

**UPPER GWYNEDD TOWNSHIP
PARK AND RECREATION ADVISORY BOARD (PRB) MEETING
Monday, November 6, 2023
Minutes
7:00 P.M. in person and zoom**

1. Call to Order

Amy Juarez	Chairperson
Cory Lippert	Vice Chairperson
Kathy Johnson	Secretary
Mike Zumpino	Member
Matt Duardo	Member
Brian Rippert	Member
Rob Morse	Member
Sarah Prebis	Director of Parks & Recreation
Lexi McKinney	P & R Intern
Dave Gardner	Boy Scouts

2. Approval of Minutes from the meeting held on Monday, September 18, 2023

Ms. Juarez asked for any questions and corrections relative to the meeting minutes of September 18, 2023. A motion was made by Mr. Zumpino to approve the minutes and seconded by Mrs. Johnson. A motion to approve the September 18, 2023; meeting minutes was unanimously approved.

3. Public Comments

There were none

4. Old Business

A. Fall Fest Recap – Ms. Prebis asked the members that were at the event chime in. It was very well attended and maybe even more because of the accident on the turnpike. There was mention of people from New Jersey and Virginia that stopped because they were there to see the Phillies player or just were re-routed from the turnpike and happened to drive by. We talked about possibly Venmo next year for ticket payment and maybe a credit card machine. Also, add directional signs, so people knew what was going on and where everything was.

B. Master Comp Plan 2023 update – Ms. Prebis stated the township went with Simone Collins as our Landscape Architect for this project. All the meeting dates are set and are:

Steering Committee meeting dates:

Thurs, Nov 16, 2023
Wed, Jan 24, 2024
Thurs, Feb 22, 2024
Thurs, April 18, 2024
Thurs, May 16, 2024
Thurs, June 20, 2023
Thurs, Oct 3, 2024
Thurs, Nov 7, 2024

Public Meetings dates:

Wed, Nov 29, 2023
Wed, March 27, 2024
Thurs, Sept 12, 2024
Tues, Oct 15, 2024 (BOC meeting)
Wed, Dec 4, 2024

C. Capital Projects for 2023 – Ms. Prebis mentioned all the 2023 projects and their status:

- a. Mower truck – was purchased and picked up, but there was an issue with it. Its now back at the dealership and we are waiting for it.
- b. Pole Barn storage – will be moving to 2024 due to a survey that we need to have completed from our engineers. Once this is completed, we can move forward with this project and where to place it.
- c. Hartley Dr. Meadowization – is being surveyed now but won't be planted until spring 2024.
- d. Water fountains – dog/people fountain was purchased and will be put in shortly. We are still waiting on the water filler fountain to arrive.
- e. LED sign – purchased and is up and running. It is a learning process creating these slides. Ms. Prebis asked for board comments about what are good slides and what ones you cannot see very clearly from the road. They agreed to email her with any comments.
- f. Jack's Lane MS4 project – will be completed as a 2024 MS4 project with the help of our engineers.

5. **New Business**

- A. Holiday Lights 2023 – Ms. Prebis and Ms. McKinney mentioned what was already booked for this event: Stilt Walker, Gingerbread Contest, Photo Booth, Barbershop Quartet, Crafts, Cookies, Brownies, Movie; Frozen 2, Snow machine, games, fire pit, and Olaf will make an appearance. There was discussion about moving all the entertainment to the parking lot along with lights and heaters. There was also a discussion about helping the hot chocolate move quicker. Ms. Prebis is looking to order 1-2 more insulated coolers for this. Ms. McKinney mentioned that we are still looking for volunteers and here is the link:
<https://www.signupgenius.com/go/10C0D4EA9AE2FA1F8C34-2023#/>
- B. Special Events dates for Spring 2024 – We are still waiting to hear from 2 courses for the golf outing, and St. Rose for bag bingo, so Ms. Prebis will get those dates out ASAP. Otherwise, we have Earth Day scheduled for Monday, April 22 and the Unity For Kindness Food Truck Festival set for Sat, April 27, 2024.

6. **Other Business**

- Mr. Duardo announced his term is up in Dec 2023 and he will not be re-upping due to family commitments. He thought someone with more time would be more helpful for the Park Board. We will be searching for his replacement.

Next meeting is scheduled for January 2024. Ms. Juarez asked for any further questions or comments. Upon hearing none, Mr. Lippert made a motion to adjourn which was seconded by Mr. Rippert and passed unanimously.

Respectfully submitted,
 Sarah A Prebis