



2643 Gateway Drive #1  
 State College, PA 16801  
 (814) 231-3071 fax: 814.235.7832  
 www.crpr.org crpr@crcog.net

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 Sept 2013, 12:15 PM  
 COG Building Forum Room**

**Special Note:** A “**Regional Park Progress Walk**” for all interested municipal and Authority officials will be hosted by Mr. Pashek and CRPR Staff at Oak Hall Regional Park at 4:00 PM on Sept. 19 (the same day as the Authority Board meeting).

**I. CALL TO ORDER**

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

\*Mr. Hurley will be unable to attend.

**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 15 Aug 2013 meeting are enclosed for action.

**IV. VOUCHER REPORTS** from August 2013 (Attachment # 2) **(ACTION)**

**V. COMMITTEE REPORTS & MEMBER UPDATES**

|              |               |                                    |
|--------------|---------------|------------------------------------|
| College Twp. | Harris Twp.   | State College Borough              |
| Patton Twp.  | Ferguson Twp. | State College Area School District |

**VI. STAFF REPORTS**

**A. Updates from the Director**

- August Activity Report (Attachment # 3)
- Lifeguard Certificates Presented: Mr. Todd Roth
- Letter from Nature Center Advisory Committee - pending their meeting on 18 Sept 2013.  
 (Attachment # 4 - available at meeting)

- Presentation of the 2014 CRPR Budget Proposals: (Attachment # 5)

|                                 |  |
|---------------------------------|--|
| 1. Parks & Recreation Fund      | 5. Nature Center Operations Fund           |
| 2. Parks Capital Equipment Fund | 6. Nature Center Capital Fund              |
| 3. Aquatic Operations Fund      | 7. Senior Center Fund                      |
| 4. Pools Capital Fund           | 8. Regional Parks Capital Fund - COG       |
|                                 | 9. Regional Parks Capital Fund - Authority |

B. Staff Highlights

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

VII. DISCUSSION & ACTION ITEMS

A. **Nature Center Rental House** c/o Molly Hetrick, Rec. Supervisor – Nature Center

At a Special Meeting held on Aug. 21, the Nature Center Advisory Committee toured the rental house with agency and PSU staff (representing the site owners), and then met regarding committee recommendations to the Authority. Following that discussion, the group unanimously approved the following motions:

**Motion 1:** *The committee agrees with the Penn State assessment of the farmhouse and that the expenses to renovate do not justify the outcomes, so the committee agrees with the proposed action to demolish the farmhouse and restore the site. Motion by Rick Marboe; second by Kathy Matason; motion passed.*

**Motion 2:** *The committee supports revisiting the Master Site Plan for the nature center and considering future opportunities to the site that the removal of the farmhouse provides. Motion by Bob Igo; second by Kathy Matason; motion passed.*

Therefore, as the leaseholder from Penn State for the nature center, the Authority Board is asked to endorse the demolition and site restoration of the rental house by the University. In addition, staff wishes to recognize the assistance provided by the University in materials testing, estimating remodeling costs and evaluating the structure. **(ACTION)**

B. **Senior Center Code of Conduct Policy** c/o Niki Tourscher, Program Manager  
 (Attachment # 6)

To assist with hosting patrons at the Senior Center, a Code of Conduct is proposed for adoption by the Authority Board. This policy has been endorsed by the Centre County Office of Aging, and similar policies have been adopted by other Senior Centers across the country. Ms. Tourscher will also report on suggestions and input provided by our Senior Center patrons. It is proposed that the Board review and comment on the policy at this meeting, then consider Board action at this meeting or at the October meeting. **(ACTION)**

**C. Senior Center Statistics / 2014 Funding Formula** c/o Niki Tourscher, Program Manager  
(Attachment # 7)

The implementation of the CoPilot registration software at the Senior Center has enabled staff to compile more accurate data on the home municipality of each patron (Unique Person Served) – which provides a more accurate measure for the annual funding percentage by each municipality. Therefore, it is proposed that the 2014 funding shares be based upon actual patron residency rather than the former statistics involving:

- Meals served by residency (through 1999) and
- Program visits by residency (for 2000-2013).

Attachment #7 compares the data in greater detail; Ms. Tourscher will review and summarize this information at the meeting. The proposed 2014 Senior Center Budget includes percentages based on the residency of each “Unique Person Served” rather than program visits.

**D. 2014 Pool Policies & Fee Suggestions** c/o Todd Roth, Aquatics Supervisor  
(Attachment # 8)

Each September staff presents to the Board a summary of pool patron requests and staff recommendations for the upcoming year. Following Board discussion this month, action to finalize the proposals will be listed for the October Board meeting.

**E. Oak Hall Regional Park – Phase 1 Construction Items**

1. Mr. Wenger will provide an update on the Oak Hall Regional Park Phase 1 Construction Budget, including the status of the Contingency Funds.
2. **Change Order #G-04:** Landscape Architect Jim Pashek will discuss the proposed Change Order #G-04 to Leonard J. Fiore Inc. (for the General Contract) if ready for Board action. While the proposals are still being finalized, the general tasks are shown below.
  - a. Credit for the change and reduction in depth of crushed stone in the parking lot,
  - b. Credit for relocating the site electrical controls from the restroom to the maintenance building.
  - c. Added charge for the 1,007 linear feet of 6’ high baseline fencing on 3 of the 4 softball fields,
  - d. Added charge for additional materials to construct the 8 dugouts back from the baseline fencing rather than the locations shown on the plans.
  - e. Added charge for supplemental and owner-authorized erosion control measures resulting from the 27 Jun 2013 rainstorm (pending the upcoming completion of the parking area).

**GENERAL CONTRACT – Summary of Proposed C.O. #G-04:**

|                                     |                |
|-------------------------------------|----------------|
| Current "General Contract" Amount:  | \$2,544,102.87 |
| <b>Change Order #G-04 (Pending)</b> | (TBD)          |

Possible **(ACTION)**

3. **Water Well Lease Agreement:** The Director will report on the status of the proposed agreement with the College Twp. Water Authority and CRCOG. If available from the Solicitor, a final agreement may be distributed for Authority discussion and possible action.

**F. Whitehall Road Regional Park** – There are currently no updates to report with respect to the proposed Toll Bros. purchase of the adjoining lands from Penn State University. The Director will relay any updated information, when available.

**G. Interim Centralized Parks Maintenance Facility (Leased)**

Pending authorization by the COG, the Authority Board may be responsible for reviewing and executing the lease for the interim Parks Maintenance Facility, as discussed on Sept. 12 at the Joint Parks Meeting. Action may be requested pending the status of the necessary documents.

VIII. ADJOURNMENT

**(ACTION)**

|  |   |
|--|---|
| <b>ATTACHMENTS</b>   |   |
| 1. August Meeting Summary (Draft)  | 5. 2014 Budget Proposals (Summary)          |
| 2. August Voucher Report   | 6. Sr. Center Code of Conduct (proposed)    |
| 3. August Activity Report  | 7. Sr. Center Funding Formula               |
| 4. Letter from Nature Center Adv. Committee<br><i>(available at meeting)</i> | 8. 2014 Pool Policy and Fee Recommendations |

**FUTURE MEETING SCHEDULE**

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| <ol style="list-style-type: none"> <li>1. COG Finance Committee – 2014 Budget Hearing for CRPR: To be announced.</li> <li>2. Joint Authority Board &amp; COG Parks Capital Comm. Meeting: Thur., 10 Oct 2013, 12:15 PM at the COG Building.</li> <li>3. Authority Board Regular Meeting: Thur., 17 Oct 2013, 12:15 PM at the COG Building</li> </ol> |
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