



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, 20 October 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. AWARDS & RECOGNITIONS

Mr. Joseph Rocco from Comcast will present the Authority with a check for \$1,100 from the **Comcast Foundation** to supplement the volunteer labor provided on “*Comcast Cares Day*” held on Sat. 30 Apr 2011 at Hess Field and Millbrook Marsh Nature Center. This donation to the CRPR Gifts-For-Parks Program will be used to assist with improvements at the Hess Field Complex. A special thanks is also extended to the many Comcast family members who volunteered, and to Asst. Parks Supervisor Ted Weaver and Rec. Supervisor Molly Hetrick for assisting with the volunteer projects that day.

IV. INTRODUCTION OF THE PARKS SUPERVISOR c/o Mr. Woodhead, Director

Mr. James R. Carpenter will be officially introduced to the Board as the new Parks Supervisor (started on Oct. 10). Mr. Carpenter served the Summit County Metroparks Agency, Akron OH, for 25 years, most recently as Chief of Operations. This position opened as a result of the retirement of Greg L. Roth in May after 33 years of service. In addition, our sincere thanks go to Mr. Ted Weaver, Assistant Parks Supervisor, who has provided outstanding service as Acting Parks Supervisor and will assist in Mr. Carpenter’s orientation.

V. APPROVAL OF MINUTES

The draft minutes from the following meeting is proposed for action:

- | | | | |
|----|-----------------------------|------------------|-----------------|
| A. | 16 Aug 2011 Regular Meeting | (Attachment # 1) | (ACTION) |
| B. | 13 Sep 2011 Regular Meeting | (Attachment # 2) | (ACTION) |

VI. VOUCHER REPORTS - for September (Attachment # 3) **(ACTION)**

VII. COMMUNICATIONS - none

VIII. 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 committee met on 13 Oct 2011 to (1) hear about the forthcoming proposal from College Township Water Authority, (2) hear an update on the 2012 Budget discussions and (3) provide input on the proposal to add a staff member in 2012. Four Board members were able to attend.

C. Nature Center Advisory Committee

The last quarterly meeting of this committee was held on 21 Sept. The committee finalized a recommendation to the Authority Board regarding the 2012 Rental Fee Policy as it applies to nonprofit groups requesting use of the Spring Creek Education Building. Their recommendation will be included in the proposed 2012 CRPR Fee Policy for action in November.

IX. STAFF REPORTS

A. Director's Report: Activity Report for September *(Attachment # 4)*

B. Supervisor Highlights

Ms. Beth Lee Mr. Todd Roth Mr. Jim Carpenter
Mr. Jeff Hall Ms. Virginia Shawley Ms. Molly Hetrick

X. INFORMATIONAL UPDATES: Mr. Woodhead

A. The proposed **2012 CRPR Fee Policy** will be distributed in advance of the 17 Nov. Board meeting so that action can be considered at the time. This schedule will provide for the publication of that information in the Winter/Spring 2012 Active Guide on 18 Dec 2011.

B. **The Summer 2011 CRPR Program Report** *(Attachment # 5)*

C. **2011 "Statistics Report" on the renewed Swimming Pools:** Todd Roth *(Attachment # 6)*

D. **Hess Field Planning & Evaluation Meeting** held on Sunday, 25 Sep.

E. **Hess Field Renovations & Scheduling Updates:** Mr. Weaver & Mr. Hall

F. **Oak Hall Regional Park - Community Meeting:** The community meeting to discuss the detailed proposals for Phase 1 of the park will be held on **Wed. 9 Nov 2011, 7 PM at the COG Building Forum Room.** Mr. Pashek will lead the discussions at the meeting.

G. **Fasick Park Pavilion Request:** Staff has asked Harris Township to consider adding the pavilion at Fasick Park as a "reservable" pavilion for 2012. That request is under consideration by Harris Township. It is noted that the new, second pavilion at Haymarket Park in Ferguson Township will also be added as "reservable" for 2012.

H. **Regional Park Leases:** Following the approvals-in-principle by the Authority in September, the leases were subsequently approved by the COG General Forum (for all 3 sites) and by Ferguson Township (for the Whitehall Road Parkland site only). It is noted that a number of revisions were finalized by Solicitor Williams and staff at Ferguson Township's request. Copies of the executed leases will be distributed at the meeting for Board member archives.

I. **Regional Park Consultant Agreement:** While the Board approved the agreement in principle at the September meeting, a revised format of the agreement (using the standard AIA form with attachments) was prepared by Mr. Pashek and staff, as requested by Solicitor Williams. We are awaiting the Solicitor's guidance so the agreement can be executed so the planning work may proceed.

J. **Capital Project Review:** As requested by the Board in September, the staff is compiling a

summary roster of all Change Orders for the three capital projects for Board review. That report will be presented upon the close-out of the Welch Pool Renewal and the Spring Creek Educ. Building projects.

XI. ACTION ITEMS

- A. Swimming Pool Schedules and Policies for 2012** (*Continued*) - Todd Roth
Based upon discussions at the past two Board meetings, a draft "2012 Pool Schedules & Fees" flyer has been prepared by staff - which incorporates the proposed schedules, fees and policies for 2012. Mr. Roth will review all provisions, noting the changes from 2011. The revisions are intended to build upon the positive experiences of 2011. Board action to approve these policies is requested. (Attachment # 7) (ACTION)
- B. Spring Creek Education Building:** The Board is asked to endorse Change Order #G06 for \$868.58. This work provides for installing ADA parking space delineation (flush, double-thick 4x4's around the ADA Transfer Area) as recently stipulated by PA DCNR for their grant reimbursement. This CO was previously signed by the Director on 30 Sept 2011. (Attachment # 8) (ACTION)
- C. 2012 Budget Proposal Update:** Mr. Woodhead
The initial review of the budget proposal was conducted by the COG Finance Committee on 10 Oct 2011 from noon-2:45 PM. The committee will also hold a meeting at 8 AM on Wed. 19 Oct 2011 to consider the requested roster of proposed budget revisions (for Fund 45- Parks & Recreation) as prepared by staff. That roster, along with the recommendations of the Finance Committee, will be reviewed by the Director for Board discussion. The Detailed Budget documents and Summary Budget documents will then be updated based upon the Finance Committee actions.

XII. REVIEW FUTURE AGENDA ITEMS

1. Act on the request for CRPR to provide assistance with XC-Ski Trail grooming.
2. Prepare an RFP for a Capital Campaign Consultant for the regional parks.
3. Consider updating the CRPR Staffing Structure and the Board Bylaws.
4. Create a Park Memorial Policy & update the Sponsorship, Donation & Advertising Policies.
5. Work with the COG Parks Capital Committee on planning a new parks maintenance facility.

XIII. ADJOURNMENT

(ACTION)

SCHEDULE OF FUTURE MEETINGS:

- Oak Hall Regional Park Planning - Phase 1 Development, Community Meeting:
Wednesday, 9 Nov 2011 at the COG Bldg, Forum Room, 7:00 PM.
- COG Parks Capital Committee:
Thursday, 10 Nov 2011 at the COG Bldg, Forum Room, 12:15 PM.
- Centre Regional Rec. Authority:
Thursday, 17 Nov 2011 at the COG Bldg, Forum Room, 12:15 PM.

Attachments:

- | | |
|--------------------------|---------------------------------|
| 1. Aug. Meeting Summary | 5. CRPR Summer Program Report |
| 2. Sept. Meeting Summary | 6. CRPR Pool Statistics Report |
| 3. Sept. Voucher Report | 7. CRPR 2012 Pool Flyer (draft) |
| 4. Sept. Activity Report | 8. SCEB Change Order #G-06 |