



**SIMONE COLLINS**  
**LANDSCAPE ARCHITECTURE**  
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## MEETING NOTES

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Project:	<b>Woodlawn Park Master Plan</b>	Project No.:	<b>21073.00</b>
Location:	<b>Upper Moreland Township Meeting Room 117 Park Ave, Willow Grove, PA 19090</b>	Meeting Date/ Time:	<b>04.20.2022 7pm</b>
Re:	<b>Steering Committee Meeting #1</b>	Issue Date:	<b>04.25.2022</b>

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### ATTENDEES:

Anthony Benvenutti, Steering Committee	Barbara Tuck, Steering Committee
Michael Chauveau, Steering Committee	Pat Stasio, Director of Parks and Recreation Department
Matt Duffey, Steering Committee	Nicholas Scull, Township Commissioner, Ward 1
Jeff Herb, Steering Committee	Matthew Candal, Township Manager
Chuck Jones, Steering Committee	Peter Simone, Simone Collins
Annmarie Mangin, Steering Committee	Sarah Leeper, Simone Collins
Mary Meister, Steering Committee	Michelle Armour, Simone Collins
Phil Strybuc, Steering Committee	Other members of the Public (see attached sign-in sheet)
Dean Swedberg, Steering Committee	
James Torpey, Steering Committee	

### GENERAL NOTES:

#### INTRODUCTION

- Pat Stasio introduced himself, the Commissioner, and the Township Manager
  - Explained Committee selection process: which includes residents of Ward 1; other members represent youth sport leagues, Parks and Recreation Advisory Council members, and other township residents.
  - There is no plan to add committee members
  - Last fall the Township purchased the Woodlawn Elementary School Site, the former school is currently under demolition
  - After demolition, the site will be rough graded, seeded, and strawed until the project is moved upon

- Explained selection of consultant – Simone Collins (SC)
- Peter Simone introduced the committee members, the meeting agenda, and the SC team. Peter discussed previous SC park planning projects and gave an overview of the master planning process. Peter presented the project schedule and scope.
- Sarah Leeper reviewed the draft public opinion survey questions and encouraged the Committee to provide feedback and suggestions to SC for edits and/or additions to the survey by May 16 (the Monday before Committee Meeting #2).
- Pat S. stated that there are no current plans for the park as of yet and clarified that there may or may not be a need for a community center at this site, and that if it is found that there is a need for a community center, it may not necessarily end up at this site. All park improvements will be decided through this public process and nothing has been pre-determined
- Pat S. stated that the Committee will receive a lot of information, and that the Committee's job is to and mold the ideas, listen to community, and make a recommendation to Board of Commissioners. The Committee is the guiding force and the broader community will provide information. The Board of Commissioners will have the final decision regarding park improvements
- Peter emphasized the importance of the public participation process in gathering information and ideas for the project.
- Attendees are encouraged to spread the word to the broader community about this master planning process and upcoming meetings. A flyer will be shared for distribution shortly.

## **Next steps**

- Next Committee Meeting – Wednesday May 18
  - Public Opinion Survey – Committee feedback & comments by Monday, May 16
  - Formalize Focus Groups Meetings – Committee suggestions by Monday, May 16
  - Meet Team Architect
  - Brainstorming – Goals, Facts, Concepts, Partners

## **Committee Q&A**

- Regarding focus groups, will there be a limit to the number of participants? Ex. Adjacent neighbors – will all 30 households be there?
  - There is no set size and will vary based on the focus group, typically 20-30 people
  - The initial thought to ensure a focus group specifically for neighbors adjacent to the park.
  - If it was determined to be important we could expand the meeting group to a several block radius from the park.
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- Regarding feedback on the survey and suggestions for focus groups – what is expected of the Committee?
  - Can provide markups/sticky notes on the survey PDF, email, etc.
  - Suggestions for edits to survey questions
  - Suggestions for participants in focus group meetings.
  - Please submit by Monday, May 16<sup>th</sup> (before the next meeting Committee Meeting)
- Is there an age cutoff for the focus groups?

- No age cutoff
- Teenagers could be important participants – typically the most underserved group. Teenagers could be a focus group.
- In many communities the School District has difficulty getting kids together – a better approach may be to coordinate through other organizations
- Focus groups can be held virtually or in person
- Children of any age are certainly invited to the public meetings.
- This park is very important for children – there are many in that neighborhood. There is an active basketball court, field, and playgrounds.
- Pat S.: The existing park does not have to stay how it is. Pat anticipates change. Ex. Maybe the ballfield needs reorientation or to be a different size. Maybe there is no need for the tennis courts, or maybe more are needed. The committee should consider the park site as a blank slate.
- Peter: SC will consult with Pat on community needs for active sports fields.

#### **Public Q&A:**

- Is the walkway from far south being considered? It's not a bad thing, just want to make sure it's being considered – fencing, etc.
  - Peter: Yes, it is an existing condition. We do not know how it will be addressed yet, but it is a valuable pedestrian connection into that side of the park.
- I am thrilled to hear that we are including whole township, because this will benefit the whole township – thank you.
- With all of the other parks that SC has done, will you be helping start off the brainstorming with examples of similar spaces?
  - Peter: We may show images of ideas that we come up with together. Ex. spraygrounds, nature-based playgrounds, inclusive playgrounds, etc.
  - Sarah: We do not typically show images until after brainstorming because we want the Committee and the public to come up with ideas. We will go over the existing plan, then set the framework for the brainstorming discussion.
  - Pat: For inspiration, think of things that you have seen on vacation that worked well, etc. (Peter mentioned Pinterest)
  - Pat: Whatever goes in here will be ADA accessible. He noted that there is a visually impaired child that resides in close proximity of the park; noting that accessible means more than just insuring wheelchair access.

This report represents the Professional's summation of the proceedings and is not a transcript. Unless written notice of any correction or clarification is received by the Professional within ten days of issue, the report shall be considered factually correct and shall become part of the official project record.

Sincerely,  
 SIMONE COLLINS, INC.  
 LANDSCAPE ARCHITECTURE

Michelle Armour

