



**COUNTY OF DELAWARE
GOVERNMENT CENTER BUILDING
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COUNCIL
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PARKS AND RECREATION
MARC J. MANFRE
DIRECTOR

ELAINE PAUL SCHAEFER
VICE CHAIR

Delaware County Park Board Meeting

May 11, 2022
12:00 p.m.

KEVIN M. MADDEN
CHRISTINE A. REUTHER
RICHARD R. WOMACK

Location: Hunt Club

Attendees:

- Marc Manfre, Director of Parks & Recreation; Stephanie Gaboriault; Trish McFarland; Beth Chapman; Nicholas Furman; Peter Alyanikian; Peter Williamson; via phone: Nicholas Hoyt; Kathy Lopez
- **County:** Karen Wilwol, Delaware County Conservation District, Steven Beckley, Planning
- **Guest:** Ann Toole, Toole Recreation Planning
- **Call to Order:** 12:04 pm

Excused Attendees:

- John McMullan; Kelly Johnson

Meeting Minutes from March 9, 2022 were approved by the board.

Call to Order..... Stephanie Gaboriault

- The final version of our Vision and Mission Statement that we approved at our March meeting has been posted to the County Parks website.
- The Memorial Moratorium we approved at our March meeting was forwarded to Elaine, who indicated it has been helpful recently.
- We had a nice visit to the Chester Creek Trail in April. There were a lot of people there (Trials Alliance, Green Space Task Force) and we met with the Friends of the Chester Creek Trail.

Don Guanella Project

Toole Recreation Planning Ann Toole

- We received our agreement on Monday, May 9th. We have been working along. Our team includes me, Monica, JMT Landscape Architect Engineers, Transportation Engineers, Urban Developers, and Natural Lands.
- Project is largely environmental and Natural Lands has a very important role in the project.

- Emphasis will be community engagement. We want to institute a countywide civic engagement process. We are starting out with an advisory committee. The advisory committee will include about 15 people with exofficio members from county departments. We are developing the outreach. We have a flyer drafted. We have been coordinating with IT and Anne Coogan, County Clerk. We have the methodology that we are using like recruiting on the Greenspace Task Force. This time around the County Council will not be making the appointments. The advisory council is advising primarily to our consulting team in total collaboration with Delaware County.
- We will be sending out a questionnaire with 4 questions drafted name, address, and asking “why” you want to be on the advisory committee for the Don Guanella Master Plan. What expertise, experience, ideas, that you have that would advance the efforts of that. We want the advisory committee to represent the face of Delaware County, geographically, culturally, ethnically, geographically, age wise, and gender wise. We want it to reflect the county. We are suggesting that all the boards, submit anyone on those board to submit applications and our team will review them with that criteria of being a countywide effort to achieve that face of Delaware County involvement.
- Workload would be about 5 or 6 meetings. One in the park and the rest we will discuss later. (live or zoom meetings)
- Our first meeting would be a launch to go over what the strategy is, ideas from the committee members on what things we ought to do, big ideas, little ideas, just to get us going. We envision having that committee in place in May. That’s what our goal is.
- Next step, rest of the public engagement process. It will include interviews, focus groups, pop up events, whatever we see opportunities, we will be seizing them. We want to go where the people are not to have people come to us. We want to do that countywide.
- We will have at least one survey. It is an interactive platform, that would be about the Park’s masterplan. That platform is very interactive. So, we could drill down and do a few more surveys.
- We know there are a lot of people express interest in joining the advisory committee, so we are thinking about a doing global workshop with all the people who want to be on the advisory committee, but there are only about 15 spots open. We want to tap all the people who are very interested in joining.
- Contract was expected to be a year. The county did want to have this master plan finished by December, but since we only received the agreement came out in May.
- What our launch is going to be is “Name the Park Contest”. We have put together some ideas and strategies about how that name the park contest will work. I have contacted my colleagues throughout the country on cool ideas for how the contest could work. We think it is a very key component to the master plan in getting the people countywide to see that this is a countywide park. What we would like to do in the fall, have completed the naming contest and do an event in the park that would reveal the name of the park, have events, have people exposed to the park, appreciate the park and the county can celebrate this unbelievable achievement.
- There was board discussion about the timing of the naming contest, with the suggestion that it be part of the public participation process, and that schools be included. The new name could be revealed in the spring, possibly on Earth Day 2023.

County updates

Directors Report..... Marc Manfre

- Earth Day Events were a success. We worked in collaboration with PRC, Eastern Delaware County Storm Water Collaborative, Soil Conservation District, Keep Media Green.
- We had 4 successful Earth Day Events -
 - Planting of the Native Rain Garden at Kent Dog Park. Our maintenance department and PRC, and Jamie Anderson’s Storm Water work was phenomenal.
 - We planted 16 trees at Smedley Park to offset some storm water issues. We worked with the Penn State Extension Master Gardeners.
 - Keep Media Green along Friends of Glen Providence held a clean up at Glen Providence Park
 - Save Marple Greenspace Folks held a clean-up at Don Guanella.
- Summer Concert Series will be working very closely with PRC, an initiative with E-Waste Collection. Our main contact is Diana Andrejczak. We are going to have E-Waste collection and working with the PRC office out of Pittsburgh. All materials here our guys are going to be working and we will be instituting it at all events at the concert series. We are very proud and look forward to some feedback from our constituents.
- County just hired a new director of Public Works, Danielle Floyd. She is a go getter and is working with our CIP Requests. I look forward to working with her to get our CIP Program up and running.
- Juneteenth Event, it is a collaborative effort between our office and Dr. Monica Taylor, Chair of County Council, public relations, our new diversity officer, Maintenance Division, and a couple of folks from Dr. Lazarus’s office. We will have a special event on June 19th. We are working in collaboration with some of their board Taylor Made Vets and J.A.C.E. There is a lot of work that Beth put in it and other agencies in our county are working together to making it the success it will be.
- We are working with Pennoni for the 3 projects to build the playgrounds.
 - Rose Tree Park - I believe Council approved last week the purchase of the equipment. March of 2023 is the target date to break ground.
 - Little Flower Manor - we met last week. We will reconvene on that one. That will be a community-based project that will involve Darby and Upper Darby Residents.
 - Upland Park is a renovation. That is going with the design and construction of a new football field for the Upland Athletic Association. Some grant money is being used for the design and Pennoni is working on that. Permitting and zoning approvals needs to be done. It was originally the playground teardown and rebuild a new playground. Then, the field and pathway around the field was added on. It will be a formalized field for softball and football with field lighting and a nice pathway to loop around it adjacent to the playground. Money is coming from federal relief money, plus state funding from DCR.
 - If you would like more information, visit our website; Planning Department – Current Projects
- Community Engagement Project: First T Program to start at Clayton Park. It has expanded throughout the city. We are hoping to start in the fall.

- All our baseball and softball permits are full. They are consistent with what the last 10 years have been.
- We have 12 new benches at Rose Tree Park
- New recycling containers
- Senior Games start in June
- Derrick Ford is back as the Redwood Coordinator
- We are almost at full capacity with our Maintenance Department.
- Clayton Golf Course revenue is about a few thousand behind from last year.

Summer Concert Series Beth Chapman

- We have 9 weeks (Wednesday – Sunday) scheduled at Rose Tree Park. Opening day is June 15th. All (45) shows start at 7:30pm except for the Juneteenth Celebration, which will be an all-day event and two morning children shows
- We went back to using brochures, plus the schedule is posted on our website.
- Amphitheater is undergoing repairs. Stage needs repairs, which is an annual event.
- We are talking with our Sound Engineer and he is letting us know what needs to be replaced or fixed up for the summer. They will be hanging lighting.
- Concessions are a main concern. The Purchasing Department oversees trying to find us a vendor. We are working to help them. We are being told staffing problem is a big issue.
- Corporate Sponsorship is down, but we expected that would be the case because we did not do it last year.
- Private donations are back to old levels.
- Ann added that the Rose Tree Park concerts generate almost \$2 million a year in economic impact.

Old Business

- Bylaws:
 - The Park Board voted unanimously to ratify the Bylaws that had been approved at the March Board meeting.
- Nominations Committee proposal:
 - The Park Board voted unanimously to approve the Nominations Committee proposal dated May 4, 2022 by John, Nick H., Marc, and Stephanie.
 - There will be a 3-person nomination committee. They will set the template for how people submit their self-nomination or nominate someone else to get those nominations to the board in time.
 - Committee should be formed by June 2022. Nominations by the July 2022 meeting to elect a vice chair. Stephanie will stay on as chair for this intermediate year, until the annual meeting in March 2023 meeting. Future elections will be at the annual meetings.
- Naming Policy
 - The Park Board voted unanimously to approve the Naming Policy dated May 4, 2022 by Nick F., Nick H., Peter W., Marc, and Stephanie
 - It will be forwarded to Elaine and recommended to County Council for consideration.

- Park Rules and Regulations
 - The Park Board discussed the draft of updated park rules dated April 13, 2022 by Stephanie, Nick F., Kelly, and Marc.
 - The existing park rules in the County Administrative Code were written in 1971, with minimal updates (with the 2021 Alcohol Ordinance a notable exception). The draft rearranged the existing park rules to make them easier to navigate, with added wording including contents, commercial use, permit applications and timing, non-transferable permits, long-term use, dog parks, amphitheaters and stages, e-bikes, film production, and wildlife & natural resources.
 - Discussion included removal of dead memorial trees, dogs, bikes, adults in playgrounds, metal detecting, first amendment rights, and whether any portions of the rules could be separated out as policies.
 - The Park Rules committee will update the draft to send it out before the July meeting

New Business

- Nominations Committee:
 - John, Trish, Stephanie, and Marc will meet and recruit nominations for Vice Chair for an election at the July board meeting.
- Finance Committee
 - Committee Members will be Nick F, John, Trish, Stephanie, and Marc. Will meet to see how we can assist Marc in the 2023 budget request.

Open discussion

- Microsoft Teams will be set up for people who can't make the meeting in person
- Our next park visit will be to Catania Park on Wednesday, June 8.
- After more than 20 years on the Parks Board, Pete Alyanakian will be resigning as he is moving to Florida.

Meeting adjourned: 1:24pm