



COUNTY OF DELAWARE
GOVERNMENT CENTER BUILDING
201 WEST FRONT STREET
MEDIA, PENNSYLVANIA 19063

COUNCIL

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PARKS AND RECREATION
MARC J. MANFRE
DIRECTOR

Delaware County Park Board Meeting

July 13, 2022
12:00 p.m.

Location: Hunt Club

Attendees:

- Marc Manfre, Director of Parks & Recreation; Stephanie Gaboriault; Trish McFarland; Beth Chapman; Nicholas Furman; Peter Williamson; Kathy Lopez; John McMullan;
- **County:** Councilperson Elaine Paul Schaefer; CSO Francine Locke; Steven Beckley, Planning
- **Guest:** Marcia Tate, Vice President, Friends of Glen Providence Park
- **Call to Order:** 12:02 pm

Excused Attendees:

- Nicholas Hoyt

Meeting Minutes from May 11, 2022 were approved by the board.

- **Call to Order**.....Chair Stephanie Gaboriault
 - We will continue to do our park visits and hope more people join us.
- **Guest Speaker**
Friends of Glen Providence ParkVice President Marcia Tate
 - We are an all-volunteer Non-Profit Organization
 - Shared their 10-year report on how their organization has worked with Marc and Norm to revitalize Glen Providence Park
 - It is Delaware County's oldest park
 - We work with other County and local Friends groups to share our experience and help them get started.

- **County updates**
- **Directors Report..... Marc Manfre**
 - I had a CIP Meeting with Mr. Lazarus, Francine Locke, and Danielle Floyd to go over the projects that we put on our need assessments.
 - CIP Total is around \$400k
 - We are in the market for a few new mowers.
 - One which is critical is the Fairway mower for Clayton Park. Our hope is we get it in the next 10 months or so. Everything is on backorder.
 - We are looking into more mowers (Hustler and Kubota Ford Tractor) cost around \$140k for our other Parks
 - Upgrading of the HVAC System for the Lewis Building at Smedley Park. It is the home of the Penn State Extension.
 - Renovation work at Clayton Park ProShop. Cost approximate is \$30k. Paint, moving doors around and more ADA accessible. We are in compliance but add some more access areas into the ProShop.
 - Parking Lot at Rose Tree Park, we need to sealcoat and stripe it. It hasn't been striped in a while. We need more handicap accessible added onto the ADA Parking.
 - I submitted the 2023 Budget to Sue DePompeo, Francine's financial assistant.
 - We increased our budget to \$50k or \$60k in operating expenses
 - The Deputy Position is put on the back burner until September/October. Elaine has indicated it will be put on the agenda in August.
 - The 2023 CIP is a 5-year window, which piggybacks off the 2022 list. The 2022 list was very ambitious.
 - Senior Games were very successful this year. Our numbers are starting to grow.
 - Summer Festival has been a great start and great turnout. We have not had any rainouts to date.
 - Two out of the three Playgrounds bid process is complete
 - Upland Park should start soon, if not next week. We are building a multipurpose athletic/football field. I was at a zoning meeting in Upland two weeks ago and the zoning board has approved the lighting. It will be a multipurpose soccer, football, and baseball complex. I am very pleased with the outcome.
 - Rose Tree Park Playground will start in March of 2023. All the equipment has been purchased.
 - Little Flower – We developed a No Mow Zone and we are getting a lot of positive feedback. The habitat is flourishing.
 - Rose Tree Park's Winter Festival – we are in the process of doing an inventory to see if we need extra lights. We are speaking with Laura Goodrich and the electricians we used last year. I think we will be using Laura as a funding source again. We were given a rough budget for this year. We are looking forward to the new and approved Winter Festival. Expectations are high.
 - We are looking into hiring two more for our Maintenance Staff
- **County Council Liaison.....Elaine Paul Schaefer**
 - Don Guanella Update – The Advisory committee process is open. We already received 240 applications for the 15 spots. There is an interest. I am getting a lot of emails with ideas for what to do at Don Guanella. It will be a fun process.

- Sustainability.....Francine Locke
 - We have two summer interns and would like to thank everyone for mentoring them, especially Marc and Elaine for sitting down with them and giving them leads to talk to folks at the Community Garden at Rose Tree Park. We are going to do a case study on them and ask why they like using the Community Garden and how it is connected to their lives. We are going to do a newsletter at the end of the summer to share what the Sustainability interns have done.

- Old Business
 - John McMullan shared the Vice Chair Election Results. Kathy Lopez will serve as the Vice Chair for the Advisory Board.
 - Finance Committee
 - Committee Members are Nick F, Kathy, John, Trish, Stephanie, and Marc
 - We met to discuss the budget.
 - Additions to budget include 2 more maintenance workers
 - We discussed using numbers from the Rose Tree Park's Return on Environment Study. That was good data.
 - Healthcare cost are not factored into the budget.
 - CIP is not in our budget.
 - There is a new ordinance that anything over \$5,000 will be used as a Capital Expenditure.
 - Park Police have 6 on bike patrol.
 - Next year, we will have the Finance Committee start in March.
 - Park Rules subcommittee is Nick F., Kathy, Stephanie, and Marc.
 - Updates/Changes of Park Rules have been approved
 - Goal will be complete Rules will be posted on the website to make it clear for people

- New Business
 - Don Guanella Committee – we would like to encourage someone from our board to be represented.
 - Friends of Parks Alliance – we are having people contact us about how to start a Friends group. What is the expectation and what is the role of a Friends group? What should the County be doing, and what should the Friends groups be doing? Create guidelines to make sure we are being fair.
 - Should we only include County Parks Friends groups in the Friends Alliance?
 - Friends of Parks Alliance Committee will be Nick F., Marc, Stephanie, Kathy, and Kelly. We will start meeting in September.
 - Board Description for vacancy
 - We will start working on an accurate description for a Board Vacancy. John, Peter, Stephanie, Marc and Nick H. will work together for a better description.
 - Philip Jaisohn Memorial
 - South Korean government gave \$80k to the Philip Jaisohn Memorial Foundation to do something this year. It's an opportunity to get some free improvements around the memorial, which will make it more suitable for hanging out at.

- Peter met with the architect Bob Linn, George Choe (Head of the Philip Jaisohn Memorial), and Media Mayor Bob McMahon. They are talking about creating a floor for the memorial with benches facing the memorial and wider in the back with a picnic table set up, and new landscaping. Currently, it is all grass. It will be a beautification project. Peter would like the Board to have final approval of it.
- County Park visits
 - Shrigley & Pennock Woods visit will be on August 10th. We would like to encourage our members to attend the visits. The visit will be at noon.

Meeting adjourned: 1:19pm