



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, 21 June 2012 at Bernel Road Park Pavilion, Patton Township

I. CALL TO ORDER and ROLL CALL

Vice-Chair Roy Harpster called the meeting to order at 12:30 PM.

Board members attending (5 of 6):

Roy Harpster, Vice-Chair

Chris Hurley

Donna Conway, Treasurer

Staff: Ronald J. Woodhead, Director

Molly Hetrick, Rec. Sup. Nature Ctr.

Chrissy Kisslak, Office Manager

Todd Roth, Aquatics Supervisor

Joe Viglione, COG Finance Officer

Kathy Matason, Secretary

Donna Ricketts

(Ms. Mascolo was traveling out of the area)

Jim Carpenter, Parks Supervisor

Beth Lee, Rec. Supervisor Programs & Special Events

Virginia Shawley, Rec. Sup. Senior Ctr.

Malisa Dobson, CRPR Intern

Others: Doug Erickson, Patton Twp. Mgr.

Susan Wheeler, Patton Township

II. COMMENTS FROM THE PUBLIC - Mr. Erickson and Ms. Wheeler from Patton Township gave a brief history of the history of the Bernel Road Park project. The property was purchased in the late-1980's from the Crust family who still farms the adjacent property. In 2007 the park was designed by YSM (York, PA) in 3-phases to be implemented over a 10-year period. The initial financing (approximately \$2.1 million) was approved in 2009 and then refinanced in 2011 at a lower interest rate. The ELA Group was hired to prepare the construction drawings and value engineer the project. The park includes an intermediate-level, 9-hole disk golf course, tennis courts, playground, pavilion and perimeter trail. The project completion is slightly behind schedule but should open before the dedication ceremony on August 7. (Work was underway at the time.)

III. APPROVAL OF MINUTES - Following a motion by Mr. Hurley and a second by Dr. Ricketts, the minutes from 17 May 2012 meeting were unanimously approved.

IV. VOUCHER REPORT - Following a motion by Ms. Conway and a second by Dr. Ricketts, the May 2012 voucher report was unanimously approved.

V. COMMUNICATIONS - None.

VI. COMMITTEE REPORTS - Municipal Boards & Committees

Patton Twp. Rec. Advisory Committee: discussed policy for Gifts-For-Parks inquiries in Patton Twp. parks (they will encourage donors to contact CRPR) and the mowing schedule for the bank below the sand volleyball courts at Circleville Park. No July or August meetings scheduled.

Harris Twp.: They are still working with Liberty Hill to get a curb cut into Harpster Park for the walking path.

College Twp: Did their annual park tour.

Ferguson & State College Borough & State College Area School District: No report.

COG Parks Capital Committee - Mr. Woodhead indicated that the 12 July meeting will be very important with updates on the Oak Hall Regional Park, Whitehall Road and the site evaluation for the central parks maintenance facility.

VII. STAFF REPORTS

Director's Report - Mr. Woodhead reviewed the May monthly report. This is a very busy time of year for staff; the Director thanked all staff involved. The new Program Manager, Niki Tourscher will start work on 17 July. Her resume' was included in the meeting packet. Special thanks to Sue Mascolo for assisting with the interview process on behalf of the Board. One of the 20' diameter Funbrellas at Welch Pool was destroyed during a

thunderstorm on 3 Jun. It will be replaced within three weeks. The Welch Pool final certificate of occupancy should be issued within the next month at which time the final 10% of grant monies can be requested. The Centre County Community Foundation has indicated that the Millbrook Marsh Nature Center has been selected to submit a grant application for a \$10,000 grant which staff will complete in order to finish the parking lot at the new Spring Creek Education Building. In addition, a private, anonymous donor indicated they would contribute \$12,000 to that project as well. Finally, staff completed and submitted a letter to the Commonwealth regarding our support to continue the Keystone Fund grant program.

Supervisor Highlights

Jim Carpenter - Parks Supervisor - Parks Caretaker Kurt Kunka has resigned after 21 years of service. His last day is June 29. Halfmoon Township has donated their used ice skating rink materials which we may re-use at Blue Spring Park in Boalsburg this winter.

Beth Lee - Recreation Supervisor for Programs & Special Events - Summer camps started this week. The campers are warm in the school with no air conditioning. Enrollment is over 90% in KidVenture and less in Wee Kid which is normal. The 8th Annual Touch-A-Truck Expo is this Saturday, 23 Jun at 1 PM at the High School driver training area. The new Summer Camp Coordinator, Melanie Brown, has been doing a great job, which permits Beth to focus on marketing and the special events.

Virginia Shawley - Senior Center Supervisor - Will be wrapping up the 24th Annual Senior Games on 27 Jun with the Awards Ceremony.

Todd Roth (for Jeff Hall - Recreation Supervisor for Sports & Fitness) - the 9 team Little League Girls Softball Tournament at Hess Field went very well. The youth Firecracker Tournament starts 29 Jun with 26 teams registered. Both the men's leagues and the youth leagues are in full swing, and adult and youth tennis lessons, youth rugby and track began with good enrollment numbers.

Todd Roth - Aquatics Supervisor - as of 5 PM on the close of business on the first day of summer (20 Jun), CRPR has sold 4,582 season pool passes, which is 75 passes more than all of last year. In addition, we have already exceeded the season pass revenue from the 2011 season. There are 115 seasonal aquatics staff employed at the pools. There were 4 rescues on opening weekend and a couple more since them. The security cameras are helpful to use as training tools for staff. There are over 350 youth enrolled on swim teams and 360 youth enrolled in swim lessons for the summer.

Molly Hetrick - Recreation Supervisor - Nature Center - there are 12 specialty summer camps scheduled to run over the 8 week camp period. Facility rentals are on the rise and we are getting good feedback on the space and amenities. Staff is also focusing on community programming like Family Music Nights at the Marsh with over 200 in attendance, and a Romantic Moonlight Walk on the same weekend.

Malisa Dobson - Intern - Has been working on photographing the parks and park amenities to be used for both marketing and internal purposes. Malisa also updated and decorated major park bulletin boards with special event information.

VIII. DISCUSSION ITEMS

Active.Net Internet Registrations - The Agency Director requested this item be tabled until the July meeting. Given the 15 Jun 2012 Service Fee increase from 1.5% to 2% of each staff-entered transaction, the proposals focus on encouraging more Internet transactions, where the Convenience Fee is paid directly by the customer.

COG 2007-2012 Historical Budget Trends - Mr. Viglione presented a summary of his recent presentation to the COG Finance Committee; it included all COG agencies however he focused on the Parks and Recreation Agency for the most part. The report shows the recent increase in CRPR funding based upon the major capital projects and the associated increase in operational responsibilities.

Exploring the Refinancing of the Pool Loan - Based upon current interest rates, Mr. Viglione and Mr. Chris Gibbons discussed the possible refinancing of the Authority's 2008 Pool Renewal Loan at the recent COG Finance Committee meeting. While a maximum of \$7.9 million was authorized, a total of \$6.67 million was actually borrowed for the two pool renewals. Mr. Viglione will discuss the status and the highlights of that discussion. The consideration for a possible loan with respect to the new centralized Parks Maintenance Facility may or may not play a factor in this process as it moves forward.

The 2013 Program Plan - Mr. Woodhead outlined the major proposals for 2013 which have been submitted to COG Administration. The complete, COG-wide plan will be distributed in mid-July (when available from COG Admin).

Parks Maintenance Site Evaluation Study - It is expected that the draft report will be presented by Mr. Popovich at the Joint Meeting on 12 July 2012, with further discussion at the 19 July Authority meeting. The study was authorized by the Authority in April. The board is welcome to stop by the maintenance facility (especially around 3 PM weekdays) to see the facilities with all the equipment stored (jammed) there.

IX. ACTION ITEMS

Stock Donation / Account Authorization - following a motion by Dr. Ricketts and seconded by Ms. Matason, the board unanimously approved the authorization for the Authority to open and maintain an account with Scottrade Inc. with Mr. Woodhead and Mr. Viglione as the signatories; the account will require joint signatures along with express Authority action for each transaction. This account was necessary because the final donation to the Millbrook Phase 1 Capital Campaign was a stock donation. In addition, following a motion by Dr. Ricketts and seconded by Mr. Hurley, the Authority authorized staff sell the donated stock and apply the cash to benefit (and complete) the Phase 1 Capital Campaign.

Park Forest Pool UV Filter Addition - Consultant Contract - following a motion by Mr. Hurley and second by Dr. Ricketts, the Authority unanimously approved the Professional Service Agreement with APArchitects (which includes work by Councilman Hunsaker Associates) for the Park Forest Pool UV Filter Project for an amount not to exceed \$4,500.

The 2011 CRRA Audit Report - following a motion by Mr. Hurley and seconded by Ms. Matason, the Authority unanimously received the 2011 Audit Report prepared by the firm of Maher Duessel.

Purchase of the CoPilot Reporting System (Software and Hardware) for the Centre Region Senior Center - following a motion by Mr. Hurley and seconded by Dr. Ricketts, the Authority unanimously approved that the Authority approve expending the 50% share of the quotation to purchase the CoPilot service, in an amount not-to-exceed \$3,575, pending Centre County approval of their share of the purchase. The 2012 Budget (from the Senior Center Capital Reserve) includes up to \$3,750 for the shared purchase with Centre County Office of Aging of the CoPilot Reporting System to improve the reporting ability of activities held at the Centre Region Senior Center. The total cost of the system is quoted at \$7,150, which will be split with the County @ \$3,575 each. The CoPilot system will supplement the Active.Net service at the Senior Center since Active.Net does not provide sufficient information with regard to visitor check-in and attendance at the many senior center programs. Adding the cloud-based CoPilot system is expected to provide both Centre County and COG with more accurate and complete statistical information.

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

FUTURE MEETING SCHEDULE

- COG Parks Capital Committee (Joint Meeting): Thursday, 12 July at the COG Forum Room at 12:15 PM
- Centre Regional Rec. Authority: Thursday, 19 July at the Senior Center, 131 S. Fraser St. at 12:15 PM

*These minutes were approved by the Board on Thursday, 19 July 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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