



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, 18 Oct 2012, 12:15 PM, COG Building - Forum Room

### I. CALL TO ORDER

#### CRPR Board/ Centre Regional Recreation Authority

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

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

### III. SPECIAL PRESENTATION TO THE BOARD

Mr. Joe Rocco will present to the Board a donation from the **Comcast Foundation** as a result of the 2012 “Comcast Cares” Volunteer Workday held on Sat. 21 Apr 2012 at Millbrook Marsh Nature Center and at 11 other park sites. The \$3,097 donation will be applied towards constructing a year-round Visitor Reception Lot at Millbrook Marsh Nature Center. The amount of the donation was determined by the number of volunteers at the various CRPR sites. By comparison, the 2011 Comcast Cares Day on 30 Apr 2011 resulted in a \$1,110 donation from the foundation. Our sincere thanks to Comcast and to community volunteers for this multi-year partnership to improve the parks in the Centre Region.

### IV. APPROVAL OF MINUTES

The draft minutes from 2 meetings are enclosed for action.

*(Attachment # 1A-B)* **(ACTIONS)**

- the Regular Meeting on 20 Sept 2012
- the Special Meeting on 24 Sept 2012 (for pool loan refinancing)

### V. VOUCHER REPORTS from July & August 2012

*(Attachment # 2A-B)* **(ACTION)**

Due to the Borough’s transition to new financial software on July 1, these voucher reports were delayed until earlier this month. A revised format was also provided. The Finance Officer reported that the September and October vouchers should be available for action at the November meeting.

### VI. COMMITTEE REPORTS & MEMBER UPDATES

State College Borough  
Patton Twp.

College Twp.  
Harris Twp.

SCASD  
Ferguson Twp.

### VII. STAFF REPORTS

A. **Agency Activity Report:** Sept. 2012

*(Attachment # 3)*

B. **Administrative Updates**

- **2013 CRPR Budget Proposal:** The updated CRPR Budget Proposal (dated 8 Oct 2012, as approved by the COG Finance Committee) is attached for Board information. The committee was supportive of the proposals and recognizes the challenges ahead. The

entire COG Budget will now be recommended for review and comment by the five participating municipalities. *(Attachment # 4)*

- **Welch Pool Renewal**, Final Grant Reimbursement c/o Mr. Woodhead  
With that action, a summary report of all capital expenses for the two pools and the nature center building can now be prepared for Board review.
- **2012 Concession & Vending Commission Report** c/o Ms. Kisslak *(Attachment # 5)*  
for the Hess Complex and the two swimming pools. This report will be updated and finalized after the two remaining softball tournaments (13-14 Oct, 20-21 Oct) at the Hess Complex.
- **2012 Summer Program Report** c/o Ms. Tourscher *(Attachment # 6)*
- **2012 United Way Day of Caring** Report c/o Mr. Carpenter *(Attachment # 7)*
- **Supervisor Highlights**  
Ms. Niki Tourscher                      Mr. Jim Carpenter                      Ms. Beth Lee  
Ms. Virginia Shawley                      Mr. Todd Roth                      Mr. Jeff Hall      (Ms. Hetrick is off.)

**VIII. INFORMATIONAL ITEMS**

- A. Tudek Dog Park Update**      c/o Mr. Woodhead                      *(Attachment # 8)*  
A group of dog park users submitted the attached letter. Mr. Woodhead and Mr. Carpenter have since met with group representatives regarding their requests, which remain under consideration.
  
- B. Centralized Parks Maintenance Facility**  
Mr. Woodhead will update the Board on the scheduling status of the Centralized Parks Maintenance Building with respect to the Phase 1 planning and construction of Whitehall Road Regional Park.

**IX. ACTION ITEMS**

- A. Proposed Pool Policy Revisions**    *(Attachment # 9) (ACTION)*  
  
Based upon Board member comments in September, staff has updated the September memo to relay patron suggestions and (updated) staff recommendations for the 2013 Pool Operations. Board action to the specific changes is requested at this meeting. Board approval will permit promotion of the 2013 pool rates (and to sell Season Passes as Holiday gifts).
  
- B. Child Safety Policy Updates - Approval Request**    *(Attachment # 10) (ACTION)*  
  
Ms. Tourscher will review the proposed updates to this important policy (distributed with the Sept. Agenda packet). The CRPR Policy was implemented in 2003 and last updated in 2007. The current updates focus on expanding staff training & awareness. Board action is requested, pending Board discussion.
  
- C. Oak Hall Regional Park - Conservation Easement**    **(ACTION)**  
  
As distributed for the Joint Meeting on 11 Oct 2012, the Authority (as the leaseholder and park developer) is asked to formally endorse the requested action of the COG General Action (as landowner) to enter into the Conservation Easement Agreement as required by the PA Dept. Of Environmental Protection. This agreement is related to the development of Oak Hall Regional Park. As indicated by his letter enclosed with that agenda packet, the agreement has been reviewed by Solicitor Williams.

**D. Oak Hall Regional Park - Phase 1 Development Bids**

**(ACTION)**

On Sept. 11, the following sealed electronic bids were opened for the Authority:

1. Site General Contract  
8 base bids ranging from \$2,670,570 to \$3,880,420 (+ 26 alternates)
2. Buildings - General Contract  
3 base bids ranging from \$590,290 to \$720,800 (+11 alternates)
3. Buildings - Electrical Contract  
4 base bids ranging from \$95,344 to \$144,103 (+ 2 alternates)
4. Buildings - Mechanical Contract  
3 base bids ranging from \$113,000 to \$133,545 (+ 2 alternates)

The Authority must act on the 18 bids submitted for the 4 construction contracts prior to 11 Nov 2012 (60 days from the opening date). Based upon the discussion at the Joint Meeting on 11 Oct 2012 and on available funds, that action could take one of three avenues:

- A. Reject all bids submitted for the 4 contracts; authorize that the bid documents for the 4 contracts be restructured and rebid.
- B. Reject the bids submitted for the 3 building-related contracts; authorize that these 3 contracts be restructured and rebid; award the "Site General Construction" contract to the lowest bidder for the Base Bid in the amount of \$2,670,570; seek to formalize the necessary reductions by Change Order to meet the Project Budget (as outlined in the 11 Oct 2012 roster from Mr. Pashek and Mr. Woodhead).
- C. Postpone action on the bids until the next Joint Meeting on 8 Nov 2012.

The COG Parks Capital Committee and staff has recommended that the Board approve "Avenue A."

**X. ADJOURNMENT**

**(ACTION)**

**Future Meeting Schedules**

- **Joint Meeting:** CRRA & COG Parks Capital Comm. - Thur., 8 Nov 2012, 12:15 PM, COG Forum Room
- **CRRA Board:** Regular Meeting - Thur., 15 Nov 2012, 12:15 PM, COG Forum Room

**Attachments**

- 1 A/B. Sept. Meeting Summaries
- 2 A/B. July & Aug. Voucher Reports
3. Sept. Activity Report
4. 2013 CRPR Detailed Budget Proposal (updated)
5. Concession & Vending Commission Report
6. Summer Program Report
7. 2012 United Way Day of Caring Report
8. Dog Park Letter
9. 2013 Pool Policy Recommendations
10. CRPR Child Safety Policy (Proposed Update)

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