



Centre Region Council of Governments  
**CENTRE REGION PARKS AND RECREATION BOARD**  
**CENTRE REGIONAL RECREATION AUTHORITY**

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*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

***Approved Minutes of Regular Meeting***  
Thursday, 19 April 2012 at the COG Forum Room

**I. CALL TO ORDER and ROLL CALL**

Chair Sue Mascolo called the meeting to order at 12:20 PM.

Board members attending (5 of 6):

Sue Mascolo, Chair

Chris Hurley

Donna Conway

Staff: Ronald J. Woodhead, Director

Molly Hetrick, Rec. Sup. Nature Center

Virginia Shawley, Sr. Center Supervisor

Chrissy Kisslak, Office Manager

Jim Steff, COG Executive Director

Others: Bill Keough, Ferguson Twp. Supervisor

Roy Harpster, Vice-Chair

Donna Ricketts

(Ms. Matason advised that she would be unable to attend)

Jeff Hall, Rec. Supervisor Sports & Fitness

Jim Carpenter, Parks Supervisor

Beth Lee, Rec. Supervisor Programs & Special Events

Meagan Quail, CRPR Intern

Joe Viglione, COG Finance Officer

Fran Gray, Sutliff Concessions

**II. COMMENTS FROM THE PUBLIC** - Sue Mascolo introduced Mr. Fran Gray of Sutliff Concessions who will be providing concession food at Hess Softball Field this season. His firm was engaged for lunch today to provide a sampling of the items to be sold at the complex.

**III. APPROVAL OF MINUTES** - Following a motion by Mr. Hurley and a second by Dr. Ricketts, the minutes from 15 Mar 2012 meeting were unanimously approved.

**IV. VOUCHER REPORT** - Following a motion by Mr. Hurley and a second by Ms. Conway, the March 2012 voucher report was unanimously approved.

**V. COMMUNICATIONS** - Mr. Woodhead noted that the U.S. Green Building Council (USGBC) has informed the Authority that the Spring Creek Education Building at Millbrook Marsh Nature Center was awarded the LEED Silver Certification. This designation resulted from the building planning, construction and operations, with the assistance of the consulting firms, each contractor and CRPR staff. The Office of Physical Plant of Penn State University also provided valuable assistance during the USGBC evaluation. A LEED plaque will be placed in the new building within 2 months.

The "*PA Recreation & Parks*" magazine has published an article co-authored by Todd Roth and Scot Hunsaker about the successful pool renewals by the Authority. There may be a national P&R article published on this subject as well.

**VI. COMMITTEE REPORTS** - Municipal Boards & Committees

*Patton Twp. Rec. Advisory Committee c/o Chris Hurley:* planned a park tour on 15 May to include Tudek, Bernel Road Park and Hess Softball Fields. Parks Supervisor Jim Carpenter attended to meet the Committee members.

*Harris Twp. Park & Recreation Committee c/o Roy Harpster:* Committee held their annual parks tour on 18 April; Mr. Carpenter accompanied the tour.

*College Township, State College Borough & State College Area School District:* No reports.

*Ferguson Township:* Sue Mascolo discussed the planned Tudek Park expansion to include youth baseball/softball and soccer fields in addition to a pavilion. Mr. Keough updated the Authority on the results of the Ferguson Township survey where 1,000 residents were surveyed, resulting in a 54% response rate (which is very high). The results show that residents are happy with the regional efforts with regard to the parks.

**COG Parks Capital Committee** - A joint meeting was held on 12 Apr 2012 and included a presentation by nearby residents of Oak Hall Regional Park, an update from Mr. Pashek, an update from Mr. Brumbaugh on the public water well survey work and a presentation by the CR Community Tennis Assn. on their 2009 rec. building proposal. There was extensive discussion about the proposed recreation buildings for the site. Staff will prepare a plan of action with regard to groups that have an interest in these types of facilities through the request for information process. It is likely that the joint meeting scheduled for 10 May 2012 will be cancelled.

## VII. STAFF REPORTS

**Director's Report** - Mr. Woodhead reviewed March Activity Report with the Board.

### **Supervisor Highlights**

*Beth Lee - Recreation Supervisor for Programs & Special Events* - The next Active Guide will be published on 29 April in the CDT. She is working individually with Supervisors to assure that their unique programs and events are being marketed. The Easter Egg Hunt went very well with good weather.

*Molly Hetrick - Recreation Supervisor - Nature Center* - The Earth Day Birthday had over 700 visitors which is just about what was expected. Staff are gearing up for summer camps.

*Jim Carpenter - Parks Supervisor* - To keep up with the warm weather, the parks were opened a week early in order to accommodate visitors. Comcast Cares Day is planned for 21 April. This, in conjunction with Park Partners will help us with some chores at Hess and ten other parks. The legal documents are being prepared for the Right of Way Easement Agreement with the Bamer Family to trench in the new water line.

*Virginia Shawley - Senior Center Supervisor* - A church group is volunteering to paint the office at the Center on Comcast Cares/Park Partner Day. Virginia presented an update on the status of the Gackenback Estate items. The trial touch screen sign in will take some getting used to for the seniors.

*Jeff Hall - Recreation Supervisor for Sports & Fitness - Aquatics Supervisor* - there have been 19 groups that have requested fields from CRPR. There are a total of 5 softball leagues this year with 47 teams.

*Todd Roth - Aquatics Supervisor* - 37 days until the pools open! The pools are being cleaned, filled and the systems powered up. Today is the last day of spring swim lessons. The High School Natatorium will be closed for the summer due to maintenance work by SCASD. As of today, CRPR has sold over 1,000 passes with the \$10 Early Bird Resident Discount (which expires on 30 April 2012).

## VIII. ACTION ITEMS

**Site Evaluation & Feasibility Study for the Centralized Parks Maintenance Facility** - Based on a motion by Mr. Hurley and a second by Mr. Harpster, the Authority unanimously approved "*That the Authority accept the proposal from APArchitects, Boalsburg, to develop a Site Evaluation and Feasibility Study for the CRPR Parks Maintenance Facility at a cost not to-exceed \$3,000 for professional services, plus up to \$450 for reimbursable expenses.*" In addition, members of the Authority strongly recommended that there also be a maintenance building at the Oak Hall Regional Park to serve that site.

**College Twp. Water Authority - Oak Hall Regional Park Right-of-Entry Agreement Extension** - It is expected that the CTWA will be requesting a second extension to the Right-of-Entry Agreement related to surveying for a public water well at that park. The request will be distributed upon receipt. In addition to Recreation Authority action, the approval of the COG will also be required. (Action on this request was tabled until receipt of the CTWA request).

## IX. INFORMATIONAL ITEMS

**CRPR Staff Organizational Report** - On 3 April 2012, the COG Human Resources Committee approved the job description for the CRPR Program Manager position. As a result, staff is preparing to advertise for applicants. The CRPR Staff Organizational Chart has also been updated to include the suggestions from that Committee.

**The Centre County Community Foundation** presented the 2012 endowment proceeds totaling \$4,208 on 5 April 2012. As a result of resident donations, the Authority benefits from three Endowment Funds at the Foundation (two for the nature center and one for the Municipal Band).

**Regional Park Planning Update** - The Oak Hall Regional Park “Land Development Plan” was considered by both the CT Parks & Recreation Committee (on 16 Apr 2012) and the CT Planning Commission (on 17 Apr 2012). After discussion, the Authority unanimously agreed that the Township lighting ordinance time restriction of 11 PM is adequate for all planned uses of the sportfield lights. Pedestrian traffic with regard to sidewalks and pedestrian access was also discussed. College Township Council is scheduled for action on Thu. 17 May 2012 (7 PM).

**Authority / Agency Name Change** - During a recent discussion, Solicitor Williams noted the long-standing confusion between the names of:

- the Agency: Centre Region Parks and Recreation (Dept. / Agency) and
- the Authority: Centre Regional Recreation Authority, and
- the "Centre Region Parks and Recreation Board" for our COG-related relationships.

He then suggested that the Authority consider changing their official name to "The Centre Region Parks and Recreation Authority." If that change would be made, then the sole agency name could officially become "The Centre Region Parks & Recreation Authority" for all public communications. This discussion is not about independence or autonomy, since CRPR has been built on cooperation, but rather about ease of identification for the public.

Mr. Steff commented that it is important to show the difference between the staff (Centre Region Parks and Recreation Agency) and the Appointed Board. He felt that only the Authority name be changed to “Centre Region Parks and Recreation Authority.” The Board members indicated their agreement with this approach, so staff will continue discussions with the Solicitor on this subject, then return with his recommendation for Authority action.

#### **Hess Field Complex Update** -

Mr. Woodhead informed the Authority that the Archeology Survey Fieldwork has been completed and no artifacts were found during the survey. Ms. Lee outlined the Outfield Fence Advertising Banner Program. To date there has been one company that has elected to participate (Veolia Environmental Services) and staff are actively seeking additional sponsors. Information is posted at: <http://www.crpr.org/Reg-Parks/Banners/Banners.html>. Mr. Carpenter updated the Authority on the status of the Public Water Service project which should be completed by mid-May. The Rededication Ceremony Invitations (for 9 May 2012, then postponed to 16 May due to rain) have been sent out.

**Gackenbach Estate Bequest** - (Earlier,) Ms. Shawley updated the Authority on the status of the \$10,000 bequest which was presented to the Centre Region Senior Center in March 2011 from the Estate of Jane E. Gackenbach in memory of Mr. Fred H. Mahey. The purchase roster was approved by the Board in July 2011.

**“Get Outdoors, Pennsylvania”** (aka GOPA!) - Ms. Hetrick & Ms. Lee updated the Authority with how CRPR was asked by PA DCNR to work with them to encourage outdoor activities and to improve publicity for local parks and programs.

**CRPR Geocache Permits** - Ms. Hetrick updated the Authority on the status of the CRPR Geocache Permit Program that was adopted in November 2004. Geocaching involves the placement of ‘caches’ (usually small containers) in natural or developed areas. The general location and geographic coordinates of these caches are shared on the Internet, i.e. at [www.geocaching.com](http://www.geocaching.com). Global Positioning System (GPS) users can then use the location coordinates to search for and discover the caches. Caches contain a variety of items and the visitor is asked to leave a new item to replace the one they removed. Cache owners monitor the cache they placed with logbooks in the cache box, as well as on Internet sites. The permit system was implemented to protect sensitive park areas from over-use or abuse.

**X. ADJOURNMENT** - The meeting was adjourned with a motion by Mr. Hurley and a second by Mr. Harpster.

#### **FUTURE MEETING SCHEDULE**

- COG Parks Capital Committee: The 10 May meeting was cancelled
- Centre Regional Rec. Authority: Thursday, 17 May at the COG Forum Room, 12:15pm

*These minutes were approved by the Board on Thursday, 17 May 2012.  
They will now be distributed to Municipal Managers, SCASD and posted on the CRPR website.*

*Meeting summary prepared by Chrissy Kisslak, CRPR Office Manager*

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