



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, 19 July 2012, 12:15 PM

**Please note the location: CENTRE REGION SENIOR CENTER**

Please park in the Parking Garage; coupons will be provided at the meeting.

*At 12 noon, prior to the 12:15 PM Call To Order, Senior Center Supervisor Virginia Shawley will offer a guided tour of the center for Board members. She will also demonstrate the CoPilot reporting system.*

**I. CALL TO ORDER**

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|--|--|
| • 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.                   |

**INTRODUCTION:** Mr. Woodhead will introduce Niki L. Tourscher, CRPR Program Manager, to the Board. Ms. Tourscher began work on Tuesday, 17 July. She will also be introduced to the COG General Forum on 23 July.

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

**III. APPROVAL OF MINUTES** (Attachment # 1 - To be distributed) **(ACTION)**

The draft minutes from the Regular Meeting on 21 Jun 2012 should be ready for distribution by the Office Manager on Tuesday, 17 July.

**IV. VOUCHER REPORT** for June (Attachment # 2) **(ACTION)**

**V. COMMUNICATIONS** - None

**VI. COMMITTEE REPORTS**

**A. Municipal Committee & Member Updates**

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

**B. COG Parks Capital Committee**

A joint meeting was held on 12 Jul 2012. The agenda included discussion topics on both Oak Hall and Whitehall Regional Parks, and an update on the Centralized Maintenance Building Study.

## VII. STAFF REPORTS

### A. Director's Report: Activity Report for June

(Attachment # 3)

### B. Director's Updates

1. The CRPR Staff Roster for Summer 2012 is attached. (Attachment # 4)
2. Nature Center Capital Campaign:  
As authorized in June, the sale of the donated stock generated \$3,634 for the campaign. This final payment means that the campaign has collected 100% of all pledges and raised a total of \$1,087,964. Our thanks to each donor!
3. CoPilot Reporting Service: On 21 June the Board authorized the \$7,150 purchase of this data service and system for the Senior Center pending approval by Centre County for their 50% share (\$3,575). On 10 July the Centre County Board of Commissioners approved reimbursing the Authority for that share, so the purchase will now proceed. The net cost to the Authority will be \$3,575 (after County reimbursement via separate invoice).
4. Centre Foundation Grant Invitation  
Staff has submitted the invited \$10,000 grant application to The Centre Foundation (formerly the Centre County Community Foundation). A letter of request was also submitted to Glenn O. Hawbaker Inc. The value of this parking area is estimated to exceed \$100,000. The attached map from 2000 shows the proposed parking area. Since the grant deadline was in advance of the Board meeting, Board endorsement of the submitted application is respectfully requested. (Attachment # 5) (ACTION)

The description submitted with the grant application is listed below:

*"This proposal seeks to build a 3-way partnership to construct a designated and sustainable parking area at Millbrook Marsh Nature Center with the cooperation of (1) the \$10,000 Centre Foundation grant, (2) a commitment of \$12,000 from an anonymous donor, and (3) in-kind donations of Glenn O. Hawbaker Inc. and College Township. While the detailed construction plans were developed and approved in 2000 and incorporated into the Master Site Plan, the need to complete this vital infrastructure (with 62 parking spaces, 12 ADA spaces and 5 bus spaces) has been magnified by the 2011 opening of the Spring Creek Education Building. The recent construction of the LEED-Certified education building provides year-round, indoor classroom / meeting space, as well as comfort facilities. Currently, parking is provided in a pasture, which is not compatible with the expanded, year-round programming at the 62-acre site. Currently, the Nature Center hosts over 12,000 visitors annually to organized programs, plus countless others for year-round recreational visits. In a very practical, long-term and sustainable manner, the grant will be used to further improve the educational and recreational services offered by the Nature Center - at a dramatically reduced cost to the community. The funds from the Foundation and the donor would be used with state-contract pricing to purchase materials for the project, including crushed-stone, plant materials, lighting and signs. Equipment and labor would be provided by the Glenn O. Hawbaker Inc. with assistance of College Township and Centre Region Parks & Recreation. Fall construction is proposed. The formal proposal remains under consideration by GOHI; their response is pending. The well-planned parking area will also improve safety for the many adults and children who visit the center."*

**Updates:** Staff has recently been working with West Penn Power / First Energy; they are also interested in donating funds to assist with this project and we have started that request process. In addition, a representative from GOHI called the Director on 12 July to obtain the detailed construction plans for additional review of the Authority's request.

**C. Supervisor Highlights & Operational Updates**

Mr. Jim Carpenter	Ms. Beth Lee	Mr. Todd Roth
Ms. Molly Hetrick	Ms. Virginia Shawley	Mr. Jeff Hall (on vacation)
Ms. Niki Tourscher	Ms. Malisa Dobson (Intern)	

**VIII. DISCUSSION ITEMS**

**A. Parks Maintenance Site Evaluation Study**

In April the Authority authorized a study by APArchitects to evaluate three potential sites for a new “Centralized Parks Maintenance Facility.” Mr. Alan Popovich will present and discuss the Draft Report with the Board. No action is requested today; official Board action to receive the report will be requested when the final report is submitted. In the interim, the estimated costs from the report will be used in developing the 2013 Budget Proposal and to consider financing options with the participating municipalities.

**B. Update on Refinancing of the Pool Loan**

Mr. Viglione will update the Board of the most-recent discussions of the COG Finance Committee regarding the possible refinancing of the Authority’s 2008 Pool Renewal Loan (\$6.67 million). The consideration for a possible loan with respect to the new centralized Parks Maintenance Facility may or may not play a factor in this process as it moves forward.

**C. The 2013 Program Plan**

*(Attachment # 6 - to be distributed)*

The 2013 COG Program Plan has been released by the COG Office of Administration. Pending municipal comments, this document provides the basis of developing the 2013 Detailed Budget in August.

**D. Active.Net Internet Registrations**

*This topic will be postponed to a future meeting.*

Given the 15 Jun 2012 Service Fee increase from 1.5% to 2% of each staff-entered transaction, the future proposals will focus on encouraging more Internet transactions, where the Convenience Fee is paid directly by the customer.

**IX. ACTION ITEMS**

**A. Oak Hall Phase 1 Development - Update**

Based upon the discussions at the 12 July Joint Meeting, updates will provide to the Board to prepare for the planned Bid Opening on 31 Aug 2012 and the bid awards on 13 Sep 2012. Specifically, the updated information will include:

1. Review the bid alternates with respect to staying within the approved project budget,
2. For the Authority to officially approve the bidding process.

**B. Softball Batting Cage Proposal - Update**

*(Attachment # 7)*

In late-2011, Mr. Andrew Biddle submitted a request to plan, construct and operate a softball batting cage operation at the Hess Field Complex and/or at the future Oak Hall Reg. Park. Since that time Mr. Biddle has worked with staff to update his proposal for a 2-bay installation at the Hess Field Complex for Spring 2013. It is proposed that the compensation to the Authority be based upon a base monthly fee (in operational months) plus a percent of gross revenue from the batting cages. No expenditures by the Authority are proposed; the Authority will essentially rent the land to Mr. Biddle with the proceeds to offset CRPR operational expenses for the Hess Complex.

Mr. Biddle will discuss his updated proposal. Based upon that update, action is requested to authorize staff to begin work with the Authority Solicitor on preparing a draft license agreement for future Board action. **(ACTION)**

- C. Pool Admission for “Non-Swimming Adults”** (Residents & Nonresidents) c/o Todd Roth  
 In order to help further clarify for patrons and staff the admission categories, Board authorization is requested to amend the non-swimmer admission fee description, effectively immediately:  
 Currently: • Non-Swimming Adult \$2 (Not attired in swimwear)  
 Proposed: • Non-Swimming Adult \$2 (Not attired in swimwear and not entering the water.)  
 (By comparison: Regular Daily Admission for ages 11-64 is \$7 R / \$9 N) **(ACTION)**

**X. ADJOURNMENT (ACTION)**

**Future Meeting Schedules**

Joint Meeting with the COG Parks Capital Committee	<b>Thur., 9 Aug 2012</b> at the COG Bldg. Forum Room <b>Thur. 13 Sep 2012</b> at the COG Bldg. Forum Room (Bid Awards c/o CRRA for Oak Hall Reg. Park Phase 1)
Centre Regional Rec. Authority	<b>Thur., 16 Aug 2012</b> at the Millbrook Marsh Nature Center Thur., 20 Sep 2012 at the COG Bldg. Forum Room

**Attachments**

- |  |   |
|--|---|
| 1. June Meeting Summary (will be delivered on 17 July) | 5. Map of Nature Ctr. Parking Area                      |
| 2. June Voucher Report                                 | 6. 2013 COG Program Plan (will be delivered on 17 July) |
| 3. June Activity Report                                | 7. Softball Batting Cage Proposal                       |
| 4. Summer Staff Roster                                 |   |

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