

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
MEETING SUMMARY - *APPROVED AS REVISED*

January 15, 2015

I. CALL TO ORDER

Chair Mascolo called the regular meeting of the CRPR Authority Board to order at 12:15 PM in the COG Forum Room with the following individuals in attendance:

Board: Sue Mascolo, Chair, Ferguson Twp.; Chris Hurley, Vice-Chair, Patton Twp.; James Dunn, Ph.D., State College Borough; Diane Ishler, Harris Twp.; Kathy Matason, College Twp.; Shannon Messick, SCASD

Staff: Ronald J. Woodhead, Director; Niki Tourscher, Program Manager; Cindy Stahlman, Senior Center Supervisor; Molly Hetrick, Nature Center Supervisor; Jim Carpenter, Parks Manager; Jeff Hall, Sports & Fitness Supervisor; Todd Roth, Aquatics Supervisor; Beth Lee, Recreation & Marketing Supervisor; Joe Viglione, COG Finance Director.

Others: Rod Stahl, Stahl-Sheaffer Engineering; Tom Zilla, Principal Transportation Planner, Centre Regional Planning Agency; Dick Mascolo, resident; Bill Keough, resident.

II. COMMENTS FROM THE PUBLIC

There were no comments from the public.

III. 2015 BOARD REORGANIZATION

Dr. Dunn made a motion, seconded by Ms. Messick, that the existing officers be re-elected for the 2015 term. The motion passed unanimously. Officers to serve in 2015 include:

Sue Mascolo, Chair
Chris M. Hurley, Vice-Chair
Kathy D. Matason, Secretary
Diane J. Ishler, Treasurer

IV. APPROVAL OF MEETING SUMMARY

A motion was made by Mr. Hurley to accept the meeting summary. The motion was seconded by Ms. Matason and passed unanimously.

V. VOUCHER REPORTS

Ms. Ishler made a motion, seconded by Ms. Matason, that the December 2014 Voucher Reports be accepted. The motion passed unanimously.

VI. BOARD MEMBER ITEMS & UPDATES

College Township P&R Committee will meet on Monday, and Patton Township Rec. Adv. Committee will meet next week. The other members had nothing to report.

VII. STAFF REPORTS

A. Director's Report

Mr. Woodhead presented the 2014 Staff Activity Report for November and December 2014. He also drew attention to the positive front page article in the Centre Daily Times on Sunday, January 11 featuring the CRPR Remembrance Tree Program that just received donated funds to its 400th tree. He also stated that Governor-elect Tom Wolfe's nominee to head the DCNR is Cindy Dunn who has visited Millbrook Marsh Nature Center in the past and is aware of the long-term cooperation between CRPR and DCNR.

2014 Program Report and the Fall Program Report - Ms. Tourscher highlighted the Halloween Parade and the nature center which hosted increased participants during the fall. She noted that

on the 2014 Program Report, Picnic and Springfield Reservation numbers and revenue have been added this year, and Ms. Ishler said she appreciated seeing the revenue for each. Ms. Tourscher also noted that the Grand Opening for Oak Hall Regional Park will be Saturday, May 2. Mr. Hurley asked what the plans were for that, and Ms. Tourscher answered that there were lots of activity plans but they hadn't been confirmed yet. Mr. Woodhead said that staff will be happy to consider any activity the Board would suggest.

2015 Work Plan - Mr. Woodhead explained that the Work Plan looks at what happened in 2014 and what has been proposed and funded for 2015. Mr. Hurley asked how the boardwalk issues were being handled at Millbrook Marsh Nature Center. Mr. Woodhead explained the specifics of how the boardwalk was originally tethered to the ground and explained what is needed to re-set it (as it originally was). Mr. Woodhead stressed that the integrity of the wood is fine and that the boardwalk remains very safe and sturdy.

Ms. Ishler asked if switching to a program other than Activenet is still being considered. Mr. Woodhead said that this is an ongoing task because alternate computer programs are being evaluated as staff becomes aware of them. However, each program evaluated so far has had shortcomings with regard to the needs of CRPR, and ActiveNet continues to make improvements.

B. Staff Highlights

Ms. Tourscher - Concessions RFPs have been sent out, due back Feb. 6. The Hess Banner sponsorship packets (including an option for a combo with Oak Hall) have been sent out.

Ms. Stahlman - The Senior Center has had many theme parties in the last few months. They had an increase in attendees in January. They have two fundraisers coming up - Winter Olympics in early March and a Mystery Dinner in late March. A patron passed away and left money to the center so a 48" TV was purchased. The center will also be participating in a Global Connections project which will allow them to keep an iPad and a webcam after the project is completed.

Ms. Hetrick - Lots of facility rentals are being scheduled at Millbrook Marsh through November. Spring programming will be starting in February and the CEEL program is continuing with SCASD. MMNC received its first donation of 2015 ~ \$1,200 from a Stormwater group towards programming equipment and supplies. Registration for summer camps begins in February. Mr. Hurley asked if a decision had been made about what to do with the property where the house once sat. Ms. Hetrick said the ground still needs to settle. Also, with the location so close to the road, there is a concern about children's safety, so they haven't made a final decision yet.

Mr. Carpenter - Parks crew is busy with equipment repairs. Slab Cabin was opened last weekend for sledding but is closed now because it's a sheet of ice. The ice rink was installed at Blue Spring but the ice isn't ready yet for it to open. Bids are going out for equipment approved in the 2015 budget. A Caretaker I resigned; the hiring process is beginning; hopefully, the new employee will start in March. He also announced that he and Ms. Tourscher were recertified as Certified Playground Safety Inspectors. The temporary maintenance facility had a HVAC system installed but it was never paid for so that is being taken care of, and the parks crew is assembling equipment in preparation for the opening of Oak Hall Regional Park.

Ms. Lee - The Active Guide came out on December 14 with both old and new programs. One of the new programs, Gingerbread Houses, had four or five families participating. The monthly e-newsletters will be handled by Robly.com instead of ConstantContact.com. She is looking for seasonal staff and will be attending recruitment fairs. Ms. Lee also said that she is heavily involved in working out where the summer camps will be held as a result of the high school renovation project. Mr. Woodhead noted that the high school project will impact summer camps for two,

and possibly three, summers. He said that growing pains will impact the entire community. If camps are shifted to Park Forest Elementary and Park Forest Middle School, those campers will be swimming at Park Forest Pool instead of Welch Pool.

Mr. Roth – 83 seasons passes were sold so far, and the Early Bird Discount is available through April 30. CRPR is accepting applications now for the 120 to 140 summer staff to be hired. Chemical bids are due in February 6, and swimming pool equipment bids are also out.

Mr. Hall – Fitness classes are running, and indoor soccer is so popular that people are on a waitlist so he is looking for more space to expand that program. The Volleyball leagues have 24 teams. Ten tournaments are scheduled (at Hess and Oak Hall) between May 16 and October 17.

VIII. DISCUSSION / ACTION ITEMS

A. Wm. L. Welch Community Swimming Pool Access & Parking

1. High School Project Plans

Mr. Woodhead recapped what has happened with regard to the Shared Parking Agreement and noted that Attorney Rod Beard had drafted an Agreement that includes both the CRPRA Board Resolution and the SCASD Board Resolution and the safety concerns of both Boards. Once the Agreement is signed by the SCASD Board, Mr. Woodhead will get signatures from the appropriate CRPRA Board members and then provide copies to each Board member.

2. ADA Parking Complaint

Mr. Roth presented the proposal from APArchitects regarding the ADA parking issue at Welch Pool. The proposal was based on an hourly rate, not to exceed \$3,450 plus reimbursements. Ms. Mascolo asked if it was necessary to do this now since the Board does not know what the school is doing. Mr. Roth explained that the latest plan that the Board had seen shows the parking lot as the school district plans to build it, assuming it makes it through the land development approval process. Mr. Woodhead noted that through this proposal, Mr. Popovich would also help CRPR evaluate the high school plan as it moves along. Mr. Roth explained that this proposal is only to identify the possibilities for placement of ADA parking and the cost for each of those possibilities. He also noted that some people would like to see the ADA parking moved onto the leased tract of land which would have nothing to do with school district plans. Mr. Hurley asked if the current opinion is that CRPR is in agreement with the complaints and ADA parking should be moved closer to the pool. Mr. Roth said opinion is split – some people feel that the pools are currently compliant with everything and no changes need to be made, and others feel that, if nothing else, the possibilities should be investigated. Mr. Woodhead noted that the criticism by the COG General Forum, specifically some members from Borough Council, was that the options were not professionally evaluated; the options were prepared by staff. They asked that CRPR have a design professional look at it. Mr. Hurley gave his opinion of a number of options that have been discussed in the past, and he said he is concerned about the problems this could create with the school district since the land use application has already been made. He said he wasn't certain, but he was concerned that the Board might be acting too soon. He suggested contacting the School District to see if their engineering consultants would be able to offer any input. After discussion, Mr. Hurley made a motion, seconded by Ms. Ishler, that the Board table the motion until the High School Land Development Plan is approved by the Borough. The motion passed by unanimous vote.

B. Hess Driveway Improvement Project

The Board had selected the option of having the Hess driveway widened and reprofiled, and Stahl-Sheaffer Engineering submitted the lowest quote within the approved budget. Ms. Matason

made a motion that the Board accept the proposal of Stahl-Sheaffer Engineering for professional services related to the Hess Driveway Project as outlined in the Authority's RFP for a fixed sum of \$19,703 to include reimbursable expenses. Dr. Dunn seconded the motion, and it passed unanimously.

C. Nature Center Parking Area Project

Mr. Woodhead stated that the Authority was awarded a grant of \$87,500 from PA DCNR, to be matched by donations and committed pledges of the same amount, to build the parking area at Millbrook Marsh Nature Center. All approvals have been secured, and everything is in compliance with DCNR. Mr. Woodhead expects the project to be finished by Labor Day. Ms. Ishler asked about the \$87,500 matching donation, and Mr. Woodhead explained that the money is not in-hand but there is a commitment letter for it – a requirement by DCNR before they would approve the grant. Mr. Hurley expressed his appreciation to Stahl-Sheaffer Engineering for their work on Oak Hall Park, and he asked that if they see a problem in the future, they be particularly vigilant in overseeing what others do with their design. Mr. Woodhead confirmed that Stahl-Sheaffer Engineering did not bill for any of extra work as a result of the storms at Oak Hall Regional Park. Mr. Hurley then made a motion that the Board accept the December 16 proposal of Stahl-Sheaffer Engineering for professional services related to the Millbrook Marsh Nature Center Parking Area Project for a fixed sum of \$6,000 plus up to \$500 in reimbursable expenses. Ms. Matason seconded the motion which passed unanimously.

D. Linden Hall Road – Curbing and Guiderail Project

Mr. Woodhead reported that 150' of 8" high curbing plus guardrail has been recommended to be added along Linden Hall Road, opposite the driveway of the park, as part of finishing up Oak Hall Regional Park. The estimated total cost is \$16,600 including the engineering fees of \$3,850 plus up to \$250 in reimbursable expenses being recommended for awarding to Stahl-Sheaffer Engineering. They would finalize the survey, prepare the bid documents, work with College Township on their approval of this project, and also the Smiths so the project can go forward. Mr. Woodhead also reminded the Board that the delay will be getting PennDOT approval because the project is in the PennDOT right of way. Mr. Hurley made a motion that the Board accept the October 23 proposal of Stahl-Sheaffer Engineering for professional services related to the Linden Hall Road curbing project on an hourly basis not to exceed a total of \$3,850 plus up to \$250 in reimbursable expenses. Ms. Matason seconded the motion, and it passed unanimously.

IX. ADJOURNMENT

Dr. Dunn made a motion to adjourn, seconded by Ms. Ishler, and the motion passed. The next meeting will be held on Thursday, February 19 at 12:15 PM in the COG General Forum Room.

Respectfully Submitted,
Ginny Altenderfer, Recording Secretary

This meeting summary was approved (as revised) for distribution on 19 Feb 2015.