date, with an early arrival at 11am. More specifics will be forthcoming. Joe commented to confirm Santa coordination again this year.
- **Sim Golf Outing (Main Swing).** Kathy met with the Main Swing owner and discussed a few proposed changes to the event, but details have not been confirmed. The date of Sunday March 2, 2025 is planned. Kathy will provide additional details at the next meeting.

P&R Director’s Report:

- Karen provided several updates for the Board awareness as follows,
 - The Summer Concert series concluded in conjunction with the food truck festival featuring Cherry Lane Band. It was a perfect addition (and wrap up) to the season.
 - Thank you to the Park and Recreation Board for planning support and participation in the golf outing.

- Noted the new addition our first annual gingerbread house contest which can be included as part of the overall DecemberFest activities.
- Updated the PRB on the Park & Rec to be discussed/requested at the budget meeting
- Intent to plan a community open house after the opening of CRC/Courts to promote the facilities and opportunities.
- Noted that 2025 will be the 30th Anniversary of the concert series with an anticipated kick-off concert by the Bucks County Symphony.

Visitor Comments.

***Adjournment:** Being no further business the meeting was adjourned at ___pm on a motion by Joe Salvati with a second by Brent Ruge All in Favor, motion passed 6-0.

Respectfully submitted by:
Kellie McGowan
Doylestown Park and Recreation Board

Approved: _____