



Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton

Meeting Agenda

for Thursday, 18 August 2016, 12:15 PM at the **Nittany Mall – Community Room**

(Please note the meeting location)

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 Jim W. Dunn, Ph.D., Borough of State College Shannon E. Messick, SCASD
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**Mr. Hurley and Ms. Matason are unable to attend this meeting.*

- I. CALL TO ORDER
- II. COMMENTS FROM THE PUBLIC for any item not on the agenda (up to 3 min./person)
- III. APPROVAL OF MEETING SUMMARY *(Attachment #1)* **(ACTION)**
The draft meeting summary from the Regular Meeting on Thursday, 21 Jul 2016 is attached for consideration / action.
- IV. VOUCHER REPORTS from July 2016 *(Attachment #2 A-B)*
Attachment #2A: The July 2016 Voucher Report is attached for review and approval. **(ACTION)**
Attachment #2B: The 31 July 2016 Budget Report (provided for information only)
- V. BOARD MEMBER ITEMS & UPDATES

Ferguson Twp.	Harris Twp.	College Twp.
Patton Twp.	State College Borough	State College Area School District
- VI. STAFF REPORTS
 - A. Director's Report c/o Mr. Woodhead, Director
 - 1. Staff Activity Report for July *(Attachment #3)*
 - 2. The Fall 2016 *CRPR Active Guide* was published on Sun., 14 Aug 2016. Copies will be distributed at the meeting; the digital version of the Guide is available at www.crpr.org
 - 3. The "CRPR 50 Fest" is scheduled for Tudek Park on Sat. 27 Aug 2016 from 10 AM – 2 PM: Ms. Tourscher *(Attachment #4)*
 - B. Staff Highlights

Ms. Niki Tourscher, Prog. Mgr. Mr. Jim Carpenter, Parks Mgr. Mr. Jeff Hall, Sports Sup. Ms. Beth Lee, Rec. Sup.	Ms. Cindy Stahlman, Sr. Center Sup. Ms. Melissa Freed, Nature Center Sup. Mr. Todd Roth, Aquatics Sup.
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VII. DISCUSSION AND ACTION ITEMS

A. 2015 AUTHORITY AUDIT REPORT (Attachment #5) (ACTION)
COG Finance Officer Jos. Viglione will review the 2015 Audit Reports as prepared by the CPA firm of Maher Duessel, Pittsburgh. Following any questions from members, the Board should take action to receive the annual audit report.

B. NEW MUNICIPAL PARK AREA REQUESTED FOR 2017 (tabled at the July meeting)
Presented by Mr. Woodhead (Attachment # 6)
Based upon the information presented at the July meeting, Patton Twp. staff provided the following information (and the attached plan) about the proposed Grays Woods Park:

From Susan Wheeler, Patton Twp. Public Works Project Manager:
*The entire parcel is 42 acres; the Phase 1 area is just over 4 acres.
The amenities to be constructed within this area are as follows:*

- *2 ADA accessible play area, one for children 2-5 years and one for children 5-12 years, all environmentally-themed.*
- *1 pavilion with picnic tables and a vegetated roof.*
- *Interpretive/educ. signs about the site, wetlands and species of interest.*
- *Formal walking paths that are located within Phase I and lead to the wetlands areas with educational signage. Passive walking paths.*
- *Picnic tables, benches, bicycle racks, trash / recycling cans.*
- *Landscaping and vegetated lawn along the length of Gray's Woods Blvd.*
- *Gravel parking lot for 8 cars, 1 paved ADA space, 1 space for school bus.*

Following the addition of this new, 4-acre park after August 2017, CRPR will be maintaining 925 acres across 56 sites in the Centre Region.

Proposed Action - It is recommended that the Board consider action on the following motion:

That the Authority agree to maintain and program the new Phase 1 area of Grays Woods Park:

- *Upon Final Acceptance by the Township of the park construction project from their contractors, and*
- *Pending that the participating municipalities provide the necessary funding in the 2017 Budget for that addition.* (ACTION)

C. FUNDRAISING STUDY / PROJECT UPDATE: Update by Ms. Tourscher
As authorized by the Board in April, Affinity Connection Inc. has continued work on the three parts of the study:

- Part 1 focus: To raise at least \$100,000 to fund additional improvements at the Active Adult Center.
- Part 2 focus: To raise funds for the projects outlined on the Nature Center "Phase 2" Capital Improvement Plan. The campaign goal, along with the associated fundraising costs, can be determined from the proposed planning services in Item D.
- Part 3 focus: To fund the Phase 2 improvements at the 3 Regional Parks (once the status of constructing Whitehall Road Regional Park Phase 1 is finalized).

D. PROPOSAL FOR NATURE CENTER PHASE 2 PROJECTS (Attachment #7) (ACTION)

Based upon the Nature Center Phase 2 Project Roster endorsed in July, it is recommended that APArchitects LLC, Lemont, be engaged to provide the necessary planning services, graphics and cost estimates as required for the state grant application and for the fundraising campaign, per the attached proposal. It is proposed that these costs (not-to-exceed \$5,000) be fully-funded using a targeted 2015 donation for the Phase 2 Projects; no municipal funds will be used. A possible motion may be:

“That the Authority accept the proposal from APArchitects LLC for professional design services for the Millbrook Marsh Nature Center Phase 2 projects with a total cost not-to-exceed \$5,000 and that these services be funded by a previously-paid, targeted donation to advance the Phase 2 projects.”

E. WHITEHALL ROAD REGIONAL PARK – Phase 1 Construction

In July municipal comments were requested by the COG Parks Capital Committee with regard to resuming the Authority’s process to construct the Phase 1 facilities for the new, 100-acre Whitehall Road Regional Park. This discussion was requested in light of the longstanding delays associated with the proposed development of the adjoining parcel. In addition, Solicitor Williams was asked to review the various agreements to confirm the respective COG/ Municipal/ Authority responsibilities in the process. The goal remains to review and discuss this information at the Joint Parks Meeting on 8 Sep 2016.

Staff has compiled a preliminary (draft) roster of efforts and actions that will be required when the park project advances (*these tasks are listed in no particular order; some are closely-related and overlap*):

1. For the benefit of residents, review, present and promote the original purposes of the COG Regional Parks, the approved Master Site Plan, and the current demands for these new park facilities.
2. Finalize (1) temporary access for construction and (2) permanent access for park visitors – which may be separate since the schedule for the adjoining development remains unknown. Authorize the necessary engineering, permits, legal documents, funding and contracts to construct the route(s). In addition, it is expected that the Traffic Impact Study must be updated to reflect only the park uses (the park traffic counts will also depend up the final phasing of the park facilities).
3. Evaluate sources of outside funding assistance for the various aspects of the access roads and for any applicable park facilities to supplement the approved municipal funds. It is noted that since the new park will also serve as the trailhead for the Musser Gap Greenway Trail, special bike/ped funds may be available. In addition, funding assistance by the Centre County Visitor’s Bureau should again be requested.
4. Finalize an extension of the \$300,000 grant from the PA Dept. of Conservation and Natural Resources. Currently the project completion deadline is 31 Dec 2017.
5. Finalize the plans / costs to extend the construction financing. The current draw-down window from the loan will close on 1 Jun 2017.
6. Resume the Phase 1 Park Planning Process by finalizing an agreement with an engineering firm that includes a PA-registered Landscape Architect and also a PA-Registered Architect (since a Maintenance Building to serve the park will be required).
7. Finalize the plans and phasing for utility services to the park (water, sewer, elec., gas, data).
8. Obtain updated estimates of construction costs to select those facilities to remain within the approved funding authorization. This process will confirm the levels of service to be provided by the various facilities – especially with sufficient facilities that will provide the necessary user revenue to offset operational and maintenance costs. Working together, all three Regional Parks should enable special experiences for park visitors of all ages and interests.

9. Finalize the components of the Phase 1 construction package. If the state grant funding is involved, obtain the approval of the PA Dept. of Conservation and Natural Resources
10. Complete the discussions with the Water Authority respect to the stormwater agreement.
11. Finalize the Land Dev. Plan and the phasing plan to complete the approval process with Ferguson Township. Obtain any other permits that must be renewed or obtained.
12. Resume work to fully-complete the Phase 1 plans and specs. Obtain the required PA DCNR approvals prior to bidding (if their grant funds are involved).
13. Plan for proper construction admin / oversight on behalf of the Authority.
14. Proceed to the bidding phase and the construction phase.

In view of the pending discussions at the Joint Parks Meeting on 8 Sep 2016, the Board may wish to consider the following motion:

“That the CPRR Authority Board hereby:

(ACTION)

1. *Reaffirms the Board’s commitment to completing the COG Regional Parks Program with the Phase 1 construction of Whitehall Road Regional Park,*
2. *Recommends that COG Parks Capital Committee reaffirm their commitment to the COG Regional Parks Program and to the previously-authorized funding, and*
3. *That staff proceed to solicit the necessary proposals for Board consideration and action.”*

F. THE 2017 COG DETAILED BUDGET PROPOSALS (To be distributed at the meeting.)

Ms. Tourscher will review with the Board the initial drafts of the 2017 COG Detailed Budget proposals – based upon the 2017 Program Plan. As usual for August, much work remains to be done on each proposal. No Board action is requested.

G. AGENCY DIRECTOR TRANSITION

In view of the scheduled retirement of the current Director on 31 Aug 2016, Mr. Steff has asked that this topic continue on each Board agenda so that updates can be provided. The next Agency Director, Pamela J. Salokangas, will begin work on Monday, 22 Aug 2016.

VIII. ADJOURNMENT

(ACTION)

Following the adjournment, Mr. Popovich will lead a walk-through of the renovation-in-progress for the new space for the Active Adult Center. The renovations have been contracted by the Nittany Mall. **Due to safety concerns and liability, this tour is not open to the public;** the walk-through will be for Authority and Municipal Officials and staff only.

ATTACHMENTS	FUTURE MEETINGS
1 Meeting Summary 21 Jul 2016 2A-B July Finance Reports 3 Staff Activity Report – July 2016 4 CRPR 50 Fest flyer 5 2015 Audit Reports 6 Grays Woods Park Plan 7 APArchitects LLC proposal	<ul style="list-style-type: none"> • Joint Meeting - COG Parks Capital Comm. / CRPR Authority Board: Thur., 8 Sep 2016, 12:15 PM at the COG Bldg. • Regular Meeting - CRPR Authority Board: Thur., 15 Sep 2016, 12:15 PM at the COG Bldg.