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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, 19 December 2013, 12:15 PM

NOTE THE LOCATION: Ferguson Twp. Building – Meeting Room

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	Chris M. Hurley, Treasurer, Township of Patton Donna M. Ricketts, D.Ed., SCASD (Appointment Pending), Borough of State College
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II. COMCAST DONATION PRESENTATION by Mr. Joe Rocco

In addition to the volunteer services provided by members of the Comcast Family during the 2013 Comcast Cares Day (April 27), the [Comcast Foundation](#) earmarks funds based upon the number of volunteers involved. For 2013, their donation of \$2,012.50 will be directed entirely to the host site, [Millbrook Marsh Nature Center](#). This was the fourth year that CRPR was selected to host a Comcast Cares Day (2008, 2011, 2012, 2013).

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

VI. APPROVAL OF MINUTES (Attachment # 1) (ACTION)

The draft minutes from the 21 Nov 2013 meeting are enclosed for action.

V. VOUCHER REPORTS from November (Attachment # 2) (ACTION)

VI. COMMITTEE REPORTS / BOARDMEMBER UPDATES

College Twp.	Harris Twp.	Patton Twp.	Ferguson Twp.
State College Boro	State College Area School District		

VII. STAFF REPORTS

A. Updates from the Director

- November Activity Report (Attachment # 3)
- Winter/Spring 2014 ACTIVE GUIDE – 56-pages, published on Sunday, 8 Dec. (distributed to the Board on 9 Dec.)

- Status of filling the two staff vacancies:
Senior Center Supervisor & Parks Caretaker / Mechanic

B. Staff Highlights

Ms. Niki Tourscher	Mr. Jeff Hall	Mr. Todd Roth	Ms. Molly Hetrick
Mr. Jim Carpenter	Mr. Doug Wenger	Ms. Beth Lee	

VIII. DISCUSSION & ACTION ITEMS

A. Nature Center Advisory Committee c/o Ms. Hetrick **(ACTION)**

The following 7 volunteer members of the Nature Center Advisory Committee have requested that their terms be renewed for two years (through 31 Dec 2015):

<u>NAME</u>	<u>REPRESENTING</u>
Donnan Stoicovy	Clearwater Conservancy
Rob Brooks, Ph.D.	Riparia (formerly the PSU Coop. Wetlands Ctr.)
Mary Alice Graetzer	Bald Eagle Archeological Society
Mark Henry	State College Bird Club
Alan Sam	Borough of State College
Mark McLaughlin	Shaver's Creek Env. Center
Sharon Childs	At-Large Appointee

B. "Action Sports Park" Proposal c/o Ms. Tourscher

Ms. Tourscher will introduce Mr. Jamie Bestwick. The Board requested that Mr. Bestwick present his proposal regarding the proposed development of an "Action Sports Park" in a municipal park (to be selected). Direction from the Board is requested on how to proceed in a manner that does not involve municipal funding.

C. 2014 Fee Policy c/o Mr. Woodhead **(Attachment # 4) (ACTION)**

The Director will review the proposals included in the 2014 Fee Policy, which was distributed at the November meeting. Attachment #4 shows a staff-recommended revision to the proposed policy with respect to the new "Rental Customer Appreciation & Referral Program" at the nature center. Formal Board action of the entire policy is requested.

D. Interim Parks Maintenance Facility c/o Mr. Carpenter

Mr. Carpenter will update the Board on the progress of moving to the Interim Parks Maintenance Facility, as well as presenting a summary of the shared renovation costs by the landlord and the agency. All items should be moved by the end of this month.

E. Regional Park Updates

1. Oak Hall Regional Park - Phase 1

(ACTION)

- Board approval is requested to authorize a payment of \$24,230.52 to West Penn Power Co. to provide 3-phase, 480/277 volt, 55kw service to the park. This approval will also grant an easement to West Penn Power to provide that service. This service is independent of any service for the future public well by the CT Water Authority. The service fee is based on a service contract from the sole-source vendor; the funds were allocated in the project budget. Similar payments were made to West Penn Power for each prior capital project.
- Mr. Wenger & Mr. Pashek will update the Board on the park construction project, which has largely been suspended for the winter. The project remains on-budget and on-schedule. Spring 2014 weather conditions (for construction and turf growth) will determine if the park will be able to fully open in Fall 2014 or Spring 2015.

2. Whitehall Road Regional Park - Phase 1 + Parks Maintenance Facility

- Mr. Pashek will provide an update on the Municipal Land Development process for the park, the proposed Toll Brothers student housing development and the possible schedules for bidding and construction for the park and the Parks Maintenance Facility. It is noted that the funding package for the Parks Maintenance Facility must still be considered by the COG General Forum. Proposals for engineering services are currently being finalized; then the financing discussions will be scheduled.

- Mr. Pashek will report on the options regarding the two requests from Centre Soccer Assn. to:

(Action)

- A. Further widen the two primary soccer fields in the Phase 1 project. If this option is to proceed, the Land Development Plans and the Stormwater Management Plan must be (promptly) revised to reflect that layout prior to the final submission to the Township. The additional consulting fees for those revisions would be approximately \$7,020. Given the Phase 1 Project Budget Ceiling of \$5,546,000 for a 75-acre park, Centre Soccer Assn. has been asked if they are able to provide funding for engineering g that expansion.
- B. Provide a Bid Alternate to install artificial sportsturf, perimeter fencing and lighting on those two fields. While the project will be engineered to allow these improvements at any time in the future, preliminary estimates are as follows:

Lighting for the two larger fields	\$350,000
Synthetic turf surfacing	\$934,000
Aggregate base and drainage	\$1,404,000
Nailer curb	\$96,600
Protective fencing	\$31,680
<u>Added cushioning / equipment</u>	<u>\$261,000</u>
TOTAL for synthetic turf and lighting	\$3,076,680.

6% Design Fee reduced to postpone cost for const. observation by 35% = \$119,990

ATTACHMENTS

1. Nov. Meeting Summary (Draft)
2. Nov. Voucher Report
3. Nov. Activity Report
4. 2014 Fee Policy Revision (Proposed)

FUTURE MEETING SCHEDULE & TOPICS**1. CRPR Authority Board & COG Parks Capital Comm. - Joint Meeting**

Thur., 9 Jan 2014, 12:15 PM at the COG Building

TOPICS:

- 2014 Reorganization of the Parks Capital Committee; set meeting dates
- Update on the Harris Twp. request to widen the driveway at the Hess Field Complex
- Welch Pool Parking Update from SCASD
- Discuss the Phase 2 Fundraising Plan and the Proposed Municipal Match of Donations
- Park Project Updates

2. CRPR Authority Board - Regular Meeting at the COG Building.

Thur., 16 Jan 2014, 12:15 PM at the COG Building

TOPICS:

- 2014 Reorganization of the Authority Board; set meeting dates
- Review the 2013 Hess Softball Field Report & plans for 2014
- Consider the proposed 2014 Work Plan for the agency
- Discuss a request for commercial uses (group rentals) of Segways in the parks
- Consider action of any pending park planning and construction items