

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
REGULAR MEETING SUMMARY *APPROVED*
November 17, 2016

I. **CALL TO ORDER**

Mr. Hurley called the regular monthly meeting of the CRPR Authority Board to order at 12:15 PM at the COG Forum Room with the following individuals in attendance:

Board: Diane Ishler, Harris Twp.; Chris Hurley, Patton Twp.; Kathy Matason, College Twp.; Shannon Messick, SCASD

Staff: Pam Salokangas, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Melissa Freed, Nature Center Supervisor; Beth Lee, Rec. Supervisor; Jeff Hall, Sports Supervisor; Jim Carpenter, Parks Manager; Cindy Stahlman, Sr. Ctr. Supervisor; Joe Viglione, COG Finance Director; Jim Steff, COG Exec. Director

Others: Laura Dininni & Carla Stilson Ferguson Twp. Supervisors; Bill Keough, Resident.

2. **CITIZEN COMMENTS**

There were no public comments.

3. **APPROVAL OF MINUTES**

Ms. Ishler requested that we re-word the October minutes where she asks a question about September's Voucher Report. The way it currently sounds is that the improvements are being carried over from year-to-year. It should state that the improvements are being taken from the funds that are carried over from year-to-year. Ms. Ishler then made a motion to approve the meeting summary from the regular meeting held on October 20, 2016. Ms. Messick seconded the motion, which then passed unanimously.

4. **VOUCHER REPORTS**

Ms. Ishler made a motion to accept only the October 2016 Voucher Reports. There were 2015 reports attached in error. Ms. Messick seconded the motion; it then passed unanimously.

5. **BOARD MEMBER REPORTS**

SCASD- No Report

College Twp.- Ms. Matason reported their meeting isn't until this upcoming Monday. No Report at this time.

State College Borough- No Report

Harris Twp.- Ms. Ishler reported that the township meeting was held last night. The Committee chose the firm for Tussey Pond Park's Master Site Plan. An appreciation dinner was held on Thursday night for township volunteers.

Ferguson Twp.- No Report

Patton Twp.- Mr. Hurley reported that Patton Twp.'s meeting was held on Thursday. There was much discussion on the Master Site Plan for Bernel Road Park. Some individuals expressed their concern on the conditions of Green Hollow Park. The survey that was completed showed a need for capital improvements and maintenance on the ball field. A letter will be sent by Susan Wheeler to discuss these requests. Patton Twp. received a fitness grant for Circleville Park to add three pieces of equipment: a rower, chest press and leg press. They received a \$200,000 grant for a Phase I design process for Grayswoods Park. They also discussed the additions to Bernel Road Park. They want to add a pump track, dog park, and new playground equipment.

6. STAFF REPORTS

A. Director's Report

Pam Salokangas- Ms. Salokangas distributed an updated report due to missing information. It's been a very busy month. Much of Ms. Salokangas' time has been spent for Whitehall Road meetings along with time related to the Senior Center construction project.

B. Staff Highlights

Ms. Freed- Ms. Freed reported that the program that was held on November 8 for homeschoolers went really well. There were fifty kids enrolled. It was called "Nature Go", and they partnered with Penn State students. There was great feedback after the class. Ms. Freed attended the DCNR workshop on November 10. They talked about the next set of grants and provided a checklist for the application for the Educational Building Phase 2 grant. Ms. Freed also worked with Jennifer Shuey on donation letters that will be sent in December. These letters will help towards operational funding and the second letter will lean more towards capital projects.

Jim Carpenter- Mr. Carpenter mentioned that all of the water is off and restrooms are now closed. It was delayed for two to three weeks due to the warmer weather and the amount of people still using the parks. The staff is just now taking the volleyball nets down at Circleville Park, which is normally done a month ago. They are very busy with leaf cleanup and fall maintenance.

Todd Roth- Mr. Roth informed the board that tonight is the last night for swim lessons and diving classes for the fall sessions. He is taking advantage of the nicer weather to work on winterizing both outdoor pools so they will be in good shape in the spring. He also just attended the PRPS fall member meeting held in Harrisburg.

Jeff Hall- Mr. Hall noted that the last night of volleyball was last night and the playoffs start on November 28. This weekend is football championships. The softball tournament that was held over Halloween weekend went very well. There were thirty-three teams. Mr. Hall is currently working on the 2017 tournament schedules.

Beth Lee- Ms. Lee reported that they just held the 70th Halloween Parade. She would like to thank Ms. Matason for coming out to help judge. There was approximately 1,200 in attendance. Most of the fall programs are ending. The Gingerbread House program will be held on December 10 and she is currently working on some new activities for next year.

Cindy Stahlman- Ms. Stahlman reported that they have spent the first half of the month packing to move into the new location and the second half of the month unpacking in the old location. They have been working hard and are ready to be permanently settled in the new location. There are many activities going on, even on the week the center was closed. The "Old Bag" Auction went very well. They raised over \$600 and still have many purses left to hold another one. They had a Halloween Party that went very well. The new kitchen is looking great.

Pam Salokangas- Ms. Salokangas reported that the Contractor has returned to finalize the construction on the Active Adult Center. Codes need to complete first inspection and then we will send paperwork to the State for approval. There is a loss of two days due to the Thanksgiving Holiday. Our hopes are for the move to be the end of November or beginning of December. She also noted that the staff has come together to choose eight different activities in 2017 that we are calling "team events" and will all work together making them a bigger and better event. Everyone is working hard on the Active Guide and the deadline is soon. All of the Supervisors are entering their Winter/Spring activities on Activenet.

7. DISCUSSION AND ACTION ITEMS

A. Fundraising Project Update- Ms. Salokangas informed the board that we received the report

from Affinity and compiled a mailing list of all past donors to send donation packets to.

Mr. Hurley asked if staff could give the Board a few of the mailers so they could hand them out to possible donors. Ms. Salokangas replied absolutely.

- B. **Whitehall Road Regional Park**- Ms. Salokangas informed the Board that the summary document has been updated. The DCNR Grant deadline is December 31, 2017; it's not likely there will be an extension. DCNR is looking for a completed project. On November 2, Mr. Steff and Ms. Salokangas met with Ray Stolinas, Director of Planning at Ferguson Twp., Lindsay Schoch, Community Planner and Jeff Ressler, Ferguson Twp. Zoning Officer, to talk about the land development plan. It was a good meeting. They then met on November 4 with Stahl Shaeffer to talk about the next steps needed; for example, the cost estimates need to be updated. Ms. Salokangas also met with the water authority to see if there are any issues there before meeting with PennDot. That meeting was very educational. PennDOT staff provided guidance for the traffic study and what can be used from the previous traffic study as well the paperwork needed.

Mr. Steff asked the question "Where are we right now?" He stated that in January he would like to be able to give that information. He noted that it has been a complicated project. The intersection at Bristol and Blue Course is already at maximum capacity. Traffic into Whitehall would only make it worse; for us to make this off-site improvement would cost \$300,000 to \$500,000 more.

Mr. Hurley asked, shouldn't that be Toll Brothers responsibility since they were initially going to build the road? Mr. Steff responded, "No, not if they aren't going to build." Mr. Hurley also asked if we had the same back lash with Oak Hall and Hess. Mr. Steff replied "no because those parks aren't on high volume of roads."

- C. **2017 Swimming Pool Policies**- Mr. Roth reported that he is presenting the pool fee policy so it can be approved and ready for pool pass sales that start on December 1. Mr. Roth would also like to make the weekday hours when school is in session 4pm-7pm rather than 8pm. There was an increase with the 11-64 package.

Ms. Ishler made the recommendation that if the hours are changing during the school weekday, it may make sense just to charge them the after 5pm rate of \$5. Mr. Roth said that is a very good idea and agreed to make the changes if approved.

Mr. Hurley mentioned that we have two great pools but we don't want residents to think we are increasing the prices too much. Was there discussion last meeting about raising it? Mr. Roth responded that this increase is due to increase in pool usage. There was no increase last year so a 5% increase will get us to where we need to be. Mr. Hurley wanted to know what we would explain to residents if they asked how we came up with the increase. Mr. Roth stated that we looked at what we brought in last year compared to the operational cost. A 5% increase would help on recovering those costs and it's only for one age package, not all packages.

Mr. Steff asked how our rates compare to surrounding areas? Mr. Roth said, if you look state Wide, we are in the middle but if you look at similar facilities to ours, they charge a lot more.

Ms. Ishler asked if there would be any issues with change in hours and fees for school weekdays? Mr. Roth said there would be no issues or problems, it's just educating the staff on the changes.

Ms. Ishler made a motion to endorse the recommendations for the 2017 Swimming Pool Policy that will update the fees charged at both William Welch and Park Forest Community Pools; Ms. Matason seconded the motion, which then passed unanimously.

- D. 2017 CRPR Fees Policy- Ms. Salokangas informed the Board that she handed out an updated Fee Policy. There are a few changes. On page 2, there was a language change. She added a new philosophy statement. Also, on page 14 there was a deletion under facility rental and page fifteen the base package name changed and adjusted the rental fee for the MMNC. The Advisory Board recommended to update the Platinum Package by adding a second facility for \$400. One facility currently is \$575 so it would make it a total of \$975 rather than charging \$575 for both. The show wagon needs some work done to it, so that rental is on hold for now. Looking to increase holiday rental fees since staff has to be there. The Advisory Board is also revisiting the alcohol policy for weddings at Millbrook Marsh. Another change was for the Tudek Gardens. There are three mandatory work days included for the 2017 year, as well as additional mulch and tools being provided. The Authority opted not to review the policy updates page-by-page.

Ms. Ishler responded that she didn't want to vote today until everything was complete and she understood the changes. Ms. Freed explained the package pricing again.

Ms. Messick made a motion to endorse the recommendations for the 2017 CRPR Fee Policy; Ms. Matason seconded that motion, which then passed unanimously.

- E. COG/ Authority MOU for Oak Hall Park loan- Ms. Salokangas reported that the MOU was drafted to help for record keeping for the loan used for Oak Hall Regional Park repair. It is good to have because it gives us the percentage rate for the loan, and total paid after life of the loan. \$139,800 was spent on three different items. 1.) Storm water repair and the upgrading of the storm water facility. 2.) Settling up with Jim Pashek. 3.) Constructing some barriers in front of Stan Smith's house. This project took a long time as PennDOT needed to decide what needed to be done. We would like to keep the loan interest rate at 1.5%. Patton Township requested language be included to provide municipalities to prepay loan amount.

Ms. Ishler noted that she is not as nervous for us as she is for General Forum. We have been talking about this for a year or more. We know how much this was going to cost but not sure if the General Forum does.

- F. COG/ Authority Loan for Active Adult Center- This MOU was also drafted for record purposes and the funds were a loan from Codes to cover renovation costs. Ms. Salokangas noted that we have to meet with codes to correct an issue. This change may require some additional funds but not sure at this time. More information to come.

8. OTHER BUSINESS

A. Matter of Record: Next Meeting Dates:

November 28, 7:30pm- COG General Forum (Boalsburg Fire Station)

December 8, 12:15pm- Joint Meeting with COG Parks Capital Comm. (COG Bldg.)

December 15, 12:15pm- CRPR Authority Board (COG Bldg.)

B. Matter of Record: The FAA recently released its Unmanned Aircraft Systems (UAS) Rule (Part 107), including all pilot and operating rules. This rule went into effect as of 12:01am EDT on August 29, 2016. It is hoped that we can review this rule and provide some information and recommendations to the Authority regarding drones in CRPR-maintained parks.

9. **ADJOURNMENT**

At 1:30 PM Ms. Ishler made a motion to adjourn; Ms. Matason seconded the motion. The motion then passed unanimously.

Respectfully Submitted,
Jada Light, CRPR Office Manager