

Centre Region Parks and Recreation Authority 2015 WORK PLAN – Board-Endorsed on 19 Feb 2015

2015 Work Plan items are developed in conjunction with the 2015-2020 Strategic Plan. Specific topics may be generalized, however they directly relate to reaching goals set within the Strategic Plan and act as a roadmap for guiding staff to successfully reaching these goals.

PRIMARY AGENCY INITIATIVES	<ol style="list-style-type: none"> 1. Provide safe, enjoyable parks and programs that are in line with the approved agency budget. 2. Engage more residents in the services provided. Promote the benefits and availability of local recreation opportunities in all CRPR facilities & programs. Expand agency services, photos, maps and information available online at www.crpr.org , Active.Net & other media. 3. Encourage and promote volunteer, donation and sponsorship opportunities in programs and facilities. 4. Continue to provide professional staff support and coordination for municipal park improvement projects and for the planning, construction, fundraising and operation of the three “Regional Park” sites. 5. Implement the Agency Strategic Plan. 6. Develop and implement: <ul style="list-style-type: none"> • A multi-year, Agency-wide Program Plan and Marketing Plan. • Regional Parks Business Plan (internal). • An agency-wide Fundraising Plan developed with a Fundraising Consultant. • A Priority Scheduling Policy and an updated Sportfield Scheduling Policy. • An updated Sponsorship Policy with respect to group donors to the CRPR Regional Parks Capital Campaign. • Agency-wide Customer Evaluation Process for parks and programs through online and paper surveys. 7. Cultivate current and engage new community partnerships for operations and with respect to: <ul style="list-style-type: none"> • Improving and expanding the phased improvements at the three Regional Park sites. • The proposed Sport Buildings (the Courts Sports Building & the Turf Sports Building) at the Whitehall Rd. Regional Park – Phase 2. • The “Action Park” Proposal by Jamie Bestwick in conjunction with the Borough of State College. 8. Promote staff development and intern recruitment efforts, including ongoing compliance with the CRPR Child Safety Policy. 9. Seek bids and quotes as scheduled for agency items and services (concessions, vending, janitorial, water testing, vehicles, supplies, equipment, etc.).
PROGRAMS & LEAGUES	<ul style="list-style-type: none"> • Continue to evaluate and refresh the program and special event menu to attract more participants; develop more business & community sponsors; • Explore additional indoor sites for CRPR programs; expand partnerships with community recreation groups to enhance services to residents. • Increase tournament opportunities by promoting and expanding quality facilities and tournament experiences at all CRPR parks, including the three Regional Parks as they are developed.
SENIOR CENTER	<ul style="list-style-type: none"> • Expand resident participation, program partnerships and the variety of programs offered while maintaining high program quality and positive visitor experiences. Expand outreach programs, including meetings at local parks and other locations. • Continue to develop financially self-supporting programs to supplement the free, core programs and to further reduce municipal costs. • Develop a “Welcome Packet” for new senior patrons; expand the volunteer program to assist staff. • Assess facility needs (size, accessibility) and patron wants to develop a comprehensive “wish list” for reference when searching for a new Senior Center location. • Evaluate and report on prior, current and long-range staffing levels, specifically how it relates to the upcoming retirement of the Staff Assistant – Senior Center.

<p>NATURE CENTER</p>	<ul style="list-style-type: none"> • Continue to develop new programs and rental options to increase participation and revenue. • Continue to survey and visit other nature centers for new program ideas. • Promote the Nature Center as a destination venue for group events, including weddings and receptions. • Plan and promote fundraising efforts for operations and for capital projects (including Phase II construction of the Spring Creek Education Building). • Coordinate and oversee Visitor Parking Area construction process and funding. • Coordinate facility maintenance and repair projects, including boardwalk repairs, re-staining the barn siding, invasive species control and replacement of the boardwalk donor signs.
<p>AQUATICS</p>	<ul style="list-style-type: none"> • Continue to operate safe, clean and fun pools, programs and special events. • Continue to expand the programming opportunities provided by the renewed facilities to maximize community aquatic services. • Emphasize facility, bathhouse and pool office housekeeping by staff. • Continue to explore expansion of the programming opportunities provided by the renewed facilities to maximize community aquatic services. • Focus on staff performance and positive interactions with the public. Focus on customer service training for staff. • Continue to use the on-line Staff Scheduling Service; coordinate the updated time-sheet system with COG. • Continue discussions with SCASD on the High School Project and the shared parking for safe access to the Welch Pool Complex. • Resolve the discussions regarding ADA parking at Welch Pool. • Coordinate work on planned maintenance and improvement projects at the pools, including coordination of the proposed new shared maintenance staff person for the pools and Nature Center. • Continue to coordinate and utilize the High School Natatorium effectively for school-year aquatic programs (as the facility is available to rent).
<p>PARK OPERATIONS</p>	<ul style="list-style-type: none"> • Efficiently perform routine parks maintenance tasks and special projects – including the pools, nature center, senior center and the Regional Parks. • Support the projects and initiatives listed in the Regional Parks section of this Work Plan. • Update and proceed with the 2015 Monthly Task List for park maintenance and projects. • Work with each municipality on recommending and implementing capital project needs in their respective parks. • Continue to seamlessly incorporate the new or renewed facilities into the CRPR system. • Continue efforts related to planning and funding the new Centralized Parks Maintenance Facility at Whitehall Road Regional Park. • Improve the Playground Safety Inspection Program with appropriate documentation and municipal interactions. • Continue the door lock upgrades across the park system. • Continue to upgrade approved maintenance equipment as needed and purchase new, budget-approved equipment for maintenance for Oak Hall. • Update the inventory database of all park fixtures/equipment owned by the municipalities, the COG and the Rec. Authority. • Proceed with implementing the Work Order Tracking Software Service (Pilot Project) • Continue to maintain and improve sportfield turf and playing fields to offer quality sportfield areas.
<p>REGIONAL PARKS</p>	<ul style="list-style-type: none"> • Seek additional tournaments to maintain & grow revenue to assist with covering operational expenses. • Develop public and private funding opportunities and grant opportunities to further expand and improve the facilities. • Seek to upgrade the vending & concession services/contracts for 2015 (to again include the two swimming pools). • Continue to increase revenue from the Outfield Banner Sponsorships. <p>HESS SOFTBALL FIELD COMPLEX: Proceed with the project to widen and re-profile the single-lane entrance driveway off PA Route 45.</p> <p>OAK HALL REGIONAL PARK: Provide maintenance of the facilities; prepare for the official park opening on May 2.</p> <p>WHITEHALL ROAD REGIONAL PARK</p> <ul style="list-style-type: none"> • Complete the municipal Land Development Process and proceed with bidding for Phase 1 construction of (1) the park and (2) the new Centralized Parks Maintenance Facility (when authorized); progress on each is related to progress by the (proposed) adjacent student housing developer. • Coordinate with PSU and the proposed student housing developer regarding access & utilities (construction & operation) to serve the new park.