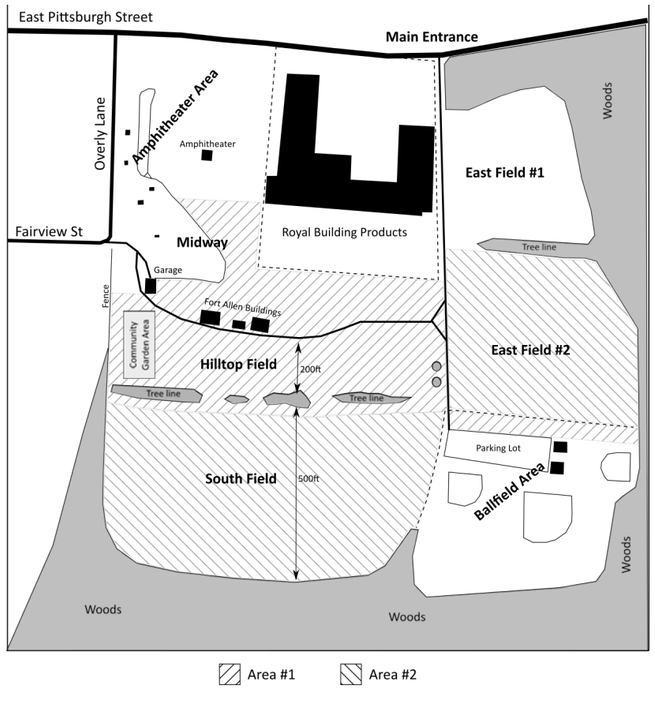


VIII. OPERATION & MAINTENANCE

FUNDING & IMPLEMENTATION

INTRODUCTION

Shields Farm Park is owned, operated, and maintained by Delmont Borough. The Borough is directly responsible for maintaining the log cabin, amphitheater, and garage/storage building on the property. In addition, Delmont Borough has agreements with partner organizations—including the Christmas Pilgrimage Committee, Fort Allen Antique Farm Equipment Association, Apple 'n Arts Festival Committee, and the Delmont Area Athletic Association (DAAA)—requiring them to maintain their own buildings and the surrounding areas they use. This shared responsibility ensures that the park remains well-kept, while also supporting the continued success of the community events and recreational activities hosted at Shields Farm Park.



AGREEMENTS WITH PARTNER ORGANIZATIONS

Delmont Borough maintains primary responsibility for Shields Farm Park, including the log cabin, amphitheater, and garage/storage building. To support the overall upkeep of the park, the Borough has agreements with several partner organizations that outline their roles and responsibilities.

Fort Allen Antique Farm Equipment Association

In exchange for a waiver of all park permit fees, Fort Allen is responsible for:

- General maintenance, repairs, improvements, and cleanup of the areas and structures they use for programs and activities.
- Maintaining and repairing the facilities they erected, including vegetation control.
- Preparing and tilling the community garden area by May 1 each year, weather permitting.
- Providing mowing services between April and October, at least: (a.) Once per month for Area 1 (grassy areas shown on the maintenance map, left), and (b.) Once annually in advance of the Apple 'n Arts Festival for Area 2 (see map, left).
  This agreement remains in effect until 2028.

Although not required under the Fort Allen agreement, the Apple 'n Arts Festival Committee also makes a donation to Delmont Borough to help cover labor costs associated with the event, further supporting maintenance needs at Shields Farm Park.

Delmont Pilgrimage Committee

The Pilgrimage Committee, which organizes the annual Christmas Pilgrimage, is not permitted to undertake major improvements or modifications to Shields Farm property. However, they may request that Delmont Borough carry out specific improvements, repairs, or modifications as needed. The Committee is also subject to a minimum annual rental charge equal to 5% of net proceeds from the event.

Delmont Area Athletic Association (DAAA)

Like the Pilgrimage Committee, the DAAA is not permitted to undertake major improvements or modifications to Shields Farm Park. In exchange for waived fees, the DAAA is responsible for maintaining, repairing, improving, and cleaning the ballfields, adjacent property, and associated parking areas. Their responsibilities include cutting grass around the fields, maintaining the infield dirt, and providing adequate sanitary facilities during baseball season.

PARKS AND RENTAL RATES

Currently, Shields Farm Park does not have any rental pavilions available for public use. However, nearby Newhouse Park, which is also operated by Delmont Borough, offers pavilion rentals at the following rates:

- Borough Residents: Weekdays $25; Fridays $40; Weekends/Holidays $75
- Non-Residents: Fridays $50; Weekends/Holidays $100.
- Additional Permits: Kitchen Permit $35; Alcohol Permit $25

Newhouse Park makes roughly $5k annually in rentals.

RENTAL AGREEMENT

RENTAL AGREEMENT TEMPLATE

Since Shields Farm Park is expected to have larger, central pavilions with restrooms and a second pavilion near the amphitheater, it makes sense for rental rates to be slightly higher than Newhouse Park to reflect the expanded amenities and event capacity. Here's a proposed structure:

Borough Residents:

- Weekdays: $40
- Fridays: $60
- Weekends/Holidays: $100

Non-Residents:

- Weekdays: $50
- Fridays: $75
- Weekends/Holidays: $125

Additional Permits

- Kitchen Permit (if applicable): $40
- Alcohol Permit: $30

Rationale

- Higher capacity & amenities: Shields Farm pavilions are designed to include restrooms and central gathering space, making them more functional for large groups and events.
- Fair comparison: Rates remain close to Newhouse Park's, ensuring affordability while covering additional maintenance costs.
- Encouraging local use: Residents still receive a clear discount compared to non-residents.

SAMPLE

Borough of Delmont

77 Greensburg Street
Delmont, Pa 15626
Office (724) 468-4422 Fax (724) 468-4356
delmontborough@comcast.net

NEWHOUSE PARK PERMIT

Name of Individual or Group: _____

Activity: _____ Approximate Attendance: _____

Date: _____ Time: _____ AM / PM to _____ AM / PM

Permittee: _____ Phone: _____

Street Address: _____

City / State / Zip Code: _____

Please see attached RULES and ACKNOWLEMENTS

NO REFUNDS - RAIN OR SHINE
PARK CLOSES AT 9:00 PM - FACILITIES MUST BE VACATED BY THAT TIME

PLEASE MAKE CHECKS PAYABLE TO: Delmont Borough

Please submit one check for the security deposit in the amount of $50. Please submit an ADDITIONAL check for the fee, based on the fee schedule below.

Security Deposit	$50	Separate check for deposit	Kitchen Permit	$35
			Alcohol Permit	$25
Borough Resident	$40	Fridays		
	$75	Sat-Sun/Holidays		
	$25	Weekdays		
Non-Resident	$50	Fridays		
	$100	Sat-Sun/Holidays		
	$25	Weekdays		
Borough-based	$25	Weekends/Holidays - fee discounted $50		
Non-Profit Org.	$0	Weekdays - fee waived		

_____ _____
Delmont Borough Approved Date

RULES and ACKNOWLEDGEMENTS

Please do not staple table covers onto the picnic tables. The borough has table straps available for your use at no charge, however, you must return these to the Borough Office. Upon return, you may collect your security deposit, otherwise, if applicable, the security deposit check will be destroyed. If table straps are not returned, the cost of replacement *($15)* will be deducted from your security deposit. The other alternative is to use tape.

Please no glass bottles.

Please no confetti.

Please no pets.

Please empty trash at the end of your event and dispose of in the park dumpster in the rear of the parking lot. New bags are available for you. They are in the kitchen.

Parking in the grass by the pavilion is prohibited, other than for loading and unloading, unless otherwise agreed.

Please note that no key is needed. If your reservation included a kitchen permit, the kitchen will be unlocked by 8am on the day of your event and will be locked after the event that same evening.

In case of emergency, you may call the Borough Public Works Supervisor, Bill Heaps at 724.689.3632.

The "Permittee" is responsible for the group's actions and behavior and by accepting the permit agrees to be held responsible for any damages done by members of the group to the park or building. The "Permittee" further agrees to hold the Borough of Delmont harmless, defend and indemnify for any and all claims for damages or injuries to persons or property resulting, including but not limited to, violations of any department rules, regulations or ordinances.

The "Permittee" by acquiring this permit, acknowledges that he/she has access to reviewing the existing park ordinance and fully understands the regulations under that ordinance prior to purchasing this permit and agrees to follow all regulations within the Delmont Parks ordinance.

_____ _____
Permittee Signature Date

REVENUE AND EXPENSES

EXPENSES (2024)

1. Maintenance and Repairs – $3,004.86
2. Pilgrimage Labor Cost – $4,072.79
3. Apple 'n Arts Labor Cost – $5,403.40
4. Electricity – ~$240.00

TOTAL Expenses: $12, 721.05

REVENUE (2024)

1. Pilgrimage Donation – $3,000.00
2. Apple 'n Arts Donation – $3,621.97

TOTAL Revenue: $6,621.97

Net Result: -$6,099.08 (deficit)

Shields Farm Park has consistently operated at a financial loss in recent years, with annual expenses outpacing revenue generated through event donations. This trend is continuing in 2025, as revenues are expected to remain roughly the same while costs climb. As of September 2025, maintenance and repair expenses alone have already reached $3,892.04, surpassing last year's totals for the same category. With additional costs from electricity, labor for events, and other upkeep still to come, the Borough is likely to face another year of significant deficit. This underscores the importance of identifying and implementing strategies to bring in more revenue—whether through expanded rental opportunities, new programming, or partnerships—to ensure the long-term sustainability of Shields Farm Park.

ADDITIONAL REVENUE OPPORTUNITIES

Pavilion and Facility Rentals

With the addition of new pavilions, restrooms, and improved parking areas, Shields Farm Park will be positioned to generate consistent rental revenue. Establishing a fee schedule—similar to Newhouse Park but adjusted for the expanded amenities—can provide a reliable funding stream. The amphitheater can also serve as a unique rental venue for concerts, weddings, and community performances.

Programmed Events and Competitions

The park could host fundraising events and ticketed activities throughout the year to generate additional revenue. Examples include archery tournaments, disc golf competitions, and seasonal fundraising events such as craft fairs or family festivals. Another opportunity is to collect a portion of the proceeds from the annual cross-country meet, which regularly uses the park but does not currently contribute financially. By establishing agreements with event organizers for modest contributions, Shields Farm Park can build a reliable revenue stream while continuing to support community activities..

Contract Revisions

When existing agreements with organizations such as Fort Allen Antique Farm Equipment Association, the Pilgrimage Committee, and the DAAA come up for renewal, the Borough should evaluate ways to revise contracts to ensure that costs are being fairly shared. This could include modest rental charges, labor reimbursements, or structured donations tied to event proceeds.

Partnerships and Sponsorships

Shields Farm Park could seek sponsorship opportunities from local businesses to support specific amenities (e.g., "sponsor a bench" or "sponsor a hole" on the disc golf course). Partnering with community organizations for co-hosted events can also reduce costs while boosting revenue.

Community Fundraising Initiatives

The Borough and local volunteer groups could launch fundraising campaigns, such as donor recognition walls, annual giving drives, or "friends of the park" memberships. These efforts encourage direct community investment in the park's future.

MAINTENANCE

CURRENT MAINTENANCE STAFF AND EQUIPMENT

At present, Delmont Borough provides general oversight and limited maintenance at Shields Farm Park, focusing primarily on the Borough-owned structures such as the log cabin, amphitheater, and storage/garage building. Maintenance of specific facilities is supported by partner organizations:

- The Delmont Area Athletic Association (DAAA) maintains its ballfields using its own equipment, including mowing the grass around the fields and maintaining the infield dirt.
- The Fort Allen Antique Farm Equipment Association also uses its own equipment to maintain its designated areas of the park, following its formal agreement with the Borough.

This partnership approach allows the Borough to share responsibilities, but it also means Shields Farm Park relies heavily on the volunteer labor and equipment of these organizations.

FUTURE MAINTENANCE PLANS

Looking ahead, Delmont Borough recognizes the need to take on a larger role in mowing and maintenance throughout Shields Farm Park. With the anticipated growth in park facilities and programming, the Borough is exploring ways to expand its capacity and reduce reliance on partner organizations for general upkeep. One step under consideration is the purchase of a new tractor, which would improve the Borough's ability to handle mowing, snow removal, and general site maintenance more efficiently.

Maintenance Priorities

Delmont Borough recognizes that a well-maintained Shields Farm Park enhances the user experience, encourages repeat visits, and strengthens community pride. Feedback from the planning process noted that most facilities are in good to fair condition, but there are clear areas where ongoing attention is needed. The following represent top maintenance priorities identified through community engagement and Borough input:

- Beautification: Eliminate unsightly conditions by enhancing landscaping and adding flower gardens, shrubs, native vegetation, and other beautification projects to complement the park's historic character.
- Functionality and User Comfort: Reduce inconveniences for park users by ensuring facilities such as restrooms, pavilions, trails, and the amphitheater are properly maintained and functioning as intended.
- Infrastructure Upkeep: Regularly inspect and maintain roadways, walkways, parking areas, and trail connections, with particular attention to pedestrian use areas and ADA accessibility.

Maintenance Plan

Delmont Borough's Park Maintenance Plan is centered on keeping Shields Farm Park safe, clean, and visually appealing to enhance user experiences and support long-term sustainability. A well-maintained park not only improves recreation opportunities but also reduces liability, lowers repair costs over time, and strengthens the Borough's public image. The Borough's approach combines daily housekeeping, routine scheduled tasks, annual repairs, and contracted work for major or emergency needs. As park improvements are completed and usage grows, so will maintenance demands, requiring a structured and proactive approach.

Future maintenance efforts fall into four (4) primary categories: Trash/Debris, Vegetation/Trees, Surfaces, and Structures.

See following page for more information.

MAINTENANCE

Trash and Debris

Routine removal of trash and litter along walkways, trails, and high-use areas is essential to keeping the park clean. This includes the new walking and biking path, wooded trails, and open areas visible to users. To support this, it is recommended that monthly volunteer-based clean-up days be held from spring through fall. Likely volunteer groups include local schools, Scouts, churches, and community organizations.

Vegetation and Trees

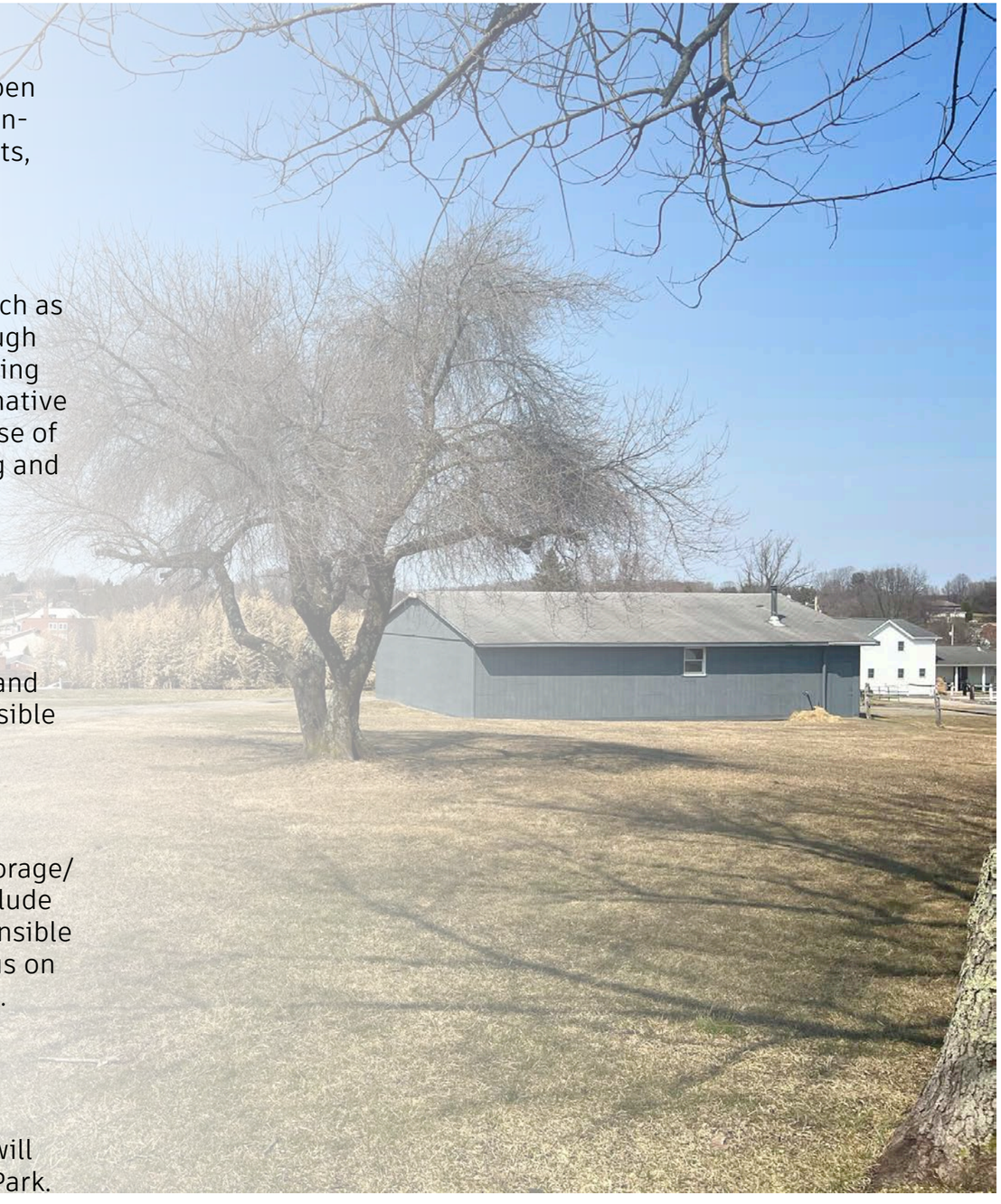
Delmont Borough will continue mowing its designated areas, while partner organizations such as the DAAA and Fort Allen maintain their portions of the park with their own equipment. Borough staff will also handle trimming and pruning trees, controlling invasive species, and maintaining landscaped areas. Over time, the Borough intends to expand beautification efforts through native plantings, flower beds, and garden spaces at key entrances and gathering areas. The purchase of a new tractor is also being considered to increase the Borough's capacity to manage mowing and vegetation control more efficiently.

Surfaces

Maintenance of roadways, parking areas, walkways, and trails is an ongoing responsibility. Tasks include inspections, minor repairs, grading gravel areas, resurfacing, and addressing storm damage or other emergencies (e.g., fallen trees). With the addition of new trail loops and expanded parking, a clear schedule of inspections will be essential to ensure safe and accessible surfaces.

Structures

Routine inspection and upkeep of Borough-owned facilities—the log cabin, amphitheater, storage/garage building, and future pavilions and restrooms—are a high priority. Responsibilities include repairs, painting, sanitation, and accessibility upgrades. Partner organizations remain responsible for maintaining the structures they own or operate. Special volunteer projects may also focus on cleaning and improving playgrounds, pavilions, parking areas, and other high-use amenities.



In addition to Borough-led work, at least one annual volunteer park clean-up day will be organized, with additional events tied to specific facilities or seasonal needs. These efforts will supplement Borough maintenance while fostering community stewardship of Shields Farm Park.

MAINTENANCE SCHEDULE

SPRING (MARCH-MAY)

- Inspect and repair winter damage to trails, walkways, parking areas, and structures.
- Begin mowing schedule for Borough areas; coordinate with DAAA and Fort Allen on their zones.
- Till and prepare the community garden area (Fort Allen responsibility, due by May 1).
- Clean and open restrooms, pavilions, and the amphitheater for seasonal use.
- Organize a spring volunteer clean-up day (trash removal, light landscaping, trail clearing).
- Plant seasonal flowers or begin native plantings in landscaped areas.

SUMMER (JUNE-AUGUST)

- Continue regular mowing and trimming, with Borough and partners covering their designated areas.
- Inspect and maintain playgrounds, ballfields, and event areas.
- Monitor and manage invasive species in wooded areas and along trails.
- Ensure adequate sanitary facilities are available for DAAA baseball season and larger events.
- Conduct mid-season inspection of walking and biking trails, addressing surface wear or drainage issues.
- Schedule monthly volunteer trash and debris clean-up events.

FALL (SEPTEMBER-NOVEMBER)

- Prepare the site for major community events, including Apple 'n Arts Festival and Christmas Pilgrimage.
- Fort Allen mows and clears Area 2 prior to the Apple 'n Arts Festival.
- Inspect roofs, windows, and structural elements of the log cabin, amphitheater, and storage building for winter readiness.
- Trim trees and remove weak or dead branches to minimize winter storm hazards.
- Conduct fall volunteer clean-up day after festival season to clear litter and restore open spaces.

WINTER (DECEMBER-FEBRUARY)

- Monitor and maintain electric service for holiday events such as the Christmas Pilgrimage.
- Clear snow and ice from priority access areas (log cabin, amphitheater, storage building).
- Inspect and winterize plumbing in restrooms and pavilions to prevent freeze damage.
- Store and service Borough equipment (with focus on tractor and mowing tools).
- Plan upcoming maintenance projects and prepare grant or funding applications for the next year.

VI. APPENDIX

EXHIBIT A - SITE WALK NOTES



STEERING COMMITTEE MEETINGS

Delmont Borough – Shields Farm Property, Master Site Development Plan
Steering Committee Meeting No. 1 – April 9, 2025

1. **Introductions**
   - Tracy Frampton – Project Manager, The EADS Group, Inc.
   - Alana Nulph – Landscape Architect, The EADS Group, Inc.
   - Tell us about yourselves
   - Attendance: Jeff, Chris, Stan, Dan

2. **Background: Review Project Schedule & Focus of Study**
   - Complete a MSDP for Shields Farm Property in accordance with DCNR guidelines
   - Follow-up to Comprehensive Park & Recreation Plan Completed March 2024
   - 8-10 month Completion Schedule Complete end of Oct./beginning of Nov.
   - Conference call with Andy and Jeff held on January 10, 2025
   - Tour & Walk-Through of park with Andy and Jeff held on March 3, 2025
   - Remaining Schedule: TBD

3. **Review Findings from Field Tour/Review Draft Concept Plan (Handout)**
   - Input provided by Jeff and Andy based on their meetings with the group
   - Comments/Corrections/Additions to Draft Plan

4. **Next Steps – Public Engagement**
   - Schedule Public Engagement Meeting June 25, 5:30
   - Date/Time/Location?
   - Citizen Survey – we suggest soliciting reaction to Draft Plan
   - Key Person Interviews
   - Virtual Steering Committee Meetings to follow. Day/Time TBD (May)?

5. **Open Discussion/ Questions**

Notes:

- Baseball & 2 Tournaments a year. Ages: T-ball-15 y/o
- Ask Andy about the Disc Golf layout
- Key persons: Cross country coach, DAAA, Public works, police chief, Apple 'n Arts, Christmas Pilgrimage, Lions, Rotary, Historical, Boy Scouts
- Facebook Group: Delmont PA Community

Consultant Team:

Tracy Frampton, Planner/Marketing Representative – tframpton@eadsgroup.com.
Alana Nulph, Graduate Landscape Architect – anulph@eadsgroup.com.

Delmont Borough – Shields Farm Property, Public Engagement Prep
Steering Committee Meeting No. 2 – June 4, 2025

1. **Attendance**
   - Tracy Frampton – Project Manager, The EADS Group, Inc.
   - Alana Nulph – Landscape Architect, The EADS Group, Inc.
   - Attendance: Dan & Stan

2. **Review of Draft Master Plan**
   - Questions
   - Steering Committee Comments

3. **Review of Survey Questions**
   - Are there questions we should add?

4. **Next Meeting – Open House. June 25, 2025 @ 5:30**
   - Invite Key Persons

5. **Open Discussion/ Questions**

Notes:

- Should I add benches & landscaping along the walking path? Yes
- Should we add a gravel road with 10 spaces to the trail entrance near ball fields/restrooms/concession? No
- Mention of some kind of agreement with the Window Business for stormwater
- Add legend
- Link Master Plan to survey if possible

Consultant Team:

Tracy Frampton, Planner/Marketing Representative – tframpton@eadsgroup.com.
Alana Nulph, Graduate Landscape Architect – anulph@eadsgroup.com.

PUBLIC ENGAGEMENT NOTES

Public Engagement Meeting Notes – June 2025

Tracy:

Summary of the input I received:

- We learned that overnight camping is allowed in the park. Don't think we need to designate an area for it, but we need to mention it in the plan under programming.
- Disc golf. A couple people suggested that the woods are very thick where a portion of the disc golf course is shown. Area was previously logged. We need to ask if some holes/fairways will need to be cleared out some.
- Operation & maintenance of the park, especially mowing, is a concern by residents & the borough. We need to address that in the plan. Antique Association & DAA baseball do some mowing/maintenance.
- Compost area. One resident suggested that the area is a dump for garbage, and that he's seen garbage trucks dumping there. We need to suggest monitoring of the site & possibly some additional screening/stormwater runoff detention.
- The park was dedicated on June 21, 1980. There is a local history book put out on this occasion. It gives a brief history of town, the farm, and stated purpose of the land donation. We need to get a copy of this book. I took a picture of the cover.
- I had a good discussion with the Apple festival ladies. They told me the following:
    - 150-200 food & craft vendors
    - Kids train ride is set up
    - Petting zoo
    - Apple slingshot area. People pay to launch apples from a slingshot. Neat
    - They showed me where they set up everything. Perhaps we could include an additional sketch plan showing how the park is utilized during this large event? That might be a nice touch. See my mark-ups.
- Suggestion that we place the comfort station near the amphitheater closer to the log cabin. The area is extremely wet, plus it's a long walk from the log cabin for elderly who mostly attend events at the cabin.
- Parking area near amphitheater may be too large. Drainage issues.
- Add label for Log Cabin (does it have an official name?) on Site Plan. Not technically part of Shields Farm, but important to show.
- Maybe show municipal boundary on the site plan? At least bold the Shields Farm parcel boundary so it stands out more prominently than other parcel boundaries.
- We show a playground near the pavilion. I don't recall that suggestion.
- Will comfort stations be compost variety or tie into public sewers? Future discussion for steering committee.

I'll give you my plan mark ups, plus I took three photos to include in the plan report. Overall, very pleased with the meeting. We'll give a little longer introduction when we present the final plan. Excellent turn out.

Suggestion – we should probably have invited Adam Mattis – or the assigned grant manager from DCNR to attend. We can reach out to him later.

Jeff:

Good morning,

Last night's meeting was well attended, and we received overwhelmingly positive feedback from the community. Below please find the concerns I noted during the meeting, feel free to share anything I may have missed.

- One point of contention related to the meeting and not the draft plan review was the lack of an agenda. I agree with this and believe that for our next public meeting we need to provide an agenda that could include these items – and any other that you all feel are important.

STEERING COMMITTEE MEETINGS

- Introductions and roles
  - Steering committee
  - Eads Group
- A short recap on how we got to this point in the process
  - Comprehensive plan
  - Master Site Plan
- Plan review
- Feedback
- Next steps

As for the feedback:

1) There was a question (Sally Bolton) on land usage, specifically, can we build public use structures on the property
2) Maintenance – several people asked how the borough intends to maintain the structures, paths , disk golf course etc.
3) Asked if the walking path could be 10' wide rather than 8'
4) TJ asked if there could be a shelter added at the entrance (Overly & Fairview)
5) Asked if the plan could include repaving the existing walking path
6) Concerns about how the pavilions will look, they would like to see a rendering before the pavilions/bathrooms are constructed
7) FT Allen noted their concerns about grass mowing and ambulance parking, they said the pavilions near the FT Allen structures could impede ambulance parking

Delmont Borough
Public Engagement – DRAFT Plan Review
Date: June 25, 2025

NAME	COMPANY	PHONE	FAX/EMAIL
Alana Nulph	The EADS Group, Inc.	(814) 764-5050	anulph@eadsgroup.com
Tracy Frampton	The EADS Group, Inc.		tframpton@eadsgroup.com
Charles Spritz			
Jim Passarelli			
Chris Askins			
ANDREW ORISCHAK			
ZANE R. LAPE			
Stan Cheyne			
Don McCool			
T.J. Klobucar			
Bob Kerr			
Vicki Walters			
Lorie Wright			
Sally Burton			
Jennifer Glunt			
Brandy Walters			
Sue + Carl Pierce			
MARILYN MOGUS			
Annmarie Stackiewicz			

Bob Stackiewicz

PERSONAL INFORMATION
REDACTED FOR PRIVACY

STEERING COMMITTEE MEETINGS

Delmont Borough – Shields Farm Property, Maintenance & Implementation
Steering Committee Meeting No. 3 – September 10, 2025

Maintenance

- Who maintains each portion of the property and what equipment is available?
  - DAAA – maintains ballfields & 1/5 of grass field during tournaments for parking
    - 2 gators, 2 mowers (John Deere & zero turn)
  - What kind of staff is there currently to maintain the park? Follow up via email
  - What kind of equipment is available for park maintenance? Follow up via email
  - Is the equipment designated just to Sheilds Farm or is this equipment used for other parks in Delmont?
  - Borough is looking at taking over more of the maintenance in the future, they also are wanting to purchase a larger tractor to do the mowing at the park.
  - Andy to share map of where Fort Allen mows

- Maintenance priorities and schedule
  - Priorities: Committee ok with having these as priorities
    - Beautification
    - Reducing inconveniences for Park users
    - Inspection & maintenance of roadways, trails, walkways and accessories.
  - Maintenance Plan:
    - Trash and debris: volunteer based clean up days held by the steering committee, local church groups, scouts, and similar organizations.
    - Vegetation: mowing, weed-eating, weeding of entrance beds, cutting and pruning.
    - Surfaces: walkway, roadway and trails
    - Structures: routine maintenance and upkeep of buildings, facilities, and play areas. Be sure to include in the table who maintains what buildings (i.e. cidery buildings to be maintained by fort allen. Log cabin to be maintained by the borough, etc.
      - Who would maintain each building?
      - Restrooms? Boro
      - Trash pick-up? Follow up
      - Playgrounds? Boro
      - Disc Golf Boro, local clubs, scouts?

- Is there a standing rental agreement for Borough owned pavilions? Yes. Email Dawn
  - Does it need updated or revised? Potentially
  - What are the rates for other community pavilions or venues in the area? https://www.delmontboro.com/rent-new-house-pavilion/
  - Note: This should be set in place for renting the pavilions and restrooms at Sheilds to help offset the costs.

- Current Park expenses and revenue.
  - What does the budget look like for the park in 2023, 2024, and anticipated budget allocation for 2025? Reach out to Dawn
    - Salaries/wages
    - Materials and supplies
    - Fireworks?

Delmont Borough – Shields Farm Property, Master Site Development Plan
Steering Committee Meeting No. 4 – October 2, 2025 Notes

1. **Attendance**
   - Tracy Frampton – Project Manager, The EADS Group, Inc.
   - Alana Nulph – Landscape Architect, The EADS Group, Inc.
   - Attendance: Andy, Stan, Dan

2. **Quick review of full MSDP**
   - Update everyone's occupation: 1. Dan – Recreation Committee Member, 2. Chris – Delmont Borough Volunteer
   - Update date and time of final meeting. (October 15, 2025 – 6pm)
     - Email Dawn and confirm meeting date & time. Send flier to SC
   - Add summary of final public meeting once meeting is complete
   - Survey Q: What would you add or change to the plan?
     - "Several urged the borough to avoid turning Shields into a duplicate of Newhouse Park" meaning: Residents want Shields to have its own identity. They don't want two similar parks in the area
   - Confirm with Vicki from Historical Society the history of the apple cider buildings. Were they once a part of the tannery? No, those barns were built by Fort Allen
   - Pg. 34 – Sp./copy paste error
   - Pg. 34 & 35 Revise titles to match pg. 33
   - Phased implementation: Pg. 46 – Take out wayfinding signage as an early action item and move it to be completed with projects as they are completed.
   - Review Programming & Events
   - Review Local Funding
   - Review VIII. Operation & Maintenance
   - Update Appendix with more information

STEERING COMMITTEE MEETINGS

Delmont Borough – Shields Farm Property, Master Site Development Plan
Final Public Engagement Meeting – October 15, 2025 Agenda

1. **Sign-In/Introductions**
   - Tracy Frampton – Project Manager, The EADS Group, Inc. (tframpton@eadsgroup.com)
   - Alana Nulph – Landscape Architect, The EADS Group, Inc. (anulph@eadsgroup.com)
   - Steering Committee Members: Andrew Shissler (Borough President), Stan Cheyne (Borough Vice President), Jeffery Cunningham (Council), Chris Aksins (Volunteer), Dan McCool (Recreation Committee Member)

2. **Review of Project Set-Up/Table of Contents**
   - Review of what's in the document

3. **Survey Results**
   - Found in Chapter II. Public Participation (pg. 8)
   - Survey Word Cloud Presentation
   - Evaluated responses of survey questions (pg. 12-15)
   - Summary of survey responses organized by question (pg. 15)

4. **Chapter VII. Recommendations (pg. 37)** **30 minutes**
   - Design Considerations (pg. 30)
   - Overall Master Site Development Plan (pg. 39)
   - Project Clusters (pg. 40-45)
   - Phased Implementation (pg. 46)

5. **Open Discussion** **30 minutes**
   - Stretch your legs and take a look at the materials we brought with us
   - Feel free to grab sections you're curious about, flip through them, and ask us questions
   - Give us your feedback on the Project Clusters/Phased Implementation Projects and the plan as a whole

Delmont Borough – Shields Farm Park
Public Engagement – Master Site Development Plan Review
Date: October 15, 2025 @ 6:00pm

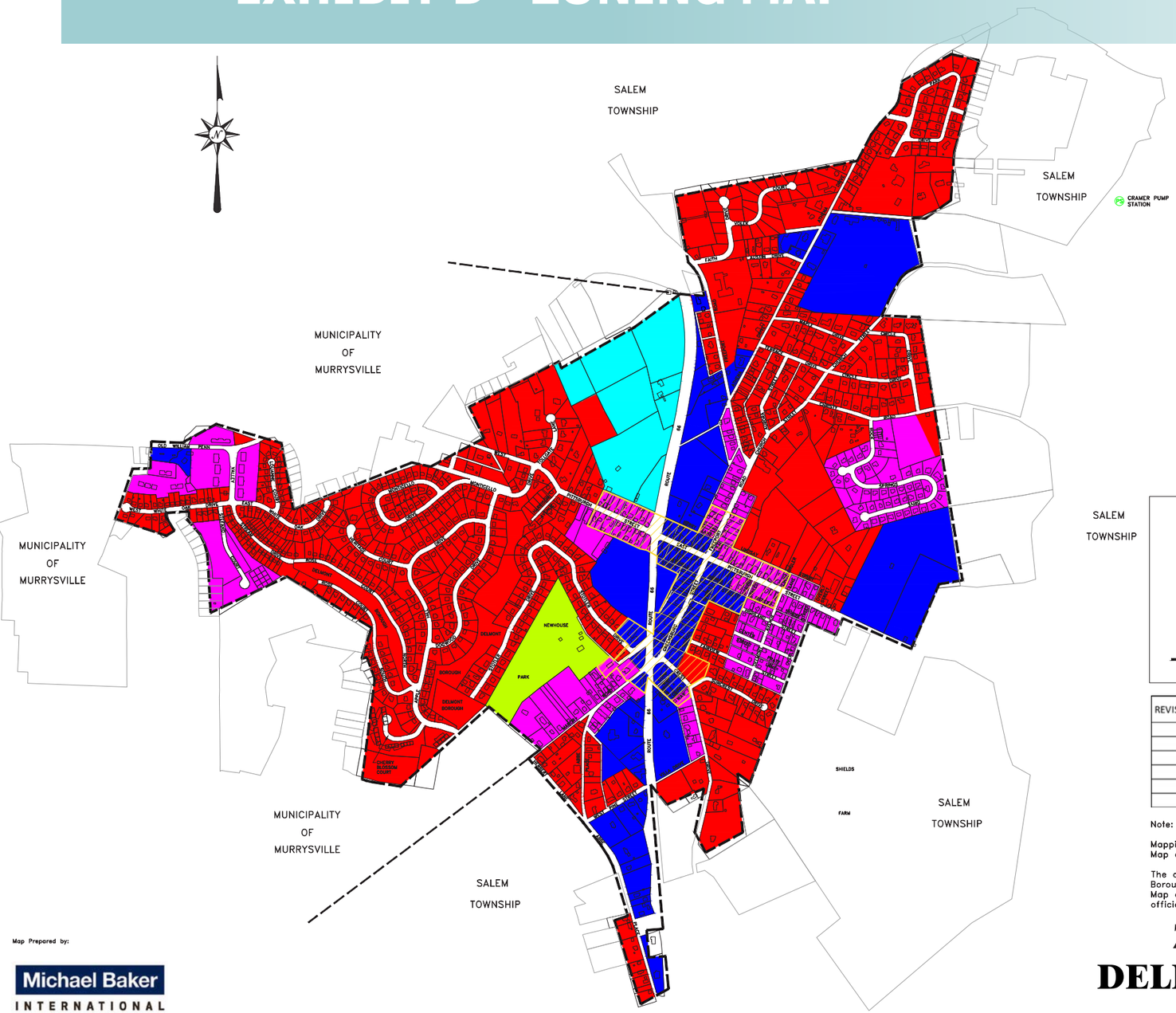
NAME	COMPANY	PHONE	FAX/EMAIL
Alana Nulph	The EADS Group, Inc.	(814) 764-5050	anulph@eadsgroup.com
Tracy Frampton	The EADS Group, Inc.		tframpton@eadsgroup.com
Charles Spitz Jr			
ZANE LAPE	FORTALCAN		
ANDREW ORISCHAK	FORT ALLEN ANTIQUE EQUIPMENT ASSOC.		
Pat Grace	D.A.A.A.		
BOB WALCZER			
JULIE WALCZER			
Jim Bartz	Church ST		
William Blatt	HIGHLAND ST.		
Dan McCool	Steering Committee		
Andy Shissler	Steering Committee		
Stephanie Bunyak	Resident		
Krista Krautbauer	Resident Athena Dr.		
Jeff Cunningham	Harrison Ave		

PERSONAL INFORMATION REDACTED FOR PRIVACY

WORD CLOUD BASED ON SURVEY



EXHIBIT B - ZONING MAP



Adopted this _____ day of _____, 2017 by the Delmont Borough Council by Ordinance _____.

_____

_____

_____

Delmont Borough Council Members:

Mayor	Alyce Urban
President	Andrew Shissler
Vice President	Rebecca Matesevac
Member	Debra Jobe
Member	Ann Lantz
Member	David Piper
Member	David Weber
Member	Stanley Cheyne
Solicitor	Daniel J. Hewitt McDonald & Snyder, P.C.
Borough Engineer	Gary Baird, Kevin Brett Lennon, Smith, Souleret Engineering, Inc.

LEGEND

R-1	SINGLE-FAMILY RESIDENTIAL
R-2	GENERAL RESIDENTIAL
C	CONSERVATION
C-1	NEIGHBORHOOD COMMERCIAL
C-2	GENERAL COMMERCIAL AND INDUSTRIAL
CBDO	CENTRAL BUSINESS DISTRICT OVERLAY
	MUNICIPAL BOUNDARY

REVISION NO.	REVISION DATE	REVISION DESCRIPTION

Note:

Mapping and property lines based on Delmont Borough Zoning Map completed by Roy Barclay, P.E. dated March 1994.

The official Delmont Borough Zoning Map is on file at the Borough Offices. This reproduction is not the official Zoning Map and all zoning interpretations shall be made from the official Zoning Map on file.

ZONING MAP
DELMONT BOROUGH

Westmoreland County, Pennsylvania
77 Greensburg Street
Delmont, PA 15626
724-468-4422

Map Prepared by:

Michael Baker INTERNATIONAL

100 Airside Drive
Moon, PA 15108
Phone: 412-269-6300