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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

Meeting Agenda

for Thursday, 21 July 2016, 12:15 PM at Millbrook Marsh Nature Center

(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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**Ms. Messick is unable to attend this meeting.*

Ms. Tourscher is serving as Acting Director while Mr. Woodhead is away.

- I. CALL TO ORDER

- II. INTRODUCTIONS: Nature Center Supervisor Melissa Freed will introduce Intern Deryk Montgomery to the Board. (Two other interns, Keith Mark and Tori Herdt, were introduced at the June meeting. The 4th intern, Karah Kaltenbaugh, will be leading a Nature Center Day Camp and is not able to attend this Board meeting.)

- III. COMMENTS FROM THE PUBLIC for any item not on the agenda (up to 3 min./person)

- IV. APPROVAL OF MEETING SUMMARY *(Attachment #1)* **(ACTION)**
 The draft meeting summary from the Regular Meeting on Thursday, 16 Jun 2016 is attached for consideration / action.

- V. VOUCHER REPORTS from June 2016 *(Attachment #2 A-B)*
 Attachment #2A: The June 2016 Voucher Report is attached for review and approval. **(ACTION)**
 Attachment #2B: The 30 June 2016 Budget Report (for information only)

- 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 c/o Ms. Tourscher, Acting Director
 - 1. Staff Activity Report for June *(Attachment #3)*
 - 2. Oak Hall Reg. Park: PennDOT has inspected and approved the satisfactory completion of the Driveway Drainage Project; they have closed the Highway Occupancy Permit.
 - 3. 2016 Tournament Events Update *(Attachment #4)*
 This packet reflects the information presented earlier to Commissioner Pipe and to the Harris Twp. Board of Supervisors to summarize the growing success of the Hess Complex

and Oak Hall Regional Park in providing active recreation opportunities to both residents and visitors.

B. Staff Highlights

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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**Not attending due to vacations.*

VIII. DISCUSSION AND ACTION ITEMS

A. SKATE / BIKE / ACTION PARK CONCEPT: Introduction by Ms. Tourscher

Based upon the concept presented to the Board in 2014, the same group of residents will present an update to the Board on efforts to locate, plan, fund and build a public facility to serve bicyclists and skateboarders: Jeremy Manno, PE (and his son), Jamie Bestwick and Erik Scott. (David Pontzer is not able to attend this meeting.) A brief PowerPoint will be presented by the group for Board information. This update is provided for information only; no Board action is requested.

B. ACTIVE ADULT CENTER RENOVATIONS BY THE NITTANY MALL:

Update by Ms. Tourscher; no Board action is requested.

On 12 July, renovation work got underway by the Nittany Mall’s contractor based upon the Authority-approved “Phase 1” plans for the expanded space for the Centre Region Active Adult Center. The construction process will proceed with ongoing oversight by Mall and Agency staff along with Architect Alan Popovich. In addition to those improvements to be provided by the Mall, the Authority remains responsible for the installation of those areas where vinyl flooring is specified, the interior painting and the entrance signage. A Dedication / Grand Opening Ceremony will be planned for September; the ceremony date will be established as the renovation progresses and the Acceptance Date can be finalized.

C. FUNDRAISING STUDY / PROJECT UPDATE: Update by Ms. Tourscher (Attachment #5)

As authorized by the Board in April, Affinity Connection Inc. has continued work on the three parts of the study:

- Part 1 of the project is to prepare the marketing analysis and promotional materials for the fundraising campaign for the Active Adult Center, then proceed with the campaign to raise at least \$100,000. Funds raised will be applied to additional improvements not included in the current Phase 1 renovations funded as part of the lease payments. Ms. Tourscher will also provide an update on the announced grant of \$65,774 from the PA Dept. of Aging that will target other specific improvements and programs in late-2016 and in 2017.
- Part 2 of the fundraising study project is also progressing for the Nature Center “Phase 2” Capital Campaign. On 15 June the Nature Center Advisory Committee recommended the specific projects for the Phase 2 Capital Campaign as shown on Attachment #5. Advisory Committee Chair Jennifer Shuey and member Dr. Rick Marboe have been invited to attend this meeting to confirm the Committee’s action and to support the proposal. It is proposed that the Board consider action at the 18 Aug 2016 meeting on a forthcoming proposal from APArchitects to provide Phase 2 feasibility / program / cost estimate work related

to Phase 2 (for 2018 construction). This planning work is necessary to prepare for the fundraising campaign, for the state grant application in April 2017 and for COG Capital Improvement Planning. In the meantime the Advisory Committee and staff will also seek outside donations to cover the costs associated with the professional services.

(ACTION)

Proposed Action: The Board is asked to endorse the projects recommended by the Millbrook Marsh Advisory Committee for planning the Phase 2 Capital Campaign for the Nature Center.

This action by the Board does not authorize any construction. That authorization will be requested when sufficient funding is available for each component of the project.

- Part 3 of the fundraising study project will address further improvements at the 3 Regional Parks once the status of constructing Whitehall Road Regional Park (Phase 1) is finalized.

D. THE 2017 COG PROGRAM PLAN (Final)

(To be distributed at meeting)

For Board information, the final version of 2017 COG Program Plan (including the 8 funds for the CRPR Agency) is expected to be available from the COG Office of Administration and distributed at the meeting. The Program Plan provides the basis to develop the 2017 Detailed Budgets. No Board action is requested.

E. TOM TUDEK MEMORIAL PARK – MASTER PLAN UPDATE

(Attachment # 6)

On 5 July 2016, the Ferguson Twp. Board of Supervisors approved an updated Master Plan for the dog park area – to better accommodate visitor parking for the dog park and the community gardens. The project will be advanced by the Township pending available funding. No Board action is requested.

F. THE 2017 FUNDING SHARES FOR THE CENTRE REGION ACTIVE ADULT CENTER

Presented by Ms. Tourscher

(Attachment # 7)

The Annual Funding Shares for the Active Adult Center (currently the Senior Center) are calculated based upon usage statistics from the prior period of July through June. These share amounts will be used to prepare the 2017 Detailed Budget Proposal for the center. Data for the report is provided by the Co-Pilot registration software used by the center, the county and the state. As expected, the Sept. 2015 relocation to the Interim Space at the Nittany Mall has generated a noteworthy increase in the number of seniors served. Further increases in participation are expected following the planned relocation in Sept. 2016 to the larger, permanent space at the Nittany Mall.

Proposed Action: The Board is asked to approve the proposed funding shares to include in the 2017 Detailed Budget Proposal for the Active Adult Center. **(ACTION)**

G. NEW MUNICIPAL PARK AREA REQUESTED FOR 2017

Presented by Mr. Carpenter, Parks Manager

(Attachment # 8A & 8B)

Per [the Park Acceptance Policy](#) adopted in 1988 by the COG General Forum and the Authority Board, June 30 is the annual deadline date for the participating municipalities to request CRPR operations of new municipal park facilities for the upcoming year. Board acceptance then remains contingent upon municipal funding support to add that park to the maintenance roster.

For 2017, Patton Twp. has requested CRPR operations at Grays Woods Park (Phase 1) upon Substantial

Completion of the new park by their contractor (expected in late-summer 2017). Patton Twp. has provided the following information:

- *Phase 1 is approximately 1.5 acres. The entire park parcel is 42 acres.*
- *Maintenance requests would be made as the new phases are developed.*
- *It is not anticipated that CRPR maintain the natural areas of the 42 acres that contain the protected vernal pools and wetlands complex.*
- *Attached is our timeline showing an August 2017 completion.*

It is noted that CRPR operations cannot begin until Final Acceptance by the municipality (from the General Contractor).

Proposed Action: The Board is asked to table action on the request until the August Board meeting to allow more time to review the plans and schedule. **(ACTION)**

H. 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.

IX. ADJOURN TO EXECUTIVE SESSION

The Authority may recess the meeting to hold an Executive Session regarding a matter involving potential litigation.

X. RECONVENE THE MEETING

XI. ADJOURNMENT

(ACTION)

ATTACHMENTS	FUTURE MEETINGS
<ul style="list-style-type: none"> 1 Meeting Summary 16 Jun 2016 2A-B June Finance Reports 3 Staff Activity Report – June 2016 4 Reg. Parks Tournament Report 5 Nature Center Phase 2 Projects 6 Dog Park Area Master Plan 7 Active Adult Center Shares 2017 8A-B Grays Woods Park Info – Patton 	<ul style="list-style-type: none"> • Joint Meeting - the COG Parks Capital Comm. & CRPR Auth. Board: Thur., 11 Aug 2016, 12:15 PM at the COG Bldg. • Regular Meeting of the CRPR Authority Board: Thur., 18 Aug 2016, 12:15 PM at the Nittany Mall Community Room <i>(Note the revised meeting location per Board action).</i>

Tentative Agenda Items for the Board Meeting on Thurs., 18 Aug 2016 at the Nittany Mall Community Room:

- Review the renovation progress by the Nittany Mall’s contractor in the new space. Mr. Popovich will also be invited to attend. (A Dedication / Grand Opening Ceremony will be planned for Sept.)
- Consider a forthcoming proposal from APArchitects for planning work involving the Millbrook Marsh Nature Center Phase 2 Capital Campaign.
- Review a proposed update to the *Health & Safety Policy* for the Centre Region Active Adult Center.
- Receive an update on the preparation of the eight 2017 Detailed Budget Proposals for the Agency.
- Consider action on the request from Patton Twp. to operate Grays Wood Park Phase 1 in late-2017.
- Minutes, vouchers, staff highlights and agency updates.