

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
REGULAR MEETING SUMMARY APPROVED

August 18, 2016

I. CALL TO ORDER

Ms. Mascolo called the regular monthly meeting of the CRPR Authority Board to order at 12:15 PM at the Nittany Mall's Community Room with the following individuals in attendance:

Board: Sue Mascolo, Ferguson Twp.; Diane Ishler, Harris Twp.; Jim Dunn, SC Borough; Shannon Messick, SCASD.

Staff: Ron Woodhead, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Melissa Freed, Nature Center Supervisor; Joe Viglione, COG Finance Director; Jim Steff, COG Exec. Director

Others: Alan Sam, SC Borough Arborist; Matt Vidic, Centre Soccer; Laura Dininni & Steve Miller, Ferguson Twp. Supervisors; Dick Mascolo & Bill Keough, Residents; Jeff Luck, Patton Twp. Supervisor; Doug Lovinsky, Centre Lacrosse; Janet Whitaker, Ferguson Twp. Supervisor and Alan Popovich, AP Architect.

II. COMMENTS FROM THE PUBLIC

There were no comments.

III. APPROVAL OF MEETING SUMMARY (Attachment #1)

Ms. Ishler requested a wording change to the Harris Township update then made a motion to approve the meeting summary from the regular meeting held on July 21, 2016. Mr. Dunn seconded the motion, which then passed unanimously.

IV. VOUCHER REPORTS (Attachment #2 A-B)

Ms. Ishler made a motion to approve the July Voucher Reports (Attachment #2A). Ms. Messick seconded the motion; it then passed unanimously.

V. BOARD MEMBER ITEMS & UPDATES

Ferguson- No Report

SC Borough- No Report

Harris Twp.- Ms. Ishler reported that they met last night at Tussey Pond Park. They are setting up a committee to do a master site plan. They are continuing on with the Pollinator project. They are applying for a grant to help place the pollinator in the center of Boalsburg.

SCASD- No Report

Patton Twp.- They reviewed Grays Woods Park Plan, which is before the Board on August 18; the plan will be complete in 2017. They also reviewed the revision to Bernel Road Park Master Plan. They are sending out a residential survey to the neighbors of Green Hollow Park. They scheduled their semi-annual park tour and it's noted that they are interested in visiting the skate park in Philipsburg.

College- No Report

VI. STAFF REPORTS

A. Director's Report- Presented by Mr. Woodhead, Director

1. Staff Activity Report for July- (Attachment #3) The picture on the report is Mrs. Brown being presented with a quilt that was specially made for her by Ms. Tourscher out of all old camp t-shirts. This was presented at the Camp Carnival. She was moved. A special thanks to Ms. Tourscher for making the quilt. It has been a really good summer with the pools, leagues and summer camps. This report reflects through the end of July.

- Ms. Ishler questioned the year to date numbers on the activity report and why they don't match to the voucher reports with daily admission and season passes? She understands the daily admissions but the season passes are questionable? Mr. Woodhead replied that it has to do with the time lag across the board waiting for the Activenet check which takes out the fees. A check comes approximately every two weeks.
2. The Fall Active Guide for 2016 came out this past Sunday. It is Mr. Woodhead's 65th guide.
 3. 50 Fest- (attachment #4) The "50 Fest" is to be held at Tudek Park on Saturday, August 27 from 10am- 2pm. Ms. Hartzell, our Summer Intern, is coming back Monday to help with the final touches. Almost all of our full-time staff will be there to help. There will be a lot of local teams and groups attending to show their support. There will also be a movie showing in the park at 8pm. It is "Honey I Shrunk the Kids". A special thanks to AP Architects who donated the bounce house and obstacle course.

B. Staff Highlights

- Niki Tourscher- Ms. Tourscher reported that she has been spending most of her time on 50 Fest, Fall Active Guide and the budget. Along with Ms. Lee, she talked to four different radio stations and updated social media and online calendars with all the upcoming events.
- Cindy Stahlman- Ms. Stahlman announced that there have been a few outings with the seniors cut short due to the heat, but they had a good time. The vans are very kind to come pick everyone up when they call. They're partnering with PSU students to hold an "Old Bag Auction".
- Jim Carpenter- Mr. Carpenter noted that they are shifting from summer sports to fall sports. There has been quite a bit of turf renovation due to the dry hot summer.
- Melissa Freed- Ms. Freed reported that she had another successful season of camps. There has been a number of guest speakers from PSU Geography Dept. to Master Gardeners and some folks from Lock Haven and Shavers Creek. Special thanks to Jean and Craig Miller for their generous donation. There has also been a number of great volunteers this summer.
- Jeff Hall- Mr. Hall reported that all of the summer classes are wrapping up. The Basketball League was a huge success. Bocce was also a great success. Last weekend was very busy with tournaments.
- Todd Roth- Mr. Roth reported that there are 18 days until the pool closes. There are many staff leaving to go back to school but as of right now, he doesn't have any early closing modifications. There are 181 days till next year when the pool opens. Mr. Roth is looking at fee updates and staff updates.
- Beth Lee- Ms. Lee also reported that it has been a great summer. Camp numbers were great. The new teen camp called T.A.B.S was exhausting but a lot of fun. The Camp Carnival had its best numbers yet for attendance. We promoted that Mrs. Brown was going to be honored and there was cake.

VII. DISCUSSION AND ACTION ITEMS

A. 2015 Authority Audit Report- (Attachment #5)

Mr. Viglione informed the Board that the 2015 Audit Reports have been completed and prepared by the CPA firm Maher Duessel. The first three pages are an overview showing any fraudulent activity. There were no incidents. There is also a debt statement and an auditing report. A few years ago the brief synopsis of what happens throughout the year was added and it is very helpful.

Ms. Ishler made a motion that they received the annual audit report, Mr. Dunn seconded the motion; it then passed unanimously.

B. New Municipal Park Area Requested for 2017

Patton Township is requesting that CRPR take over the maintenance of Grays Wood Park. This park is a little over 4-acres. This was tabled at the last meeting to look over a few details.

Ms. Ishler made a motion that upon final acceptance by the Township of the park construction project and pending that the participating municipalities provide the necessary funding in the 2017 budget for that addition, CRPR will take over the maintenance of Grays Woods Park, Ms. Messick seconded the motion; it then passed unanimously.

C. Fundraising Study/Project Update

Ms. Tourscher informed the Board that she met with Affinity Connection. They have continued to work on three parts of the study.

- **Part 1 Focus-** This is to raise \$100,000. First, a small postcard was prepared and given to donors to return with their pledge. Second, a nice publication was compiled to give to people who are interested in donating. It will also be mailed. This booklet talks about the Active Adult Center as well as any future projects. Ellen sent out a list of names to solicitor team. Some possible donors asked about naming rights which is currently not in our policy. There may be a draft brought before the Board for approval at the September meeting. The big donors are specifically asking for naming rights so we need to get something in place.
- **Part 2 Focus-** Questions have been sent out for phase 2.
- **Part 3 Focus-** To raise funds for phase 2 improvements at the three Regional Parks (once the status of constructing Whitehall Regional Park Phase 1 is finalized.)

D. Proposal for Nature Center Phase 2 Projects- (Attachment #7)

CRPR is asking the Board for their approval, which is required for the State Grant Application.

Ms. Ishler made a motion to accept the “proposal from AP Architects LLC for professional design services for the Millbrook Marsh Nature Center Phase 2 with a total cost not exceed \$5,000 and that these services be funded by a previously-paid targeted donation to advance the Phase 2 projects,” Mr. Dunn seconded the motion; it then passed unanimously.

E. Whitehall Road Regional Park- Phase 1 Construction

There are fourteen items outlined to look over and discuss at next meeting. This will be talked about at the September Parks Capital Meeting.

(comment from Public) Mr. Vidic who is the President of Centre Soccer Association voiced that he is attending this meeting to express the need for fields. Their association alone is using all of the fields available, plus they are using more private areas that aren't true soccer fields. With their new adult league, the fields can't handle the stress of the adults playing. Artificial turf fields with lights would extend playing season by a few months. Also, artificial

turf can handle adult play. There are already people traveling to this area to play. Lights are the most important. Due to loss of daylight, kids can only have one session of soccer; with lights they could have two-three sessions. They usually have to drive and travel everywhere, so that would cut travel as well as bring in tournaments. There are approximately 5,000 kids through Western PA soccer league. Mr. Vidic reiterated how much they need lights and to please put them on the Master Plan.

Ms. Ishler commented that she feels all of the tasks listed are important. She questioned by approving this, they are only approving that they want to move ahead and not committing to any amounts of money? Mr. Woodhead said yes, you are just approving moving forward for consideration.

Mr. Steff mentioned that where it states, “reaffirms the Board’s commitment to completing the COG Regional Parks program with the Phase I construction of Whitehall Road Regional Park”, a clause should be added to say with in the approved budget and consistent with the approved Master Plan.

As suggested by Mr. Steff to add the additional clause was added. Mr. Dunn made a motion to approve, Ms. Ishler seconded the motion; it then passed unanimously.

F. The 2017 COG Detailed Budget Proposals

There were seven of eight drafts handed out to the Board today. Ms. Tourscher stressed again, these are only drafts. The Regional Park Budget is not included. The draft will be given out after Mr. Viglione & Ms. Tourscher look at it a little closer. Some salaried employees may get a pay out of their excess overtime. This may have a significant impact on the budget. Also, CRPR is looking at the minimum wage and if there will be an increase with that. They will be meeting with HR to look at impact. We need to stay competitive if they do raise the minimum wage to get quality employees. A little research is needed for the Active Adult Center’s utilities. The budget needs some fine tuning overall. Very rough draft but would appreciate any questions from the Board. You will see another draft within a few weeks that will have more solid numbers.

G. Agency Director Transition

Mr. Steff announced that Ms. Salokangas starts this Monday August 22. An orientation is planned, and there is a check list that needs to be done. She currently has a rental house in Park Forest. She will be sitting with Ron; it’s good that there will be a slight overlap. Over the years, 30,000 more people have moved here and a big part of that is the recreation department of which Mr. Woodhead was a big part.

VIII. ADJOURNMENT

At 1:05 PM Ms. Ishler made a motion to adjourn; Mr. Dunn seconded the motion. The motion then passed unanimously. Mr. Popovich then led a walk-through of the new renovation of the new space for the Active Adult Center.

Respectfully Submitted,
Jada Light, CRPR Office Manager