



Centre Region Council of Governments

**CENTRE REGION PARKS AND RECREATION BOARD**  
**CENTRE REGIONAL RECREATION AUTHORITY**

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*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

**Regular Meeting Agenda**  
for Wednesday, 10 November 2010, 12:15 PM  
*(due to the Veteran's Day Holiday on Thursday, 11 Nov 2010)*  
at the COG Building - Forum Room

**I. CALL TO ORDER and ROLL CALL**

- |                            |               |                                |                       |
|----------------------------|---------------|--------------------------------|-----------------------|
| • Ms. Sue Mascolo, Chair   | Ferguson Twp. | • Mr. Roy Harpster, Vice-Chair | Harris Twp.           |
| • Ms. Kathy Matason, Sec.  | College Twp.  | • Ms. Donna Conway, Treas.     | State College Borough |
| • Donna M. Ricketts, D.Ed. | SCASD         | • Mr. Chris Hurley             | Patton Twp.           |

Notes: (1) Mr. Harpster is not able to attend this meeting. (2) The 5-year terms of Mr. Harpster and Ms. Conway will expire at the end of 2010; both are eligible for reappointment by their respective Municipal Board / Council.

**II. COMMENTS FROM THE PUBLIC** for any item not on the agenda (up to 3 min./person)

**III. APPROVAL OF MINUTES**

The draft minutes from the 14 Oct 2010 Regular Meeting are attached for review & action.

*(Attachment # 1)* **(ACTION)**

**IV. VOUCHER REPORTS** from October *(Attachment # 2)* **(ACTION)**

**V. COMMITTEE REPORTS**

• **Member & Municipal Committee Updates:**

State College Borough	College Twp.	SCASD
Patton Twp.	Harris Twp.	Ferguson Twp.

• **Millbrook Marsh Nature Center Advisory Committee:** Ms. Matason

The committee met on 20 October; the group expects to cancel their meeting scheduled for 15 December. The group may propose that their bylaws be updated to accommodate quarterly meetings. The revisions may be submitted for action in March 2011.

• **COG Parks Capital Committee & COG Regional Park Planning Committee Updates:**

Mr. Harpster, Ms. Mascolo and Mr. Woodhead

**A. Whitehall Road Regional Parklands**

Just after the October Authority meeting, PA DCNR announced that the COG was awarded a grant of \$191,000 to acquire the adjoining 25-acre tract from Penn State University. Closing is planned for April-May 2011. A copy of the award letter and the updated Grant

Roster from the CRPR website is attached

(Attachment # 3A/B)

Project Budget

\$191,000. PA DCNR Grant (reimbursement)

\$194,000 Local Funds

(= \$136,250 c/o COG Reg. Parks Fund + \$57,750 c/o Ferg. Twp.)

**\$385,000. Total cost to acquire 25 acres**

**B. Oak Hall Regional Parklands**

Pending a recommendation from the Regional Parks Planning Committee, a revision may be proposed to add a 4<sup>th</sup> softball field to the Master Plan - to better accommodate the Hess Field Complex Master Site Plan. A proposal for that work has been requested from Pashek Associates.

**C. Hess Softball Field Complex:**

The renovation work by CRPR staff, volunteers and contractors continues at the site. The 4 new backstop units will be delivered on Nov. 8. The 8 pre-fab dugout structures are scheduled for mid-November delivery. The snack bar / press box building demolition has been scheduled.

**D. Funding Plan:**

1. Formal municipal consideration of the proposed 2011 COG Budget is now underway. The proposal includes a compromise amount of \$425,000 in municipal contributions for the Regional Parks Fund (compared to the 2010 amount of \$367,693 and the \$475,000 amount recommended by the COG Parks Capital Committee). The COG Finance Committee will meet at 8:30 AM on Tuesday, 9 Nov 2010 to officially consider the municipal comments on the various COG budget proposals.

2. Sue Mascolo, Beth Lee & Ron Woodhead met informally with Bob Potter to discuss outside fundraising ideas for the regional parks. Overall, the plan is to address cooperative funding option to permit the Phase 1 developments at the 3 park sites with:

- ▶ Municipal funding (for base level facilities)
- ▶ State grant & foundation funding
- ▶ Visitor's Bureau grant funding
- ▶ Community & Sport Group Fundraising.

3. A draft "Regional Parks Development Timeline" has been prepared and will be discussed at the committee's meeting on Thursday, 18 Nov 2010, 12:15 PM. Members of the Authority are encouraged to attend.

**VI. COMMUNICATIONS** None

**VII. STAFF REPORTS**

**A. Director's Report: Mr. Woodhead**

1. Activity Report for October (Attachment # 4) **ACTION**
2. Office Manager Position:

- 176 individuals applied for the position. Following Skill Evaluations of 18

candidates, the screening process has now selected 8 candidates for interviews. Upon selection of the new Office Manager, a 3-week training period (overlap) is planned to start on Monday, 6 Dec 2010.

- A "COG Retirement Luncheon" for Diane Ishler has been scheduled for Friday, 10 Dec 2010, 12:15 PM in the COG Forum Room. An invitation will be distributed (and Diane won't have to provide this luncheon!)

3. Whitehall Road Regional Parklands: Sanitary Sewer Service Request

As authorized by the Authority in October, the Director made an introductory presentation to the Centre Regional Planning Commission on 4 Nov 2010 as part of the process to secure public sewer access for the planned facilities at the 100-acre parksite. Earlier that day, a letter from the Planning Agency staff asked that sewer service options other than public sewer be thoroughly explored before proceeding with the extension request.

**B. Supervisor Highlights**

Ms. Beth Lee  
Mr. Jeff Hall

Mr. Todd Roth  
Ms. Virginia Shawley

Mr. Ted Weaver  
Ms. Molly Hetrick

Mr. Greg Roth

**VIII. ACTION ITEMS**

**A. POOL RENEWAL FINANCING**

The attached Resolution and "Bond and Loan Modification Agreement" is proposed to extend the loan draw period by 9 months (from 1 Dec 2010 to 1 Sept 2011). This process, which was originally suggested by the bank and finalized by the CRRA's Bond Counsel, is requested to permit the Spring 2011 completion of the Welch Pool Renewal. The September date will also allow time for the state grant funds to be reimbursed. No additional fees or charges are associated with the extending the draw period - and for that we offer our thanks to Jersey Shore State Bank. As the second pool projects nears completion, it is currently projected that the Authority will draw a total of \$7,440,239 from the \$7.9 million borrowing package. As of 4 Nov 2010, \$4,230,200 has been borrowed from that account.

**Approving Resolution # 01-2010 will authorize the Authority Officers to execute the "Bond and Loan Modification Agreement" (Attachment # 5A & 5B) ACTION**

**B. PA. CONSERVATION CORP (PCC) GRANT APPLICATION**

Staff requests authorization, via Resolution #02-2010, to prepare and submit a grant application by 7 Jan 2011 to resume hosting a PCC Crew from July 2011 through June 2012. The CRRA project partner would again be the Mount Nittany Conservancy. The cash value of the grant totals approximately \$120,000.

**Approving Resolution # 02-2010 will authorize the Authority Officers to execute the "Grant Contract / Application Form" (Attachment # 6A & 6B) ACTION**

**C. WELCH POOL RENEWAL VIDEO SECURITY SYSTEM**

Authority authorization is proposed to purchase a 6-camera video security system for Welch Pool, along with adding 1 exterior camera to the Park Forest Pool system. The system would again be purchased using the PA COSTARS Cooperative Purchasing Contract #003-127 and would match the system installed at Park Forest Pool (and operated this past summer). This purchase is within the Welch Pool project budget.

**Approving this purchase will authorize the Director to sign the attached Purchase Order in the amount of \$5,818.70. (Attachment # 7) ACTION**

**D. WELCH POOL RENEWAL - SYNTHETIC TURF ADDITION**

In view of maintenance costs and durability, staff has proposed that 4 deck-side areas totaling 4,115 sq. ft. be upgraded from sod to pervious, synthetic turf. This would increase the areas originally authorized for synthetic turf. Based upon a 4 Nov 2010 site inspection and to maintain the construction schedule, the members of the CRRA Change Order Committee endorsed the upgrade, which will proceed (within the project budget). The final details of the Change Order, as well as a sample of the synthetic turf, will be prepared by the Architect for full Board approval at this meeting. The turf is covered by an 8-year warranty with a projected service life of 10-15 years. A map is enclosed with the authorized areas noted.

*(The draft Video Policy is presented below.)*

*(Attachment # 8)*

**ACTION**

**IX. DISCUSSION ITEMS & UPDATES (No actions requested)**

**A. 2011 Detailed Budget Proposals**

The Director will report on the status of the 2011 Budget Proposals. The COG Finance Committee will meet to finalize the proposed budgets at 8:30 AM on Tues., 9 Nov 2010. After that, the COG Budget will be distributed for official approval of each participating municipality by the end of December.

**B. The draft "CRPR Video Surveillance Policy" (for action at the 9 Dec meeting)**

Staff has prepared the attached draft policy to apply to current and future video surveillance systems operated by the Authority / Agency. The draft policy is provided here for discussion; suggestions and concerns are requested through 30 Nov 2010 so that a final policy can be presented at the December meeting. *(Attachment # 9)*

**C. 2011 Swimming Pool Schedules**

Staff will review the proposed 2011 Operating Schedules for the two pools for Board action at the 9 Dec 2010 meeting. *(Attachment # 10)*

**D. 2011 Swimming Pool Fees**

Staff will review for Board discussion the proposed 2011 fees for the two swimming pools. Pending that discussion, the draft proposal will be finalized and incorporated into the 2011 CRPR Fee Policy for Board action at the 9 Dec 2010 meeting. *(Attachment # 11)*

**E. Nature Center Bldg. Project - Change Orders that are under development (FYI)**

The following Change Orders are being prepared with respect to this project:

- to mount (1) an exterior key box (for access by first responders) and 1 cast bronze plaque into the building siding and (2) 1 cast bronze plaque beside the flagpole.
- to add additional window flashing to defined areas.
- to install an in-line blow-off valve to the water service pipeline as directed by the College Twp. Water Authority (for both the fire sprinkler and drinking water systems)
- to upgrade the underlayment material for the ceramic-tiled areas.

The proposed Change Orders will be presented when ready. The project is currently projected to be complete by 31 Jan 2011. A Grand Opening / Dedication Ceremony in April (near Earth Day) is planned.

**F. Future Agenda Items:**

- The 2011 CRPR Fee Policy (for action at the 9 Dec 2010 meeting)

- The draft "Park Memorial Policy."
- Updating the Board Bylaws
- Seeking Concessionaire Proposals (at both pools + the Hess Field Complex)

**X. OTHER BUSINESS** (If needed)

**XI: ADJOURNMENT** (ACTION)

**MEETING SCHEDULE:**

- ▶ COG Parks Capital Comm. Meeting on **Thur., 18 Nov 2010, 12:15 PM**  
*(For regional park planning discussions)* at the COG Forum Room.
- ▶ CRPR Board - Regular Meeting on **Thur., 9 Dec 2010, 12:15 PM**  
at the COG Forum Room
- ▶ Diane Ishler's Retirement Luncheon on **Fri., 10 Dec 2010, 12:15 PM**  
at the COG Forum Room

**Attachments:**

1. October Meeting Summary (Draft)
2. October Voucher Report
- 3A/B. PA DCNR Grant Award Letter & CRPR Grant Award Roster
4. October Activity Report
- 5A/B. Pool Financing Resolution / Agreement
- 6A/B. PCC Grant Resolution / Signature Page
7. Welch Pool Video Security System P.O.
8. Welch Pool Synthetic Turf Additions (map)
9. CRRA/ CRPR Video Camera Surveillance Policy (draft)
10. 2011 Pool Schedules
11. 2011 Pool Fees (to be distributed by email)

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