

CENTRE REGIONAL RECREATION AUTHORITY
APPROVED BOARD MEETING MINUTES
December 20, 2012

I. CALL TO ORDER

Mrs. Mascolo called the December 20, 2012 meeting of the CRRA Board to order at 12:15 PM in the COG forum room with the following individual in attendance:

Board (4 of 6): Mses. Mascolo, Matason, Conway (via telephone); Mr. Hurley

Others: Messrs. Steff, COG Executive Director; Woodhead, CRPR Director; Carpenter, Parks Supervisor; Roth, Aquatics Supervisor; Hall, Recreation Supervisor; Viglione, COG Finance Officer; Keough, Ferguson Township; Warner, Harris Township; Mses. Tourscher, Program Manager; Hetrick, Nature Center Supervisor; Lee, Recreation & Special Events Supervisor; Kisslak, Office Manager

II. COMMENTS FROM THE PUBLIC

No public comments were offered.

III. APPROVAL OF MINUTES

Motion was made by Ms. Matason and seconded by Mr. Hurley to accept the minutes of the November 15, 2012, CRRA Board meeting as presented. Vote in favor of the motion was unanimous.

IV. VOUCHER REPORTS

Motion was made by Ms. Conway and seconded by Mr. Hurley to accept the November 2012 vouchers as presented. Vote in favor of the motion was unanimous.

V. CORRESPONDENCE

The board acknowledged receipt of the letter of thanks submitted by the PSU students who planned the 10th Annual Harvest Festival at Millbrook Marsh Nature Center and also commended Ms. Hetrick for her efforts in coordinating the event.

VI. COMMITTEE REPORTS & MEMBER UPDATES

Mr. Hurley offered that the Patton Township Committee reviewed their 2013 Park Plan which includes master planning of a new park in Grays' Woods as well as work on several other parks. The final pay application for the Bernel Road Park was submitted to the Township by Glenn O. Hawbaker Inc., however there are three issues to be worked out prior to final payment.

VII. STAFF REPORTS

Mr. Woodhead reviewed the November 2012 activity report highlighting that the pilot project with the cross country ski group will begin this winter at Circleville Park. This group has obtained sponsorship from Appalachian Outdoors to purchase the hand-pulled grooming equipment needed to groom trails adjacent to the perimeter path at the park. Parks and Recreation will only need to provide a winter storage area for the equipment. In addition, the ice rink at Blue Spring Park and sledding at Slab Cabin Park are ready for the cold weather to arrive.

Mr. Woodhead updated the Board with a financial summary of Capital Projects including Park Forest Pool, Welch Pool and the Spring Creek Education Building at the Millbrook Marsh Nature Center. The major projects are now 100% complete and the projects are considered closed. For the Nature Center Building, all remaining donations will be used towards work on the new the parking area for the center (which was included in Phase 1 solicitation if funds were available).

Ms. Tourscher and Mr. Hall reviewed the financial status of the Hess Softball Complex. While 2011 operations showed a loss in revenue of \$8,092, that loss was reduced to \$3,947 in 2012. The goal for 2013 will be to break even with regard to operations. Staff feels confident this can be achieved by more-effective marketing of the sponsor banners along with increasing the number of tournaments in 2013.

Mr. Roth reviewed the 2013 Pool Schedule & Fees flyer. Special events and family nights at the pools will be updated on the flyer once the school calendar is published and staff coordinates the logistics of the programs. 24 pool passes have been sold since Dec. 1 as holiday gifts.

The 2013 Senior Center calendar is being distributed and is fully paid for by sponsorship ads.

The Authority name change will be tabled until such time the solicitor provides the requested information.

The 2013 Fee Policy was accepted by the Millbrook Marsh Nature Center Advisory Committee with the caveat that the fees for Guided, Educational Visits (which were increased to \$7 per person for 2013) remain at \$7 through 2014.

The Supervisors highlighted November 2012 activities as presented in the Activity Report. Ms. Tourscher added that she will be working closely with Carol Clitherow (Acting Senior Center Supervisor) until a new Senior Center Supervisor is hired. Ms. Lee added that staff has finalized a new logo for the Agency which will be promoted in early-2013. This logo should help with branding the Agency and only cost the agency \$100. Mr. Carpenter added that his staff is now fully staffed and the 3 new Park Caretakers are meshing nicely into the Agency. All staff are gearing up for Spring 2013 programs.

VIII. ACTION ITEMS

A motion was made by Mr. Hurley and seconded by Ms. Matason to accept the 2013 meeting schedule as presented "for regular meetings on the 3rd Thursday of each month at 12:15 PM" and

“as called” by the Authority Chair or the Agency Director as needed. Joint meetings with the COG Parks Capital Committee would continue to be held on the 2nd Thursday of each month at 12:15pm (pending approval by that committee in January). Vote in favor of the motion was unanimous.

A motion was made by Mr. Hurley and seconded by Ms. Matason to accept the 2013 appointments to the Nature Center Advisory Committee as presented. Vote in favor of the motion was unanimous. The appointments included: Messrs. Maruszewski, Brooks, Marboe and Meses. Matason, Shuey, Tamminga, Sorensen, Graetzer, Childs, Pritts, Arndt.

Mr. Viglione outlined the Regional Parks Load Modification Process which could feasibly reduce maximum debt service by approximately \$1.15 million dollars. If the modification is approved, the 2013 municipal contributions would be converted to cash since there are no debt draw-downs planned for the first half of 2013 and the \$143,528 budgeted for interest on the first payment would no longer be required. At the December 2013 meeting, The General Forum agreed that that the \$143,528 (less borrowing costs associated with the modification process) be added to the Oak Hall Regional Park Phase 1 project. This could benefit the project by approximately \$125,000. A resolution will be presented for approval in January; no action is necessary today.

A motion was made by Mr. Hurley and seconded by Ms. Matason to approve the proposed 2013-2017 lease between State College Borough and the Authority regarding the space at 131 S. Fraser Street #1, the location of the Centre Region Senior Center. The cost is \$1 per square foot per month or \$4,728 monthly for the entire period. Discussions regarding this location, its limitations, programming changes on the horizon, other locations and funding options will take at least five years to evaluate. As a result, it was felt that five years was a reasonable duration for the lease.

IX. INFORMATIONAL ITEMS

Mr. Woodhead reviewed the informational items as presented in the agenda. The Oak Hall Regional Park project rebids will be opened on Monday, January 7, 2013. Staff hopes to ask the Board to award the bids at the January 17, 2013 meeting.

Consultants continue to work with Ferguson Township on the Whitehall Road Regional Park Phase 1 details and municipal land development process, the master plan for the centralized parks maintenance facility and updating the park master site plan.

X. ADJOURNMENT

There being no further business, the November 20, 2012 meeting of the CRRA Board was adjourned at 1:15 PM.

Respectfully submitted,
Christeen J. Kisslak, Recording Secretary

Board-approved on 17 Jan 2013