

Park and Recreation Board
Meeting Minutes
Tuesday, December 6, 2022 – 7:00 p.m.

Present: Gary Harris, Patricia Keppler, James Lannon, Doreen McVaugh, and Borough Manager John Davis

The meeting was called to order at 7:00 p.m.

The **Minutes** from the October 3, 2022 meeting were approved as corrected.

2023 Budget Update was provided by John Davis. There is a significant jump in the budget from 2022 to 2023, which includes the salary for a full-time Recreation Director. There is also a slight increase in pay for the part-time summer crew. Additionally, there is an increase in the cost of supplies for maintenance of the parks (i.e. wood carpet, etc.). James Lannon wanted to know how the salary for a full-time Rec Coordinator was decided. John explained how he looked at salaries of comparable positions in other municipalities. James wanted to make sure the person is experienced with grant writing as it is an important part of the role. From an operating perspective, there is an overall rise in costs. John went over the capital budget for 2023.

John also discussed the development of the new full-time Recreation Coordinator position. Gary Harris will remain in his position for the remainder of 2023, so there will be an overlap. James wanted to know if there is a contingency plan in case there are no qualified applicants. John believes the position is appealing to a specific demographic. The position is going to also act as a liaison to CBRPD and Public Works for public events, assist Discover Doylestown, and act as administrative support to various boards and committees; overall being more present than John is able to be at this time. It will include grant writing for Parks and Rec, and working on special projects. This person will also be working on social media. The salary is a good one for someone who is just starting in the field.

John also provided a comparison of the summer programs between 2021 and 2022.

Winter Projects update was also provided by John. Trees were planted in Broad Commons. A second water fountain will be installed in the area of the park where the playground will be located. We are trying to get that in the ground as soon as possible. There are 3 benches left to be sponsored. We have a major tree cutting project on the Buckingham side of the Maplewood woods and to clear the trails within the park. James asked who will be doing all the tree work. John mentioned it will all be handled in house. Dugout improvements will be happening at Burpee and Neis. The gazebo on the East St. side of Chapman Park was taken care of too.

Comprehensive Plan Update was provided by James Lannon. James met with the BCPC consultants. They will be sharing census and demographic data provided by the federal government to help contextualize the survey data at a public meeting on December 13, 2022 at 7:30 pm. The survey results are very interesting. Parks and recreation was a popular topic which is good news.

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Bike/Hike Report was given by John. The TMA received a grant to install temporary bike lanes throughout the county. We will have one installed on E. State St to see if we can make the area from Chapman Park to Poole's Corner more cyclist friendly.

Recreation Director's Report was provided by Gary. The mural inside of Burpee Pavilion was completed by our Arts and Crafts director, Lauren Ballew. It looks really fantastic. Scenic stroll update was given to the Board. Gary also provided a comparison of money received from the tennis program between 2021 and 2022. First Saturday Chess has been a continued success, with 15 people attending. *The Cardinal* will be running an article about the chess program in their January edition.

Borough Manager's Report was given by John. The Lions Club may be moving their concerts to Broad Commons Park. The volleyball program may become a contractual program within the Borough's Park and Rec department.

There being no **Old/New Business** the meeting was adjourned at 7:57 pm.

Respectfully Submitted by

Erika Fellman

Park and Recreation Minutes Secretary