

# Appendix 29: Recommended Staffing at Concession Recreation Areas and Sites

The following staff recommendations are suggested at recreation areas and sites offered in this prospectus. Staff provide operations and maintenance; such as, mowing, cleaning restrooms, manning entrance booths, and providing customer service. Most recreation areas have campground hosts, these are often retired couples from the local area. Some areas also have separate campground managers. An additional seasonal mowing/maintenance crew is used in some areas.

These recommendations are based on staffing from current and past concession operations. **It should not be used solely as a bases of determining staffing needs**, it is strongly recommended bidders make their own determination; this serves as a recommendation only.

## Allegheny Reservoir North Group

- Willow Bay Recreation Area
- Tracy Ridge Recreation Area
- Webbs Ferry Boat Launch
- Roper Hollow Boat Launch
- Hooks Brook Boat Access Campground
- Handsome Lake Boat Access Campground
- Hopewell Boat Access Campground
- Pine Grove Boat Access Campground

**Willow Bay Recreation Area:** Campground host couple on camp site 2 and does cleaning and site maintenance. Separate campground host couple in Hemlock on site 60 (Campground Manager) does boat rentals, booth work, and customer service. An additional host couple on site 51 supporting the two aforementioned couples. Additional staff for entrance booth and an additional hourly booth staff. Also, two person mowing crew, which is also used at Tracy Ridge Recreation Area and the boat access campgrounds.

**Tracy Ridge Recreation Area:** Campground host couple from mid-April for the entire season; manage the area and responsible for the daily cleaning and customer service. The mowing crew took care of mowing and any other specialty work.

**Boat Launches and Boat Access Campgrounds:** One full-time staff was the primary individual responsible for customer service and maintenance at the two boat launches and boat access campgrounds. Three other part time employees provided mowing and maintenance.

## Allegheny Reservoir South Group

- Red Bridge Recreation Area
- Kiasutha Recreation Area
- Elijah Run Boat Launch and Shoreline Trail
- Dewdrop Recreation Area
- Morrison Boat Access Campground
- Twin Lakes Recreation Area

**Red Bridge Recreation Area:** Manager and additional campground host couple. The hosts clean restrooms and provide customer service, also help with mowing with help from the mowing crew.

**Kiasutha Recreation Area:** A campground manager on site along with a campground host couple took care of restrooms and maintenance.

**Dewdrop Recreation Area and Elijah Run Boat Launch:** A couple served as the management host in this area. Two additional campground host couples served onsite; they also worked at Elijah as well. A separate mowing crew did mowing and specialty work.

**Morrison Boat Access Campground:** In the past, this campground was also the responsibility of the full-time staff person from the Allegheny Reservoir North Group.

**Twin Lakes Recreation Area:** Two campground host couples for customer service, cleaning, and maintenance, also mowing with help from a seasonal two person mowing/maintenance crew.

## Bradford West Group

- Buckaloons Recreation Area
- Hearts Content Campground
- Minister Creek Campground
- Farnsworth Cabin

**Buckaloons Recreation Area:** Onsite management couple at Buckaloons in charge of customer service, maintenance, and cleaning. An additional campground host couple onsite to assist with duties. A two person mowing crew was dispatched out of Buckaloons. They will assisted with grounds maintenance at Buckaloons, Hearts Content, Minister Creek, Farnsworth, and Webbs and Roper.

**Hearts Content Campground, Farnsworth Cabin, and Minister Creek campground:** A campground host couple served onsite, duties included cleaning toilets, campsites, and customer service. They also maintained Farnsworth Cabin and Minister Creek Campground with assistance from the Buckaloons crew.

## Marienville South Group

- Loleta Recreation Area
- Kelly Pines Campground – new to concession package

**Loleta Recreation Area:** Campground host couple was located onsite on the main host site behind the shower house and a second volunteer in the electric loop; responsible for cleaning, customer service, reservations, and maintenance.

**Kelly Pines Campground:** This campground is new to the prospectus, a campground host couple could be used to provide cleaning, mowing, and maintenance.