

# CENTRE REGION COUNCIL OF GOVERNMENTS

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## **JOINT MEETING OF THE PARKS CAPITAL COMMITTEE AND THE CENTRE REGION PARKS AND RECREATION AUTHORITY**

COG General Forum Room  
Thursday, October 13, 2016  
12:15pm

### AGENDA

1. CALL TO ORDER  
Chairman Tom Daubert will convene the meeting.
2. CITIZEN COMMENTS  
Members of the public are invited to comment on any items not already on the agenda (five minutes per person time limit, please). Comments relating to specific items on the agenda should be deferred to that point in the meeting.
3. APPROVAL OF MINUTES  
A copy of the minutes from the September 8, 2016 joint meeting of the COG Parks Capital Committee and Centre Region Parks and Recreation Authority is **enclosed**.
4. INTRODUCTION  
Mr. Jeff Luck will be Patton Township's representative to the Parks Capital Committee. Mr. Luck replaces Mr. Josh Troxell who resigned from the Board of Supervisors. Previously, Mr. Luck had many years of experience with the Committee.
5. MEETING PROCEDURES  
To expedite the conduct of Park Capital Committee business, Mr. Daubert is asking for the Committee's recommendations regarding the following meeting procedures:
  - A. Public Comments - How should comments from the public be scheduled?
  - B. Voting procedures - Should there be a voice or roll call votes?
  - C. Abstentions - Under what conditions may a Committee member abstain from a vote?
  - D. Roberts Rules of Order - Should the conduct of the meeting be governed by Roberts Rules of Order, and if so, how strictly should these procedures be followed?

Mr. Daubert welcomes the Committee's suggestions on other topics relating to the conduct of business during meetings of the Parks Capital Committee.
6. WHITEHALL ROAD REGIONAL PARK - PHASE I UPDATE  
During its September 8, 2016 meeting the Parks Capital Committee "reaffirmed that the Centre Region Parks & Recreation Authority has the right to move forward with Phase I of Whitehall Road Regional Park as long as they stay within the approved budget [\$5.1 million] and consistent with the approved Master Plan."

Ms. Salokangas will update the Committee on activities relating to Whitehall Road Regional Park that have occurred since its September meeting including the following:

- A. Presentation of the Regional Parks Capital Budget to the Finance Committee (see enclosure)
- B. Discussions relating to the scoping of the Traffic Impact Study
- C. Discussions relating to the easement for the road right-of-way

7. MILLBROOK MARSH NATURE CENTER - PHASE II UPDATE

For informational purposes only, the Parks & Recreation department is providing an update on the status of the Phase II design process for the Millbrook Marsh Nature Center. At this time, here is the progress to date on this project:

- A. The Millbrook Marsh Nature Center Advisory Committee met to update the Phase II Roster of Capital Improvements. The final list was endorsed by the Committee on July 21, 2016, and it was also approved by the CRPR Authority Board.
- B. A PO was issued by CRPR on August 18, 2016 for professional design services with APArchitects; the scope includes updating the Master Plan and Facilities Support documents, providing conceptual design documents and preliminary costing for all elements of the project, and conceptual documents that can be used as part of the fundraising project for Millbrook Marsh Nature Center.
- C. Alan Popovich, APArchitects, attending the Millbrook Marsh Nature Center Advisory Committee meeting on September 21, 2016 to generate discussion on the project and to encourage the group to finalize the timeline for the project.
- D. Alan Popovich met with Melissa Freed, MMNC Supervisor, and Pam Salokangas on September 28, 2016 to review the Phase II Roster of Capital Improvements. Discussion ensued about current infrastructure and the effects of the future addition based on square footage and building capacity. We are investigating HVAC, electrical, water, and sewer before moving too far forward with the design concept to determine what updates, if any, would be needed as part of the Phase II construction. If changes are needed, they will be included in the design concept and preliminary costing.
- E. At this time, the plan includes finalizing the addition of the building, shown on the original concept, as the piece that will create the "L." The retaining walls are already in place for this two-story addition, along with several other external items.
- F. These particular project does not include engineering services, construction documents, permits, etc., and will serve to advance and clarify the direction of the Phase II Roster of Capital Improvements, and assist the direction of the fundraising campaign.

8. OTHER BUSINESS

- A. Matter of Record - The next joint meeting between the Parks Capital Committee and the Centre Region Parks & Recreation Authority is scheduled for Thursday, November 10, 2016, at 12:15pm in the COG General Forum.

9. ADJOURNMENT