



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 Thursday, 9 December 2010, 12:15 PM
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. |

• Mr. Woodhead will introduce Christeen J. Kisslak, the CRPR Office Manager, who started work on 6 Dec 2010. Ms. Kisslak is replacing Ms. Diane Ishler, who will retire on 30 Dec 2010.

• The Retirement Luncheon for Ms. Ishler is scheduled for 12:15 PM on Friday, 10 Dec., at the COG Building. A brief ceremony will be held at 12:45 PM.

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 10 Nov 2010 Regular Meeting are attached for review & action.

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

IV. VOUCHER REPORTS from November *(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 last met on 20 October, as reported in Nov. At that meeting they also finalized their recommendation for 2011 fees at the nature center as listed later on this agenda. They will work with staff to revise their bylaws to permit quarterly meetings. Those revisions should be submitted for CRRA action by March 2011.

• **COG Parks Capital Committee:** Mr. Woodhead

A. At their 18 Nov 2010 meeting, which included Authority members in attendance, the

COG Parks Capital Committee approved an extension to the park planning contract with Pashek Associates. The extension provides for tasks involved with amending the Oak Hall Regional Parkland Master Site Plan, additional Hess Field Master Site Plan meetings and assisting with the Phase 1 Funding Package for Oak Hall and Whitehall Road Regional Parks. The committee also discussed and endorsed the “Regional Parks Development Timeline” that was presented by staff.

- The Committee will next meet on **Thursday, 16 Dec 2010, 12:15 PM** at the COG Building with Mr. Pashek, who will present the draft Master Site Plan for the Hess Field Complex along with the revised plan for Oak Hall Regional Park. Staff will also present the first outline of a fundraising plan for the regional parks. The CRPR Board is invited to attend this important meeting.

- The 2nd Community Meeting has been scheduled at the Boalsburg Fire Company for **Thursday, 13 Jan 2011 (7:30-9 PM)** to present the John Hess Softball Complex plan and the proposed revision to the Oak Hall Regional Park Plan.

B. Whitehall Road Regional Parklands

The 2nd appraisal of the 25-acre acquisition, as required by PA DCNR, has been fully-authorized and is now underway.

C. Hess Softball Field Complex:

- Renovation Update: Greg Roth / Ted Weaver

- Softball Schedule Planning Update: Jeff Hall *(Per Attachment #3)*

- The Authority should discuss the provisions of a proposed lease from the COG to the Authority to operate the complex. Proceeding with such a lease would streamline operational oversight and may improve the likelihood of obtaining donations, sponsors and grants (since the Authority holds a Section 501c3 status and is a registered as a charitable organization with the Commonwealth).

VI. COMMUNICATIONS None

VII. STAFF REPORTS

A. Director’s Report: Mr. Woodhead

- 1. Activity Report for November *(Attachment # 4)*
- 2. Fall Staff Roster *(Attachment # 5)*
- 3. Welch Pool Renewal Update

B. Supervisor Highlights

Ms. Beth Lee	Mr. Todd Roth	Mr. Greg Roth / Mr. Ted Weaver
Mr. Jeff Hall	Ms. Virginia Shawley	Ms. Molly Hetrick

VIII. ACTION ITEMS

A. 2011 Board Meeting Schedule

To better accommodate upcoming regional park items for the COG Executive Committee and General Forum meetings, it has been proposed the 2011 meeting schedules be revised as shown on the attachment. The Authority Board meetings would move to the 3rd Thursday of each month; the COG Parks Capital Committee would move to the 2nd Thursday of each month. (Attachment # 6) (ACTION)

B. Video Surveillance Policy

Board approval of the proposed policy is requested. No revisions have been proposed since the draft policy was distributed with the November agenda packet. (ACTION)

C. 2011 Swimming Pool Schedules (Proposed)

Staff will review the proposed 2011 Operating Schedules, updated since the November meeting. (Attachment # 7) (ACTION)

It is recommended that the former practice of holding 15-minute “Youth Rest Periods / Adult Swim Periods” at 1, 2 & 3 PM remain suspended due to the expanded facilities available for all ages, the Adult Fitness Swims / “Toddler Time” periods provided in the schedule, and to provide full-service to patrons of all ages.

D. 2011 Fee Policy (Proposed)

The Director will highlight the various sections of the proposed 2011 Fee Policy. Board approval is requested to permit implementation of the policy for the new year. (Attachment # 8) (ACTION)

E. Nature Center Building Project

Four Change Orders were tentatively outlined in the November meeting agenda. Two of those Change Orders are presented for Board endorsement:

#G-02 Add \$642.43 to add additional window flashing to defined areas.

#G-03 Add \$818.87 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)

(Attachment # 9 A/B) (ACTION)

The other two Change Orders referenced on November agenda are expected to be ready for Board action in January:

- to mount an exterior key box (for access by first responders), 1 cast bronze plaque into the building siding, and 1 cast bronze plaque beside the donated flagpole.
- to upgrade the underlayment material for the ceramic-tiled areas.

Substantial Completion of the project remains scheduled for February.

The Grand Opening / Dedication Ceremony has been scheduled for 3 PM on Sunday, 17 April 2011, as part of the “Earth Day Birthday Event” (as was the Groundbreaking Ceremony last April).

IX. DISCUSSION ITEMS & UPDATES (No actions requested)

A. Sewer Service Proposal for the Whitehall Road Regional Parklands

Mr. Eric Vorwald, Senior Planner with the Centre Region Planning Agency, will review the draft “D.R.I.” Application (as prepared by the planning staff) to be submitted on behalf of

the Authority. To save paper, the report is posted on the CRPR website at:
http://www.crpr.org/parks/Regional-Pks/WHR_RegPk_DRI_App_Draft1.pdf
(The link to the 3.8 MB file will also be distributed in advance by email.)

B. Consider the “Young Lungs At Play” Initiative

For future discussion, the Director will introduce a proposal to designate specific park and recreation areas as smoke-free by participating in the “Young Lungs At Play” initiative from the PA. Dept. Of Health and Penn State Cooperative Extension.



C. Future Agenda Items:

- Prepare a “Park Memorial Policy.”
- Update the Board Bylaws & the MMNC Adv. Comm. Bylaws
- Seeking Concessionaire Proposals (at both pools + the Hess Field Complex)
- Review the sealed bids and award the 2011-2012 Portable Toilet Service contract.

X. OTHER BUSINESS (If needed)

XI: ADJOURNMENT

(ACTION)

• EVENT & MEETING SCHEDULE:

- ▶ Diane Ishler’s Retirement Luncheon on **Fri., 10 Dec 2010, 12:15 PM**
at the COG Forum Room

- ▶ COG Parks Capital Comm. Meeting on **Thur., 16 Dec 2010, 12:15 PM**
(*For regional park planning discussions*) at the COG Forum Room.
Mr. Pashek will present draft Hess Complex Master Site Plan and the draft revisions to the Oak Hall Regional Park Master Site Plan.

- ▶ COG Parks Capital Comm. Meeting on **Thur., ~~6~~ 13 Jan 2011, 12:15 PM**
(Pending Committee approval) at the COG Forum Room

- ▶ CRPR Board - Regular Meeting on **Thur., ~~13~~ 20 Jan 2011, 12:15 PM**
at the COG Forum Room

- ▶ Community Meeting #2 (Hess & Oak Hall) on **Thur., 13 Jan 2011, 7:30 PM**
at the Boalsburg Fire Company

Attachments:

1. Nov. Meeting Summary (Draft)
2. Nov. Voucher Report
3. 2011 Hess Field Softball Schedule Report
4. Nov. Activity Report
5. Fall Staff Roster
6. 2011 Meeting Schedule (Proposed)
7. 2011 Summer Pool Schedules
8. 2011 Fee Policy (Final version, proposed for adoption)
- 9 A/B. Nature Center Building Change Orders