



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, 21 Aug 2014, 12:15 PM

**PLEASE NOTE THE LOCATION: Millbrook Marsh Nature Center**

548 Puddintown Road (College Twp.), State College, PA 16801

**I. CALL TO ORDER**

Sue Mascolo, Chair, Township of Ferguson Chris M. Hurley, Vice-Chair, Township of Patton Kathy D. Matason, Secretary, Township of College	Diane J. Ishler, Treasurer, Township of Harris James W. Dunn, Ph.D., Borough of State College Shannon E. Messick, SCASD
---	---

*Ms. Messick and Dr. Dunn are not able to attend this meeting.*

**II. INTRODUCTIONS**

- Mr. Woodhead will introduce CRPR Office Manager **Ginny L. Altenderfer**, who began work on 4 Aug.
- Ms. Hetrick will introduce **Ericka Bendik** of Slippery Rock University, the Fall Intern at the nature center.

**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 17 July 2014 meeting are enclosed for consideration.

**V. VOUCHER REPORT - JULY** (Attachments # 2) (ACTION)

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

**VI. BOARD MEMBER ITEMS & UPDATES**

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

**VII. STAFF REPORTS**

**A. Updates from the Director – Mr. Woodhead**

- **Flagpole Dedication in Memory of Mr. Roy F. Harpster:**  
 A ceremony will be held on Sat. 4 Oct 2014, 11:30 AM at Hess Field Complex to dedicate the flagpole and cast bronze plaque presented in memory of the community service of Roy F. Harpster. The date was selected on the basis of the tournament schedule and with the support of Mrs. Harpster. This tribute was funded jointly by Harris Twp. Board of Supervisors and the CRPR Authority Board. Invitations will be issued to the public ceremony, which will be held during an intermission of a collegiate softball

tournament that weekend. The ceremony time may be adjusted slightly (before the invitations are issued) to accommodate the tournament game schedule that day.

- Record Copy of Updated Bylaws  
Once signed by the two Board officers at the meeting, signed versions of the Board-approved Bylaws will be distributed for Board reference.
- Activity Report for July *(Attachment #3)*

B. Updates from the Program Manager – Ms. Tourscher

- Ms. Tourscher will provide a verbal update regarding the 48-page *CRPR Fall Active Guide* that was published on Sun. 10 Aug 2014.
- The Summer 2014 Program Report will be presented at the 18 Sep 2014 Board Meeting.

C. Staff Highlights

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

VIII. DISCUSSION & ACTION ITEMS

- A. **Receive the 2013 Audit Report for the CRPR Authority** *(Attachment #4)* ACTION  
COG Finance Officer Mr. Jos. Viglione will review the various components of the 2013 Audit Report as prepared by Maher Duessel CPAs. Board action to acknowledge receipt of the report is requested.

- B. **Municipal Comments on the 2015 Program Plan** *(Attachment #5 A/B)*  
The municipal comment phase of the 2015 Program Plan is currently underway. To date, the official comments from College Twp. and Harris Twp. have been received (and are attached); the other comments are expected within the next week; they will be distributed upon receipt. Board member comments are welcome as the staff work on drafting the various 2015 Detailed Budgets for Board consideration.

- C. **CRPR Strategic Plan 2015-2020** (Proposed, as distributed at the July meeting) ACTION  
Based upon the draft distributed at the July meeting, some minor revisions have been made to the plan text. Overall, the plan documents and continues the current priorities of the Authority with some benchmarks to measure progress. The Board is asked to consider:
- (1) authorizing staff to prepare a final draft of the plan,
  - (2) if the Board wishes to distribute the draft plan for municipal or public comments, and
  - (3) if the Board wishes to schedule action to endorse the plan (in relation to any comment period, if so authorized).

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 Feasibility Study by a professional consultant for early-2015. Funding for the fundraising study, as outlined in the 2015 Program Plan, will be proposed in Detailed Budget.

D. **Oak Hall Regional Park Construction Updates:**

(1) Mr. Woodhead and Mr. Woods will provide an update on the Oak Hall Reg. Park construction project. The various supplemental stormwater measures proposed by the engineers and approved by the PA Dept. of Environmental Protection and the Centre County Conservation District have been successfully implemented. Major work at the park is expected to complete by Labor Day, then the punch-list process will begin. An updated budget report is also being finalized for Board review.

(2) The Board is asked to consider action on a request for payment totaling \$11,544.57 for the supplemental services provided by Pashek Associates and APArchitects, as detailed in *Attachment #6*. (ACTION)  
Staff recommends approval of this request, along with obtaining reimbursement from the building contractor for the \$2,130 in architectural fees related to the Parallam Beams on the restroom/concession building.

**E. Whitehall Road Regional Park / Centralized Parks Maintenance Facility**

(1) Water Authority Memorandum of Understanding (to remain tabled)

At the May meeting, a proposed agreement was presented with regard to the construction of the new 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.

(2) Centralized Parks Maintenance Facility *Attachment #7 (ACTION)*

While the construction schedules for the park and the maintenance facility remain on hold pending progress by Toll Bros., it is proposed that APArchitects be paid for professional services performed on the project before a the project planning was suspended by staff.

A request for payment in the amount of \$20,195 has been submitted for consideration. This amount will then be credited against the permanent architectural services contract once the project resumes and the final agreement is executed by the Board. Until that time the firm will not expend additional time on the project unless authorized. Mr. Popovich will attend to review progress on the plans to date, which build upon the approved Master Plan for the facility.

IX. ADJOURNMENT (ACTION)

**ATTACHMENTS**

- 1 July Meeting Summary (draft)
- 2 July Voucher Report
- 3 July Activity Report
- 4 2013 Audit Reports
- 5 A/B Program Plan Comments - Harris and College Townships
- 6 Oak Hall Reg. Park - Pashek Associates
7. Centralized Parks Maint. Facility - APArchitects

**FUTURE MEETING SCHEDULES**

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

Thur., 11 Sep 2014, 12:15 PM at the COG Building

**CRPR Authority Board - Regular Meeting** at the COG Building

Thur., 18 Sep 2014, 12:15 PM \*

**Harpster Flagpole Dedication Ceremony** at the Hess Field Complex

Sat., 4 Oct 2014, Approx. 11:30 AM (time to be finalized prior to issuance of invitations)

*\* Please note that the Director will be out of the office on 15-26 Sept 2014. Ms. Tourscher will serve as Acting Director during that time.*