



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

Approved Minutes of Regular Meeting
Thursday, 9 Apr 09, in the COG Building - Forum Room

I. CALL TO ORDER and ROLL CALL

Chair Sue Mascolo called the meeting to order at 12:15 P.M.

Board members attending (6 of 6):

Sue Mascolo	Donna Conway	Chris Hurley
Roy Harpster	Kathy Matason	Dr. Donna Ricketts

Staff: Director Ronald J. Woodhead Recreation Supervisor for Sports & Fitness Jeff Hall
Parks Supervisor Greg Roth Recreation Supervisor - Nature Center Molly Hetrick
Aquatics Supervisor Todd Roth Recreation Supervisor Programs & Special Events Beth Lee
Office Manager Diane Ishler COG Executive Director James Steff

Guests: Tom Daubert and James Rosenberger from State College Borough, Alan Popovich, Architect.

II. COMMENTS FROM THE PUBLIC - none

III. APPROVAL OF MINUTES

The minutes of the 19 Feb 09, 5 Mar 09, and 12 Mar 09 meetings of the CRRA were approved on a motion by Mr. Hurley and seconded by Mr. Harpster. All in favor.

IV. ACTION ON VOUCHERS

The March 2009 vouchers were distributed at this meeting for action at the May 2009 meeting.

V. ACTION ITEMS

A. Park Forest Pool Construction

Mr. Woodhead explained that Mr. Popovich was going to update the Authority on the progress of the Park Forest Pool construction project but no action would be required.

Mr Popovich updated the CRRA members on the Park Forest Pool construction process. He indicated that weather is having a direct impact on the progress of the project. Every thing is going well; the contractors are good, the cooperation is good, but the schedule is not satisfactory. It is the pool itself that is not on schedule, all the buildings are good. As of last week (3 Apr 09), the project was 75% complete and they wanted to finish by 15 May 09. If you calculate, that means we are 45 days behind schedule; projected that means a June 22 soft opening with the official opening 4 July 09. A detailed revised schedule has not been received from the contractors yet, so these dates are not firm. We do not want to comprise the project so we are not going to penalize the companies for not meeting the completion date.

Ms. Mascolo asked if and how we were going to let people know? Mr. Woodhead indicated that as soon as the contractors set a new schedule, people will be notified. Mr. Hurley asked if there was any financial exposure? Mr. Popovich said no financial exposure. Mr. Woodhead related that when the pool was closer to being finished, the CRRA members would be invited for an informal walk through the facility, at a different time than the regular meeting. Mr. Roth was asked about the lessons scheduled at the

pool. He related that lessons do not start until school is finished so if the pool opens by June 22, lessons will go on as planned.

Mr. Woodhead reviewed the construction budget that was included with the meeting packet. This project update includes all the change orders and other expenses. He told the Authority that the American Legion funded the flag pole and flag. He then requested the Authority to approve five change orders previously signed by him per the Change Order Policy:

<i>Plumbing Contract:</i> CO# P-07	Add \$1,110 to re-pipe Pool Boiler #2 per manufacturer
CO# P-08	Add \$1,475 to provide waterline drywell revisions as directed by SC Borough Water Authority
CO# P-09	Add \$2,880 to reconfigure piping / fittings for all shower controls to provide for winterization
<i>Electrical Contract:</i> CO# E-07	Add \$564.30 to install "Variable Frequency Drive Unit" for pool filter electrical control
CO# E-08	Add \$325.60 Provide circuit for air compressor (required for the main pool filter)

Ms. Conway moved to approve the above change orders. Mr. Hurley seconded. All in favor.

Mr. Woodhead then recommended that the Authority decline this change order due to the lack of funds in the project budget:

Swimming Pool Contract: CO# SP-02 Add \$23,309.54 to add the Supplemental (Ultraviolet) Water Filter for the tot pool & sprayground. Mr. Woodhead relayed that the piping work would be installed now so that this filter could be installed at a later time when funds are available.

Mr. Hurley moved to decline this change order. Ms. Conway seconded. All in favor. This action was taken based on this filter being added in the future.

Mr. Woodhead then reviewed some changes that are "on the horizon" and may come before the Authority in the future.

B. Welch Pool Renewal

1. Mr. Woodhead indicated that based upon the action of the Authority at their special meeting on 2 Apr. 09, the Acting Solicitor has prepared a revised Parking/Access Agreement for the Authority to approve. If acceptable to SCASD, the School Board is expected to re-consider this version at their meeting on Monday, 13 Apr 09. He asked the Authority to approve this amended Parking /Access agreement which includes the changes made at the 2 Apr 09 meeting. Mr. Harpster moved to accept this Parking/Access Agreement. Ms. Matason seconded. All in favor. Mr. Woodhead indicated that we must officially confirm that the Bathhouse Use Agreement has been approved by the SCASD. If the School District approves this revised "Shared Parking/Access Agreement at their meeting on 13 Apr 09, it can be executed and the Authority can act on a final approval of the Master Site Plan. This would allow for a request of the \$33,000 grant reimbursement.

2. Mr. Woodhead explained that the proposed "Agreement for Proposal for Architectural/Engineering Professional Services" that was included in the meeting packets was for information and will be considered for action at the May meeting. He estimated that we currently are obligated for \$80,000 but don't have an agreement. The total Professional Services Fees is proposed at \$442,275 and Reimbursable Expense Allowance of \$135,600, totaling \$577,875. This total represents 10.7% of the \$5.4 million project. The Director and any Board member items should be discussed with Mr. Popovich so that a final version can be provided at the May meeting for action.

3. Mr. Popovich indicated that lack of a parking/access agreement has made an impact by shortening the design time. This pool is near to the school, in the Borough, and in a very visible location so it is not a good idea to try to do the design in a hurry. A schedule has been set up to prepare the plans for bid advertisement. At Park Forest there was only one submission of design plans but for Welch, the Borough has a two step submission. The comments that have been received and a review of the preliminary Land

Development have been generally favorable. Good feedback was received and the architects are trying to include these comments in the design. Sixty percent submission including buildings is expected by the end of April. Submission to DCNR is scheduled for the end of May with 90% completion and final completion in June. It is scheduled to go to Code Administration in June with bids hopefully by June 8. A special meeting may have to be held for bid approval so that construction can start on 4 Aug 09 and completion by 18 Jun 10. Mr. Woodhead reported that from 1 Jan 09 through 31 Mar 09, \$3,800 in revenue was collected for Park Forest Pool Passes. In the past, the amount has been between \$800 and \$1,200. Ms. Conway suggested that there be a special pool opening for these Park Forest pass holders since the pool will be opening late.

C. A Proposal to Nominate A Portion of Millbrook Marsh Nature Center to the Ramsar Convention on Wetlands:

Mr. Woodhead explained the background information for this proposal that is included in the board packet. The Convention on Wetlands is an intergovernmental treaty which provides the framework for national action and international cooperation for the conservation and wise use of wetlands and their resources. The Millbrook Marsh Advisory Committee and Mr. Rob Brooks recommend that this action be taken. Mr. Woodhead asked that the members review the information and action will be taken at the May meeting. This proposal must also be considered / endorsed by Penn State University and ClearWater Conservancy.

D. Endorsements of State Grant Applications

Mr. Woodhead explained that the Board/Authority should consider official endorsements for the following grant application projects due in Harrisburg on 22 Apr 09. The state had asked the Board/Authority to endorse grant applications in the Centre Region. Grant Applications for 22 Apr 09 include:

1. The Centre Region COG requests an endorsement to continue with the Regional Park Program: To apply for a \$185,000 grant as part of a \$400,000 Phase I Construction Project at Oak Hall Regional Parklands.
2. Three DCNR projects are proposed by individual municipalities:
 - Ferguson Township: Haymarket Park, Phase 2 Construction
 - Harris Township: Fasick Park, replace play equipment and improve ADA access
 - State College Borough: Holmes-Foster Park, develop a Master Site Plan

Mr. Hurley moved that the Board/Authority endorse the Oak Hall grant application. Dr. Ricketts seconded. All in favor. Ms. Matason moved that the Board/Authority endorse the three DCNR projects listed above. Ms. Conway seconded. All in favor. Mr. Woodhead explained that two letters of endorsement would be sent, one for COG and one for the other three applications.

E. Fee Waiver Request for ClearWater Conservancy

ClearWater Conservancy requested that the Authority waive the MMNC fees for the Conservancy's Spring Creek Day held at the marsh. Dr. Ricketts moved to waive the fee for ClearWater Conservancy's Spring Creek Day. Mr. Harpster seconded. All in favor.

VI. COMMITTEE REPORTS

Municipal Boards & Committees: Issues & Updates by Board Members

- *College Twp. Parks & Recreation Committee:* Ms. Matason reported that Katie Ombalski, ClearWater Conservancy, attended their last meeting concerning the buffer zone for Spring Creek. The committee recommend presentation to College Township Council. The Township received a donation of undeveloped land to be Glenn Park.

- *Patton Twp. Rec. Advisory Committee*: Mr. Hurley reported that they received an update on the work at Circleville Park; had a presentation from PS Architecture Class on their plan for Green Hollow Park (committee thought they did a nice job). Discussed the Second Mile proposal for a large complex with recreation fields at the corner of Bernal and Fox Hollow, across the street from the Bernal Park.
- *Borough of State College*: No report
- *Harris Twp. Park & Recreation Committee*: Mr. Harpster reported that 22 Apr 09 is the Harris Township Park walk through. The committee is looking at open space: bike trails, walking trails, etc.. Their meeting is next week.
- *Ferguson Township*: Ms. Mascolo reported Ferguson is moving ahead with development at Tudek.
- *State College Area School District*: No report

Millbrook Marsh Nature Center Advisory Committee - The committee did not have a quorum at the last meeting but they did discuss the Spring Creek Education Building: College Township Planning Commission approved the plan; the Township Council will consider final approval on Thursday, 16 Apr 09, and the status of completing the main parking area remains an important part of the project.

COG Ad Hoc Regional Park Committee (now the COG Parks Capital Committee)- Did not meet in March.

Regional Park Planning Committee - The committee met 2 Apr 09 where they heard the final proposal for the Master Site Plan for Oak Hall Parklands and reviewed the proposed phasing and associated cost estimates. A final report will be circulated within 2-3 weeks for committee comments. The Request for Proposals/Scope of Work for the Whitehall Road Master Site Plan has been distributed to 12 consulting firms plus advertised publicly.

VII. STAFF REPORTS

March 2009 Activity Report - Mr. Woodhead reported that there was a good response to programs. He also reported that 105 of the 107 garden plots were rented and the gardens officially open Saturday (11 Apr 09). Since the Summer Leisure Guide was distributed on Sunday, 5 Apr 09, over 1,100 transactions have been processed and \$6,000 through the internet.

“Start Smart” Newsletter (Mr. Hall) - Mr. Hall referred to the “Start Smart” Newsletter that was included with the meeting packet. Centre Region Parks & Recreation are on the front page with an article of the successful program. Four programs are currently offered by CRPR making them a four star program (soccer, football, golf, basketball). Hopefully by next year we will offer all of their programs.

Summary of 2009 Sportfield Requests - Mr. Hall reported that 19 groups have requested field reservations in addition to the CRPR programs. The fields are full.

Summer 2009 Leisure Guide (Ms. Lee) - Ms. Lee reported that the Summer Leisure Guide was published and distributed through the Centre Daily Times on 5 Apr 09 with 14,000 insertions.

Supervisor Highlights:

Beth Lee, Recreation Supervisor for Programs & Special Events - The Teen Flashlight Egg Hunt for 6 -8 grades was held last night (8 Apr 09) and was successful with 60 teens attending. On Saturday (11 Apr 09), the annual Easter Egg Hunt will be held at Orchard Park for children through 9 years of age. She is also currently hiring summer staff.

Greg Roth, Parks Supervisor - All the softball fields are ready, the restrooms are set to open in the parks, and the soccer goals are set. Park Partner Day is set for 19 Apr 09. The PCC crew is working on the playground at Suburban Park and painting and trimming the Wetlab at the MMNC Barn.

Molly Hetrick, Recreation Supervisor - Nature Center - The Spring Programs are going well with group program registrations slightly lower than usual but still good. The summer programs are ready to go. She is training new staff and group programs start next week. The 5th annual Earth Day Birthday, planned by the Recreation, Park Tourism Management students, will be held 18 Apr 09.

Jeff Hall, Recreation Supervisor for Sports & Fitness - The adult basketball playoffs are beginning. The Start Smart programs continue to be very popular but softball, both adult and girls, has decreased. Mr. Hall indicated that teams are having trouble finding sponsors.

Todd Roth, Aquatic Supervisor - Mr. Roth reported that CRRA is compliant with the new entrapment law; Park Forest has the required covers to be compliant because new and Mr. Greg Roth helped to install the covers at Welch to bring it into compliance. He also is busy with concrete work at Welch. The last session of Winter/Spring swim lessons will be finished the end of April. The lifeguard class had 17 participants, more than any class since Mr. Roth has been here.

Ms. Mascolo told Mr. Woodhead that he had an excellent staff. Mr. Harpster will not be able to attend the COG Capital Parks Committee meeting on 16 Apr 09; Ms. Mascolo will attend.

Mr. Hurley remarked that the Leisure Guide is an excellent publication.

VIII. COMMUNICATIONS - none

IX. ADJOURNMENT

There being no further business, the meeting was adjourned on a motion by Mr. Hurley and seconded by Ms. Matason. All in favor.

**THE NEXT REGULAR MEETING has been scheduled for
Thursday, 14 May 09, 12:15 PM, at the Millbrook Marsh Nature Center Barn**

*These minutes were approved at the Board meeting on 14 May 09.
They will now be distributed to Municipal Managers, SCASD and posted on the CRPR website.*

Meeting summary prepared by Diane Ishler, CRPR Office Manager
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