

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
APPROVED REGULAR MEETING SUMMARY

#01

January 21, 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 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; Chris Hurley, Patton Twp.; Kathy Matason, College Twp.; Shannon Messick, SCASD.

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

Others: Bill Keough, resident

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

III. 2016 BOARD REORGANIZATION

A. Election of Officers- Mr. Dunn made a motion to retain the same Authority Board Officers for 2016 that served in 2015. Ms. Messick seconded the motion, which then passed unanimously.

B. Board Meeting Dates-

1. Joint Meetings- Ms. Matason made a motion to continue holding the COG Parks Capital Committee on the 2nd Thursday of each month in the COG Forum room. Mr. Dunn seconded the motion, which the passed unanimously.

2. Regular Meetings- Ms. Matason made a motion to continue holding the Authority Board meetings at 12:15 PM on the 3rd Thursday of each month at the proposed locations listed on the schedule. Mr. Dunn seconded the motion, which then passed unanimously.

IV. APPROVAL OF MEETING SUMMARIES

A. Regular Meeting- (Attachment #IA) Mr. Hurley made a motion to approve the meeting minutes from the regular meeting held on Dec. 17, 2015 and Ms. Matason seconded the motion; it then passed unanimously.

B. Special Meeting- (Attachment #IB) Mr. Hurley made a motion to approve the meeting minutes from the special meeting held on Jan. 8, 2016 and Ms. Matason seconded the motion; it then passed unanimously.

V. VOUCHER REPORTS (Attachment #2)

Ms. Ishler thanked Mr. Viglione for the new format for the voucher report. She asked if it could be done in a little bigger font. Mr. Viglione agreed that he would print it on legal paper in the future. Ms. Ishler asked what the difference is between West Penn Power and Direct Energy, and why we are getting charged by both firms. Mr. Viglione informed the board that West Penn Power is the electricity distributor & maintains the power lines but Direct Energy generates the electricity. The company that was contracted before Direct Energy previously added them onto the West Penn Power bill, but Direct Energy bills separately. Ms. Ishler made a motion to approve the December voucher reports, Mr. Hurley seconded the motion; it then passed unanimously.

VI. BOARD MEMBER UPDATES

Harris Twp. - The committee met last night and worked on their 2016 Work Plan. They talked about completing work on their parks such as the connection of the development with Eugene

Fasick Park. They have the money available and are hoping to complete it in 2016. Also, the development of the tot lot will be completed as well as the Stan Yoder Preserve Amphitheatre. Harris Township would also like to get some state grant funds to redo Nittany View Park's playground and the new Tussey Pond Park. Also in 2016, Harris Township would like to complete the trail that runs from Blue Spring Park to the Boal Mansion. The majority of the meeting focused mainly on the Senior Center renovations. One of the committee members is very much a proponent of the Senior Center.

SCASD - No report

College Twp- Ms. Matason reported that they met on Monday and they spent time on reorganization and approval of the 2015 Annual Report. There was a long discussion on replacing the restrooms at Spring Creek Park with two options. The first option includes a storage room on the new restroom structure, which would add \$8,000. The second option is to provide a separate storage shed. The members decided to continue looking at more desirable structures; no decision was made. Ms. Matason said they also mentioned a commercial, indoor sports facility called [Spooky Nook](#) in Lancaster, PA. It may be a facility worth visiting.

Patton Twp. - Mr. Hurley mentioned that they met on Tuesday and discussed their 2016 reorganization. Greg Turner is now the Chair and Cindy Solic is the Vice Chair. They are also reviewing the master plan for Bernel Road Park. They are looking to install adult exercise equipment in Circleville, a Phase 1 development grant for Grayswoods Park and to rebuild the 2 tennis courts at Green Hollow Park. They are then going to do a survey for a new master plan at Green Hollow Park. They are going to concentrate on removing the dead trees in the parks, mowing additional areas at Bernel Road Park and improving the playground safety padding there.

State College Borough - Mr. Dunn reported that he walked through the new Cecil Irvin Park and it's going to be very nice. There were a number of people there walking around.

Ferguson Twp. - No Report.

VII. STAFF REPORTS

A. Director's Report- Presented by Ron Woodhead

1. Staff Activity Report for December (Attachment #3): The report focuses on December but also references end-of-year data. Mr. Woodhead said he is very pleased with the report and the accomplishments of staff. There was also a 34% increase with the online revenue from self-service registrations.
2. 2015 Parks and Program Report & 2015 highlights: This report was also distributed at the prior Joint Parks Meeting. We encourage you to share with your Municipal Committees; the report shows the big picture of what CRPR does across the region. Mr. Woodhead is pleased with the highlights and expressed his thanks to the Board and staff.
3. 2016 Tournament Schedule (Attachment #4): Mr. Hall reported that there are already a number of scheduled tournaments. They are not set yet due to organizing with baseball and making sure there are not any other events in town that prevent the availability of hotel rooms. It's going to be a full summer. Ms. Mascolo stated that everyone is very pleased with Oak Hall Regional Park. She only heard one complaint from an elderly lady not able to walk up the hill to the main park building. Mr. Hurley suggested that we may wish to consider operating a golf cart shuttle for the big tournament weekends (if the insurance coverage was provided).
4. Welch Pool Updates- Mr. Roth reported that it's going to be very exciting and challenging summer. They have to get publicity out about the new climbing wall that will be located at Welch Pool. It will also be challenging to educate patrons where to

park due to the high school renovations. Mr. Roth confirmed that the early phasing plans would still be in effect. Their bids have closed and they are working with the winning bidders to finalize construction details. We are hoping to prepare a draft flyer to be distributed to season pass purchasers. The clear climbing wall will be 16' tall with 3' in the water. Mr. Hurley asked about the changing the spray features in the spray-ground areas. Mr. Roth informed him that they will continue to be changed around each year, however they are not interchangeable between the two pools due to different manufacturers.

5. www.crpr.org- Mr. Woodhead is working with a local web designer to update our website. It's the same company (Open Door Visions Inc.) that provided the updated website designs in 2005 and 2010. The new design will be mobile-device friendly. It will also permit authorized staff to update their own programs rather than just the Director. The cost of \$1,500 will be funded by the Gifts for Parks account. The target date is to have it in place by April before the Summer Active Guides are distributed.

B. Staff Highlights

- Niki Tourscher- Ms. Tourscher reports they are working hard on the Senior Center renovations and banner sponsorships with Ms. Lee & Mr. Hall. They are hoping to increase banner sales by 5 or 6. Ms. Tourscher is also working on plans for the Agency's 50th Anniversary. As of now, there is not just one specific event; the celebrations will take place as part of several events.
- Jim Carpenter- The parks are still being used heavily so the crew is still busy. The winter sports are up and running. The ice rink is open and ready at Blue Spring Park. The Boalsburg Fire Co. came and filled the rink. It is being advertised on the news and radio. It will stay up as long as weather permits. Working on equipment maintenance. The guys are working hard on the Senior Center renovations.
- Beth Lee- Ms. Lee is currently getting fitness classes up and running. A new class called Kids Yoga will be starting and it's full. February 1 is the first day of summer camp registration. She will also be attending the Summer Youth Fair that is held at Mt. Nittany Middle School. The Mother/Daughter Tea is also coming up and is also full. Mr. Hurley asked Ms. Lee if she has ever thought of doing a bike event at Bernel Road Park. Ms. Lee has looked into having a bike rodeo there. Mr. Keough informed the Board that surveys were sent out to residents in the Baileyville area to get ideas on what public recreation programs they would like at their Community Hall. That may be an option for future discussions.
- Todd Roth- Mr. Roth reported that the bid forms for 2016 pool supplies have been distributed. He is looking for vendors through the COSTARS program (using a state bid) for pool chemicals. There are 128 days until the pools open!
- Jeff Hall- Mr. Hall reported that he is working on the equipment bids for the agency. There are 22 volleyball teams signed up for Coed Volleyball this season. Winter/Spring volleyball is generally more popular at this time of year. He is also working on tournaments and concession plans.
- Melissa Freed- The first Pop-Up Event was held on January 9. It went really well but it definitely depends on weather. The nature center celebrated National Winter Trails Day. She thanked Ms. Tourscher & Ms. Lee for advertising the event. There are scout groups planning visits and some birthday parties are scheduled.

- Cindy Stahlman- Ms. Stahlman has also been raising funds to assist with the Senior Center renovations (\$670 to date). Mr. Carpenter and his crew are a huge help and are saving a lot of money with their demolition work in the larger space. We are all very thankful for their work. With everything that is going on, the Centre County Senior Games will not be offered this year. In addition, there are a couple volunteers coming in to assist with lunches and to help answer phones.

VIII. DISCUSSION AND ACTION ITEMS

A. The Proposed 2016 CRPR Work Plan

The 2016 Work Plan was distributed at the Joint meeting. The Board will be asked to endorse the plan at the February meeting. Mr. Woodhead asked the Authority Board to look over the Work Plan and give any recommendations whether we need to add an item or taking something out. No action is due at this time.

B. Park & Swimming Pool Concession Licenses - Report on 2015 / Plan for 2016

Ms. Tourscher distributed a report breaking down the revenue that each of our 5 approved vendors brought in and at which locations. She is currently in contact with Here's the Beef because they haven't paid their final payment. Depending on if we secure a vendor for weekday play, we may remove the vending machines. Our goal is to have concessions at all tournaments and some weeknight leagues. Ms. Tourscher is finalizing the RFP to send out. Mr. Hurley asked about using volunteers such as a Booster Club. Ms. Tourscher replied that she is looking at every aspect because she wants to be prepared in case we don't get any good bids submitted.

C. Senior Center Renovations

Staff met with the COG Executive Committee on Tuesday to be placed on the agenda for the General Forum meeting to discuss the renovation costs. The General Forum meeting will be Monday night; it will be their first meeting of the year. There was much concern as to why the renovation amounts were underestimated. For the 2016 Budget, staff used the \$10 per square foot actually used for interim space and then estimated a cost of \$20 per square foot to renovate the permanent space. In January we learned from the bids that the actual cost will be \$36 per square foot. The main priority remains to get the larger Senior Center space open on May 1, but we need to identify the extra funding needed. We are hoping to get money from the municipalities and county via amending the 2016 Budget. The Mall Manager said she supports us talking to the Owner about the lease amendment. We must also finalize the County funding assistance. A meeting was set up with County Commissioners on Tuesday and the same information will be provided to them as the night before at the General Forum meeting. The request will be up to \$6,250 from the County and \$10,000 from the COG. No action is needed at this time.

D. Grant Application for Millbrook Marsh Nature Center

We are looking for direction from the Board how to proceed with a possible grant application. Does the Board wish to authorize staff to prepare a grant application for the 2017 construction of the Phase 2 expansion to the Spring Creek Education Building? A fundraiser would also be required to match the state grant funds. Ms. Ishler commented that there is just too much going on right now and so many hours in a day. Mr. Hurley made a motion to postpone the preparation of the grant application, Mr. Dunn seconded the motion; it then passed unanimously.

E. Fundraising Feasibility Study

Mr. Woodhead suggested we postpone this discussion due to other projects. Mr. Dunn made a motion to keep the fundraising study proposal tabled. Ms. Matason seconded the motion; it then passed unanimously.

VIII. ADJOURNMENT

At 1:55 PM, the meeting was adjourned after a motion from Mr. Hurley. Ms. Ishler seconded the motion; it then passed unanimously.

Respectfully Submitted,
Jada Light, Office Manager

These minutes were approved for distribution by the Board on 18 Feb 2016.