



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

Meeting Agenda

Thursday, 15 Nov 2012, 12:15 PM, COG Building - Forum Room

I. CALL TO ORDER

CRPR Board/ Centre Regional Recreation Authority

- Sue Mascolo, Chair, Township of Ferguson
- Roy F. Harpster, Vice-Chair, Township of Harris
- Kathy D. Matason, Secretary, Township of College
- Donna L. Conway, Treasurer, Borough of State College
- Donna M. Ricketts, D.Ed., SCASD
- Chris M. Hurley, Township of Patton

II. COMMENTS FROM THE PUBLIC for any item not on the agenda (up to 3 min./person)

III. APPROVAL OF MINUTES *(Attachment # 1)* (ACTION)

The draft minutes from the 18 Oct 2012 meeting are enclosed for action.

IV. VOUCHER REPORTS from Sept. & Oct. 2012 *(Attachment # 2A-B)* (ACTION)

Due to the Borough's transition to new financial software on July 1, the monthly voucher reports were delayed. The regular monthly schedule should now resume.

V. COMMITTEE REPORTS & MEMBER UPDATES

State College Borough
Patton Twp.

College Twp.
Harris Twp.

SCASD
Ferguson Twp.

*The remaining agenda topics have been re-ordered to permit action
on the items involving Mr. Pashek and Mr. Popovich.*

VI. ACTION ITEMS

NOTE: To assist with the discussion of the current and proposed budgets for the various projects listed below at Oak Hall and Whitehall Road Regional Parks, staff will prepare and distribute a summary memo regarding the proposals and options - to include a staff recommendation for Board consideration.

A. Oak Hall Regional Park - Phase 1 Development

Due to project budget considerations, on 18 Oct 2012 the Board rejected all bids submitted for the four Phase 1 contracts and authorized that the bid documents be restructured and rebid.

Mr. Pashek will attend the meeting to:

1. Review the water facilities plan (incorporating the College Township Water Authority wells) that was approved by PA Dept. Of Conservation and Natural Resources in October. In short, they consider both the park and the water project to be complimentary to the community. Discussions to draft a long-term agreement with the Water Authority can now proceed.
(Plan available at meeting)
2. Review the plan submitted as an attachment to the approved Conservation Easement Agreement with the PA Dept. of Environmental Protection. Following Board endorsement, the agreement was approved by the COG General Forum on 22 Oct 2012, recorded and then relayed to PA DEP.
(Attachment #3A)
3. Request Board consideration on the Pashek Associates' letter with respect to proposed options/schedule for the revised bidding process - based upon the items listed on the Job Roster that was discussed at the October Board meetings, It is also proposed that the restroom buildings at the Oak Hall and the Whitehall Road sites be combined for the 3 building-related contracts if the schedules can be firmed up. It has also been suggested that members of the public be provided with the opportunity to review the proposed options, as the Board may direct.
(Attachment # 3B) (ACTION)
4. Request Board consideration on the Pashek Associates' letter with respect to amending the agreement for Professional Services related to the specific projects.
(Attachment #3C) (ACTION)

In addition, an email message from Stan & Darlene Smith is attached for Board information with respect to the existing park entrance road.
(Attachment #3D)

B. Whitehall Road Regional Park / Centralized Parks Maintenance Facility

1. PARK PLANNING UPDATE: Work continues on detailed planning for the Phase 1 project, including discussions with Ferguson Township Planning & Zoning staff, geotechnical testing, etc. Discussions to coordinate the park project with proposed Toll Bros. Student Housing Project (c/o Sweetland Associates, the developer's engineering firm) will also be getting underway soon. Mr. Pashek will provide an update to the Board and review the current plans.
2. PARKS MAINTENANCE FACILITY: *(Attachment # 4) (ACTION)*
Based upon the approval of the COG General Forum to place this facility at Whitehall Road Regional Park and upon the proposed 2013 Budget, Mr. Popovich will present a proposal to

prepare a Master Plan for the Centralized Parks Maintenance Facility. This process also requires that the Park Master Site Plan be revised (as outlined below).

(It is also noted that additional information was requested from staff for the COG General Forum regarding the proposed maintenance facility, as discussed at their October meeting).

The proposed 2013 Budget includes \$15,000 designated for the preparation of a Master Site Plan for consideration and approval by the General Forum and the Centre Regional Recreation Authority. Although not a part of this phase of the project, \$130,000 is designated for the preparation of construction and bidding documents, should the project be approved.

3. MASTER PLAN REVISION: *(Included in Attachment #3C) (ACTION)*
Mr. Pashek's letter includes a proposal for Professional Services to revise the Master Site Plan for Whitehall Road Regional Park, to include (1) incorporating the Centralized Maintenance Facility and (2) enlarging the building site for the potential "sports building," as suggested earlier. Revisions to the Master Plan will also require the endorsement of the COG General Forum and the PA Dept. Of Conservation & Natural Resources.

C. 2013 Proposed Budget / 2013 Proposed Fee Policy

1. 2013 COG BUDGET: *(Attachments available at meeting)*
Mr. Woodhead will distribute at the Board meeting the municipal comments on the proposed 2013 COG Budget. The comments will first be presented by Mr. Steff to the COG Finance Committee on Tuesday, 13 Nov 2012, and then provided for distribution.
2. REGIONAL PARKS LOAN:
On Tuesday the COG Finance Committee will consider a staff recommendation to explore refinancing (in early-2013) the Regional Parks Loan, as was recently completed with the Pool Renewal Loan. If the proposal is approved and the prospects make sense financially, action by the Authority will again be requested.
3. 2013 CRPR FEE POLICY: *(Attachment # 5) (ACTION)*
The Authority is asked to consider the proposed 2013 CRPR Fee Policy, based upon the 2013 Budget Proposal now under review by the participating municipalities. Mr. Woodhead will highlight the changes proposed in the policy for 2013. Pending approval, these fees will then be included in the Winter/Spring Active Guide to be published on 16 Dec 2012.

VII. DISCUSSION ITEM - REGIONAL PARKS FUNDRAISING (For all 3 regional parks)

(Attachment # 6)

Mr. Woodhead and Ms. Tourscher will open the discussion of possible options and approaches with respect to outside revenue for the Phase 1 projects (formerly envisioned for Phase 2 at each site): fundraising campaign, sponsorships, naming rights, water authority proposals, etc. (and outlined in the attached memo). In addition, the following topics will be discussed:

- That the rebid process for Oak Hall Regional Park includes efforts to increase available funding from outside sources for the Phase 1 improvements.
- The importance of coordinating with the fundraising programs already in place (Gifts-For-Parks)
- A report on the Commercial Sponsorship Meeting c/o Mr. Hurley, Ms. Tourscher and Mr. Woodhead
- A report on the "Regional Parks Update Meeting" with SCASD Admin. Staff

While the fundraising is an Authority responsibility, it is hoped that this discussion can lead to a strategy and schedule that could be presented to the COG Parks Capital Committee for their information and suggestions.

VIII. STAFF REPORTS

A. Activity Report: Oct. 2012

(Attachment # 7)

B. Informational Updates

1. Capital Project Summary Report

A Summary Finance Report for the two Pool Renewals and Nature Center Building will be presented at the Dec. Meeting

2. Nonresident Pool Visits

The following statistics were requested at the last meeting:

Nonresident Season Pass Purchases

2012: 152 out of 5,092 passes sold 2011: 122 out of 4,507 passes sold

Nonresident Daily Admissions

2012: 267 out of 31,276 daily admissions 2011: 198 out of 38,276 daily admissions

The staff remains open to considering processes to more accurately verify residency at the pool gates, while minimizing undue constraints for residents.

3. Hess Softball Field Complex

(Attachment # 8)

While the 2012 Report for this operation will be presented in December, a thank you letter to the Central PA Convention & Visitor's Bureau is attached for Board information. In addition, Ms. Tourscher and Mr. Hall will outline the request process for reserving 2013 tournaments at the site. The official playing season at the complex for 2012 will end on 10 Nov 2012 with a Women's Collegiate Club Softball Tournament.

4. Authority Name Change

As authorized earlier, the Director will work with the Solicitor in order to implement for 2013 the change of name to "The Centre Region Parks and Recreation Authority" and to incorporate the COG-assigned functions of the "CRPR Board" to the Authority. The name of the CRPR Agency will not change.

5. Bernel Road Park

CRPR assumed operations of this new park on 1 Nov 2012. Our congratulations to Patton Township for their work on planning and constructing this new park. The Township is planning a Dedication Ceremony for Spring.

6. Supervisor Highlights

Ms. Niki Tourscher

Mr. Jim Carpenter

Ms. Beth Lee

Mr. Jeff Hall

Ms. Virginia Shawley

Mr. Todd Roth

Ms. Molly Hetrick

IX. ADJOURNMENT

(ACTION)

Future Meeting Schedules

- **Joint Meeting:** CRRA & COG Parks Capital Comm. - Thur., 13 Dec 2012, 12:15 PM, COG Forum Rm.
- **CRRA Board:** Regular Meeting - Thur., 20 Dec 2012, 12:15 PM, COG Forum Room

Attachments

1. Oct. Meeting Summary
- 2 A/B. Sep. & Oct. Voucher Reports
- 3 A/D. Oak Hall Attachments
4. APArchitect's Proposal - Parks Mtn. Facility
5. Proposed 2013 Fee Policy
6. Regional Parks Fundraising Memo
7. Oct. Activity Report
8. Thank You Letter to the Visitor's Bureau

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