

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
APPROVED REGULAR MEETING SUMMARY

#01A

December 17, 2015

I. CALL TO ORDER

Ms. Mascolo called the regular monthly meeting of the CRPR Authority Board to order at 12:16 PM at the Centre Region COG Building- Forum Room with the following individuals in attendance:

Board: Sue Mascolo, Ferguson Twp.; Diane Ishler, Harris Twp.; Jim Dunn, State College Borough (Mr. Dunn gave prior notice and arrived at 12:25 PM); Chris Hurley, Patton Twp.; Kathy Matason, College Twp. (Ms. Messick provided prior notice that she was unable to attend.)

Staff: Ronald Woodhead, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Melissa Freed, Nature Center Supervisor; Mandy Maguffey, Nature Centre Program Coordinator; Jeff Hall, Sports Supervisor; Todd Roth, Aquatics Supervisor; Beth Lee, Rec. Supervisor; Jim Carpenter, Parks Manager; Cindy Stahlman, Senior Center Supervisor; Jim Steff, COG Director; Joe Viglione, COG Finance Director

Others: Dick Mascolo, Bill Keough & Laura Dininni

II. COMMENTS FROM THE PUBLIC- There were no comments from the public.

III. APPROVAL OF MEETING SUMMARIES-

A. Ms. Ishler made a motion to accept the Meeting Summary from the Regular Meeting on Nov. 15, 2015 after suggesting some clarifications. Mr. Hurley seconded the motion to include the corrections, which then passed unanimously.

B. Mr. Hurley made a motion to accept the Meeting Summary from the Special Meeting on Nov. 23, 2015. Ms. Matason seconded the motion, which then passed unanimously.

IV. VOUCHER REPORTS

Ms. Ishler asked questions about two accounts and then made a motion to approve the November voucher reports. The first question was about the \$4,000 bill from College Twp. Water Authority. Mr. Woodhead explained that it was for the water to irrigate the soccer fields at the Fogleman Field Complex during the fall. Her second question concerned two \$1,000 sewer bills for Park Forest Pool? Mr. Viglione replied that one of the entries was voided. Mr. Hurley seconded the motion, which then passed unanimously.

V. BOARD MEMBER UPDATES

Ferguson Twp. – Ms. Mascolo reported that the Toll Brothers project was approved by the Board of Supervisors.

Patton Twp. - The Advisory Committee held a meeting on Tuesday. Ms. Wheeler attended the DCNR workshop with the intention that the Township would be applying for two grants. The first grant may be submitted in partnership with Ferguson Twp. for the extension of a bike path that will go from along Valley Vista Drive from Devonshire to Lowe's. Mr. Hurley stated this will be a nice addition and a great opportunity for cyclists. The second grant will be used toward a playground using only natural materials at Grays Woods Park which is not yet developed. Mr. Hurley was asked to relay to the Board about the possibility of starting up a disc golf league and host tournaments. The popularity of disc golf has grown and Bernel Road Park disc golf course is very heavily used, as well as the smaller course at Circleville Park. Mr. Hall mentioned that he had a few conversations about this with the Happy Valley Disc Golf Club years ago but nothing ever came of it. Mr. Woodhead confirmed that staff will discuss it further and then respond.

The other representatives had no reports. Mr. Steff noted that he attended the School Board meeting where Mr. Poprik commented that as things stand now, they plan to award the contracts for the High School. As a result, it may be necessary to slightly adjust the phasing plans. They haven't had that discussion yet, so no changes have been proposed to date.

VI. STAFF REPORTS

A. Director's Report- Presented by Ronald Woodhead

1. Staff Activity Report for November (Attachment #3) - The 5-page report contains many tasks and other information. The Annual Report for 2015 will soon be ready for distribution. On the November shows that Internet revenue is up 33% from last year due to not charging the Convenience Fees to each customer. Mr. Woodhead stated that removing the Internet fee was a good choice made by the Board and we appreciate it. The Winter-Spring Active Guide was published on Dec. 13. There are a few registrations coming in, but not a lot because of the holiday.
2. The 2016 Winter-Spring CRPR Active Guide (Attachment #4) - Ms. Tourscher reported that the Guide was distributed successfully and she thanked the front office staff for proofing it and to Ms. Lee who put it all together. There are a few new classes and partnerships this season that we are really excited about. We are partnering with The Makery Studio on Calder Way to hold classes such as youth & adult sewing. We also partner with Central PA Mixed Martial Arts for classes, and with a group for our musical camps. We are going to try to hold some "pop-up" programs but they are weather dependent. Pool passes are currently on sale for the 2016 season.
3. Ms. Freed introduced Mandy Maguffey as the newly-hired Program Coordinator for Millbrook Marsh Nature Center. Ms. Maguffey started as an Intern in 2013 and was hired on as a seasonal program leader. In June 2015 she was named as Acting Program Coordinator and has been doing a wonderful job.

B. Staff Highlights

- Jim Carpenter- With the weather being this warm, the parks crew continue to tackle projects... but the warm temps have forced the ice rink to be delayed. We cannot install the rink liner early since it may be damaged. The rink will be set up once the weather cooperates. The crew is starting to do the annual equipment overhauls. Home Depot recently donated a large number of fence panels that can be used to put around portable toilets and dumpsters. A letter of appreciation was mailed to them, which also told them about the upcoming Senior Center renovations.
- Niki Tourscher- The Fall 2015 Program Report and 2016 employment flyers are being updated and will be distributed in January. We have also been working on preparing the proposal for the updated tournament fees
- Niki Tourscher reporting for Cindy Stahlman- It's a busy time at the Senior Center. There are two holiday celebrations coming up with estimated 50 people attending each. The first was a holiday luncheon at the Penn Stater. The second celebration was a potluck luncheon at the Senior Center. The band played and the mall arranged for Santa to make an appearance. The seniors signed up to be a part of the Festival of the Trees. They seemed to enjoy it very much. The theme of their tree was "Wise Old Owls". They did not win but their tree looked amazing. There was a meeting with the seniors to explain to them information on the

upcoming renovation. There were 45 seniors in attendance and generally good reviews. Mr. Hurley noted that it was a great meeting and he was pleased with how much interaction there was. Ms. Mascolo made the comment that some of the seniors relayed that they don't like the word "Adult" in the new Senior Center name of the "Active Adult Center." They didn't want 35-40 year olds coming to the center; it is for the seniors.

- Jeff Hall- The last volleyball league match is tonight and everything is wrapping up. The reservations for 2016 tournaments will be starting in the beginning of the New Year. Every year it gets a little busier thanks to the new sportfields; it's a good problem to have.
- Beth Lee- As 2015 winds down, the last event of the year was the gingerbread class with 6 families attending. It was nice and everyone really seemed to enjoy it. Ms. Lee reported that she is currently brainstorming for new summer camps and 2016 classes. All summer camp registrations start in February. Ms. Ishler asked why we discontinued the gymnastics program for the 3-5 year olds? Ms. Lee informed her that we no longer have storage space for all of the equipment.
- Melissa Freed- The nature center staff is working hard at getting winter programs underway. The afterschool program is growing, along with Puddle Jumpers. Ms. Freed is hoping that the Marsh reaches 13,000 program visitors by the end of 2015.
- Todd Roth- Mr. Roth reported that he is working on pool program scheduling, equipment bids and capital projects. He is also working on ordering the climbing wall for Welch Pool. There are 162 days till the pools open!

VII. ACTION ITEMS

A. 2016 Tournament Fees (revision for the 2016 Fee Policy)- (Attachment #5)

Ms. Tourscher asked the Board consider revising the 2016 Fee Policy for the tournament fees. She also asked that the request deadline be extended to Jan. 4 so we can get an idea which weekends are open or full. We wouldn't turn groups down if they wanted to reserve an open date after the deadline date. The fee per field per day is proposed to change from \$100 to \$110 for Hess and Oak Hall fields. In addition, organizations hosting two or more multi-day tournaments per year are subject to a non-refundable \$400 Annual Tournament Services Fee with their Tournament Reservation Request. This fee provides the materials and labor to provide safe, playable sportfields during the season (except following extreme weather events). The Security Deposit will be replaced with the new Services Fee.

Mr. Hurley asked how our rates compare to similar facilities. Mr. Hall stated that every place is different and has different rates, but we are somewhere in the middle. The tournament organizers are aware of the proposed fees. They all agreed that they would rather pay this fee than pay a dramatic increase in field rentals. Our pricing is very similar to the fees in York PA. Ms. Mascolo asked about the plans for 2016 vendors? Ms. Tourscher replied that she is working on the RFP's and they will be ready in January.

Ms. Ishler made a motion to accept the revisions for tournament fees in the 2016 Fee Policy. Ms. Matason seconded the motion, which then passed unanimously.

B. Senior Center Renovations (for the Permanent Space)

There was a meeting held with the seniors on Dec. 9 to discuss the center's new space. There were approximately 60 people who attended the meeting in the to-be-renovated space. Mr. Woodhead is very pleased with all of the support the Center has been receiving and is excited that we are at the Mall. Mr. Popovich proposed the final plans and quotation requests. Mr. Woodhead is requesting that the select a day in the beginning of January to

hold a Special Meeting to look at the numbers so we can authorize the mall to proceed. Construction needs to get started quickly to be open by the May 1 deadline. The meeting date of Friday, January 8 was selected (12:15 PM in the COG Forum Room). A summary will be distributed showing where we are with funding. The 2016 budget is in the approval process by the municipalities. We proposed to obtain a 10-year loan for \$186,500 from the Code Agency for the renovations. From those funds we must account for the architect fees and also reimburse the mall for renovating the interim space. APArchitects provided a proposal of \$18,000 for planning the new space (which includes the mechanical engineering work). As a result, CRPR has \$117,000 for construction costs of the permanent space, but the price may come in at \$215,000. Mr. Steff made the comment that we need to start thinking of Plan B. Someone asked when will we have a number that we can give to the donors. Mr. Woodhead replied that by January 4 we should have the numbers from the mall and be able to move forward. Ms. Tourscher is also working on a flyer that we can hand out for “end-of-year” contributions.

C. Fundraising Feasibility Study- (Attachment #6)

Proposals were submitted by two fundraising consultant firms. No action was taken pending further research on the firms.

D. Agency Director Transition-2016

Since Mr. Woodhead is scheduled to retire on August 31, 2016, Mr. Steff has asked that this topic be kept on the agenda each month to keep everyone updated on any new information. Mr. Steff hasn't had a chance to work on a recruitment plan.

VIII. ADJOURNMENT

At 1:27 PM, the meeting was adjourned. Mr. Hurley made a motion to adjourn; Ms. Matason seconded the motion; it then passed unanimously.

Respectfully Submitted,
Jada Light, Office Manager

This summary was approved for distribution by Board action on 21 Jan 2016.