



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, 15 January 2015, 12:15 PM

COG Building - Forum Room

2643 Gateway Drive, 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
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II. COMMENTS FROM THE PUBLIC for any item not on the agenda (up to 3 min./person)

III. 2015 BOARD REORGANIZATION

A. Election of Officers - The 2015 Officers will serve until the 21 Jan 2016 Board meeting. The Director may be appointed as Chair Pro Tem for the election.

The following slate of officers have served in 2014:

- Sue Mascolo, Chair
- Chris M. Hurley, Vice-Chair
- Kathy D. Matason, Secretary
- Diane J. Ishler, Treasurer

B. The 2015 Board meeting dates were approved by Board action on 8 Jan 2015. However, the location of the Board meeting on 16 July 2015 has been moved to Sunset Park Pavilion #2.

IV. APPROVAL OF MEETING SUMMARY (Attachment #1) (ACTION)

The draft meeting summary from 4 Dec 2014 is enclosed for consideration.

V. VOUCHER REPORTS from December 2014 (Attachment #2) (ACTION)

VI. BOARD MEMBER ITEMS & UPDATES

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

VII. STAFF REPORTS

A. Director's Report – Mr. Woodhead

- Staff Activity Report for November & December (Attachment #3)
- The **2014 Program Report** will be reviewed by Ms. Tourscher (Attachment #4)
- The proposed **2015 Work Plan** will be reviewed by Mr. Woodhead (Attachment #5)
Board comments and suggestions are welcomed. After those updates and revisions, Board endorsement will be requested at the 19 February meeting.

B. Staff Highlights

Ms. Niki Tourscher, Program Mgr. Mr. Jeff Hall, Rec. Sup. Fitness & Sports Ms. Cindy Stahlman, Sr. Ctr. Sup. Ms. Beth Lee, Rec. Sup. Programs & Mktg.	Mr. Jim Carpenter, Parks Mgr. Ms. Molly Hetrick, Nature Ctr. Sup. Mr. Todd Roth, Aquatics Sup.
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VIII. DISCUSSION / ACTION ITEMS

A. **Wm. L. Welch Community Swimming Pool Access & Parking**

1. **High School Project Plans** (Attachment #6) (ACTION)

Following the adoption in December of similar resolutions by the Authority Board and the School Board regarding parking and access for Welch Pool, staff engaged Attorney Rod Beard, Bellefonte, to prepare the official Amendment to the 2009 Shared Access and Parking Agreement. The proposed amendment, provided here for your review, incorporates the resolution from each organization and is now before the School District for their signatures. Since the Board's prior resolution authorized Board signatures on the amendment, signed copies will be distributed for your records when available.

In addition, a copy of the Authority's resolution was forwarded to the State College Borough Planning Commission and to the Centre Regional Planning Commission in order to emphasize the importance of the pedestrian features as the High School Land Development Plan is reviewed.

2. **ADA Parking Complaint** (Attachment #7) (ACTION)

In November, staff provided an update to the COG General Forum on the staff findings regarding possible short-term and long-term options to have some ADA parking spaces closer to the pool gate. A number of elected officials then requested that a Design Professional evaluate the available options and prepare an estimate of the associated costs. As a result, in December the Board authorized seeking a proposal from APArchitects LLC, the firm that served as the lead consultant for the recent Welch Pool Renewal, to study those options and prepare an official report to the Board. Mr. Popovich will address ADA parking / access on both the "pool tract" and the shared parking areas associated with the proposed High School plans. If approved, the study would be an unbudgeted expense drawn from the Pools Capital Fund balance. If the Board wishes to proceed, a possible motion would be:

"That the Board accept the proposal submitted by APArchitects LLC to study and report on options for ADA access for Welch Pool at an hourly rate not to exceed a total of \$3,450 plus reimbursable expenses."

B. Hess Driveway Improvement Project (Attachment #8) (ACTION)

In 2014 a study was performed by Trans Associates to identify the estimated costs and design options for a driveway improvement project at the John Hess Softball Complex. The 2016 Budget includes funds for the option that would widen and re-profile the existing driveway. The Authority wishes to complete this project no later than May. The Director thanks Mr. Tom Zilla, Principal Transportation Planner at Centre Regional Planning Agency, for his ongoing assistance and guidance with this project.

The first step is to engage a Professional Engineer to prepare the detailed designs, obtain the necessary permits from PennDOT and the Centre Co. Conservation District, and oversee the bidding and construction work. In December an RFP was prepared by staff and distributed to five firms. Three firms responded with proposals:

- | | | |
|----|-------------------------------------------|-----------|
| 1. | Stahl-Sheaffer Engineering, State College | \$19,703. |
| 2. | David E. Wooster Assoc., Pittsburgh | \$27,225. |
| 3. | Trans Associates, State College | \$30,000. |

The proposals are available for Board and public review.

Based upon staff reviews of the three proposals, the following motion is recommended:

"That the Board accept the proposal of Stahl-Sheaffer Engineering for professional services related to the Hess Driveway Project as outlined in the Authority's RFP for a fixed sum of \$19,703 to include reimbursable expenses."

C. Nature Center Parking Area Project (Attachment #9) (ACTION)

In 2014 the Authority was awarded an \$87,500 grant from PA DCNR to be matched solely by pledged donations of the same amount, to build the long-discussed parking area at Millbrook Marsh Nature Center. Based upon the firms prior work with the Land Development Plan approval and grant application for this project, Stahl-Sheaffer Engineering was asked to submit a proposal for final design and to oversee the bidding and construction work, including the work required by the state grant. Proceeding with this engagement has been approved by the PA DCNR Project Manager and the expense will be eligible for grant funding. As a result, the following motion is recommended:

"That the Board accept the December 16 proposal of Stahl-Sheaffer Engineering for professional services related to the Millbrook Marsh Nature Center Parking Area Project for a fixed sum of \$6,000 plus up to \$500 in reimbursable expenses."

D. Linden Hall Road - Curbing & Guiderail Project (Attachment #10) (ACTION)

With the completion of the Phase 1 construction of Oak Hall Regional Park, it has been recommended that 150' of 8" high curbing plus guiderail be added along Linden Hall Road, opposite the driveway to the park, in the interest of safety. In order to provide for Spring/Summer construction, staff proposes to engage Stahl-Sheaffer Engineering to survey, design, obtain the necessary permits and oversee construction - since this firm also worked on the Phase 1 park project - for a NTE fee of \$3,850 plus up to \$250 in reimbursable expenses. The total cost of the project is estimated at \$16,600 including the engineering fees proposed here. Staff recommends proceeding with the engineering phase of this project with the following motion:

(Continued on next page)

"That the Board accept the October 23 proposal of Stahl-Sheaffer Engineering for professional services related to the Linden Hall Road curbing project on hourly basis not to exceed a total of \$3,850 plus up to \$250 in reimbursable expenses."

IX. ADJOURNMENT

(ACTION)

ATTACHMENTS

- 1 December Meeting Summary (draft)
- 2 December Voucher Report
- 3 Activity Report for Nov/Dec
- 4 2014 Program Report
- 5 2015 Work Plan (draft)
- 6 Welch Pool Parking Amendment (pending)
- 7 Study for Welch Pool ADA Parking
- 8 Engineering Proposal for Hess Driveway Project
- 9 Engineering Proposal for Nature Center Parking Project
- 10 Engineering Proposal for Linden Hall Road Curbing

FUTURE MEETING SCHEDULES

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

Thur., 12 Feb 2015, 12:15 PM at the COG Building

CRPR Authority Board - Regular Meeting

Thur., 19 Feb 2015, 12:15 PM at the COG Building

At this point, the following tentative agenda topics are scheduled for the Board agenda on 19 Feb 2015:

- Consider action on the following bids:
 - Vending machines, Food & Snack Concessions, Portable Toilets, Swimming Pool Chemicals.
- Review the draft RFP for the Agency Fundraising Study
- Endorse the final version of the 2015 Work Plan
- Consider approving submitting grant applications to:
 - The Central PA Convention & Visitors Bureau
 - The "Get Outdoors PA" grant program c/o PA DCNR