



An agency of the Centre Region Council of Governments
Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton

**Centre Region Parks and Recreation Authority Board
Meeting Agenda**

for Thursday, 18 Apr 2013, 12:15 PM

COG Building - Forum Room

*Note: Use of the updated name for the **Centre Regional Recreation Authority** is subject to municipal endorsements (now underway).*

I. CALL TO ORDER

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
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II. INTRODUCTION of Elizabeth A. Plozner, Senior Center Supervisor, who began work on 8 Apr 2013 by Program Manager Niki Tourscher.

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

IV. APPROVAL OF MINUTES (Attachment # 1) (ACTION)
The draft minutes from the 21 Mar 2013 meeting are enclosed for action.

V. VOUCHER REPORTS from Mar. 2013 (Attachment # 2) (ACTION)

VI. COMMITTEE REPORTS & MEMBER UPDATES
College Twp. Harris Twp. State College Borough
Patton Twp. Ferguson Twp. SCASD

VII. INFORMATIONAL PRESENTATION
Ms. Linda Eggebeen of State College Area School District will provide a 5-minute presentation on a “**19-Day Bicycle Scavenger Hunt**” event to be sponsored by SCASD and the Centre Region Bicycle Coalition featuring many CRPR park areas during late-April through mid-May. CRPR has contributed four \$25 Gift Certificates as prizes.

VIII. STAFF REPORTS

A. Reports and Updates

1. March Activity Report (Attachment # 3)
2. Authority Name Change Status Report: The 5 municipalities were asked to approve the required resolution by 7 May. The new name will become official upon the completion of that action by each of the 5 municipalities. As of 11 April, Harris and College Townships have taken action (both positively) on that resolution.
3. Regional Parks Construction Project Manager *c/o* Mr. Woodhead

Following newspaper advertising on 8-10 March, the application period for this part-time, contracted position closed on 20 Mar. Mr. Woodhead will provide an update on the selection process for this contracted, part-time position.
4. 2013 Spring Spruce-Up / Comcast Cares Day *c/o* Mr. Carpenter

The Comcast employees have again selected CRPR as their Project Host to combine with the CRPR Park Partner Day from 8:30-Noon on Sat. 27 April, based at Millbrook Marsh Nature Center. Volunteers are being sought for project sites across the region.
5. The *CRPR Summer Active Guide* Update *c/o* Ms. Tourscher (The guide will be published on Sun., 28 Apr.)
6. Nature Center Rental House Update *c/o* Mr. Woodhead
7. The KaBOOM! Playground Project at Orchard Park (Attachment #4)

Mr. Woodhead will update the Board on this program coordinated by State College Borough which also involves CRPR.
8. Oak Hall Regional Park Groundbreaking Ceremony *c/o* Mr. Woodhead

Invitations have been issued for the ceremony scheduled for 7 PM on Thur., 25 Apr. at the park. Staff will proceed to plan the event logistics and program. (Dr. Ricketts, Ms. Conway & Mr. Hurley are not able to attend due to schedule conflicts.)
9. Hess Field Complex - Updates on Banners & Tournaments: Ms. Tourscher & Mr. Hall will distribute and discuss a summary of the current banner sponsors and reports on the increased number of scheduled tournaments. (Attachment #5 at meeting)

B. Staff Highlights

Ms. Niki Tourscher Ms. Beth Lee Mr. Jeff Hall Ms. Liz Plozner
Ms. Molly Hetrick Mr. Jim Carpenter Mr. Todd Roth

IX. ACTION ITEMS

- A. Fee Waiver Request: (Attachment #6 A/B) **(ACTION)**

The Clearwater Conservancy has requested (per Attachment #6A) a waiver of rental fees for the **2013 Spring Creek Day** (on Sat. 1 Jun 2013) at Millbrook Marsh Nature Center. Staff recommends Board approval as noted on Attachment #6B. The quarterly meeting schedule of the Advisory Committee did not permit their review of this request.

- B. Request for Authorization to Destroy Records (Attachment #7) **(ACTION)**

This is a regular “housekeeping” request as detailed on Resolution #05-2013 to authorize the secured destruction of agency records.

- C. Pool Loan Modification Agreement c/o Mr. Viglione (Attachment #8) **(ACTION)**

Resolution #06-2013 has been prepared by Bond Counsel to revise the annual repayment schedule on the recent refinancing of the loan for the swimming pool renewals. The prior loan agreement did not match the Municipal Loan Ordinances, CRRA Board action or staff directive with respect to providing quarterly principal and interest repayments. The revised Loan Modification Agreement will now match the original intent of all parties involved Loan Documents.

- D. Park Forest Pool UV System Bids c/o Mr. Roth **(ACTION)**

(Attachment #9 – at meeting)

Sealed bids to add a supplementary UV System to each pool (main and tot pools) at Park Forest Community Swimming Pool will be opened on 17 Apr 2013, the day before the Board meeting. It is noted that an optional Deduct-Alternate was also provided to allow a post-season installation. After the bid opening, staff will prepare a summary memo for Board consideration with the following information:

- the bids from Swimming Pool Contractors to furnish and install the two units,
- the quotes from Electrical Contractors for work associated with this project, and
- the approved budget amounts for this 2013 project,
- the consultant's recommendations on the bid awards.

Consultant Services for this project is being provided by APArchitects and Counsilman-Hunsaker Associates, as previously authorized by the Board for a fee of \$2,500. These firms were involved in the pool renewals; the renewed Park Forest Pool Complex opened in June 2009. The Park Forest Pool Renewal budget did not allow UV systems to be installed as part of that renewal; UV systems were included with the Welch Pool Renewal.

E. Proposals for 2013 Concession Licenses **(ACTION)**

On 15 Mar, no proposals were received in response to the public advertisements and direct requests for the issuance of licenses to operate food and novelty concessions at the Hess Field Complex and at the two swimming pools for 2013. In this case, State Law provides that the Authority may now work with interested vendors as available. Given that the first tournament at Hess begins in mid-May, it is requested that (1) the Board authorize the re-issue of invitations and proposal requirements and (2) that staff to be authorized to negotiate with vendors for 2013 licenses, based upon proposals submitted for licenses. A report will then be provided to the Board for confirmation.

X. ADJOURNMENT **(ACTION)**

Future Meeting Schedules

- CRRA & COG Parks Capital Comm. - Thur., 9 May 2013, 12:15 PM, COG Bldg.
Featuring the presentation of the Parks Maintenance Facility Master Site Plan by APArchitects.
- CRRA Board: Regular Meeting - Thur., 16 May 2013, 12:15 PM, COG Bldg.

Attachments:

1. March Meeting Summary
2. March Voucher Report
3. March Activity Report (to be distributed by email on Tuesday)
4. KaBOOM! Flyer
5. Hess Update (available at meeting)
- 6 A/B. Fee Waiver Request Letters
7. Request to Destroy Records
8. Pool Loan Modification Agreement
9. PF UV Filter Bids (available at meeting)