



WILLISTOWN TOWNSHIP PARKS AND RECREATION

MINUTES 10-19-2021 7 PM

MEETING LOCATION: COXE MEMORIAL CAMPUS, 688 SUGARTOWN ROAD, MALVERN, PA 19355

Members in Attendance: Chair: Brad DeHart, Vice Chair: Bernadette Downey (via video phone); Bob Kacergis; Ken Lehr; Denise VanValkenburgh; Grace Frain Absent: Bill Unrath
Staff: Mary Hundt, Parks & Recreation Director

Administration

New Business

Minutes for Approval: June 15 and July 20, 2021. Brad motioned; Ken seconded. All were in favor. Note: The August meeting was cancelled due to event programming; The September meeting was held, but there was not a quorum.

Planning

Old Business

Potential Dog Park

Community Group Presentation (Group) by Pam Constanzi, Linda Bower, and Sarah Pilacik. The Board and group had a thorough discussion. Notes are attached. The Board and Group intend to meet to review follow up items at the next scheduled meeting on November 16.

Comp Plan Update

Mary gave a brief report, informing the Board that she had submitted comments from the Board and herself to the Township's planning consultant. She received comments back and will coordinate with the consultant on follow up.

Old Business

Potential Parkland Acquisition: Minute Policy Agreement

The Board met in September; however, there was not a quorum. Mary reviewed the Dog Policy that she had supplied to all Board members via email. This policy is a requirement for a future preserve addition project. Other members had communicated via email regarding the policy. Mary recorded the Board's recommended changes and additions. She will continue taking the Policy through the review process with other parties and present to the Supervisors for final approval.

2022 Budget Update

Mary reviewed the Proposed 2022 Parks and Recreation budget with those members present at the September meeting and did so again at this meeting.

New Business

Holiday Party

Brad is offering to host this year on December 14th at 6pm. The Board joked about Brad committing without checking with his "better half." Mary will send out a pot luck sign up sheet in advance of the event and will notify Township administration that the December public Board meeting is being cancelled.

Public Comment

None

Adjournment

Brad motioned; Denise seconded. All were in favor.

Next Meeting: Third Tuesday of the month, 7PM. All meetings are open to the public.

Respectfully submitted,
Mary Hundt
Recording Secretary

October 2021

Friends of Willistown Dog Park

A Proposal to the Willistown Township Parks and Recreation Committee

We are a small committee of residents of Willistown Township who wish to work with the Township to develop and support a leashed dog park within the Okehocking Preserve. Please accept this preliminary outline of our mission and goals as a starting point in what we hope will be a robust and fruitful discussion about the benefits of our vision and the needs of dogs and their owners within Willistown Township and the surrounding area.

Mission Statement:

The mission of the Friends of Willistown Dog Park is to create a safe place for dogs to exercise and socialize while also building community with residents of Willistown Township and surrounding areas.

Location:

Between 4-6 acres (exclusive of parking) at the Willistown Conservation Trust property in Okehocking Preserve at the corner of West Chester Pike (Route 3) and Delchester Road. This property has received preliminary easement for such a purpose.

Rationale:

Willistown Township does not have a fenced, secure dog park. Surrounding townships have overused, substandard dog parks or they are inconveniently located, beyond a 15 minute drive, for Willistown residents.

There has been an increase in adoptions and fostering of dogs since the pandemic. Exercise is an essential responsibility in the care of these animals.

Currently, any open space requires dogs to be leashed for safety reasons. Having a safe place to run off lead, play and learn socialization skills with other dogs is important to their overall physical and mental health.

There also has been significant housing development within the Township, with few of these units providing for the outdoor care of pets. As the number of Willistown residents owning dogs increases, so does the need for a park dedicated to them.

Community:

All Willistown residents will be able to access the dog park for free.

Non-Willistown residents will be required to pay a usage fee, to be determined, per year to enter the park. An entry key, fob, or some other unique method of secure entrance will be given upon request, to Willistown residents.

Non-Willistown residents who have paid the determined annual fee, will receive the same device.

Timeline:

Optimally, with the cooperation of the Parks and Recreation Board and the Friends of Willistown Dog Park, there could be a motivated opening by the end of 2022.

We thank the township for considering our request for a dog park in Willistown. The following is a list of needs which we have identified for the dog park, and the division of responsibilities between the Township and the board of the 501(c)3 Friends of Willistown Dog Park. This list is not exhaustive and we are eager for discussion and revisions to ensure this dog park can happen!

Township	Friends of Willistown Dog Park
Interest Study/Mailing to Residents	Interest Study - tabulation and assessment of results/administrative help
Land Acquisition	Establish 501(c)3 status
Parking Lot	Signage within fenced area - sponsors additional advisory notices
Water/plumbing required for provision of potable water	Watering station (s)
Fencing: 2 different areas for small and large dogs	Water bowls
Landscaping	Pavilion/Gazebo
Entry lock system	Water bowls
Maintenance of grounds: mowing and ground care, trash receptacles, separate dog refuse and trash, pick up and removal, poop bag stands and refill	Correspondence from members regarding use of park
Website - connected to township page	
Official street signage including rules for park	
Insurance?	Fundraising feasibility study/develop fundraising plan
Any restrictions for fundraising?	
Cost estimate to guide our fundraising	

Other Considerations:

Maintenance of membership list and distribution of entry device.

Resources:

West Goshen Township has a dog park at Robert E. Lambert park off of Pottstown Pike. The following is the link to this dog park, including dog park rules:

<https://www.westgoshen.org/Facilities/Facility/Details/Dog-Park-4>

When discussing insurance responsibilities, the following is the notice of liability on the West Goshen website:

This facility is not supervised. Users of this facility do so at their own risk. West Goshen Township shall not be liable for injuries to dogs, their owners/handlers, or others that use the dog park. This area is for dogs and their owners/handlers only.