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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, 17 July 2014, 12:15 PM

PLEASE NOTE THE LOCATION: The Centre Region Senior Center

131 S. Fraser St. #1, State College, PA 16801
(Parking vouchers will be provided at the meeting)

I. CALL TO ORDER / WELCOME 2 NEW BOARD MEMBERS / ELECTION

Sue Mascolo, Chair, Township of Ferguson Kathy D. Matason, Secretary, Township of College Chris M. Hurley, Treasurer, Township of Patton	James W. Dunn, Ph.D., Borough of State College Shannon E. Messick, SCASD * Diane J. Ishler, Township of Harris **
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- A.* On 7 July, State College Borough Council appointed **Ms. Shannon E. Messick** as the School District representative to the Board, to fill the unexpired term of Dr. Ricketts (though 31 Dec 2016).
- B.** On 14 July, the Harris Twp. Board of Supervisors is expected to appoint **Ms. Diane J. Ishler** as their volunteer appointee to the Board, to fill the unexpired term of Mr. Harpster (through 31 Dec 2015).

ELECTION OF VICE-CHAIR (ACTION)

It is requested that the Board conduct an election to fill the remaining term of the 2014 Vice-Chairperson, formerly held by Mr. Harpster. If any of the current officers advance to this position, a subsequent election may be necessary to fill the newly-vacated position.

REMEMBRANCE OF MR. HARPSTER (ACTION)

Staff requests approval to proceed with installing a 25' aluminum flagpole and plaque at the John Hess Softball Complex to memorialize the 13 years of volunteer community service Roy provided as a CRPR Board member & officer. The Harris Township Supervisors have offered to share in the \$1,500 total cost. The proposal has the support of Mrs. Ann Harpster for Board and Township consideration. (The relocation of this flagpole will be necessary as part of the planned but as-yet-unscheduled, major site improvements.)

BOARD PHOTO: It is requested that the Board briefly suspend the meeting for an updated Board photograph.

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 May 2014 meeting are enclosed for action.
 The regular June meeting was cancelled.

IV. VOUCHER REPORTS (Attachments # 2 A/B) (ACTION)

Staff will be happy to answer any questions about the items listed in the reports.

- Attachment #2A May Voucher Report
- Attachment #2B June Voucher Report

V. BOARD MEMBER ITEMS

BOARD BYLAWS COMMITTEE REPORT (Attachment # 3) (ACTION)

The Bylaws Committee consists of Mr. Hurley, Ms. Matason and Dr. Dunn. Based upon discussions at the May meeting, staff has prepared an updated draft of the bylaws. This version is presented for Board action to adopt, subject to desired revisions discussed at this meeting.

BOARD MEMBER UPDATES

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

VI. STAFF REPORTS

A. Updates from the Director – Mr. Woodhead

- Activity Reports for May and June (Attachments #4A & 4B)
- Office Manager Vacancy Update / Announcement
- Park Forest Pool UV Treatment Systems - Memo from Todd Roth (Attachment #5)

B. Updates from the Program Manager – Ms. Tourscher

- Winter/Spring 2014 Program Report (Attachment #6)
- Summer Program Update (verbal status report)
- Summer Staff Roster (Attachment #7)
- The 56-page *CRPR Fall Active Guide* will be published on Sun. 10 Aug 2014.
- The 2015 Senior Center Funding Formula Report (Attachment #8)

C. Staff Highlights

Mr. Jim Carpenter Mr. Todd Roth Ms. Molly Hetrick
Mr. Jeff Hall Ms. Cindy Stahlman Ms. Beth Lee (vacation)

VII. DISCUSSION & ACTION ITEMS

A. OAK HALL REGIONAL PARK – Phase 1 Construction Update

Building upon the presentation at the Joint Parks Meeting on 10 July 2014, Director Woodhead and Construction Manager Don Woods will update the Board on the current status of the stormwater controls in place and proposed. The various supplemental stormwater measures proposed by the engineers have been approved by PA Dept. of Environmental Protection and the Centre County Conservation District – with some revisions.

It is hoped that a proposed Change Order will be available from the contractor for Board consideration at this meeting. If it is not available, a Special Meeting may be scheduled to enable that work to proceed ASAP. A status report on the project budget will also be provided.

B. WHITEHALL ROAD REGIONAL PARK – Update

1. Toll Bros. Development – Update

In June the developer announced that they expect to re-submit their development plans to Ferguson Twp. in mid-August. It is expected that detailed discussions with regard to scheduling (1) construction access to the park, (2) utility services to the park and (3) park visitor access will get underway at that time.

2. Phase 1 Project Budget – Update

Following up on Mr. Pashek’s presentation at the June 12 Joint Parks Meeting, it is necessary to re-examine both the costs and revenue associated with constructing Phase 1 of the park. A presentation on the results of that work is tentatively planned for the 14 Aug 2014 Joint Parks Meeting. However, the to-be-announced plans by Toll Bros. development will also impact the park project costs.

3. Centralized Parks Maintenance Facility

It has been necessary for APArchitects to continue work on designing the facility in order to be ready for late-fall bidding in conjunction with the park construction contracts. Therefore, it is proposed that the Authority and APArchitects finalize an agreement for action at the 21 August 2014. If it is necessary to again postpone the project due to the Toll Bros schedule, Board authorization for payment for design and engineering services to date will be proposed.

4. Water Authority Memorandum of Understanding

At the May meeting, a proposed agreement was presented with regard to the construction of the park. It is requested that action on this agreement remain tabled pending the updated plans for the adjacent parcel to be developed by Toll Bros. The other adjoining property owner (Penn State University) has fully approved the park development plans.

C. THE 2015-2020 STRATEGIC PLAN (Draft) *(Attachment #9)*

The development of a Strategic Plan for 2015-2020 was a major task listed in the 2014 Work Plan. Ms. Tourscher has been coordinating work on the draft plan and will provide highlights. It is presented for Board review and comment with action proposed for the 21 August 2014 Board meeting.

The next phase of the staff efforts will be to develop a Business Plan, as well as prepare the background documents to authorize a Fundraising Consultant Study in early-2015. Funding for the fundraising study, as outlined in the 2015 Program Plan, will be proposed in Detailed Budget.

D. 2015 PROGRAM PLAN *(Attachment #10)*

The Director will review the various aspects of the draft “2015 Program Plan,” which also includes the Capital Improvement Plan (CIP). While only the 8 sections related to CRPR are included in the attachment, the entire COG Program Plan is available at: <http://www.crcog.net/programplan>

The draft document was presented to the COG Finance Committee by Mr. Steff for their 10 July 2014 meeting. Staff is currently working on the final version for distribution to the COG General Forum. It is expected that the Detailed Budget will be presented to the Board in Sept. Board suggestions and comments are welcomed. No action is requested at this time.

ATTACHMENTS

- 1 May Meeting Summary (draft)
- 2A May Voucher Report
- 2B June Voucher Report
- 3 Board Bylaws - Updated Draft
- 4A May Activity Report
- 4B June Activity Report
- 5 Park Forest Pool UV Treatment Systems – Project Close-Out Summary
- 6 Winter/Spring 2014 Program Report
- 7 Summer Staff Roster
- 8 Senior Center Statistical Report > 2015 Funding Shares
- 9 2015-2020 Agency Strategic Plan – Draft
- 10 2015 Agency Program Plan

FUTURE MEETING SCHEDULES**Joint Meeting of the COG Parks Capital Comm. & the CRPR Authority Board**

Thur., 14 August 2014, 12:15 PM at the COG Building

(to focus on the Whitehall Road Reg. Park Phase 1 Construction Estimates)

CRPR Authority Board - Regular Meeting at Millbrook Marsh Nature Center.

Thur., 21 August 2014, 12:15 PM

(to include the consultant service agreement with APArchitects for the Central. Parks Maint. Facility)