



Centre Region Council of Governments  
**CENTRE REGION PARKS AND RECREATION BOARD**  
**CENTRE REGIONAL RECREATION AUTHORITY**

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

## ***Approved Minutes of Regular Meeting***

Thursday, 15 November 2012 at the COG Forum Room

### **I. CALL TO ORDER and ROLL CALL**

Chair Sue Mascolo called the meeting to order at 12:15 PM.

Board members attending (5 of 6):

Sue Mascolo, Chair	Roy Harpster, Vice-Chair	Kathy Matason, Secretary
Donna Conway, Treasurer	Chris Hurley	

(Dr. Ricketts advised staff in advance that she could not attend due to a work meeting.)

Staff:	Ronald J. Woodhead, Director	Niki Tourscher, Program Manager
	Jim Carpenter, Parks Supervisor	Chrissy Kisslak, Office Manager
	Beth Lee, Rec. & S.E. Supervisor	Molly Hetrick, Nature Center Supervisor
	Todd Roth, Aquatics Supervisor	Jeff Hall, Rec. Supervisor
	Jim Steff, COG Executive Director	Jos. Viglione, COG Finance Officer
Others:	Jim Pashek, Pashek Associates	Alan Popovich, AP Architects
	Dick Mascolo, Ferg. Twp. Supervisor	Stan Smith, Oak Hall Resident
	Jessica VanderKolk, CDT Reporter	

### **II. COMMENTS FROM THE PUBLIC - None.**

**III. APPROVAL OF MINUTES** - following a motion by Mr. Harpster and second by Ms. Matason, the minutes of the 18 October 2012 meeting were unanimously approved.

**IV. VOUCHER REPORTS** - following a motion by Ms. Conway and second by Mr. Hurley, the voucher reports from September and October were unanimously approved.

**V. COMMITTEE REPORTS & MEMBER UPDATES** - the following reports were given:

*State College Borough* - no report

*Patton Township* - Mr. Hurley recognized Ann Taylor for her nine years of volunteer service on the Patton Twp. Rec. Advisory Committee. She will be leaving after this term. Bernel Road Park was officially turned over to Parks and Recreation for maintenance on November 1. The Township will plow the snow in the winter months there. There have been numerous reports of off-leash dogs at Circleville Park. CRPR staff may wish to install additional signage to help reduce this. Master planning for the new parklands at Grays Woods (separate from the current Grays Woods Park) is included in the proposed 2013 Township Budget.

*College Township* - the committee reviewed the annual project list for 2013.

*Harris Township, Ferguson Township & SCASD Community Education* - no reports

### **VI. ACTION ITEMS**

**Oak Hall Regional Park - Phase 1 Development** - Mr. Woodhead presented a budget summary for the capital projects currently underway. Jim Pashek presented a slide show to the Board with the status of the Oak Hall Regional Park. Some items addressed were:

1. The water facilities plan (incorporating the College Township Water Authority wells) that was approved by PA Dept. Of Conservation and Natural Resources in October.
2. The approved Conservation Easement Agreement with the PA Dept. of Environmental Protection. Following Board endorsement, the agreement was approved by the COG General Forum on 22 Oct 2012, recorded and then relayed to PA DEP. This agreement limits all future development in the woodlot along the front of the park.

Following a motion by Ms. Conway and seconded by Ms. Matason, the Board unanimously endorsed rebidding the project as outlined by Mr. Pashek. Bids would be awarded at the January 17 Board Meeting for a May 1<sup>st</sup> start date. It is also proposed that the restroom buildings at the Oak Hall and the Whitehall Road sites be combined for the 3 building-related contracts if the schedules can be firmed up.

Following a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously approved a \$50,000 change order to Professional Services related to the Oak Hall Phase 1 project:

- Rebidding Phase 1 of Oak Hall Regional Park (add \$30,000)
- Extended land development work responding to township & Oak Hall Residents (add \$20,000)

The Board reviewed an email from Oak Hall Residents Stan and Darlene Smith regarding traffic concerns once the park is open. A separate email from the Smith's and the Westrick's was also sent earlier to the office of State Senator Corman with respect to park traffic concerns. A second entrance/exit roadway is the preferred solution for residents - which is not feasible due to the terrain, the cost and the fact that the woodlot is not protected by the conservation easement agreement with PA DEP. Mr. Woodhead will discuss the safety factor of the road with the Township Engineer. In addition, Mr. Woodhead will explore the potential of vehicle headlamps projecting onto their home. Mr. Smith later noted that their primary concern was safety - for the potential of vehicles hitting their home; the headlights were a secondary concern.

**Whitehall Road Regional Park / Centralized Parks Maintenance Facility** - Mr. Pashek updated the board on the status of the Whitehall Road Regional Park plans. Ferguson Township hosted a pre-application meeting with Township staff and Mr. Kunkle, the Township Manager, which was very helpful. The land development submission will occur in January. This process would likely continue into April and then bid documents would follow approximately two months later. The Twp. Planner said a conditional use permit would be appropriate for that site. This may require a traffic study (which was not included in the consulting fees proposal). Staff hopes that the prior traffic study (for the PennDOT Whitehall Road Improvement Project, now underway) and the future Toll Brothers traffic study will meet that requirement, however we should be prepared in the event it does not. A variance for the parking lot layout will likely be necessary which may add some additional engineering time and related costs. Conforming to the buffer requirements may require \$250,000 worth of landscaping between the park and the farmlands, so that variance will be requested. It appears that the planning process for the Toll Brothers student housing project will begin soon, with construction possible by Summer 2013 through Summer 2015. This would be parallel to our estimated project time for the park.

**Parks Maintenance Facility** - Mr. Popovich presented the status of the development of the Centralized Parks Maintenance Facility. Based upon the approval of the COG General Forum to place this facility at Whitehall Road Regional Park and upon the proposed 2013 Budget, Mr. Popovich presented a proposal to prepare the "Advanced Feasibility and Preliminary Design" (an extended Master Plan) for the Centralized Parks Maintenance Facility. The proposed 2013 Budget includes \$15,000 designated for the preparation of a Master Site Plan for consideration and approval by the General Forum and the Centre Regional Recreation Authority. Although not a part of this phase of the project, \$130,000 is budgeted for the preparation of construction and bidding documents, should the project be approved.

In addition, the Park Master Plan would need to be revised

Following a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously approved \$5,700 from the capital budget to cover the cost of professional services related to preparation of construction and bidding documents for this project. In addition, the board unanimously approved up to an additional \$15,000 for AP Architects to prepare Advanced Feasibility and Preliminary Design services related to this project.

**2013 Proposed Budget / 2013 Proposed Fee Policy** - Mr. Woodhead distributed the municipal comments on the proposed 2013 COG Budget. The comments were first be presented by Mr. Steff to the COG Finance Committee on Tuesday, 13 Nov 2012, and then provided for distribution.

**REGIONAL PARKS LOAN** - Mr. Viglione, COG Finance Officer updated the Board on the status of this possibility. On Tuesday the COG Finance Committee will consider a staff recommendation to explore refinancing (in early-2013) the Regional Parks Loan, as was recently completed with the Pool Renewal Loan. If the proposal is approved and the prospects make sense financially, action by the Authority will again be requested.

**2013 CRPR FEE POLICY** - following a motion by Ms. Conway and seconded by Ms. Matason, the Board unanimously approved the 2013 CRPR Fee Policy. Mr. Woodhead highlighted the changes proposed in the policy for 2013. Seasonal sportfield rentals will increase slightly however we will now offer an initial field lining service. Maintenance staff will also now offer additional linings at \$75 per field per lining. Hess Field lighting fees have increased, Tudek Pavilion #3 has been added for 2013. There is a new permit revision fee for groups that cancel or change pavilion reservations. Facility rentals at the Nature Center will increase pending Advisory Committee approval.

**VII. DISCUSSION ITEM - REGIONAL PARKS FUND-RAISING** - Mr. Woodhead and Ms. Tourscher opened the discussion of possible options and approaches with respect to outside revenue for the Phase 1 projects (formerly envisioned for Phase 2 at each site): FUND-RAISING campaign, sponsorships, naming rights, water authority proposals, etc. Staff has started discussions with outside vendors (Pepsi) in hopes of kicking off this effort. Staff will follow up with status updates as needed regarding these efforts. Staff will prepare an RFP for Professional FUND-RAISING Consultant services.

**VIII. STAFF REPORTS** - the following were tabled with not discussion due to the length of this meeting.

**Activity Report:** Oct. 2012

**Informational Updates**

1. Capital Project Summary Report

Summary Finance Report for the two Pool Renewals and Nature Center Building will be presented at the Dec. Meeting

2. Nonresident Pool Visits - The following statistics were requested at the last meeting:

Nonresident Season Pass Purchases

2012: 152 out of 5,092 passes sold                      2011: 122 out of 4,507 passes sold

Nonresident Daily Admissions

2012: 267 out of 31,276 daily admissions      2011: 198 out of 38,276 daily admissions

The staff remains open to considering processes to more accurately verify residency at the pool gates, while minimizing undue constraints for residents.

3. Hess Softball Field Complex - While the 2012 Report for this operation will be presented in December, a thank you letter to the Central PA Convention & Visitor's Bureau is attached for Board information. In addition, Ms. Tourscher and Mr. Hall will outline the request process for reserving 2013 tournaments at the site. The official playing season at the complex for 2012 will end on 10 Nov 2012 with a Women's Collegiate Club Softball Tournament.

4. Authority Name Change - As authorized earlier, the Director will work with the Solicitor in order to implement for 2013 the change of name to "The Centre Region Parks and Recreation Authority" and to incorporate the COG-assigned functions of the "CRPR Board" to the Authority. The name of the CRPR Agency will not change.

5. Bernel Road Park - CRPR assumed operations of this new park on 1 Nov 2012. Our congratulations to Patton Township for their work on planning and constructing this new park. The Township is planning a Dedication Ceremony for Spring.

6. Supervisor Highlights

**IX. ADJOURNMENT & FUTURE MEETING SCHEDULE**

• CRRA Board: Regular Meeting on Thur., 20 Dec 2012, 12:15 PM, COG Forum Room

Meeting summary prepared by Chrissy Kisslak, CRPR Office Manager

*These minutes were approved on 20 Dec 2012. They will now be distributed and web-posted.*

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