



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, 17 November 2011, 12:15 PM
COG Building - Forum Room

I. CALL TO ORDER by Sue Mascolo, Chair

- | | | | |
|----------------------------|---------------|--------------------------------|-----------------------|
| • 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. |

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 following meeting are proposed for action:

Regular Meeting on 20 Oct 2011 *(Attachment # 1)* **(ACTION)**

IV. VOUCHER REPORT - for October *(Attachment # 2)* **(ACTION)**

V. COMMUNICATIONS - none

VI. COMMITTEE REPORTS

A. Municipal Committee & Member Updates

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

B. COG Parks Capital Committee Mr. Woodhead

The November meeting of the committee was cancelled in view of the other regional park tasks underway including (1) water well test drilling, (2) 2012 Budget discussions related to the regional park financing, (3) working with the consultants in advance of the Community Hearing on 9 Nov, and (4) preparing the presentation for the Visitor's Bureau Membership Luncheon on 15 Nov.

A special joint meeting with the Authority may be scheduled shortly for discussions on the municipal water well proposal and the capital project loan.

C. Nature Center Advisory Committee

The next quarterly meeting is scheduled for 16 Nov 2011 to focus on recommending future program initiatives at the nature center. Their recommendation from September with respect to facility reservation fees for nonprofit groups is reflected in the proposed 2012 CRPR Fee Policy.

It is noted that the 9th Annual "Millbrook Marsh HISTORIC HARVEST FESTIVAL" on Sunday, 6 Nov 2011, attracted 1,050 visitors to the nature center.

VII. STAFF REPORTS

- A. **Director's Report:** Activity Report for October (Attachment # 3)
B. **Fall 2012 Staff Roster** (Attachment # 4)
C. **Supervisor Highlights:**
Ms. Beth Lee Mr. Todd Roth Mr. Jim Carpenter
Mr. Jeff Hall Ms. Virginia Shawley Ms. Molly Hetrick

VIII. ACTION ITEMS

- A. **Renew the Growing Greener Program** (Attachment # 5) **ACTION**
The Authority is asked to consider Resolution #5-2011 in support of the Commonwealth renewing the Growing Greener program.
- B. **2012 Fee Policy** (Attachment # 6) **ACTION**
The proposal provides the revisions in support of the 2112 Budget Proposals, prior Board member discussions and staff recommendations. For easier reference, the proposed changes for 2012 are listed on the front page and are highlighted across the 20–page document.
- C. **Capital Project Financing** c/o Mr. Jos. Viglione, COG Finance Officer
1. **Pool Renewals Loan** (Attachment # 7 A/B) **ACTION**
As the second pool renewal project successfully enters the close-out phase, the Authority is asked to approve a resolution which authorizes a Loan Modification Agreement to:
(1) establish that the drawdown window will close on 1 Dec 2011,
(2) confirm that the total loan draw will be \$6,672,000 rather than the original maximum draw of \$7.9 million (which is \$1,228,000 under the maximum authorized cost established by the COG General Forum), and
(3) change the repayment schedule from semi-annually to quarterly (to reduce interest costs).
As of December 1, 2011, the outstanding principal balance of the Bond will have been reduced to \$6,067,000 through scheduled payments of principal. This resolution was prepared by Mr. Jens Damgaard, Bond Counsel, with the cooperation of Jersey Shore State Bank. A similar agreement will be considered by the COG General Forum since they guaranteed the loan repayments.

In addition, the bank has agreed to discuss options for refinancing this loan. The results of those discussions will be brought back to the Board for future consideration.
2. **Regional Parks Capital Loan**
Mr. Viglione will update the Board on discussions and any requested Authority Board actions regarding the Regional Parks Capital Loan.

IX. INFORMATIONAL ITEMS: Mr. Woodhead

- A. **Regional Parks Updates**
• Phase 1 Summary Sheets (Facilities & Budget) (Attachment # 8)
• Oak Hall Reg. Park Community Meeting was held on 9 Nov: The meeting summary will be available by 1 Dec.

- Municipal Water Well - Test Drilling Agreement
- Central PA Convention and Visitor's Bureau Membership Meeting Presentation: 15 Nov.
- Park Planning Consultant Agreement signed and underway
- Geotechnical Testing Services Agreement

B. CRPR Staffing Structure Review

C. XC Ski Trail Proposal

- Mr. Pillot and Mr. Ahearn will make a presentation to the Patton Twp. Open Space Committee in order to explore the feasibility of creating and maintaining XC Ski trails from Circleville Park into the Haugh Open Space areas.

D. 2012 Budget Proposal Update: Mr. Woodhead

- Municipal meetings, comments & remaining actions.
- An updated Summary Budget is provided for Board reference. (Attachment # 9)

E. Update on the John Hess Softball Field Complex

- In 2011 the site hosted 741 games of softball involving 1,482 teams on 3 fields (consisting of 484 league games plus 257 tournament games)
- The Visitor's Bureau has approved a staff request to fund up to \$3,000 in CRPR fees on behalf of 100 tournament teams @ \$30/team related to hosting the various 2012 State ASA Tournaments at the Hess Complex.

F. End of Year Tasks for Staff:

- Close out the Welch and Nature Center projects (contracts and grants)
- Prepare and publish the Winter/Spring 2012 Active Guide on 18 Dec 2011
- Prepare a Capital Project Review as requested by the Board
- Prepare 2011 Agency Highlights
- Conduct the Annual Performance Evaluations for all year-round staff
- Prepare the draft 2012 Work Plan for Board review
- Schedule webinar training for staff on the Active.Net software services
- Continue the Staff Organization discussions

X. REVIEW FUTURE AGENDA ITEMS

- A. When the proposal is complete, address the request for CRPR to provide assistance with XC-Ski Trail grooming.
- B. Prepare an RFP for a Capital Campaign Consultant for the regional parks.
- C. Review the CRPR Staffing Structure and the Board Bylaws.
- D. Create a Park Memorial Policy & update the Sponsorship, Donation & Advertising Policies.
- E. Work with the COG Parks Capital Committee on planning a new parks maintenance facility.

XI. ADJOURNMENT

(ACTION)

SCHEDULE OF FUTURE MEETINGS:

- COG Parks Capital Committee:

Thursday, 8 Dec 2011 at the COG Bldg. Forum Room, 12:15 PM.

- Centre Regional Rec. Authority:

Thursday, 15 Dec 2011 at the COG Bldg. Forum Room, 12:15 PM.

Attachments:

- | | |
|-------------------------|---|
| 1. Oct. Meeting Summary | 5. Growing Greener Resolution |
| 2. Oct. Voucher Report | 6. 2012 Fee Policy |
| 3. Oct. Activity Report | 7A/B. Pool Loan Resolution & Agreement |
| 4. Fall Staff Roster | 8. Reg. Park Overview |
| | 9. Updated 2012 Summary Budget (P&R sections) |