



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 **TUESDAY, 19 July 2011, 12:15 PM**
PLEASE NOTE THE LOCATION: The John Hess Softball Field Complex

I. CALL TO ORDER and ROLL CALL 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 16 June 2011 Regular Meeting are attached for review & action.

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

IV. VOUCHER REPORTS - June *(Attachment # 2)* **(ACTION)**

V. COMMUNICATIONS - None

VI. COMMITTEE REPORTS

• **Municipal Committee & Member Updates:**

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

• **COG Parks Capital Committee:** Mr. Woodhead, Ms. Mascolo & Mr. Harpster

The committee met on 14 July and acted on the following items:

! To meet jointly with the Authority on Th 11 Aug 2011, 12:15 PM at the COG Bldg., to hear a proposal by Pashek Associates to serve as the consultant for the Phase 1 park development projects. Therefore, the Authority is asked to approve holding a **SPECIAL JOINT MEETING** on that date. **(ACTION)**

! To establish the parameters to lease out the two recreation building lots at Whitehall Road Reg. Park.

! To work jointly with the Board, staff and Municipal Managers to review the staffing structure of CRPR to better prepare for the future. (It is recommended that the Board structure be included in the discussion.)

• **Nature Center Advisory Committee:** Ms. Hetrick

The committee met on 15 June to finalize their recommendations for updating their bylaws. The recommended bylaws are attached for Board discussion and action.

(Attachment # 3) **(ACTION)**

VII. STAFF REPORTS

A. Director's Report: Mr. Woodhead

- Activity Report for June *(Attachment # 4)*
- A CRPR Summer Staff Roster is attached for Board information *(Attachment # 5)*
- The Parks Supervisor position is currently being re-advertised; the application deadline is 1 Aug 2011. Fortunately, Mr. Ted Weaver will continue to serve as the Acting Parks Supervisor to aid in this important transition.
- Aquatics: Review pool status and Policy Comments c/o Mr. Roth *(Attachment # 6)*
The Board requested an update on pool patron comments regarding the 2011 Pool Policies.

REGIONAL PARK UPDATES

- John Hess Softball Field Complex - Updates
As of 13 July, the complex has hosted 222 games of softball this year (102 adult & 120 youth games) - and the games will continue!
Staff will update the Board on the various aspects of the safety renovation.
Other updates: Well water test results, Registration Bldg. Setup, Field #H4 work,
- The PA Museum & Historical Commission has notified us that a certified archeological survey:
 - is not required for the Oak Hall park project,
 - is recommended for the Whitehall Road park project, and
 - is required at the Hess Field Complex in advance of the approved Master Site Plan work.

B. Supervisor Highlights

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

VIII. ACTION ITEMS

A. Senior Center Bequest

\$10,000 was presented in March from the Estate of Jane E. Gackenbach for the Centre Region Senior Center, in memory of Mr. Fred H. Mahey. The Board is asked to review and authorize the suggestions on the attached roster, which are based upon staff and senior suggestions. The purchases proposed for this authorization will not exceed \$7,205.

(Attachment # 7) **(ACTION)**

B. Preparing the 2012 Budget Proposal

1. The P&R sections of the final **COG Program Plan** are attached for reference.
Subject to Board and municipal comments, the detailed budgets will be prepared in August and be based upon these initiatives. *(Attachment # 8)*
2. The report which establishes the 2012 Formula Shares for the Senior Center is attached.
Ms. Shawley will review the statistics, which will be used to prepare the 2012 Detailed Budget for the Senior Center. *(Attachment # 9)*

3. Consider 2 new park requests for 2012:

- The Park Acceptance Policy (from 1988) is attached *(Attachment # 10 A)*
 - Bernel Road Park by Patton Twp. - 37 acres of the 74-acre site will be developed in 2011 & opened in April 2012. *(Attachment # 10 B)*
 - Harpster Park by Harris Twp. - 4 acres to be developed *(Attachment # 10 C)*
- Plans will be briefly reviewed for each site. It is recommended that a 3-member committee be appointed to visit each site with municipal & CRPR staff to make a recommendation for action at the August Board meeting. As noted in the policy, final acceptance will be dependant upon the approved 2012 budget.

C. CAPITAL PROJECTS

1. Welch Pool Renewal: As provided in the Change Order Policy, the endorsement of 7 staff-approved change orders is requested. The pool opened on 28 May, as scheduled.

Change Order #	Description	Amount of Contract Change
G-13	GENERAL: Extend date of Substantial Completion to 27 May 2011	\$0
G-14	GENERAL: Provide 2 bollards at dumpster pad & provide paper towel dispensers to match PF Pool.	\$1,228.44
G-15	GENERAL: Provide and install the specified pipe shrouds in each restroom	\$849.04
G-16	GENERAL: Provide and install an alum. pump pit ladder in filter room	\$1,903.00
PC-11	PLUMBING: Extend date of Substantial Completion to 27 May 2011	\$0
E-05	ELECTRICAL: Extend date of Substantial Completion to 27 May 2011	\$0
SP-04	SWIMMING POOL: Extend date of Substantial Completion to 27 May 2011	\$0

All change order documents are available for review, upon request.

2. Spring Creek Education Building: No change orders are proposed for consideration.

3. Cost Summaries: While the two pools and the nature center building are open and operating, the projects are not yet “closed out.” Staff expects to present (at the meeting) a status report for review and comment.

- Spring Creek Educ. Building

- Welch & Park Forest Community Pool Renewals

Now that both pools are in the final phases of construction and are preparing for “project close-outs,” it is noted that the \$5,605,765 has been used from the \$7.9 million authorized. Starting in November 2008, 45 draws have been made to date as project invoices were presented; an available balance of \$1,989,235 remains. All loan draws must be made by 1 Sept 2011. While some project expenses remain, it is not expected that the Authority will utilize the fully-authorized amount, which will reduce the loan repayments by the five participating municipalities.

IX. REVIEW FUTURE AGENDA ITEMS

1. Consider the proposed Regional Park Leases from COG to CRRRA (when available)
2. Finalize the consultant services for the two Phase 1 development projects.

3. Prepare an RFP for a Capital Campaign Consultant for the regional parks.
4. Review the CRPR Staffing Structure and the Board Bylaws.
5. Prepare a Park Memorial Policy & update the Sponsorship & Donation Policy.
6. Consider the draft lease renewal agreements with SCASD for (1) sharing the Welch Pool Bathhouse and (2) CRPR operations of 5 ballfields at 3 elementary schools.

X. ADJOURNMENT (ACTION)

SCHEDULE OF FUTURE MEETINGS:

- Joint Meeting with the COG Parks Capital Committee:
Thursday, 11 Aug at the COG Bldg. - Forum Room, 12:15 PM.
 This meeting will be devoted to the presentation by Pashek Associates.
- Centre Regional Rec. Authority:
TUESDAY, 16 Aug at Millbrook Marsh Nature Center, 12:15 PM.

Attachments:

- | | |
|-----------------------------------|---|
| 1. June Meeting Summary (Draft) | 7. Sr. Center Bequest Roster |
| 2. June Voucher Report | 8. 2012 Program Plan (CRPR sections only) |
| 3. MMNC Adv. Comm. Bylaws | 9. Sr. Center Statistics |
| 4. June 2011 CRPR Activity Report | 10A. Park Acceptance Policy |
| 5. Summer Staff Roster | 10B. Patton Twp. Proposal |
| 6. Pool Policy Report | 10C. Harris Twp. Proposal |

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