

CENTRE REGION PARKS & RECREATION AUTHORITY
***APPROVED* BOARD MEETING MINUTES**
December 19, 2013

I. CALL TO ORDER

Chairperson Mascolo called the meeting of the CRPR Authority Board to order at 12:15 PM at the Ferguson Township Meeting Room with the following individuals in attendance:

Board (4 of 5): Mses. Mascolo, Matason; Messrs. Hurley, Harpster. Dr. Ricketts was not able to attend due to a work meeting.

Others: Messrs. Woodhead, CRPR Director; Mascolo, Ferguson Township Supervisor; Keough, Ferguson Township Supervisor; Warner, Harris Township Supervisor; Viglione, COG Finance Officer; Sam, State College Borough Env. Coord.; Childs, State College Borough Planning; Carpenter, Parks Manager; Roth, Aquatics Supervisor; Hall, Recreation Supervisor; Pashek, Pashek & Associates; Wenger, CRPR Construction Manager; Vidic, President Centre Soccer Assn.; Bestwick, President, Bestwick Foundation; Pontzer, Nittany Mountain Biking Association; Mses. Tourscher, Program Manager; Hetrick, Nature Center Supervisor; Lee, Recreation & Special Events Supervisor; Yurchak, Goodall & Yurchak; Meek, COG Senior Planner; Dowhower, Centre Soccer Assoc., Zeiss, Centre Soccer Assoc. Kisslak, Office Manager/ Recording Secretary.

II. COMCAST DONATION PRESENTATION

Mr. Rocco was not able to attend to make the ceremonial presentation.

III. COMMENTS FROM THE PUBLIC

Mr. Pontzer presented an informational copy of the Nittany Mountain Biking Assn. (NMBA) Trail Plan for 2013 for the Board's review. This group has been working with PA DCNR regarding connecting the Musser Gap trail to the new Whitehall Road Regional Park. The group may request additional funding for this project in the future pending park development and grant funding levels. The plan is attached for board review and also available at <http://www.nittanymba.org>.

IV. APPROVAL OF MINUTES

A motion was made by Mr. Hurley and seconded by Mr. Harpster to accept the minutes of the November CRPRA Board meeting as presented. The vote in favor of the motion was unanimous.

V. VOUCHER REPORT

A motion was made by Mr. Hurley and seconded by Ms. Matason to accept the November 2013 vouchers as presented. The vote in favor of the motion was unanimous.

VI. COMMITTEE REPORTS & MEMBER UPDATES

The **Patton Township** Recreation Advisory Committee met and the architect for the Gray's Woods Park Plan presented initial cost estimates which the Committee was pleased with. Judy Minor has served out her nine year term limit. In addition, Mr. Hurley will also step down as a voting member of the Patton Township Committee but will continue to meet with the committee as their liaison to the CRPRA. Ms. Mascolo reported that **Ferguson Township** received two

grants: (1) \$50,000 for the Teener League Baseball Field improvements from the Louis Silvi Foundation and (2) a \$200,000 grant from PA DCNR for the Westfield Park project which Ferguson Township will match. Mr. Woodhead added that staff will continue to work with the SCASD with regard to the parking agreement for Welch Pool. At the General Forum Meeting in December the school district noted that the 106 parking spaces outlined in the agreement would be accommodated on the south side of Westerly Parkway. At the January 9 Joint Meeting, the SCASD will present more detailed concept plans to this Board and the COG Parks Capital Committee. Timing of the construction project is also critical so that there is no interruption in pool operations.

VII. STAFF REPORTS

The Director presented the November **Activity Report**. The Winter/Spring Active Guide was distributed in the CDT on Sunday, December 8. At the COG Employee Appreciation Dinner last Friday, Beth Lee was recognized for 10 years of service by presenting her with one copy of each Active Guide she has published over the last 10 years. In addition, Tiffany Barto was recognized for 15 years of service to the agency. Tiff has also contributed the cover photos for the past three Active Guides in her spare time as nature photographer.

Following the selection process, an offer has been made to Ms. Cindy Stahlman for the position of Senior Center Supervisor. Once accepted, a January 21 start date is planned. Ms. Stahlman has extensive background with senior services, budgeting and working with County governments. The Parks Caretaker / Mechanic position has been filled by Mr. Michael Huey of Woodward. A January 6 start date is scheduled.

The new classes such as “Gadgets” and “Family Tree” have seen a great response from the seniors. 26 seniors attended the year end luncheon at PJ Harrigans and the free holiday celebration is tomorrow for those who could not attend or did not wish to attend the PJ Harrigan event. The ice rink at Blue Spring Park is in progress but not yet open. February 3 is when summer camp registration begins so staff is working on those preparations. The farmhouse at Millbrook Marsh Nature Center is schedule for demolition soon by Penn State (as of Jan. 9, it was still standing). Pools passes are available for purchase as of December 1. The \$10 Early Bird Discount will again continue through April 30 for residents (only). Staff is working on the 2014 Hess Tournament Schedule; it will be presented at the January meeting along with the 2013 Hess Field Report.

VIII. DISCUSSION & ACTION ITEMS

Nature Center Advisory Committee - Following a motion by Mr. Harpster and seconded by Ms. Matason, the board unanimously approved the Nature Center Advisory Committee appointees with terms to through December 31, 2015:

<u>NAME</u>	<u>REPRESENTING</u>
Donnan Stoicovy	Clearwater Conservancy
Rob Brooks, Ph.D.	Riparia (formerly the PSU Coop. Wetlands Ctr.)
Mary Alice Graetzer	Bald Eagle Archeological Society
Mark Henry	State College Bird Club
Alan Sam	Borough of State College
Mark McLaughlin	Shaver’s Creek Env. Center
Sharon Childs	At-Large Appointee

There are 4 remaining at-large appointee positions available on the Committee, if needed.

Action Sports Park Proposal - Based on a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously approved that staff move forward working with both the Bestwick Foundation and the Borough of State College with regard to the Action Sports Park proposal given at today's meeting.

The Borough of State College is very interested in pursuing this further with Mr. Bestwick. Mr. Sam indicated that they will follow up with staff regarding progress on suitable park locations available. Mr. Pontzer of the Nittany Mountain Biking Association indicated that many such parks also incorporate a mountain bike aspect in the design that would be supported by his Association. In addition, Ms. Yurchak indicated that there is a lot of parental and community support for such a park in the area. Mr. Bestwick and Ms. Tourscher indicated that several companies have indicated an interest in supporting such a park with "in kind" donations such as landscaping services, etc.

2014 Fee Policy - Following a motion by Mr. Hurley and seconded by Mr. Harpster, the 2014 Fee Policy was approved unanimously by the board. The final version incorporated a revised section about providing a Rental Customer Appreciation and Referral Progra.

Interim Parks Maintenance Facility - Mr. Carpenter updated the Board on the status of the Interim Parks Maintenance Facility at 2929 Stewart Drive #303. The lease term began in November 2013 and after six weeks the improvements by the landlord to meet Code requirements remain in progress. Staff plans to be completely in the new facility by the last day of December. The landlord has agreed to provide additional parking so there is room for all CRPR vehicles. The offices, break room and shop are being unpacked as construction continues on the restrooms and interior firewall work.

Code also requires an exhaust system be installed since mechanical work will be performed on internal combustion engines. The system has been estimated at \$16,000 and the landlord has indicated he will forego two months of rent (@ \$4,200 per mo.) in early 2014.

Based on a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously approved (1) that AP Architects be paid the \$10,682 for the engineering drawings and associated work with regard to the interim facility out of the budget associated with Consulting Services for the Parks Maintenance Facility and (2) that staff proceed with obtaining quotes and the installation of the required exhaust system for the shop area.

Regional Park Updates - Following an update from Mr. Wenger and based on a motion by Mr. Hurley and seconded by Mr. Harpster, the Board unanimously approved payment of \$24,230.52 to West Penn Power to provide 3-phase, 480/277 volt, 55kw service to Oak Hall Regional Park.

Mr. Wenger continued to update the Board on the status of the park construction project. The restroom/concessions building is buttoned up and windows have been installed. This will allow for interior electrical and mechanical work during the winter months as weather permits. The

budget for the park project remains fixed at \$3,824,528 and at present the project budget is 72% expended, 27% committed to be paid and a 1% contingency.

Based on a motion by Mr. Hurley and seconded by Ms. Matason, the Board unanimously approved **Change Order #5 to L.S. Fiore, Inc.** This CO decreases the current contract amount from \$2,575,916.41 to \$2,554,079.76. This change order entailed:

Credit for error in CO G4	-	\$2,542.64
Add for 6 additional swale crossing pipes	+	131.14
Add for boulder placement	+	13,261.91
Credit for parking lot subgrade change	-	25,898.90
Credit for deletion of field conditioner	-	6,788.16
Change in dugout surfacing		<u>0.00</u>
Net decrease to the contract for CO G5		-\$21,836.65

Mr. Pashek updated the Board on the status of the Whitehall Road Regional Park. The third submission to Ferguson Township for land development approval is currently slated for January 2014. The landscape buffer issue is still being worked out and is expected to involve a combination of fencing and natural plantings. Given the large number of other trees planned for the park, staff will apply for a variance to the required concrete-curbed planting island every ten parking spaces. This would provide more parking spaces and reduce the maintenance costs for snow removal, mowing, trimming, etc.

This timeline would put the zoning hearing in February. The main entry area that would be maintained year-round nearest the entrance of the park would be upgraded to asphalt surface versus aggregate in order to preserve the surface from snow plowing, etc. These changes will result in additional costs to the original project projections. It is understood that Toll Brothers hope to break ground in August of 2014 and accept student tenants in August of 2016. Part of the review requirements (such as park access and utilities) hinges on the Toll Brothers decision to move forward with their development of the adjoining property.

Mr. Matt Vidic, President of Centre Soccer Assn. indicated that the bulk of CSA's 800+ participants are age 7-12 and approximately 80% of those are residents of the Centre Region. These youth play on a half-sized field so if the number of soccer fields decreased from four to three but their width increased to accommodate for this age of player, they would be willing to fully fund the consultant fees associated with the redesign of the Land Development Plans for the project (\$7,020). In addition, part of their offer included a condition that talks continue with CRPR to develop a Priority Scheduling Policy for these three fields. This agreement would be particularly important as plans for CSA funding of the sportfield lighting and artificial turf moves forward.

Following a motion by Mr. Harpster and seconded by Ms. Matason, the Board unanimously agreed to authorize a purchase order to Pashek Associates to allow for the \$7,020 in additional fees associated with Centre Soccer Association's donation (of that amount) to widen three of the soccer fields on plan. This would decrease the total number of fields in the park by one. In addition, the Board requested that the proposed Priority Scheduling Policy be developed and presented to the Board for consideration.

Mr. Pashek also outlined costs associated with possible future improvements such as artificial sportsturf, perimeter fencing and lighting on those two fields. While the project will be engineered to allow these improvements at any time in the future, we could put them out as bid add alternates in order to get competitive pricing. Preliminary estimates are as follows:

Lighting for the two larger fields	\$350,000
Synthetic turf surfacing	934,000
Aggregate base and drainage	926,640
Nailer curb	96,600
Protective fencing	31,680
Added cushioning/equipment	<u>261,000</u>
Subtotal	\$2,599,920
Professional fees (2.1% for const. inspect.)	<u>\$54,598</u>
Total construction estimate	\$3,076,680

IX. ADJOURNMENT

There being no further business, the December meeting of the CRRA Board was adjourned. The Board will meet next on January 16 at the COG Building Forum Room.

Respectfully submitted,
Christeen J. Kisslak, Recording Secretary

These minutes were approved for distribution by Board action on 16 Jan 2014.