

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
REGULAR MEETING SUMMARY - *APPROVED*
October 20, 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 COG Forum Room with the following individuals in attendance:

Board: Sue Mascolo, Ferguson Twp.; Diane Ishler, Harris Twp.; Jim Dunn, SC Borough; Chris Hurley, Patton Twp.

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, Ferguson Twp. Supervisor; Bill Keough, Resident.

2. CITIZEN COMMENTS

There were no public comments, however, at this time Mr. Steff informed everyone that Ms. Dininni and himself just returned from the ribbon cutting ceremony at the Warner Blvd. Bike path. It ranges from South Atherton and Warner Blvd. up to Oak Hall Regional Park. It is a great connection. Users can walk from the Middle School down to the park on the trail and stay out of the heavily used intersection.

3. APPROVAL OF MINUTES

Ms. Ishler requested that we document in the minutes that the agreement with Stahl Sheaffer did get signed but we are not moving it forward. Mr. Hurley then made a motion to approve the meeting summary from the regular meeting held on September 15, 2016. Mr. Dunn seconded the motion, which then passed unanimously.

4. VOUCHER REPORTS

Ms. Ishler made a motion to accept the September 2016 Voucher Reports. Mr. Hurley seconded the motion; it then passed unanimously.

Ms. Ishler questioned the line item on the financial statement for turf and vehicles; there wasn't anything budgeted for that account. She is assuming that they are using the vehicle line item.

Mr. Viglione will look into it and get a correct answer. Ms. Ishler also asked about MMNC Capital account. It is way over the improvements that was budgeted. She asked if the improvements are being deducted from the funds that are being carried over from year to year.

Mr. Viglione replied yes.

5. BOARD MEMBER REPORTS

Patton Twp.- Mr. Hurley reported that Patton has been planning with YSM for the Phase 2 development at Bernel Road Park. They are looking at conceptual plans. It will be approved by the Township Supervisors. If everything gets approved, it will be great. There will be a skate park, pump track, and an airport lounge and more. It is very impressive what Patton has been looking at. They also reviewed the Green Hollow park survey results. There were a lot of comments about general maintenance and received suggestions for opening an ice rink. Susan Wheeler is compiling a list from the survey that will be sent to parks and recreation. They continue to get requests for snow plowing the walking paths and bike trails. The answer is still the same: they aren't able to plow all areas that are being requested. They also talked about the bike paths extending down Valley Vista drive and that they'd like to get that project moving.

Ms. Mascolo asked about the areas that the Cross Country Club uses and who plows that area? Mr. Hurley informed her that they plow their own paths.

Harris Twp.- Ms. Ishler reported that last Saturday the committee and the master gardeners met and cleaned the area where the pollinator garden will go. They planted some plants that will aid the pollinator. The ground is ready and the plaque is there now. Last night's meeting changed into a review on the master plan for Tussey Pond Park. Not all attended.

Ferguson Twp.- Ms. Mascolo noted that they had their ABC dinner and the guest speaker did a great job. There was a nice turn out.

State College Borough- Mr. Dunn reported that he met with Mr. Daubert after the last meeting to discuss a few things.

College Twp.- No Report

SCASD- No Report

6. STAFF REPORTS

A. Director's Report

Pam Salokangas- Ms. Salokangas reported that she is working with planning to update the bike-path map, to put this information online. The research has been done, we are now just combining databases. Ms. Salokangas mentioned that our maintenance staff are out taking photos and inventory of the bike racks throughout the parks to make sure there is space for all types of bikes.

Mr. Hurley asked what is the rage with E-bikes? He understands that it's a typical bike but also has electric pedal assistance. Would it be smart for us to start thinking about the future and adding some charging stations throughout the park area?

Mr. Steff answered that E-bikes are currently a topic with the Transportation and Land Use Committee. They are getting all of the municipalities on the same page. Mr. Steff can relay these comments to the Transportation and Land Use Committee or we can prepare a letter and send it to the Chair, Todd Kirsten. Ms. Ishler asked that if we recommend this idea, would it be parks and recreation that have to pay for it? Mr. Steff replied no it isn't parks and recreation's responsibility.

Ms. Salokangas noted that we are applying for a strider bike grant. This is a grant for bikes that teach children how to balance and isn't focusing on pedaling. It is for very young children and is a great way for them to learn.

Ms. Tourscher reported that she is meeting in December with Anna from the bike coalition. We have recently started offering bicycle education classes. We are looking at becoming a bike friendly business. January 17 is the deadline.

Mr. Hurley mentioned that Bernel Road Park would be a great area for bicycle classes.

Ms. Salokangas reported that we just hosted 38 people from Blair County to tour Tom Tudek Community Gardens. Ms. Prebble, Ms. Skidgel, Mr. Carpenter and herself met them at the gardens for the tour. They wanted to see the good, bad and the ugly. They are interested in starting a garden of their own so they wanted input with the finance and maintenance as well as time that is put into it. We received great feedback and they were very appreciative. Ms. Prebble received a very nice letter from one of the current gardeners. Ms. Salokangas is also meeting with the Central PA Observer Club to discuss the use of our parks next year. We are looking into applying for a grant from the Educational Disc Golf Program. There are also

possibilities for two State Farm Grants. One is a neighborhood assist program and the other a community grant program. APArchitects completed an anniversary edition booklet that shows all of the work they have done for us over twenty years. It's really nice to read through.

B. Staff Highlights

Niki Tourscher- Ms. Tourscher reported that the Active Adult Center ordered a temporary banner to hang for the new location. The permanent signage is not being ordered until we are ready to move to phase 2. There is no design yet. Not sure if we just want a written sign or a neon sign. The mall prefers neon signage. We want to choose a sign that is classy and dignified. Mr. Carpenter, Ms. Stahlman and herself visited YBC and picked out counter tops and cabinets. They won't be ordered until we get the grant. The quote is way below the quote from Lowes so that extra money can be used towards other projects at the Center. All countertops and cabinets are ADA accessible. It will be a nice, fresh kitchen. CRPR will be attending the upcoming super fair at Mount Nittany Middle School. Ms. Tourscher reported that she has been working on the budget.

Ms. Freed- Ms. Freed noted that the Home Builders donated and installed a fence around the pollinator area. It really looks nice. It is welcoming to visitors. Mr. Carpenter helped coordinate. She also reported that Sunday was a beautiful day. There were approximately 150 participants that attended the Fall Foliage Walk at the Marsh. We received \$120 in donations. There were volunteers from Kohl's department store that helped. We also received a \$1,500 grant from Kohl's. There was a six-year old girl who saved her allowance in order to become a member at the Marsh. Fen construction started on Tuesday. The ground is more fertile. Ms. Freed also said she was working on some new home school events. It's called "Nature Go Unplugged". It is a spin-off of Pokemon Go. Volunteers will be dressing up as animals in the Marsh and kids need to find them.

Beth Lee- Ms. Lee mentioned they just returned from the NRPA conference that was held in St. Louis. The programs and sessions were wonderful and very helpful. The 70th Annual Halloween Parade will be held on October 30. There is a new category this year: social media and apps. Ms. Lee reported that she will be meeting with Shawn Kauffman and the police on the clown issue. Not expecting any issues, just being pro-active. They were able to try out new playground equipment at the conference. We are also working on a new Active Guide along with new programs.

Todd Roth- Mr. Roth informed the board that the first session of swim lessons has ended and the second session will start next Tuesday. The diving instructor is doing a great job. He is currently taking advantage of the weather and working on winterizing the pools. The NRPA conference was really informational. They looked at current trends on drowning and how to fix the problem and why facilities are getting sued.

Mr. Hurley asked how the cameras installed at the pools are doing? Mr. Roth answered that they are working very well. They are almost a preventative security because everyone knows they are there. There has been people jumping the fence after hours for years but the difference is now there is no damage. The footage from the cameras is also pulled for training to look at the saves and rescues. He also stated that he was able to play on the inflatable obstacle course pieces at the NRPA Conference and was able to talk with vendors about some questions we have had such as storage. This was suggested for Park Forest since the climbing wall was placed at Welch Pool.

Jeff Hall- Mr. Hall noted we are losing a lot of space within the schools which right now is effecting Volleyball at Fairmount. The end of the regular season of football is over and the play-offs begin this week. There will be thirty-four teams next weekend for a USSSA tournament. Next year there are only three weekends that are free of tournaments which is great. Mr. Hall

visited twelve different parks and eleven of them had numerous activities going on. The parks are getting very used, which means hotels are also getting used.

Cindy Stahlman- Ms. Stahlman reported that the center will be closed next week and hopefully re-open on Halloween Day. There is a covered dish party that day. It is free if you're dressed up and \$1 donation if you're not. Boxes have been moved from storage three times; the move is getting closer. There were 180 purses donated so far for the "Old Bag" Auction. There will be a live auction for new purses and a silent auction for used purses. Ms. Stahlman noted they are partnering with CATA trying to find user friendly ways for seniors to get around. They are looking into easier trips.

Jim Carpenter- Mr. Carpenter mentioned that fall turf management is on the way. They are seeding some areas that are a little over used and doing a lot of field lining for different groups. We are taking full advantage of the nice weather. We are currently holding off until the first week of November to close restrooms and shut water off at the parks. Mr. Carpenter reported they are spending time at the new Active Adult Center painting. It is almost complete. The first week of October we hosted the "Day of Caring". There were some great groups. There are also a couple Eagle Scout projects moving forward and Lowe's is donating towards those projects.

Pam Salokangas- Ms. Salokangas met with Shirley at the Visitor's Bureau to talk about sports. We suggested that CRPR and CPCVB host a large geocaching event called that is being proposed to have in this area called "Geowoodstock". This would be taking advantage of all areas. Also, we got quotes from different businesses to print our Active Guide. The Gazette will now be our printer and distributor. It will be full color for around same money but will be better distributed since it will be out for a week, not just one day. The gazette is also free.

7. DISCUSSION AND ACTION ITEMS

- A. CRPR Donation and Sponsorship Policy Revisions- Ms. Tourscher informed the board that she has been doing online research and seeing what other facilities have done. She found a really good policy from a library in Wisconsin and worked off of that. Many have naming rights for spaces rather than the facility as a whole. It's geared more towards smaller spaces. Ms. Salokangas has worked with APArchitects to get the square footage of the rooms.

Ms. Mascolo mentioned that she is worried about the previous pamphlets that she handed out that listed \$10,000. Ms. Tourscher stated that if anyone asked about those then we would have to honor it but moving forward we should use the new pamphlets.

Mr. Hurley asked if this will be similar to the donations at the MMNC that have three levels within the Donor Tree and that the levels do not determine where the leafs are located? Ms. Salokangas replied that he was correct. The levels would not be listed anywhere. Mr. Hurley mentioned that he did send a letter to some potential donors that said pricing will be determined in the future along with recognition. There would be a follow-up letter. It's important to keep the policy consistent, then it also can be used for other areas. He also requested that a calendar and newsletter be included in agenda packets. That is very helpful.

Mr. Hurley asked if there was any way we could do something similar to the MMNC used to and have people be members. Ms. Tourscher answered that they are looking into doing away with the resident and non-resident rate and moving towards membership. Mr. Hurley then asked how the Authority took over the Centre County Senior Center when all others are fully staffed by the County? Mr. Steff reported that in the beginning, they met in a church. It was not to run the center. Ms. Ishler commented that there was originally a committee for the Senior Center but that was dissolved quickly and it was turned over to the Authority. All other Senior Centers have very few activities and are not open every day.

Mr. Hurley made a motion to accept the revised Active Adult Center Naming Policy to include multiple gift options, the revised giving levels, and the naming rights levels based on the 2016 construction costs/square foot at the Active Adult Center; Ms. Ishler seconded the motion, which then passed unanimously.

B. **Fundraising Project Update**- Ms. Tourscher informed the Board that Affinity Connections will be mailing out brochures early next week. This has already been approved by the Authority. The stake holder audit report has not been finalized yet, only proofed. This will be available in November. The donations for the Active Adult Center are approximately \$22,000 to date. There is another meeting on October 27 with Affinity.

C. **Whitehall Road Regional Park**- Ms. Salokangas informed the Board that the summary update was included in the agenda packet. This was also included in the Parks Capital agenda packet. Mr. Steff and Ms. Salokangas met with the solicitor to discuss the easement. It was determined that the easement is still active and available for the access road at the park.

Mr. Hurley asked if it would be feasible to charge Toll Brothers for the road when we build it? Mr. Steff replied we may possibly be able to recoup some but not all of it.

Ms. Salokangas said the next step is to meet in November with PennDOT. This will determine whether a temporary or permanent access road is needed and after that there will be the traffic study.

D. **2017 COG Budget Process**- Ms. Tourscher informed the Board that the COG Summary Budget was delivered this morning. The budget hearing was held on Friday, September 30 at 10 am. There are new rules with overtime versus comp. time for three employees out of eight budgets. Other than that there were no major questions or concerns.

E. **Welcome Packet for the Centre Region Active Adult Center**- Ms. Tourscher mentioned that the final draft of the proposed Welcome Packet was included with the agenda packet for approval. This is necessary that with a new center, the policy and procedures be updated. There is nothing new in the policy, it is just all compiled together and will be given to all new attendees. The packet includes general polices, rules and regulations, emergency procedures, health and safety, etc.

Mr. Hurley made a motion to endorse the Active Adult Center Welcome Packet to be provided to all current and new participants as part of their regular orientation; Mr. Dunn seconded the motion, which then passed unanimously.

F. **2017 Swimming Pool Policies**- Mr. Roth gave the board his fee policy and recommendations to the board for the upcoming 2017 swimming season. Pool Passes will be available for purchase on December 1. There were minimal changes that need to be approved. 1). The pass for ages 11-65 increased from \$90 to \$95. 2). In place of "Family Fun" nights at the pools, we designate nights that the pools will stay open late. 3). Staff recommends that the pools be open to the public from 4-7pm rather 4-8pm on school weekdays. Child labor laws have made it difficult to schedule some staff more than 3 hours and past 7pm on school weekdays. This is for review and to make a motion at the November meeting.

- G. Parks Maintenance Building Lease Renewal- On November 2013 a lease was signed with Robert W. Stewart for a two-year lease for our Parks Maintenance Facility. This was to be an interim location until the facility was built at Whitehall Road Regional Park. Since this project is on delay, we are requesting the Board to approve the renewal option for one year. The renewal will start on November 1, 2016 at the same rate.

Mr. Hurley made a motion to approve the one-year lease extension on the Commercial Lease with Robert W. Stewart for the (Interim) Parks Maintenance Facility at the same rate of \$4,200 per month, through October 31, 2017; Mr. Dunn seconded the motion, which then passed unanimously.

- H. Whitehall Road Regional Park Farming Lease Renewal- Ms. Salokangas informed the Board that the one-year lease was endorsed for 2016 but due to delays would like to request that on January 1, 2017, Mr. Woskob be given the option to extend the lease for one more year. If Mr. Woskob chooses to renew, we won't be doing anything within those eight months so it wouldn't make a difference.

Mr. Hurley made a motion to exercise the one-year lease extension on the Farming Lease with John Woskob for the 67 tillable acres at Whitehall Road Regional Park at the same rate of \$106.26/tillable acre for the 2017 calendar year; Mr. Dunn seconded the motion, which then passed unanimously.

8. **OTHER BUSINESS**

A. Matter of Record: Next Meeting Dates:

November 10, 12:15pm- Joint Meeting with COG Parks Capital Comm. (COG Bldg.)

November 17, 12:15pm- CRPR Authority Board (COG Bldg.)

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

- 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 2:02 PM Mr. Hurley made a motion to adjourn; Mr. Dunn seconded the motion. The motion then passed unanimously.

Respectfully Submitted,
Jada Light, CRPR Office Manager