

**FERGUSON TOWNSHIP BOARD OF SUPERVISORS**

**Regular Meeting Agenda  
Monday, July 19, 2021, 7:00 PM**

**Hybrid Meeting**

**REMOTE PARTICIPANTS:**

*Join Zoom Meeting:*

<https://us02web.zoom.us/j/84179753640>

Meeting ID: 841 7975 3640

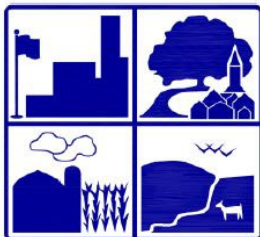
[Zoom Access Instructions](#)

**IN-PERSON PARTICIPANTS:**

Ferguson Township Municipal Building  
Main Meeting Room  
3147 Research Drive  
State College, PA

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- I. CALL TO ORDER**
  - II. PLEDGE OF ALLEGIANCE**
  - III. CITIZENS INPUT**
  - IV. APPROVAL OF MINUTES**
    - 1. July 6, 2021, Board of Supervisors Regular Meeting Minutes
  - V. SPECIAL REPORTS**
    - a. Community Engagement / Strategic Plan Progress Report
  - VI. UNFINISHED BUSINESS**
    - 1. Public Hearing - Automated Red Light Enforcement Program Grant Extension Resolution
    - 2. Draft Ordinance Amendment - Turf, Grass, Weeds and Other Vegetation
    - 3. Musser Gap Trail Proposed Bike Path - Official Map Amendment Discussion
  - VII. NEW BUSINESS**
    - 1. Consent Agenda
    - 2. Recreation, Parks, and Open Space Plan Update – Award of Contract for Consulting Services
  - VIII. REPORTS**
    - 1. COG Committee Reports
    - 2. Other Regional Reports
    - 3. Staff Reports
  - IX. COMMUNICATIONS TO THE BOARD**
  - X. CALENDAR ITEMS – JULY/AUGUST**
  - XI. ADJOURNMENT**





# TOWNSHIP OF FERGUSON

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## BOARD OF SUPERVISORS

### Regular Meeting Agenda

Monday, July 19, 2021

7:00 P.M.

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. CITIZEN'S INPUT**

**IV. APPROVAL OF MINUTES**

1. July 6, 2021, Board of Supervisors Regular Meeting Minutes

**V. SPECIAL REPORTS**

10 minutes

1. Community Engagement / Strategic Plan Progress Report – Centrice Martin, Assistant Township Manager

**VI. UNFINISHED BUSINESS**

1. **A PUBLIC HEARING ON A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AUTHORIZING THE CHAIR AND SECRETARY TO EXECUTE AN EXTENSION OF TIME LETTER FOR THE AUTOMATED RED LIGHT ENFORCEMENT PROGRAM PROJECT FUNDING AGREEMENT BETWEEN THE TOWNSHIP OF FERGUSON AND THE COMMONWEALTH OF PENNSYLVANIA.**

*David Pribulka, Township Manager*

5 minutes

**Narrative**

Provided with the agenda is a copy of a resolution advertised for public hearing authorizing the Chair and Secretary to execute an extension of time letter for the Automated Red Light Enforcement Program Project Funding Agreement between the Township and the Commonwealth of Pennsylvania. The grant award was to install traffic signal optimization hardware and software to monitor and coordinate the Township's traffic signals. Currently, the grant expires on January 9, 2022, but the agreement would extend the deadline through January 9, 2023.

*Recommended motion: That the Board of Supervisors adopt the resolution authorizing the Chair and Secretary to execute an extension of time letter for the Automated Red Light Enforcement Program Project Funding Agreement between the Township of Ferguson and the Commonwealth of Pennsylvania.*

**Staff Recommendation**

That the Board of Supervisors **adopt** the resolution.

**2. REVIEW OF DRAFT TURF, GRASS, WEEDS AND OTHER VEGETATION ORDINANCE AMENDMENT** 20 minutes

*David Pribulka, Township Manager*

**Narrative**

At the May 17<sup>th</sup> Regular Meeting, the Board considered a request from Mr. Mitra to amend the Turf, Grass, Weeds and Other Vegetation Ordinance to relax or repeal the requirement that lawns be maintained at a maximum height of six inches. At the conclusion of the discussion that evening, the Board directed staff to draft an amendment for review that would incorporate provisions of the Ferguson Township Green Infrastructure Policy (Resolution 2021-17) into the Turf, Grass, Weeds and Other Vegetation Ordinance to expand on the Managed Natural Landscape Provisions currently permitted. Provided with the agenda is an initial “redlined” draft of an ordinance amendment that aims to achieve the goals set by the Board at the May 17<sup>th</sup> meeting. Also provided for reference is the Green Infrastructure Policy. Staff is recommending that the Board discuss the draft and any requested amendments, and, if ready, refer the draft to the Tree Commission for review and comment.

**Staff Recommendation**

That the Board of Supervisors **review and comment** on the draft ordinance.

**3. MUSSER GAP TRAIL PROPOSED BIKE PATH – OFFICIAL MAP AMENDMENT DISCUSSION** 20 minutes

*Jenna Wargo, Director of Planning & Zoning*

**Narrative**

In October 2017, the Board of Supervisors adopted the Township’s Official Map designed to implement the goals and community vision set forth in the Centre Region Comprehensive Plan. The Board of Supervisors directed Township staff to research the implications of amending the Official Township Map to identify the Musser Gap Trail as a proposed path. Provided with the agenda is a memorandum dated July 14, 2021, from Jenna Wargo, Director of Planning & Zoning, providing an overview of an official map, its benefits and process once an official map is adopted.

**Staff Recommendation**

That the Board of Supervisors **discuss** the proposed Official Map amendment.

**VII. NEW BUSINESS**

**1. CONSENT AGENDA**

5 minutes

- a. Special Events Permit – Pregnancy Resource Clinic 5K
- b. 2018-PWGG Pay Application 12: \$24,677.67
- c. 2021-C8 Pay Application 2: \$14,755.35
- d. 2021-C23 Science Park Pole Replacement Pay Application 1a: \$3,487.72
- e. 2021-C23 Science Park Pole Replacement Pay Application 1b: \$3,844.00
- f. Harner 4 Lot Subdivision Surety Reduction 4: \$213,413.19
- g. Orchard View Subdivision Surety Reduction 1: \$262,272.42

**2. AWARD OF A CONTRACT FOR CONSULTING SERVICES TO UPDATE THE FERGUSON TOWNSHIP RECREATION, PARKS, AND OPEN SPACE PLAN**

*David Pribulka, Township Manager*

10 minutes

### **Narrative**

The Township issued a Request for Proposals (RFP) to select a consultant to facilitate an update to the 2009 Ferguson Township Recreation, Parks, and Open Space Plan. A total of four proposals were received from qualified consultants. An internal review team narrowed the proposals to two finalists, who were forwarded to the Ferguson Township Parks and Recreation Committee for review and consideration. The Parks Committee met on July 15<sup>th</sup> and recommended that the Board award the contract to YSM Landscape Architects in an amount of \$39,300. Provided with the agenda is a copy of the two highest ranked proposals submitted by YSM Landscape Architects and HRG, Inc. Also provided with the agenda is the RFP that was issued for the project. The Parks Committee did note several concerns about YSM Landscape Architects with the scope of work related to engagement of the public and the Board of Supervisors that the Committee suggested be addressed if the firm is awarded the contract.

*Recommended motion: That the Board of Supervisors award a contract to YSM Landscape Architects in an amount of \$39,300 for consulting services to update the Ferguson Township Recreation, Parks, and Open Space Plan.*

### **Staff Recommendation**

That the Board of Supervisors **award** the contract to YSM Landscape Architects.

### **3. STAFF AND COMMITTEE REPORTS**

25 minutes

#### **1. COG COMMITTEE REPORTS**

- a. Finance Committee
- b. Joint Parks Capital and Parks & Recreation Authority
- c. Climate Action TAG
- d. Climate Action Sustainability Committee

#### **2. OTHER COMMITTEE REPORTS**

#### **3. STAFF REPORTS**

- a. Manager's Report
- b. Public Works Director's Report
- c. Planning & Zoning Director's Report
- d. Chief of Police

### **IX. COMMUNICATIONS TO THE BOARD**

### **X. CALENDAR ITEMS – JULY/AUGUST**

- a. Ferguson Township upcoming committee meetings:
  1. Capital Improvement Plan Special Meetings, July 20 & 21, 6PM
  2. Pine Grove Mills Small Area Plan Advisory Board - Thursdays, July 22 & August 26, 4PM
  3. Planning Commission - Mondays, July 26, August 9 & 23, 6PM
  4. Tree Commission – Monday, August 16, 5PM
  5. Parks & Recreation Committee - Thursdays, July 15, & August 19, 4PM
- b. Summer Bike Anywhere Friday, July 23

### **XI. ADJOURNMENT**



## FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting  
Tuesday, July 6, 2021  
7:00 PM

### ATTENDANCE

The Board of Supervisors held its first regular meeting of the month on Tuesday, July 6, 2021 as a hybrid meeting. In attendance were:

<b>Board:</b>	Laura Dininni, Chair	<b>Staff:</b>	David Pribulka, Township Manager
	Lisa Strickland, Vice Chair		Eric Endresen, Director of Finance
	Steve Miller		Jenna Wargo, Planning & Zoning Director
	Patty Stephens		

Others in attendance included: Rhonda Demchak, Recording Secretary; Marisa Vicere, President of the Jana Marie Foundation; Kayla Sipes, Ferguson Township Resident; Kevin Mullen, Ferguson Township Resident; Gerry Hamilton, Ferguson Township Resident; Ford Stryker, Ferguson Township Resident; Dianna Dunn, Ferguson Township Resident; John Spychalski, CATA Board member; Louwana Oliva, CATA Executive Director and CEO; Norris Lacy, Ferguson Township Resident

### I. CALL TO ORDER

Ms. Dininni called the Tuesday, July 6, 2021, regular meeting to order at 7:00 p.m.

Mr. Pribulka noted that the Board of Supervisors meeting had been advertised in accordance with the PA Sunshine Act as a hybrid meeting, meaning that attendees can attend remotely via zoom or in person. Persons attending the zoom format as members of the public and wanted to participate were asked to identify themselves by their name, municipality, and topic. Persons attending in person will utilize the podium in the conference room. Mr. Pribulka noted that attendees will not be permitted to speak unless addressed by the Chair. C-NET is recording as well.

### II. THE PLEDGE OF ALLEGIANCE

### III. CITIZENS INPUT

Mr. Kevin Mullen, Ferguson and Patton Township owner, expressed frustration with UAJA Wastewater for over charging him the last 5 years and feels they are overbilling other businesses in the Township.

### IV. APPROVAL OF MINUTES

Ms. Strickland moved that the Board of Supervisors **approve** the Regular meeting Minutes of June 21, 2021. Mr. Miller seconded the motion. The motion passed unanimously.

### V. SPECIAL REPORTS

a) Centre Area Transportation Authority Report (CATA)

Mr. John Spychalski, CATA Board member, stated that the staff has been working hard to recover from the pandemic. There were public hearings recently to obtain public transportation's needs. Effective August 21, 2021, the F, A, and S Routes will be reinstated. More information regarding the upcoming changes can be found at [CATA](#). CATABUS service will not be operating on Labor Day, Thanksgiving, Christmas Eve through New Year's Day, and Memorial Day. CATARIDE paratransit service will continue to operate Saturday, December 26 through Friday, December 31.

Ms. Stephens asked if there have been issues hiring employees. Ms. Louwana Oliva, Executive Director and CEO, noted that prior to the pandemic they were having issues and since routes will be reinstated, they will be looking to hire soon.

Ms. Strickland asked if the service changes like the F Route wouldn't warrant a full route, how could that area be added to the CATAGO! Program. Ms. Oliva noted that the CATAGO! Program is a pilot and approximately 40 communities across the national have this program. Ms. Oliva stated that the only planned pilot is being held in Harris Township at the time.

## VI. UNFINISHED BUSINESS

### 1. Public Hearing – Resolution Authorizing a Contribution Agreement with PennDOT

Mr. Pribulka noted that provided with the agenda is a copy of the resolution advertised for public hearing authorizing the Chair and the Secretary to execute a Contribution Agreement with the Pennsylvania Department of Transportation for the pedestrian accommodations associated with the traffic signal installation at the intersection of West College Avenue and Shingletown Road. The Board authorized a contribution to the project to install the pedestrian accommodations since the warrants were not met per PennDOT guidelines. The amount authorized is not to exceed \$28,075.83.

#### Public Hearing

Kayla Sipes, Ferguson Township Resident, asked why there is a crossing at the dangerous intersection. Mr. Pribulka noted that this project dates back several years and described the process. Mr. Pribulka noted that during the early planning process Secretary of PennDOT at the time created a new policy called, [PennDOT Connects](#). The policy is the get public involvement with state-wide projects. Ferguson Township held an open house regarding the intersection, and the public expressed interest with some type of pedestrian accommodation since PennDOT would not warrant the traffic signal installation.

#### Public Hearing Closed

Mr. Miller moved that the Board of Supervisors **adopt** the resolution authorizing the Chair and Secretary to execute a contribution agreement with PennDOT for pedestrian accommodations at the intersection of West College Avenue and Shingletown Road. Ms. Stephens seconded the motion.

ROLL CALL: Ms. Strickland – Yes: Ms. Dininni – Yes: Mr. Miller – Yes: Ms. Stephens – Yes

## VII. NEW BUSINESS

### 1. Consent Agenda

- a. 2018-PWGG General Pay Application 13: \$39,463.57
- b. 2018-PWGG General Pay Application 14: \$30,000.00
- c. 2021-C2 Devonshire Inlet Replacement Pay Application 1: \$36,231.25

Ms. Stephens moved that the Board of Supervisors **approve** the Consent Agenda. Mr. Miller seconded the motion. The motion passed unanimously.

### 2. Proclamation – 2021 Suicide Awareness and Prevention Month

Mr. Pribulka presented the resolution and noted that provided with the agenda is a copy of a proclamation designating September as Suicide Awareness and Prevention Month and September 10th as Suicide Awareness and Prevention Day in Ferguson Township. The proclamation has

been adopted annually by the Board and has been part of a countywide effort of the Centre County Suicide Prevention Task Force and Marisa Vicere. President of the Jana Marie Foundation Ms. Vicere will be present to introduce the proclamation.

Ms. Marcia Vicere, President of the Jana Marie Foundation introduced the proclamation and thanked those for continued support. Ms. Vicere noted that she lost her sister 10 years ago and recently a cousin to suicide. The proclamation will designate September as Suicide Awareness and Prevention Month and September 10<sup>th</sup> as Suicide Awareness and Prevention Day in Ferguson Township. Ms. Vicere reviewed programs and services that will be held in September.

Ms. Strickland moved that the Board of Supervisors **adopt** the proclamation designating September as Suicide Awareness and Prevention Month and September 10th to be Suicide Awareness and Prevention Day. Mr. Miller seconded the motion.

Ms. Strickland and Ms. Dininni thanked Ms. Vicere for her work bringing awareness to the community.

The motion passed unanimously.

3. Public Hearing – Resolution Adopting 2021 Centre County Hazard Mitigation Plan

Mr. Pribulka noted that during the May 24, 2021 meeting of the Centre Region Council of Governments, the 2021 Centre County Hazard Mitigation Plan was referred to the Centre Region municipalities for review and adoption by resolution. The Hazard Mitigation Plan was developed in 2020 by the Centre County Office of Emergency Services and the Centre County Office of Planning & Community Development in conjunction with local municipal officials, institutional stakeholders, and residents of Centre County. Shawn Kauffman, the Centre Region Emergency Management Coordinator represented the regional municipalities during the development of the Hazard Mitigation Plan. Provided with the agenda is a [copy of the resolution](#) advertised for public hearing.

Public Hearing – No comments

Mr. Miller moved that the Board of Supervisors **adopt** the resolution adopting the 2021 Centre County Hazard Mitigation Plan. Ms. Stephens seconded the motion.

ROLL CALL: Ms. Dininni – Yes: Mr. Miller – Yes: Ms. Stephens – Yes: Ms. Strickland – Yes

4. Citizen's Right to be Heard – Gypsy Moth Spraying in Greenbriar

Mr. Pribulka stated that in accordance with the Ferguson Township Home Rule Charter Section 2.20, Citizen's Right to be Heard, Ford Stryker of Deerfield Drive requested the Board consider options for evaluating and potentially mitigating the gypsy moth infestation that has been increasingly prevalent in the area. In 2007, funding was dedicated to management of the infestation and a Gypsy Moth Coordinator was temporarily assigned to the Centre County Office of Planning & Community Development. If the Board is interested in proceeding, the recommended motion is to direct the Township Manager to review options and explore opportunities for an egg mass assessment in the fall. The assessment will help determine the likelihood and magnitude of an infestation in 2022, and the Township, along with any potential partners, and can plan for appropriate and safe mitigation. Provided with the agenda is a copy of the communication received from Mr. Stryker and a Forest Insect & Disease Leaflet concerning the gypsy moth published by the U.S. Department of Agriculture.

Public Comment

Mr. Ford Stryker, Ferguson Township Resident, noted that the gypsy moths in early 2000 was bad and if they go unchecked, they will kill trees. The Township entered into a spraying program that saved the trees at that time. Mr. Stryker stated there needs to be a plan in place early before damage is done to the trees.

Mr. Norris Lacy, Ferguson Township Resident, concurred with Mr. Stryker and noted they lost some large oak trees. Mr. Lacy stated he feels that spraying is crucial and hopes the Board will take action.

#### Board Discussion

Mr. Miller asked if the Township could undertake without the state or county involvement.

Mr. Pribulka will find out the answer but stated that the Township should attempt to do as much in line with DCNR. Mr. Miller suggested reaching out to the Game Commission as well.

Ms. Strickland supported the request and asked if the arborist would go to evaluate. Mr. Pribulka noted the assessment would be done in the fall by working with DCNR and an independent contractor because the arborist is part-time.

Ms. Dininni noted that parenting with regional/county in align with the state could be time consuming and complicated. Mr. Pribulka noted that they would reach out to other municipalities and at the county level to determine a potential partnership. Ms. Dininni expressed concerns with the type of material that will be used and noted that working with the state will give the Township less control. Also, Ms. Dininni asked about staff time and how much time it will take to assess the preliminary findings leading up to the CIP. Mr. Pribulka noted that himself, the Public Works Director, and the Township Arborist will take the lead with the preliminary options but expressed concerns with the time commitment if it leads into a bigger project.

Mr. Miller moved that the Board of Supervisors **direct** staff to evaluate options for aerial spraying in the Greenbriar development and other areas of concern for gypsy moths to be considered in the 2022 – 2026 Capital Improvement Program Budget. Ms. Stephens seconded the motion. The motion passed unanimously.

#### 5. Zoning Appeals/Requests for Variances

##### a) 3795 West College Avenue, Scott Road Pump Station

Ms. Wargo presented the request and noted that the University Area Joint Authority—3859 Scott Road (24-004-096-0000, 24-004-079A0000,24-004-081-0000, 24-004-080-0000, 24-004-082-0000, and 24-004-090-0000), zoned Rural Agricultural (RA), is requesting a variance from §27-701.3.C. Use Limitations and §27-209.1. Yard Requirements. The Zoning Ordinance prohibits new construction or development in a floodplain (Nolin Soils being subject to the floodplain regulations) (§27- 701.3.C.). The Zoning Ordinance prohibits structures from being placed in the rear yard setback (50FT for RA) and the proposed pump station location was strategically chosen based on a hydraulic analysis by the UAJA's consultant that allows for adequate space for the necessary wastewater pump station facilities (§27-209.1.).

Mr. Miller moved that the Board of Supervisors **support** the request for variance at 3795 West College Avenue. Ms. Stephens seconded the motion. The motion passed unanimously.

##### b) 3795 West College Avenue, Islamic Society of Central PA

Ms. Wargo noted that the Islamic Society of Central Pennsylvania—3765 West College Ave (24-004-078C-0000), zoned Rural Agricultural (RA)/Corridor Overlay District (COD), is requesting a variance from §27-205.1. Permitted Uses. The Zoning Ordinance permits a Place of Assembly, Community on lots greater than 50 acres. The property is currently 10.16 acres. This project has been in the planning stage for several years, including, two other variances granted by the Ferguson Township Zoning Hearing Board in 2010 and 2020.

Ms. Stephens moved that the Board of Supervisors remain **neutral** on the request for variance at 3765 West College Avenue. Mr. Miller seconded the motion.

Mr. Miller noted that a variance was granted in 2010 and asked how the current request differs from the 2010 variance. Ms. Wargo stated the variance in 2010 was for the religious place of assembly. In 2019 they received a variance for their driveway and language changed in the zoning ordinance that reduced the lot sizes.

Ms. Dininni expressed concerns and explained why she will be voting no. Ms. Dininni noted that it is a floodplain area of water body and used for cemetery use with large amounts of contamination.

The motion passed with Ms. Dininni opposing.

#### 6. Request for Proposals – Ferguson Township Strategic Plan Update

Mr. Pribulka stated that the Ferguson Township Strategic Plan was last updated in 2017. Since then, the Board of Supervisors engaged the National Research Center to administer in National Community Survey in 2019 and evaluate the quality of life in the community across a range of variables. The Township received good insight. The intention was to work-in some of the responses from the survey into the strategic plan. An allocation has been included in the 2021 Operating Budget to engage a consultant to update the Strategic Plan to address the priorities of the Board and the needs identified in the 2019 Community Survey. Provided with the agenda is a copy of the draft Request for Proposals (RFP) to be issued to retain the services of a qualified consultant to assist the Board with this project. It is requested that the Board provide any input on the scope of work presented and, if satisfied with the contents of the document, authorize the Township Manager to issue the RFP to qualified firms. The RFP will also be made available on the website and other relevant publications.

Ms. Dininni favors an all-day retreat.

Mr. Miller favors an off-site retreat but doesn't feel fall is an effective time because of other special meetings. Mr. Pribulka noted that they could hold the retreat with the newly elected officials and the outgoing members, so that everyone is involved.

Ms. Strickland is in favor of the retreat at the Township Building and is neutral with the timing. Ms. Strickland stated that she would not be in favor of changing the mission, vision, and values statement at this time. Ms. Strickland expressed concerns with finding the right consultants.

Mr. Miller moved that the Board of Supervisors **authorize** the Township Manager to issue a Request for Proposals for consulting services to update the Ferguson Township Strategic Plan. Ms. Strickland seconded the motion. The motion passed unanimously.

#### 7. Board Member Request – Short Term Rental Permits for Recreational Vehicles

Ms. Dininni made the request and noted that currently, the Centre Region Property Maintenance Code does not permit recreational vehicles to be issued rental housing permits. The Board should discuss the merits of allowing for this type of short-term rental and any constraints that should be placed on the permit. Ms. Dininni noted that the request came from a citizen and should proceed with caution.

\*Note: This agenda item appears as requested by Ms. Dininni; however, since requested, a meeting with Walt Schneider, Centre Region Code Administration Agency Director, resulted in a modified course of action. The Ferguson Township Zoning Ordinance would only need to be amended, not the Centre Region Property Maintenance Code, in order to enable recreational vehicles to obtain short term rental permits.

Mr. Miller noted that the request is unclear and not sure how it would fit into any property code. Ms. Dininni stated that the request came from a citizen who has an RV on their property and asked if they could rent it out. Mr. Pribulka noted the scenario might be something the Board needs to investigate. Ms. Dininni would be in favor of looking at this through the zoning code if it were to be look at.

Ms. Strickland stated she is not opposed to looking into but doesn't want to commit a lot of time.

The Board agreed to have Staff do preliminary next steps.

#### 8. Board Member Request – Fairbrook Park Grow Zone Map Amendment

Ms. Dininni made the request and noted that as the Township moves into the third season of implementation of the Low Mow (aka Grow Zone) Policy for Fairbrook Park, the policy map is being reviewed for clarity. Ms. Dininni reviewed the map that was included with the agenda.

An important part of Grow Zone management is the use of mowing strategies. Creating separations between high grass and other park amenities is essential to control the spread of invasive species and to allow access to all areas of the park. The focus of this map review is solely to examine whether it is a helpful visual guide for mowing staff to use to direct them where to create these essential separations.

Ms. Dininni moved that the Board of Supervisors **direct** staff to amend the map that was discussed this evening with the yellow strip of mowing to wrap around the wooded area and discuss the map with CRPR staff, with an emphasis on creating critical perimeters via mowing. Ms. Stephens seconded the motion. The motion passed unanimously.

### VIII. STAFF AND COMMITTEE REPORTS

#### 1. COG COMMITTEE REPORTS

- a. Climate Action – The report is included in the agenda.
- b. Executive Committee – Ms. Dininni reported that the General Forum meeting was held as a hybrid meeting.
- c. CCMPO Coordinating Committee – Ms. Strickland noted the report is included in the agenda. Ms. Strickland reported there was an update from the Safety Subcommittee, and they are investigating dangerous intersections and roads.
- d. Facilities Committee – Ms. Stephens reported that the meeting occurred that morning and they discussed the Whitehall Road Regional Park project with regards to securing pricing for lighting and playground equipment; new a/v equipment at the General Forum Room, recharging station at the COG Building; and COG Building Lease.

#### 2. STAFF REPORTS

- a. Manager's Report – Mr. Pribulka reported that the 2022 – 2026 Capital Improvement Program Budget draft is being finalized for distribution to the Board of Supervisors early next week. The annual CIP Road Tour is scheduled for Wednesday, July 14<sup>th</sup> beginning

at 1:00 p.m., and two CIP Special Meetings are scheduled for July 20th and 21st, each beginning at 6:00 p.m. and will be open for attendance virtually or in person (excluding the Road Tour). Mr. Pribulka noted that Staff has narrowed down respondents to the Request for Proposals for the update to the Ferguson Township Recreation, Parks, and Open Space Plan. The finalists will be forwarded to the Parks and Recreation Committee for review and a recommendation to the Board of Supervisors for an award of a contract can be expected on the August 2<sup>nd</sup> Regular Meeting agenda. The Pine Grove Mills Small Area Plan Advisory Committee met on June 24<sup>th</sup>. The Committee discussed the proposed rezoning request for a segment of the Village; considered renderings for a logo for the Committee; discussed the placement of a banner sign over Pine Grove Road; and reviewed the implementation strategy for the Small Area Plan. Mr. Pribulka participated in a regional roundtable discussion regarding affordable housing strategies in the Centre Region. The Police Records Management System Consortium held a meeting on July 1<sup>st</sup> to discuss issues with the implementation of the Spillman RMS software.

- b. Public Works Director - Reports are included in the agenda packet.
- c. Planning and Zoning Director - Reports are included in the agenda packet.

**IX. COMMUNICATIONS TO THE BOARD**

Mr. Miller had a communication about the sewage rate at Accuweather.

**X. CALENDAR ITEMS – MAY/JUNE**

- a. Ferguson Township upcoming committee meetings:
  - 1. Pine Grove Mills Small Area Plan Advisory Board - Thursday, July 22, 4PM
  - 2. Planning Commission - Mondays, July 12 and 26, 6PM
  - 3. Parks & Recreation Committee - Thursday, July 15, 4PM
  - 4. Tree Commission - Monday, July 19, 5PM
- b. Coffee and Conversation, Naked Egg, Friday, July 9, 8AM
- c. Summer Bike Anywhere Friday, July 23

**XI. ADJOURNMENT**

With no further business to come before the Board of Supervisors, Ms. Stephens motioned to adjourn the meeting. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

David Pribulka, Township Manager  
For the Board of Supervisors

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA AUTHORIZING THE CHAIR AND SECRETARY TO EXECUTE AN EXTENSION OF TIME LETTER FOR THE AUTOMATED RED LIGHT ENFORCEMENT PROGRAM PROJECT FUNDING AGREEMENT BETWEEN THE TOWNSHIP OF FERGUSON AND THE COMMONWEALTH OF PENNSYLVANIA.**

**BE IT RESOLVED**, by authority of the Township of Ferguson, Centre County, Pennsylvania, and it is hereby resolved by authority of the same, that the Chair and Secretary of Ferguson Township be authorized and directed to execute an extension of time letter for the Automated Red Light Enforcement Program Project Funding Agreement between the Township of Ferguson and the Commonwealth of Pennsylvania.

**RESOLVED**, this 19<sup>th</sup> day of July 2021.

**TOWNSHIP OF FERGUSON  
BOARD OF SUPERVISORS**

By: \_\_\_\_\_  
Laura Dininni, Chair

[ S E A L ]

**ATTEST:**

By: \_\_\_\_\_  
David Pribulka, Secretary

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**CERTIFICATION**

I, **David G. Pribulka**, Secretary of the Township of Ferguson, do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the Board of Supervisors, held the 19<sup>th</sup> day of July 2021.

\_\_\_\_\_  
David Pribulka, Secretary





June 28, 2021

Ferguson Township
Attn Steve Miller
CATO Industrial Park
3147 Research Drive
State College PA 16801

Re: Automatic Red-Light Enforcement Program (ARLE) Agreement # 02E011

Dear Mr. Miller:

The above-referenced ARLE grant agreement with PennDOT was executed on January 1, 2017 and amended on February 7, 2020. The current expiration date is January 9, 2022. Pursuant to paragraph 2(f) of the amendment, the expiration date may be extended at PennDOT's discretion. PennDOT is therefore extending project activity dates, as requested by Ferguson Township, as follows:

Agreement Expiration January 9, 2023

All construction must be completed by this date and all related invoices submitted prior to the agreement expiration.

This letter serves as an official notice of the alteration to paragraph 1 of the amendment. All other terms of the agreements remain unchanged. Paragraph 3 of the amendment requires that all alterations or variations must be signed by the parties. Please sign below to agree to this alteration and email a copy to galbert@pa.gov at your earliest convenience. In addition, please retain a copy for your files.

If you should have any questions, please contact our Municipal Services Engineer, G. Randy Albert at (814) 765-0408 or galbert@pa.gov.

Sincerely,
Thomas J. Zurat, Jr., P.E.
District Executive
Engineering District 2-0

I agree to the extension of the above referenced grant agreement for the stated term. All other terms and conditions shall remain the same as in the current agreement.

YES NO

Grantee Authorized Signatory \*

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

Print Title \_\_\_\_\_

\*If the person signing this letter is not the same person who signed the above-referenced grant agreement, please provide a municipal resolution grantee signatory authority.

The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

## Part 1

### TURF GRASS, WEEDS AND OTHER VEGETATION

§ 10-101 **Turf Grass, Weeds and Certain Other Vegetation Not Permitted Under Certain Conditions.**  
[Ord. 99, 4/13/1976, § 1; as amended by Ord. 575, 1/17/1993, § 1; and by Ord. 1014, 4/18/2016]

1. No person, partnership, association, corporation or other legal entity owning or occupying any property within the Township of Ferguson shall permit any turf grass, weeds or other vegetation which is not edible or planted for some useful or ornamental purpose to grow or remain upon such premises, if:
  - A. Such managed turf grass, weeds or vegetation exceeds a height of ~~six~~ six (6) inches.
  - B. Emits any unpleasant or noxious odor.
  - C. Conceals any filthy deposit.

§ 10-102 **Turf Grass, Weeds and Certain Other Vegetation a Nuisance Under Certain Conditions.**  
[Ord. 99, 4/13/1976, § 2; as amended by Ord. 1014, 4/18/2016]

Any turf grass, weeds or other vegetation growing upon any premises in the Township in violation of the provisions of § 10-101 of this Part is hereby declared to be detrimental to the health, safety and welfare of the inhabitants of the Township and is accordingly declared to be a nuisance.

§ 10-103 ~~Managed Natural Landscapes~~ Green Infrastructure.  
[Added by Ord. 1014, 4/18/2016]

1. ~~Intent. A variety of landscapes adds diversity and richness to the quality of life in Ferguson Township. There are, nonetheless, reasonable expectations regarding the Township's landscapes which, if not met, may decrease the value of nearby properties, degrade the natural environment, or threaten the public health and safety. It is therefore in the public interest, and within the purview of this legislation, to provide standards for the development and maintenance of the Township's landscapes, whether corporate, private, or public. Green infrastructure in public and private spaces enhances the environment and ecology of Ferguson Township, as well as adds to the aesthetic quality of life. This Section intends to permit the establishment of green infrastructure on privately owned properties in the Township, while still protecting adjacent properties from the nuisances and hazards that may accompany them. Furthermore, it is the intent of this Section is to establish a minimal regulatory framework to provide for the private installation and maintenance of green infrastructure on privately owned property in the Township.~~

- ~~A. 2-~~ It is not the intent of this section to allow vegetated areas to be unmanaged or overgrown in ways that may adversely affect human health or safety, or pose a threat to agricultural activity. It is the express intent of this Township to allow for the preservation, restoration, and management of native plant communities; including, but not limited to, ferns, grasses, forbs, aquatic plants, trees, and shrubs in a landscape when these plants were obtained not in violation of local, state, or federal laws.

2. Any landowner wishing to maintain green infrastructure on their property may register his/her property

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with the Township must register the property with the Township and specify the type of green infrastructure installation as described below. The Township shall establish a registration application, which shall be reviewed by the Township Arborist or designee. The registration with the Township shall include, at minimum:

- A. The names, addresses, and phone numbers of the landowner and landscape designer (if someone other than the landowner):
- B. The parcel number and address of the proposed property;
- C. A brief description of the maintenance plan including an intended maintenance plan. The maintenance plan will be tailored to the type of green infrastructure proposed to be installed and shall be subject to review and approval by the Township Arborist.
- 3. Permit Required. The Arborist shall issue a permit to the applicant within thirty (30) days of receipt of the registration, or describe in writing the reason a permit request is being denied. The applicant may appeal the decision of the Township Arborist to the Township Manager within thirty (30) days of receipt of a denial of a permit by notifying the Manager in writing and describing the reason for appeal. The Township Manager shall decide within seven (7) days of receipt of an appeal whether to issue or deny a permit request. The decision of the Township Manager shall be binding on the applicant.
- 4. Audit. Each property registered in accordance with this Section shall be periodically visually inspected by the Township Arborist for compliance with the requirements described herein. Any observed violations shall be provided in writing, and the property owner shall have thirty (30) days from receipt to correct any violations. Failure to do so will result in a revocation of the green infrastructure permit issued under this Section.

**§ 10-104 Definitions.**  
**[Added by Ord. 1014, 4/18/2016]**

As used in this Part, the following terms shall have the meanings indicated:

**DCNR**

The Pennsylvania Department of Conservation and Natural Resources.

**DESTRUCTION or DESTROY**

The complete killing of plants, or effectually preventing such plants from maturing to the bloom or flower stage.

**FORB**

A herbaceous flowering plant that does not include grasses, sedges and rushes. Such plants include herbs and may be annual, biennial, or perennial.

**INVASIVE SPECIES**

Those species that grow aggressively, and spread and displace native vegetation. Invasive plants are generally undesirable because they are difficult and costly to control and can dominate whole habitats, making them environmentally destructive in certain situations. The list that shall be used by this Part is the PA Department of Conservation and Natural Resources Invasive Plants list.

## **LANDOWNER**

One who owns or controls land within the Township, including the Township itself.

## **LANDSCAPING MAINTENANCE PLAN**

~~A design plan depicting nonliving landscape material including building footprint, rocks, pebbles, sand, mulch, walls, fences and decorative paving material, along with delineated living plant areas~~  
description of the maintenance of green infrastructure installed in accordance with this Ordinance.

## **MANAGED NATURAL LANDSCAPE GREEN INFRASTRUCTURE**

A planned, intentional and maintained planting of native or non-native grasses, wildflowers, forbs, ferns, shrubs or trees, including but not limited to rain gardens, meadow vegetation, and ornamental plantings. All Green Infrastructure defined in this Ordinance shall conform to at least one of the following categories:

- A. Planted meadow. Designated area purposefully planted with native grass, forb, and wildflower seed to provide food sources and habitat for wildlife and pollinators. Low-mow and planted meadows are examples.
- B. Meadow. Designated area where existing site vegetation is evaluated to identify and remove invasive species with a continued maintenance plan to prevent the spread of invasive species from area to area. Low-mow and no-mow meadows are examples.
- C. Grow Zone. Refers to all types of meadows, with native seed mix plantings or natural vegetation growth.
- D. Pollinator gardens and plots. Designated area that is planted with specific plant types beneficial to pollinators in a designated garden. Pollinator plots and gardens may also be for demonstration and educational purposes. These types of green infrastructure typically require ongoing maintenance including routing weeding, mulching, trimming, and other plant care.

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## **NATIVE PLANT**

Species of plants occurring within the Commonwealth of Pennsylvania prior to European contact, according to best scientific and historical documentation. More specifically, it includes those species understood as indigenous, occurring in natural associations in habitats that existed prior to significant human impacts and alterations of the landscape. Lists of Pennsylvania native plants are available from the PA Department of Conservation and Natural Resources (DCNR) and Penn State Cooperative Extension, Master Gardeners of Centre County.

## **NOXIOUS WEED**

A generally invasive plant that once declared noxious becomes illegal to sell, transport, plant or otherwise propagate within the commonwealth. The list of Pennsylvania Noxious Weeds is periodically updated and is available from the U.S. Department of Agriculture, Natural Resources Conservation Service.

## **PRESERVATION OR RESTORATION AREA**

Any lands managed to preserve or restore native Pennsylvania grasses and forbs, native trees, shrubs, wildflowers, and aquatic plants; succession of native and non-native plants; or a combination of these.

## **TURF GRASS**

Grass commonly used in regularly cut lawns or play areas.

**§ 10-105 Landowners' rights and responsibilities.**  
**[Added by Ord. 1014, 4/18/2016]**

~~1. This Part shall apply to all landowners except those in the Rural Agricultural (RA), Rural Residential (RR), and Agricultural Research (AR) Zoning Districts.~~

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~~2. Compliance with the provisions of this Ordinance shall be the responsibility of the landowner.~~

~~2. Noxious weeds shall be destroyed by the landowners on whose land they grow.~~

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~~3. Any landowner wishing to maintain a managed natural landscape area on his/her property may register his/her property with the Township. The Township will establish a registration process that shall include:~~

~~A. The names, addresses, and phone numbers of the landowner and landscape designer (if someone other than the landowner);~~

~~B. The parcel number and address of the proposed property;~~

~~C. A brief description of the managed natural landscaping plan including an intended maintenance plan.~~

**§ 10-106 Turf Grass, Weeds and Certain Other Vegetation to Be Removed, Trimmed or Cut.**  
**[Ord. 99, 4/13/1976, § 3; as amended by Ord. 1014, 4/18/2016]**

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The owner of any premises, either as to vacant premises or premises occupied by the owner, and the occupant thereof, in case of premises occupied by other than the owner thereof, shall remove, trim or cut all turf grass, weeds or other vegetation growing or remaining upon such premises in violation of the provisions of § 10-101 of this Part.

**§ 10-107 Provisions Inapplicable to Certain Land.**  
**[Ord. 99, 4/13/1976, § 4; as amended by Ord. 575, 1/17/1993, § 2; by Ord. 734, 8/16/1999, § 1; and by Ord. 1014, 4/18/2016]**

1. Notwithstanding any of the other terms of this Part to the contrary, the provisions of this Part shall not apply to:

A. Land which is in agricultural ~~use~~ use or any property located within the Rural Agricultural (RA), Rural Residential (RR), and Agricultural Research (AR) Zoning Districts.

B. Vegetation growing within the right-of-way of roadway maintained by local, state or federal authorities. Unless described as not applying above, the terms of this Part apply to vacant lots in residential, commercial and industrial subdivisions.

**§ 10-108 Notice to Remove, Trim or Cut; Authority for Township to Do So at Expense of Defaulting Owner or Occupant.**  
**[Ord. 99, 4/13/1976, § 5; as amended by Ord. 575, 1/17/1993, § 3; and by Ord. 1014, 4/18/2016]**

The Township Manager, or any officer or employee of the Township designated thereby for the purpose, is authorized to give notice, by personal service or by United States mail, to the owner or occupant, as the case

may be, of any premises whereon turf grass, weeds or other vegetation is growing or remaining in violation of the provisions of § **10-101**, directing and requiring such occupant to remove, trim or cut such turf grass, weeds or vegetation, so as to conform to the requirements of § **10-101** within five days after issuance of such notice. In case any person, partnership, association, corporation or other legal entity shall neglect, fail or refuse to comply with such notice within the period of time stated therein, the Township authorities may remove, trim or cut such turf grass, weeds or vegetation, and the cost thereof, together with any additional penalty authorized by the law, may be collected by the Township as a municipal lien or in any other manner provided by law.

**§ 10-109 Notice of Ordinance Violation; Payment.**

**[Ord. 99, 4/13/1976; as added by Ord. 575, 1/17/1993, § 4; as amended by Ord. 1014, 4/18/2016]**

1. Upon the discovery of the initial violation on a premises during a growing season (April through October), the authorized agent of the Township shall give a written notice of warning to the owner and/or occupant of such violation. The owner and/or occupant shall then have five days to abate such violation.
2. After a period of no less than five days after the issuance of the warning notice, the Township's authorized agent may inspect the premises for compliance with this Part. If after the five days' warning time and within the same growing season, the Township's authorized agent observes the premises to again be in violation, an ordinance violation notice shall be issued to the owner and/or occupant either by personal delivery, by United States mail directed to the last known address, or by posting the violation notice upon the premises where such violation occurs. Each twenty-four-hour period shall constitute a separate violation and an ordinance violation notice may be issued every 24 hours. If such owner and/or occupant notified shall, within seven days after the delivery, mailing or leaving of such violation notice, pay to the Treasurer of the Township a penalty for the violation as set forth by resolution of the Board of Supervisors, the same will constitute full satisfaction for violation noted in said notice. The failure of such person to make payment, as aforesaid, within seven days shall render such owner and/or occupant subject to the penalties as provided for in § **10-110** of this Part.

**§ 10-110 Penalty for Violation.**

**[Ord. 99, 4/13/1976, § 6; as amended by Ord. 820, 12/8/2003; and by Ord. 1014, 4/18/2016]**

Any person, partnership, association, corporation or other legal entity who or which shall violate or fail, neglect or refuse to comply with any of the provisions of this Part, upon conviction thereof, in a proceeding commenced before a district justice pursuant to the Pennsylvania Rules of Criminal Procedures, shall be sentenced to a fine of not less than \$100 nor more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 90 days; provided, each day's violation shall constitute a separate offense and notice to the offender shall not be necessary in order to constitute an offense.



RESOLUTION NO. 2021-17

**A RESOLUTION OF THE TOWNSHIP OF FERGUSON, CENTRE COUNTY, PENNSYLVANIA  
ESTABLISHING A PROGRAM PLAN AND PROCESS FOR INTEGRATING GREEN  
INFRASTRUCTURE INTO TOWNSHIP PARKS.**

**WHEREAS**, the Ferguson Township Board of Supervisors recognizes the importance and the potential for environmental benefits with an increased number of green infrastructure features within Ferguson Township parks; and

**WHEREAS**, the Ferguson Township Board of Supervisors recognizes the value in having a standard approach to converting a designated area into an interconnected network of open space within Township parks by approving a green infrastructure policy; and


**WHEREAS**, the policy will establish a program plan with park classifications, definitions, and examples of green infrastructure spaces as well as formalizes a process for integrating green infrastructure into appropriate park areas with written maintenance plans and procedures provided for each approved green infrastructure within Township parks.

**NOW THEREFORE**, the Ferguson Township Board of Supervisors adopts the Ferguson Township Green Infrastructure Policy, attached hereto as Exhibit "A".

**RESOLVED** this 19<sup>th</sup> day of April 2021.

**TOWNSHIP OF FERGUSON**

By: \_\_\_\_\_

  
Laura Dininni, Chair  
Board of Supervisors

[SEAL]

ATTEST:

  
\_\_\_\_\_  
David G. Pribulka, Secretary

## Ferguson Township Park Green Infrastructure Policy

### I. Purpose

- a. Ferguson Township recognizes the importance of maintaining the condition, accessibility, and safety of its naturalized environments to serve as a green feature or green infrastructure in developed and undeveloped parks. The focus of this policy is to establish a program plan with definitions and a process for integrating green infrastructure into appropriate park areas and formalize how and when maintenance plans and procedures are created for approved green infrastructures within Township Parks.

### II. Definitions

#### a. Park Classifications

- i. **Mini Parks** – Smallest park type, addresses limited recreation need. Provides close to home recreation. Requires high level of maintenance associated with well-developed park and playground and high visitation.
  - ii. **Neighborhood Parks** – Focus of neighborhood; in walking/biking distance of visitors. Provides access to basic recreation opportunities. Contributes to neighborhood identity. Establishes sense of community. Requires high level of maintenance associated with well-developed park and reasonably high visitation.
  - iii. **Regional/Community Parks** – Large park for active and passive recreation; serves residents municipality-wide. Accommodates large groups. Variety of recreation opportunities for all ages and interests. Space for organized, large scale, high participation events, family destination with fitness and wellness opportunities. Requires mixed level of maintenance associated with moderate level of development, budget restrictions, inability to perform higher levels of maintenance. Potential for park "friends" or adopt a-park-partner.
  - iv. **Natural Preserve** – An area of land within a municipal park that is managed to conserve wildlife or plant habitat or other natural features. Protects resources. Provides opportunities for environmental education. Requires lower level of maintenance.
- b. Natural Areas** – Also referred to as "Natural Resource Areas" that are designated areas within municipal parks for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. Designed with minimal recreational use and vary in size depending on the existing resource.
- c. Green Infrastructure** – refers to an interconnected network of open space within municipal parks consisting of natural areas and other green features that protects ecosystem functions and contribute to clean air and water. Examples include the following:
- i. **planted meadow(s)** – designated area purposefully planted with native grass, forbe, and wildflower seed to provide food sources and habitat for wildlife and pollinators. Low-mow and planted meadows are examples.



- ii. **meadow(s)** - designated area where existing site vegetation is evaluated to identify and remove invasive species with a continued maintenance plan to prevent the spread of invasive species from park to park. Low-mow and no-mow meadows are examples.
  - iii. **Grow Zone** – refers to all types of meadows, with native seed mix plantings or natural vegetation growth,
  - iv. **Pollinator gardens and plots** - designated area that is planted with specific plant types beneficial to pollinators in a designed garden. Used for demonstration and educational purposes. Typically requires ongoing maintenance including weeding, mulching, trimming, plant care.
- d. **Undeveloped area** – an area within the park that is not for active use.
  - e. **Future phase of development** – a designated area within the park planned to be developed in a future phase of development.

### III. Pre-Planning and Assessment for Green Infrastructure

- a. Ferguson Township parks may be evaluated to determine whether naturalizing a park area would benefit the park setting, expand or enhance habitat areas, and/or provide a sustainable landscape.
- b. Various site conditions have an impact on determining the most appropriate natural area practices available, or how a specific practice must be adapted to meet the physical constraints of the site. Examples include, but are not limited to location, soil conditions, space availability or size and shape of existing parkland or land slated for park redevelopment, the need to integrate green infrastructure practices into existing landscapes, stormwater infrastructure or existing site features such as structures, mature trees, or other existing natural resources and rights-of-way within local municipal parks.
- c. Prepare a cost estimate and identify for consideration a diverse support of funding streams including municipal designated dollars, grants, volunteer hours or in-kind donations in the form of donated goods and services.
- d. Prepare a design for naturalizing park areas that shall include an invitation to community members such as residents, nearby businesses, community organizations to engage early and often in the planning, design, and implementation process. Involving stakeholders at the beginning shall support equity and inclusivity through listening and empowering community involvement.

### IV. Process for Integrating Green Infrastructure into Appropriate Park Areas

- a. To identify and/or determine facilities, improvements, and appropriate park areas that shall be considered suitable for conversion to a natural environment, an established multidisciplinary team approach is required as part of the park planning process. Integrating naturalized areas for sustainable green infrastructure into existing parks, expanded parks and new park sites is accomplished through a park assessment and planning process or through the development of a Park Master Plan.

- b. The park assessment and planning process may be initiated following a citizen request, staff recommendation, Parks and Recreation Committee recommendation or as directed by the Township Manager or Board of Supervisors. The park assessment and planning process reviews Township Parks and considers the needs and interests of visitors, appropriateness of facilities, potential need for green stormwater facilities, and opportunities to integrate naturalized areas and functional improvements and consideration is given to any issues that need addressed.
- c. All requests and recommendations shall be submitted for review by completing the online Ferguson Township Parks and Recreation (FTPR) Request Form for Green Infrastructure. The form is received by the Township Manager and Assistant Manager and will initiate the formal park assessment and planning process review. Commitment to construct green infrastructure, when approved, will be contingent on available resources, budget, site constraints, and other variables.
  - i. Requests or recommendations for a naturalized area to be integrated into an existing park or part of a new park shall be reviewed first by the Township Manager to evaluate the nature of the request or recommendation to confirm or deny that the scope of work is within the purview of the Township.
    - 1. If the scope of the work being requested is not permitted for the park property owner, the Township Manager will dismiss the request or recommendation.
    - 2. If the scope of work is within the purview of the Township, the Manager will require the formal process as outlined in this policy for integrating the naturalized area(s) into appropriate park settings and initiate the process for review.
  - ii. Ferguson Township Manager or Assistant Manager, Arborist, Geographic Information System (GIS) Technician will coordinate with CRPR Parks Maintenance Supervisor to attend a field view to observe, discuss and list options for naturalizing the park areas based on request or recommendation.
  - iii. Parks and Recreation Committee reviews and discusses the options for naturalizing the park areas as proposed by Township and CRPR staff to generate conceptual idea(s) to be mapped in a site development drawing.
  - iv. At the direction of the Township Manager, staff will prepare a site development map illustrating the natural area within the park for review and acceptance.
  - v. In collaboration with the Township Arborist and CRPR, the Parks and Recreation Committee will recommend a maintenance plan, site development plan, and brief narrative to describe the design of the naturalized area.
  - vi. Parks and Recreation Committee provides a recommendation for the Board of Supervisors to accept and approve for staff to implement the natural area for an initial observational period of 6 months.
    - 1. Signage posted at the site as part of implementation is required.
    - 2. The public is encouraged to provide input in the form of an opinion survey available in print form in the office or online;

3. Five months after the site feature has been developed in the park setting, the Board of Supervisors will review the opinion survey results and staff input to take action at a regular meeting to conclude the six months observational period.
- vii. At a Regular Meeting, the Board of Supervisors will take action to:
    - 1) authorize advertisement of a resolution to approve a map with the natural area as a new site feature on the park plan; or 2) propose an amendment, direct staff to update the map and advertise a resolution at a future meeting after repeating steps 4(c)iii to 4(c)vi.; or 3) deny the request.

## **V. Operations and Maintenance**

- a. Maintenance plans and procedures to ensure long-term maintenance for each green infrastructure feature shall be collaboratively prepared with Centre Region Parks and Recreation Agency in written form within 60 days of the Board of Supervisors accepting and approving the implementation of the naturalized area.
- b. The maintenance plan for each green infrastructure shall include the following:
  - i. Identification of staff resources for routine inspections and maintenance. Consideration on which municipal departments have the equipment and skill to inspect and maintain the green infrastructure and determine what, if any, training is required.
  - ii. Identify the common problems that require non-routine maintenance to aid staff in the field inspecting naturalized areas. Common problems that trigger non-routine maintenance include excess sediment accumulation, trash, debris, overgrown vegetation, dead or diseased vegetation, signs of erosion or standing water present more than 72 hours of a rainstorm.
  - iii. Establish and continuously update to incorporate green infrastructure maintenance triggers and remedial actions. Maintenance schedules will be updated and set for each type of practice based on the approved naturalized area, and a tracking system shall be in place to ensure that maintenance is performed as prescribed.
  - iv. Secure funding for annual maintenance in the Operation Budget. Staff will prepare and provide a cost estimate budget for each naturalized area to the Township Manager or Assistant Manager.
  - v. Enlist the help of volunteers for routine maintenance, such as removing trash and weeds, can be accomplished and permitted with record of a volunteer waiver signed and on file.
  - vi. Evaluate equipment needed to maintain green infrastructure and determine if additional equipment is needed to note in maintenance plan. Or establish procedures for cleaning equipment in an effort to prevent the spread of invasive species and include in the maintenance plan for the naturalized area being approved.



TO: Ferguson Township Board of Supervisors

FROM: Jenna Wargo, AICP  
Director of Planning & Zoning

DATE: July 14, 2021

SUBJECT: **Overview of the Official Map**

In October 2017, the Board of Supervisors adopted the Township's Official Map designed to implement the goals and community vision set forth in the Centre Region Comprehensive Plan. The Board of Supervisors directed Township staff to research the implications of amending the Official Township Map. Provided below is an overview and summary:

**What is an Official Map?**

An official map is a map and ordinance designed to aid in proactively planning for future growth in a municipality by helping to implement the elements of an adopted comprehensive plan. This map is a declaration by the governing body to reserve private land for future public acquisition and use. It identifies specific parcels or portions of private property within a municipality where open spaces are desired or where public improvements (i.e. road widening) are envisioned. It demonstrates that it is the intent of the governing body to acquire land for these municipal purposes. The map is the primary component of an official map ordinance.

**Is an Official Map a municipal base map?**

No. An official map is a type of land use ordinance. It must not be confused with a municipal base map, existing or future land use map, a zoning map, or any map in a comprehensive plan.

**What is considered a public purpose?**

Public streets watercourses, public parks, open space, pedestrian ways and easements, railroad and transit rights-of-way and easements, flood control basins, floodways and flood plans, stormwater management areas, drainage easements, support facilities, easements and other property held by public bodies undertaking the elements of a comprehensive plan.

**What are the benefits of an Official Map?**

They help focus limited financial resources on projects that meet and advance community goals as well as provides municipalities a competitive advantage in securing grants. An official map saves time and money by informing property owners and developers of municipal goals and intentions in advance of development plans. They act as an effective negotiation tool for municipalities, helping to ensure that development is compatible with and supportive of public goals.

**What is the process once an official map is adopted?**

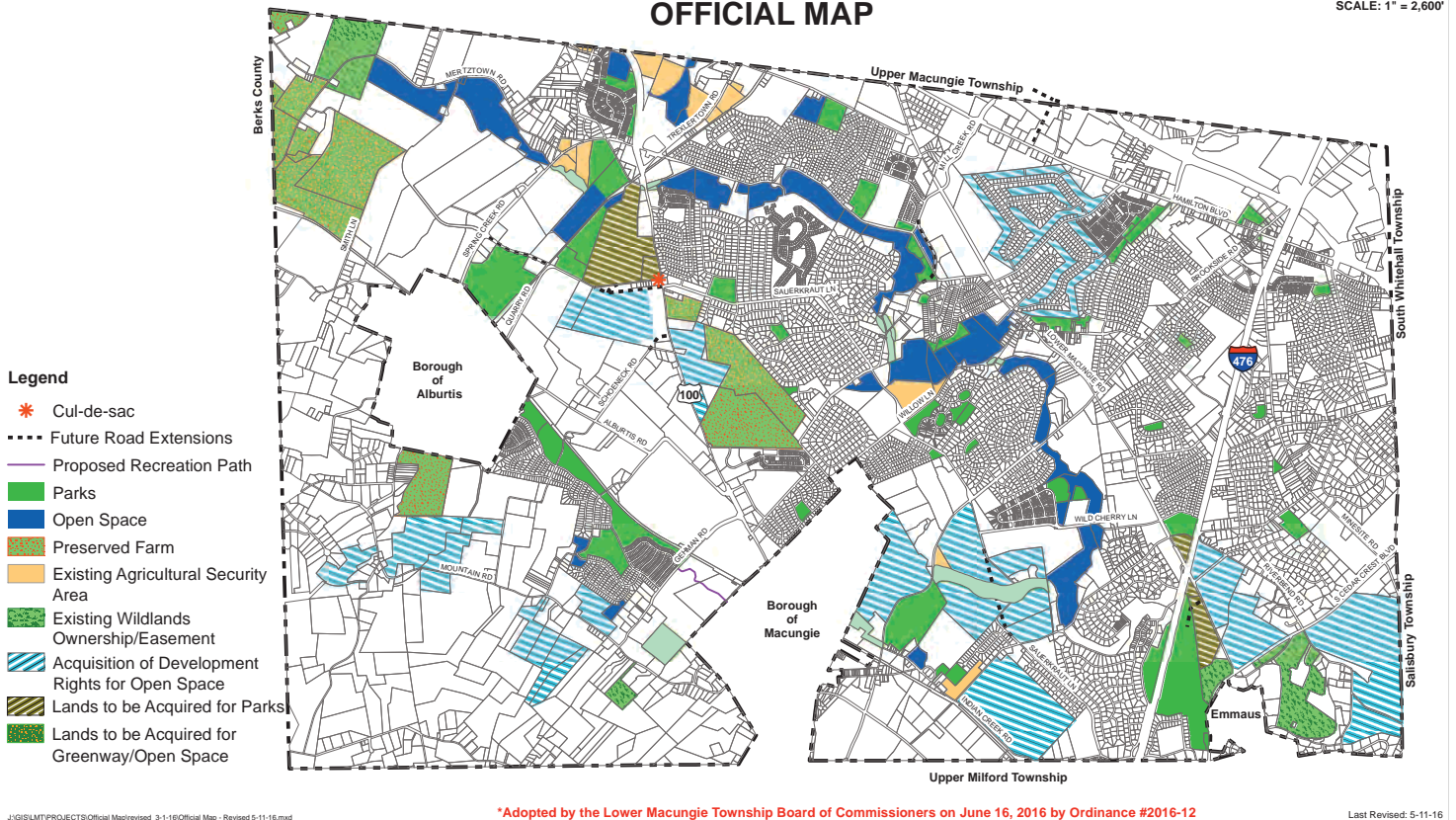
Once a property owner or developer notifies a municipality of their intention to build, subdivide, or perform other work on land that is located on an official map, the municipality has up to a year to confirm its acquisition interest and negotiate to acquire the land. Acquisition can take the form of dedication by owner, purchase of land or easement by the municipality, negotiations with owner/developer to make desired improvements, or eminent domain (although rare), if the municipality chooses.



# OFFICIAL MAP

## PENNSYLVANIA LAND USE PLANNING

### LOWER MACUNGIE TOWNSHIP LEHIGH COUNTY, PENNSYLVANIA OFFICIAL MAP



\*Adopted by the Lower Macungie Township Board of Commissioners on June 16, 2016 by Ordinance #2016-12

Last Revised: 5-11-16

## WHAT CONSTITUTES AN OFFICIAL MAP?

**An Official Map is a combined map and ordinance that identifies the location of planned public lands and facilities.**

It is an official declaration by the governing body of a municipality's interest in acquiring private lands for public purposes sometime in the future. Public purposes may include proposed streets, parks, open spaces, trails, transit routes, and flood control and stormwater management facilities. Official Maps can be used by cities, boroughs, townships, and counties.

An Official Map is a land use ordinance authorized by the PA Municipalities Planning Code, Article IV. It is not to be confused with a municipal base map, street map, or zoning map, or maps in a municipal comprehensive plan.

## WHY ADOPT AN OFFICIAL MAP?

- ✓ **It is an effective tool** to help a municipality implement its comprehensive plan and achieve long-term goals
- ✓ **Helps make public improvements** like connecting the street network, protecting natural areas, and providing more recreation facilities, trails, sidewalks, and green space
- ✓ **Provides predictability and saves time and money** for property owners and developers by informing them of municipal intentions in advance of development plans
- ✓ **Helps manage growth** and ensures development supports community goals
- ✓ **Gives a competitive advantage in grant applications** by demonstrating a municipality's sound planning and commitment to projects seeking funding

# OFFICIAL MAP



Chambersburg, PA

## HOW DOES AN OFFICIAL MAP WORK?

The enactment of an Official Map ordinance serves as notice of reservation of land for future public use. An Official Map gives a municipality an opportunity to acquire property, or rights thereto, for a public use before development or redevelopment occurs, and does not itself constitute a municipal taking of private property.

Once a property owner notifies a municipality of intention to subdivide or develop land that is identified on an Official Map, the municipality has one year to either purchase the land, come to an agreement with the developer, condemn the land through eminent domain, or choose not to pursue the acquisition. The municipality is not obligated to build the facilities shown on the Official Map. In cooperation with the municipality, the developer may decide to construct the improvement shown on the Official Map.

An Official Map is an ordinance. Enactment must follow procedures prescribed in the PA Municipalities Planning Code. Steps include review by the municipal and county planning agencies, a public hearing, and, in some instances, referral to adjacent municipalities.

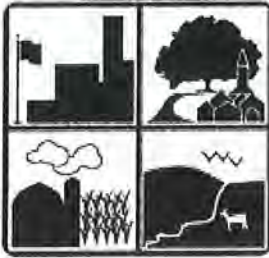
For the full publication Planning Series #1: Local Land Use Controls in Pennsylvania, visit [dced.pa.gov/publications](http://dced.pa.gov/publications)

## WHERE IS THE OFFICIAL MAP USED?

In Pennsylvania, more than 60 municipalities of all sizes and one county have enacted an Official Map ordinance. It is still an unfamiliar tool, but usage is growing. Examples of uses include:

- ✓ **Chambersburg Borough, Franklin County**, enacted an Official Map to help implement a plan of future traffic improvements including street widenings, extensions, new connectors, realignments, and traffic pattern changes throughout the borough.
- ✓ **Chestnuthill Township, Monroe County**, uses an Official Map to reserve lands for road and intersection upgrades for improved safety and traffic flow at multiple locations in the township and identify conservation lands of high priority for preservation by township acquisition or landowner donation.
- ✓ **East Bradford Township, Chester County**, has used an Official Map since 2002 as a primary tool for achieving its goals for open space, active and passive recreation, and trail development.





## FERGUSON TOWNSHIP APPLICATION FOR SPECIAL EVENTS PERMIT

### Use of this Form:

Complete this application if the proposed assemblage, procession, or other special event will require the closure of Township roads, sidewalks, and/or bikeways. Each application must be completed by an authorized agent of the sponsoring organization. Please complete this form in its entirety and submit it to Ferguson Township staff in accordance with the conditions enumerated in this application. For your convenience, this application also includes instructions and timelines for securing Pennsylvania Department of Transportation (PennDOT) and Centre Region Parks and Recreation (CRPR) Department approval should the event require closure of state roads and/or municipal/regional parks. Nothing in this application or associated policy shall supersede or override PennDOT or CRPR permit requirements.

### Definitions:

**Assemblage** – An organized group of people without vehicles, or with vehicles that are stationary, which encroaches onto a street or highway and interferes with the movement of pedestrian or vehicular traffic. The term includes, but is not limited to, street fairs, block parties, organized demonstrations, and other recreational activities. An assemblage is a special event.

**Authorized Agent** – An individual or legal entity that has obtained authorization to act on behalf of the organization responsible for conducting the assemblage, procession, or special event for the purposes of completing all required parts of this application.

**Procession** – An organized group of people, or people with vehicles (including bicycles), animals, or objects, moving along a roadway, or the berm or shoulder of a roadway or bikeway in a manner that interferes with the normal movement of traffic. The term includes, but is not limited to walks, foot races, parades, and marches. A procession shall not include a funeral caravan, military convoy or emergency service convoy. Other processions shall be considered a special event.

**Special Event** – A procession, assemblage, or special activity held within the public right-of-way.



**State Road** – A highway or bridge on the system of highways and bridges over which the Pennsylvania Department of Transportation has assumed or has been legislatively given jurisdiction.

*Any change in this application, regardless of progress in the approval process, must be resubmitted and routed through the same channels as if it were a new application.*

**Applicant Information:**

Name of Applicant/Authorized Agent: Pregnancy Resource Clinic Date: 7/7/21  
Address of Sponsor or Organization: 423 S. Pugh St. Phone: 814.234.7341  
State College, PA 16801 Cell: \_\_\_\_\_  
Email Address: miranda@seprc.com Fax: \_\_\_\_\_  
Primary Contact: Miranda Smith Phone: \_\_\_\_\_  
Secondary Contact: Jenny Summers Phone: \_\_\_\_\_  
Date and time of Activity: 9/25/21 From: 8:00 AM To: 12:00 PM  
Rain Date (if applicable): \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

**Activity Detail:**

Describe your event in detail using additional sheets, if necessary:

5k walk/run starting at Stepping Stones Community Church, proceeding through neighborhood on bike paths and sidewalks  
10 mile bike ride, starting at same point but proceeding across the street to follow bike path

Will this event be held solely on sidewalks and/or bikeways?  No  Yes

Does your event require a street closure?  No  Yes

If yes, select the type of road that will be closed: (For more information, see attached map and list)

State Road(s) Only (Additional Form Required: PennDOT TE-300 Form)

Local Road(s) Only

State Road(s) and Local Road(s) (Additional Form Required: PennDOT TE-300 Form)

Listed in order of route, what street(s) would you like closed for this event? (Use additional sheets, if necessary)

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How long will the street closure be in effect? From: \_\_\_\_\_ To: \_\_\_\_\_

Will the event cross any municipal or state roads?  Yes  No

If yes, please indicate which roads the procession will cross:

Science Park Road - bike event is not timed, so we do not stop traffic; a volunteer typically monitors intersection for safe crossing

Will the event procession cross any state roads?  Yes  No

(If yes, submit PennDOT TE-300 Form)

**Municipal/Regional Park Usage:**

If this event includes the use of a municipal/regional park, please contact the Centre Region Parks and Recreation (CRPR) Department by phone at (814) 231-3071 or by email at [crpr@crcog.net](mailto:crpr@crcog.net) prior submitting this form (see attached timeline). Special park permits and conditions may also apply. Once the approval is secured from the Centre Region Parks and Recreation Department, please have an authorized official complete the fields below, and attach any conditions associated with the approval to this form.

Name: (Print) \_\_\_\_\_ Title of Official: \_\_\_\_\_

Signature: \_\_\_\_\_ Date of Approval: \_\_\_\_\_

**Charitable Cause:**

Is the Sponsor an organization with 501(c)(3) tax exempt status?  Yes  No

If this event is to benefit a charitable organization, please identify that organization:

Pregnancy Resource Clinic



**Health Considerations:**

Will there be food and drink provided to the public at this event?  Yes  No

If yes, have you made arrangements for approval/inspections with the Department of Ordinance Enforcement and Public Health?  Yes  No

*all pre-packaged/prepared, so not needed*

If no, please complete the form that is attached to this application and obtain approval **prior** to submission of this application.

The Applicant recognizes and AGREES that Ferguson Township requires the proposed event to be conducted in such a manner that minimizes disruption to township residents and be within the limits established by existing ordinances. By signing below, the Applicant AGREES to protect, defend, indemnify and hold Ferguson Township and its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs or other expenses or liabilities of every kind and character arising directly or indirectly from this event. The Applicant further AGREES to investigate, handle, respond to, provide defense for and defend any such claims, etc., at the Applicant's sole expense and AGREES to bear all other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.

Signature: *Miranda Smith* Date: 7/7/2021

**OFFICE USE ONLY: ROUTING FOR APPROVAL**

Police Dept. \_\_\_\_\_ Public Works Dept. \_\_\_\_\_  
Health Dept. \_\_\_\_\_ Township Manager \_\_\_\_\_

**THIS SERVES AS YOUR PERMIT**

The Ferguson Township Board of Supervisors **approved** your application on:

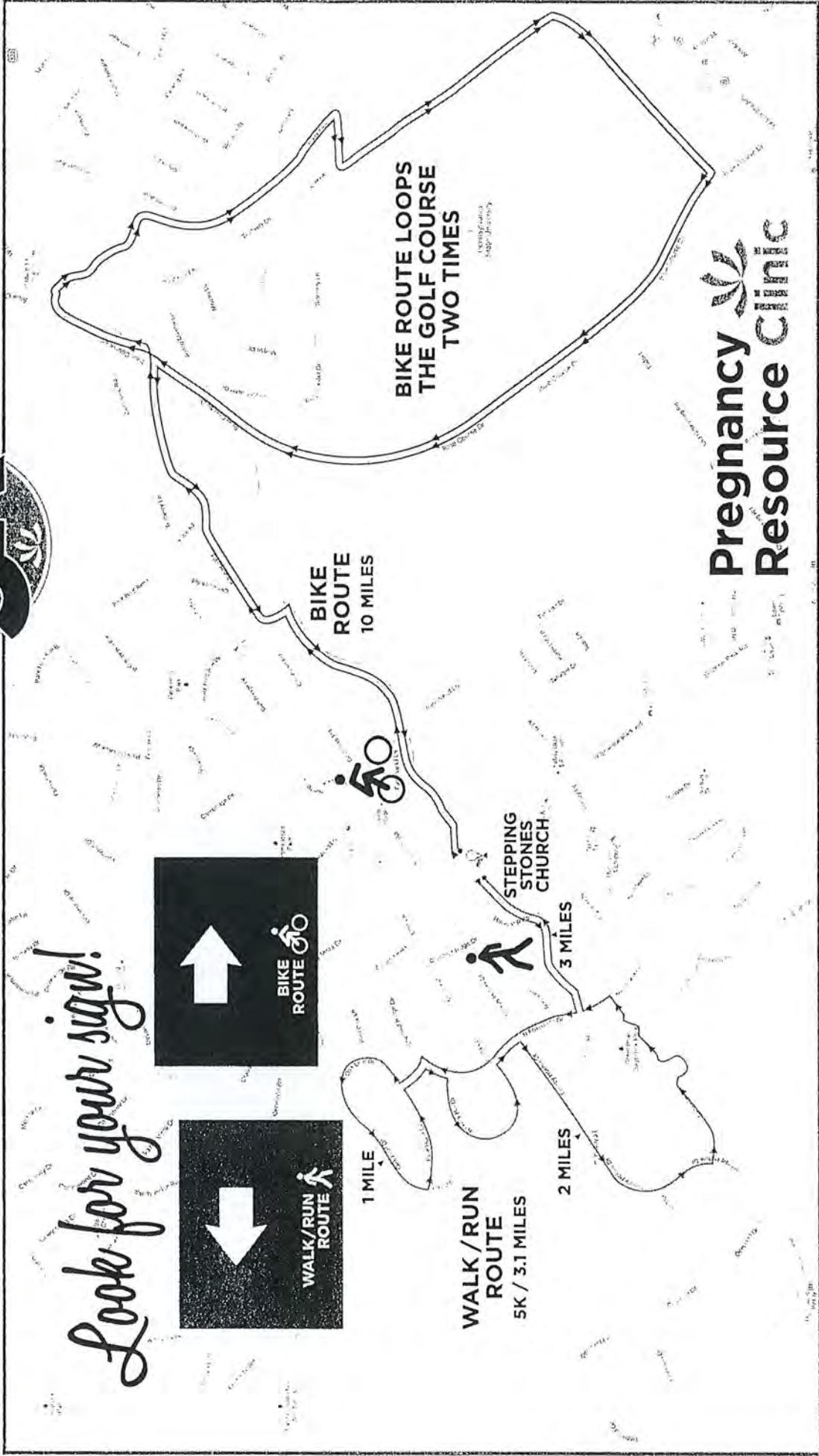
Conditions (if any) are as follows: \_\_\_\_\_

Signature of Chairperson or authorized representative: \_\_\_\_\_

# PREGNANCY RESOURCE CLINIC 5K WALK/RUN/RIDE



*Look for your sign!*



**DIRECTIONS:** Please stay on walking and bike paths.

- **Walk or Run** 5k/3.1 miles following the marked **blue route**.
- **Bike** 10 miles following the marked **pink route**. You will travel around the golf course two times.



**APPLICATION AND CERTIFICATE FOR PAYMENT**

To (OWNER): FERGUSON TWP  
3147 RESEARCH DRIVE  
STATE COLLEGE PA 16801

Project: FERGUSON PUBLIC WORKS  
3147 RESEARCH DRIVE  
STATE COLLEGE PA 16801

Application No: 12  
Invoice No: 12 JUN21  
Period To: 6/30/2021

From: WESTMORELAND ELECTRIC SERVICES LLC  
193 CENTRAL ROAD  
TARRS PA 15688

Via (Architect):

Architect's  
Project No:

Contract Date:

**CONTRACTOR'S APPLICATION FOR PAYMENT**

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Approved previous months	16,567.27	2,450.00
Approved this month	22,647.34	3,919.88
<b>TOTALS</b>	<b>39,214.61</b>	<b>6,369.88</b>
Net change by change orders	32,844.73	

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$	846,000.00
2. Net change by Change Orders	\$	32,844.73
3. CONTRACT SUM TO DATE (LINE 1+/-2)	\$	878,844.73
4. TOTAL COMPLETED & STORED TO DATE (Column G on Continuation Sheet)	\$	870,644.94
5. RETAINAGE	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5)	\$	870,644.94
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	845,967.27
8. SALES TAX	\$	0.00
9. CURRENT PAYMENT DUE	\$	24,677.67
10. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6)	\$	8,199.79

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payment received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: WESTMORELAND ELECTRIC SERVICES LLC  
By: [Signature] Date: 7-1-2021

State of: Pennsylvania County of: Westmoreland  
Subscribed and sworn to before me this 1<sup>st</sup> day of July 2021

Notary Public Lori R. Stoner  
My Commission expires 11-22-2023

[Signature]

Commonwealth of Pennsylvania - Notary Seal  
Lori R. Stoner, Notary Public  
Westmoreland County  
My commission expires November 22, 2023  
Commission number 1360056  
Member, Pennsylvania Association of Notaries

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED.....\$  
(Attach explanation if amount certified differs from)

OK to pay \$24,677.67  
30,409.750  
2018-PWGG

[Signature]

By dmodricker at 9:56:15 AM, 7/2/2021

AMOUNT CERTIFIED is payable only to the Contractor and acceptance of payment are without liability to the Contractor under this Contract

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application Number: 12  
 Application Date: 6/30/2021  
 Period To: 6/30/2021  
 Architect's Project No:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
E-1	JOB MOBILIZATION-M	42,601.00	42,601.00	0.00	0.00	42,601.00	100	0.00	0.00
E-2	SUBMITTALS-M	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	0.00
E-3	SUPERVISION & PROJECT MANAGEMENT-L	23,000.00	23,000.00	0.00	0.00	23,000.00	100	0.00	0.00
E-4	COMMISSIONING-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00
E-5	NETA TESTING-M	5,000.00	5,000.00	0.00	0.00	5,000.00	100	0.00	0.00
E-6	NETA TESTING-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-7	CLOSE OUT AND PUNCH LIST-M	25,380.00	8,780.00	14,062.04	0.00	22,842.04	90	2,537.96	0.00
E-8	JOB DE-MOBILIZATION-M	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	0.00

**DWG C-007 SITE UTILITIES PLAN**

E-9	FEEDER CONDUIT-M	5,000.00	5,000.00	0.00	0.00	5,000.00	100	0.00	0.00
E-10	FEEDER CONDUIT-L	10,120.00	10,120.00	0.00	0.00	10,120.00	100	0.00	0.00
E-11	TELECOM CONDUIT-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-12	TELECOM CONDUIT-L	4,600.00	4,600.00	0.00	0.00	4,600.00	100	0.00	0.00
E-13	FIBER-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-14	FIBER-L	276.00	276.00	0.00	0.00	276.00	100	0.00	0.00
E-15	GENERATOR-M	130,000.00	130,000.00	0.00	0.00	130,000.00	100	0.00	0.00
E-16	GENERATOR-L	4,600.00	4,600.00	0.00	0.00	4,600.00	100	0.00	0.00
E-17	EXCAVATION-L	9,660.00	9,660.00	0.00	0.00	9,660.00	100	0.00	0.00
E-18	COUNTERPOISE-M	3,500.00	3,500.00	0.00	0.00	3,500.00	100	0.00	0.00

**CONTINUATION SHEET**

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E-19	COUNTERPOISE-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
		<b>171,676.00</b>	<b>171,676.00</b>	<b>0.00</b>	<b>0.00</b>	<b>171,676.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG C-011 SITE LIGHTING PLAN**

E-20	BRANCH CONDUIT-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-21	BRANCH CONDUIT-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-22	BRANCH WIRE-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-23	BRANCH WIRE-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-24	ESCAVATION-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00
E-25	FIXTURES-M	6,240.00	6,240.00	0.00	0.00	6,240.00	100	0.00	0.00
E-26	FIXTURES-L	1,196.00	1,196.00	0.00	0.00	1,196.00	100	0.00	0.00
E-27	LIGHT BASES-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-28	LIGHT BASES-L	736.00	736.00	0.00	0.00	736.00	100	0.00	0.00
		<b>18,612.00</b>	<b>18,612.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,612.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-101 1ST FL LTG PLAN**

E-29	BRANCH LIGHTING-M	3,000.00	3,000.00	0.00	0.00	3,000.00	100	0.00	0.00
E-30	BRANCH LIGHTING-L	9,200.00	9,200.00	0.00	0.00	9,200.00	100	0.00	0.00
E-31	FIXTURES-M	23,868.49	23,868.49	0.00	0.00	23,868.49	100	0.00	0.00
E-32	FIXTURES-L	4,600.00	4,600.00	0.00	0.00	4,600.00	100	0.00	0.00
E-33	LIGHTING CONTROL DEVICES	7,500.00	7,500.00	0.00	0.00	7,500.00	100	0.00	0.00

**CONTINUATION SHEET**

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	ROUGH-IN-M								
E-34	LIGHTING CONTROL DEVICES ROUGH-IN-L	3,450.00	3,450.00	0.00	0.00	3,450.00	100	0.00	0.00
E-35	LIGHTING CONTROL DEVICES-M	7,631.51	7,631.51	0.00	0.00	7,631.51	100	0.00	0.00
E-36	LIGHTING CONTROL DEVICES-L	3,450.00	3,450.00	0.00	0.00	3,450.00	100	0.00	0.00
		<b>62,700.00</b>	<b>62,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>62,700.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-102 2ND FL/ROOF LTG PLAN**

E-37	BRANCH LIGHTING-M	4,000.00	4,000.00	0.00	0.00	4,000.00	100	0.00	0.00
E-38	BRANCH LIGHTING-L	6,440.00	6,440.00	0.00	0.00	6,440.00	100	0.00	0.00
E-39	FIXTURES-M	30,000.00	30,000.00	0.00	0.00	30,000.00	100	0.00	0.00
E-40	FIXTURES-L	5,750.00	5,750.00	0.00	0.00	5,750.00	100	0.00	0.00
E-41	LIGHTING CONTROL DEVICES ROUGH-IN-M	4,500.00	4,500.00	0.00	0.00	4,500.00	100	0.00	0.00
E-42	LIGHTING CONTROL DEVICES ROUGH-IN-L	2,070.00	2,070.00	0.00	0.00	2,070.00	100	0.00	0.00
E-43	LIGHTING CONTROL DEVICES-M	4,500.00	4,500.00	0.00	0.00	4,500.00	100	0.00	0.00
E-44	LIGHTING CONTROL DEVICES-L	2,070.00	2,070.00	0.00	0.00	2,070.00	100	0.00	0.00
		<b>59,330.00</b>	<b>59,330.00</b>	<b>0.00</b>	<b>0.00</b>	<b>59,330.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-201 1ST FL PWR PLAN**

E-45	FEEDER CONDUIT-M	12,000.00	12,000.00	0.00	0.00	12,000.00	100	0.00	0.00
E-46	FEEDER CONDUIT-L	20,700.00	20,700.00	0.00	0.00	20,700.00	100	0.00	0.00
E-47	FEEDER WIRE-M	30,000.00	30,000.00	0.00	0.00	30,000.00	100	0.00	0.00
E-48	FEEDER WIRE-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00



**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application Number: 12  
 Application Date: 6/30/2021  
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 Architect's Project No:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
E-49	GROUNDING-M	1,500.00	1,500.00	0.00	0.00	1,500.00	100	0.00	0.00
E-50	GROUNDING-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-51	BRANCH POWER (OVERHEAD)-M	20,000.00	20,000.00	0.00	0.00	20,000.00	100	0.00	0.00
E-52	BRANCH POWER (OVERHEAD)-L	32,200.00	32,200.00	0.00	0.00	32,200.00	100	0.00	0.00
E-53	BRANCH POWER (IN WALL)-M	550.00	550.00	0.00	0.00	550.00	100	0.00	0.00
E-54	BRANCH POWER (IN WALL)-L	2,530.00	2,530.00	0.00	0.00	2,530.00	100	0.00	0.00
E-55	WIRING DEVICES-M	1,100.00	1,100.00	0.00	0.00	1,100.00	100	0.00	0.00
E-56	WIRING DEVICES-L	506.00	506.00	0.00	0.00	506.00	100	0.00	0.00
E-57	CORD REELS-M	2,250.00	2,250.00	0.00	0.00	2,250.00	100	0.00	0.00
E-58	CORD REELS-L	414.00	414.00	0.00	0.00	414.00	100	0.00	0.00
E-59	SPECIAL PURPOSE DEVICES-M	100.00	100.00	0.00	0.00	100.00	100	0.00	0.00
E-60	SPECIAL PURPOSE DEVICES-L	46.00	46.00	0.00	0.00	46.00	100	0.00	0.00
E-61	HVAC AND MOTORS-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-62	HVAC AND MOTORS-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-63	CHARGE POINT CHARGING STATION-M	15,000.00	15,000.00	0.00	0.00	15,000.00	100	0.00	0.00
E-64	CHARGE POINT CHARGING STATION-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-65	RADIANT HEAT TRACE-M	18,000.00	18,000.00	0.00	0.00	18,000.00	100	0.00	0.00
E-66	RADIANT HEAT TRACE-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application Number: 12  
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 Period To: 6/30/2021  
 Architect's Project No:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
		<b>168,936.00</b>	<b>168,936.00</b>	<b>0.00</b>	<b>0.00</b>	<b>168,936.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-202 2ND FL/ROOF PWR PLAN**

E-67	FEEDER CONDUIT-M	600.00	600.00	0.00	0.00	600.00	100	0.00	0.00
E-68	FEEDER CONDUIT-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-69	FEEDER WIRE-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-70	FEEDER WIRE-L	460.00	460.00	0.00	0.00	460.00	100	0.00	0.00
E-71	PANELBOARDS-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-72	PANELBOARDS-L	460.00	460.00	0.00	0.00	460.00	100	0.00	0.00
E-73	BRANCH POWER (OVERHEAD)-M	7,000.00	7,000.00	0.00	0.00	7,000.00	100	0.00	0.00
E-74	BRANCH POWER (OVERHEAD)-L	18,400.00	18,400.00	0.00	0.00	18,400.00	100	0.00	0.00
E-75	BRANCH POWER (IN WALL)-M	2,600.00	2,600.00	0.00	0.00	2,600.00	100	0.00	0.00
E-76	BRANCH POWER (IN WALL)-L	1,196.00	1,196.00	0.00	0.00	1,196.00	100	0.00	0.00
E-77	WIRING DEVICES-M	520.00	520.00	0.00	0.00	520.00	100	0.00	0.00
E-78	WIRING DEVICES-L	239.20	239.20	0.00	0.00	239.20	100	0.00	0.00
E-79	FLOOR BOXES-M	1,250.00	1,250.00	0.00	0.00	1,250.00	100	0.00	0.00
E-80	FLOOR BOXES-L	230.00	230.00	0.00	0.00	230.00	100	0.00	0.00
E-81	HVAC AND MOTORS-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-82	HVAC AND MOTORS-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-83	RADIANT HEAT TRACE-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

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E-84	RADIANT HEAT TRACE-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
		<b>42,715.20</b>	<b>42,715.20</b>	<b>0.00</b>	<b>0.00</b>	<b>42,715.20</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-301 1ST FL SYSTEMS PLAN**

E-85	FIRE ALARM BRANCH-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-86	FIRE ALARM BRANCH-L	2,760.00	2,760.00	0.00	0.00	2,760.00	100	0.00	0.00
E-87	FIRE ALARM (IN WALL)-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-88	FIRE ALARM (IN WALL)-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00
E-89	FIRE ALARM WIRE-M	500.00	500.00	0.00	0.00	500.00	100	0.00	0.00
E-90	FIRE ALARM WIRE-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-91	FIRE ALARM DEVICES-M	6,450.00	6,450.00	0.00	0.00	6,450.00	100	0.00	0.00
E-92	FIRE ALARM DEVICES-L	1,978.00	1,978.00	0.00	0.00	1,978.00	100	0.00	0.00
E-93	DATA (IN WALL)-M	500.00	500.00	0.00	0.00	500.00	100	0.00	0.00
E-94	DATA (IN WALL)-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-95	DATA CABLING-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-96	DATA CABLING-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-97	DATA JACKS-M	680.00	680.00	0.00	0.00	680.00	100	0.00	0.00
E-98	DATA JACKS-L	391.00	391.00	0.00	0.00	391.00	100	0.00	0.00
E-99	DATA TESTING-L	368.00	368.00	0.00	0.00	368.00	100	0.00	0.00
E-100	SECURITY (IN WALL) RACEWAYS ONLY-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

Application Number: 12  
 Application Date: 6/30/2021  
 Period To: 6/30/2021  
 Architect's Project No:

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
E-101	SECURITY (IN WALL) RACEWAYS ONLY-L	3,680.00	3,680.00	0.00	0.00	3,680.00	100	0.00	0.00
E-102	FIRE ALARM PANEL-M	2,500.00	2,500.00	0.00	0.00	2,500.00	100	0.00	0.00
E-103	FIRE ALARM PANEL-L	460.00	460.00	0.00	0.00	460.00	100	0.00	0.00
		<b>33,547.00</b>	<b>33,547.00</b>	<b>0.00</b>	<b>0.00</b>	<b>33,547.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-302 2ND FL/ROOF SYS PLAN**

E-104	FIRE ALARM BRANCH-M	300.00	300.00	0.00	0.00	300.00	100	0.00	0.00
E-105	FIRE ALARM BRANCH-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-106	FIRE ALARM (IN WALL)-M	500.00	500.00	0.00	0.00	500.00	100	0.00	0.00
E-107	FIRE ALARM (IN WALL)-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-108	FIRE ALARM WIRE-M	300.00	300.00	0.00	0.00	300.00	100	0.00	0.00
E-109	FIRE ALARM WIRE-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-110	FIRE ALARM DEVICES-M	2,550.00	2,550.00	0.00	0.00	2,550.00	100	0.00	0.00
E-111	FIRE ALARM DEVICES-L	782.00	782.00	0.00	0.00	782.00	100	0.00	0.00
E-112	DATA (IN WALL)-M	300.00	300.00	0.00	0.00	300.00	100	0.00	0.00
E-113	DATA (IN WALL)-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-114	DATA CABLING-M	1,500.00	1,500.00	0.00	0.00	1,500.00	100	0.00	0.00
E-115	DATA CABLING-L	690.00	690.00	0.00	0.00	690.00	100	0.00	0.00
E-116	DATA JACKS-M	520.00	520.00	0.00	0.00	520.00	100	0.00	0.00
E-117	DATA JACKS-L	299.00	299.00	0.00	0.00	299.00	100	0.00	0.00

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
E-118	DATA TESTING-L	368.00	368.00	0.00	0.00	368.00	100	0.00	0.00
E-119	SECURITY (IN WALL) RACEWAYS ONLY-M	100.00	100.00	0.00	0.00	100.00	100	0.00	0.00
E-120	SECURITY (IN WALL) RACEWAYS ONLY-L	184.00	184.00	0.00	0.00	184.00	100	0.00	0.00
E-121	FIRE ALARM PANEL-M	1,000.00	1,000.00	0.00	0.00	1,000.00	100	0.00	0.00
E-122	FIRE ALARM PANEL-L	230.00	230.00	0.00	0.00	230.00	100	0.00	0.00
		<b>14,223.00</b>	<b>14,223.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,223.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**DWG E-401 ENLRGD PWR/SYS PLAN**

E-123	BRANCH POWER (OVERHEAD)-M	2,200.00	2,200.00	0.00	0.00	2,200.00	100	0.00	0.00
E-124	BRANCH POWER (OVERHEAD)-L	4,600.00	4,600.00	0.00	0.00	4,600.00	100	0.00	0.00
E-125	BRANCH POWER (IN WALL)-M	3,900.00	3,900.00	0.00	0.00	3,900.00	100	0.00	0.00
E-126	BANCH POWER (IN WALL)-L	1,794.00	1,794.00	0.00	0.00	1,794.00	100	0.00	0.00
E-127	WIRING DEVICES-M	780.00	780.00	0.00	0.00	780.00	100	0.00	0.00
E-128	WIRING DEVICES-L	358.80	358.80	0.00	0.00	358.80	100	0.00	0.00
E-129	DATA (IN WALL)-M	300.00	300.00	0.00	0.00	300.00	100	0.00	0.00
E-130	DATA (IN WALL)-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-131	DATA CABLING-M	3,000.00	3,000.00	0.00	0.00	3,000.00	100	0.00	0.00
E-132	DATA CABLING-L	1,840.00	1,840.00	0.00	0.00	1,840.00	100	0.00	0.00
E-133	DATA JACKS-M	520.00	520.00	0.00	0.00	520.00	100	0.00	0.00
E-134	DATA JACKS-L	299.00	299.00	0.00	0.00	299.00	100	0.00	0.00

**CONTINUATION SHEET**

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ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
E-135	DATA TESTING-L	368.00	368.00	0.00	0.00	368.00	100	0.00	0.00
E-136	DATA RACKS AND EQUIPMENT-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-137	DATA RACKS AND EQUIPMENT-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
E-138	PANELBOARDS AND EQUIPMENT-M	18,000.00	18,000.00	0.00	0.00	18,000.00	100	0.00	0.00
E-139	PANELBOARDS AND EQUIPMENT-L	4,140.00	4,140.00	0.00	0.00	4,140.00	100	0.00	0.00
E-140	MDP AND METERING-M	28,000.00	28,000.00	0.00	0.00	28,000.00	100	0.00	0.00
E-141	MDP AND METERING-L	2,300.00	2,300.00	0.00	0.00	2,300.00	100	0.00	0.00
E-142	ATS-M	24,000.00	24,000.00	0.00	0.00	24,000.00	100	0.00	0.00
E-143	ATS-L	920.00	920.00	0.00	0.00	920.00	100	0.00	0.00
		<b>101,159.80</b>	<b>101,159.80</b>	<b>0.00</b>	<b>0.00</b>	<b>101,159.80</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**TEMPORARY**

E-144	TEMPORARY-M	2,000.00	2,000.00	0.00	0.00	2,000.00	100	0.00	0.00
E-145	TEMPORARY-L	4,600.00	4,600.00	0.00	0.00	4,600.00	100	0.00	0.00
		<b>6,600.00</b>	<b>6,600.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,600.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

**LIGHTNING PROTECTION**

E-146	LIGHTNING PROTECTION-S	25,000.00	25,000.00	0.00	0.00	25,000.00	100	0.00	0.00
		<b>25,000.00</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,000.00</b>	<b>100</b>	<b>0.00</b>	<b>0.00</b>

CO1	COR 1R2	1,338.85	1,338.85	0.00	0.00	1,338.85	100	0.00	0.00
CO1A	COR 2R1	3,570.13	3,570.13	0.00	0.00	3,570.13	100	0.00	0.00

**CONTINUATION SHEET**

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A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED FROM PREV APPLICATION (D+E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
CO1B	COR 4R1	11,658.29	11,658.29	0.00	0.00	11,658.29	100	0.00	0.00
LD'S	LIQUIDATED DAMAGES	-2,450.00	0.00	-2,450.00	0.00	-2,450.00	100	0.00	0.00
CO2	EXTENSION OF TIME	0.00	0.00	0.00	0.00	0.00	***	0.00	0.00
CO3	CCD-001, CCD-002, BULL#6	-3,919.88	0.00	-3,919.88	0.00	-3,919.88	100	0.00	0.00
CO4	COR 10-13, COR 15R, 16,18,19	22,647.34	0.00	16,985.51	0.00	16,985.51	75	5,661.83	0.00
		<b>878,844.73</b>	<b>845,967.27</b>	<b>24,677.67</b>	<b>0.00</b>	<b>870,644.94</b>	<b>99</b>	<b>8,199.79</b>	<b>0.00</b>

**SUBCONTRACTOR**

**RELEASE AND WAIVER OF LIENS AND CLAIMS**

The undersigned (the "Releasor") is a seller, supplier, vendor, or subcontractor on the Ferguson Public Works Building at 3147 Research Drive, State College, PA 16801 ("The project") on which Westmoreland Electric Services, LLC is the prime contractor to Ferguson Township ("Owner").

Intending to be legally bound and conditioned only on the receipt of the sum of \$24,677.67 which releasor agrees is the current progress payment amount due it through the date of June 30th, 2021 (net of retainage) in connection with the Project, Releasor, for itself and its subcontractors and/or material and equipment suppliers, does hereby waive, release and forever discharge Contractor, Owner and their respective employees, officers, directors, agents, representatives, successors and assigns from any and all liens or encumbrances against any property of the Owner through the date of this release. Further, Releasor waives, releases and forever discharges Contractor from all claims, causes of action, demands, or damages arising out of or related in any way to the Project including, but not limited to, Releasor's furnishing of labor, materials, equipment or delay and/or inefficiencies of services on the Project through the date of June 30th, 2021 excepting those claims which Releasor has provided written notice in accordance with its subcontract or purchase order.

Westmoreland Electric Services, LLC  
(Company Name)

State of Pennsylvania

Phillip E. Hunt  
(Title)

County of Westmoreland

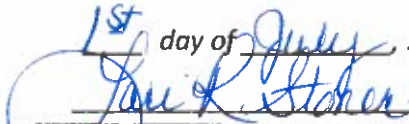
 (Seal)  
(Signature of authorized representative)

Given under my hand and seal this

Managing Partner  
(Title)

1st day of July, 2021

7-1-2021  
(Date)



Commonwealth of Pennsylvania, Notary Seal  
Notary Public, Notary Public  
Westmoreland County  
My commission expires November 22, 2023  
Commission number 120055  
Member, Pennsylvania Association of Notaries

November 22, 2023

My commission expires



**ALPHA SPACE CONTROL CO., INC.**

**INVOICE**

1580 GABLER ROAD  
CHAMBERSBURG, PA 17201


DATE	INVOICE #
6/30/2021	55687

NAME / ADDRESS	
FERGUSON TOWNSHIP CENTRE COUNTY 3147 RESEARCH DRIVE STATE COLLEGE, PA 16801	
ATTN:	RYAN SCALAN

JOB:	2021 TRAFFIC MARKINGS (21-262)
ADDRESS:	
CITY/ST:	CENTRE COUNTY, PA.

TERMS	DUE DATE	CUSTOMER P.O. NO.	ALPHA P/SO #	SALES REP:
	7/30/2021		21-262	CHRIS / RICH
QTY	DESCRIPTION	COST	TOTAL	
0	ROAD STRIPING:		0.00	
1,541	LF OF 24" WHITE: STOP BAR/ CROSSWALK/ HATCHING	2.35	3,621.35	
1,143	LF OF 12 WHITE HATCHING/ VASCAR	2.15	2,457.45	
1,783	LF OF 6"WHT LINE CROSS WALKS	1.85	3,298.55	
60	LF 4" WHITE PARKING STALL	0.30	18.00	
60	EA PENNDOT ARROWS	50.00	3,000.00	
5	EA PENNDOT COMBINATION ARROWS	100.00	500.00	
2	8' ONLY LEGEND(S)	75.00	150.00	
2	8' PED LEGEND	75.00	150.00	
2	8' X-ING LEGEND	75.00	150.00	
23	BIKE SYMBOL	50.00	1,150.00	
2	WRONG WAY ARROW	75.00	150.00	
4	H/C SYMBOL(S)	27.50	110.00	
	PENNSYLVANIA SALES TAX	6.00%	0.00	

2021-C8 Pavement Markings  
Acct# 35.433.610  
Pay: \$14,755.35



TERMS: NET 30 DAYS 1.5% INTEREST AFTER DUE DATE.

VISA & MASTERCARD NOW BEING ACCEPTED.  
THANK YOU FOR YOUR PATRONAGE.

**TOTAL** \$14,755.35

Pay  
RTS









M and B Services LLC

15303 Route 322  
 Clarion, PA 16214

# Invoice

Date	Invoice #
6/30/2021	4326

Bill To
Ferguson Township 3147 Research Drive State College, PA 16801

P.O. No.	Terms	Project
2021-C23		

Item	Description	Qty	Rate	Amount
	JUNE INVOICING - WEST COLLEGE POLE REPLACEMENT			
0608-0001	Mobilization	0.3655	5,753.89	2,103.05
0203-0004	Class 1B Excavation	1.85	148.15	274.08
0901-0001	Maintenance and Protection of Traffic	0.1909	2,619.64	500.09
0954-0012	2 Inch Conduit	6	6.63	39.78
0954-0013	3" Conduit	6	8.35	50.10
0954-0152	Trench & Backfill Type II	6	86.77	520.62

<b>Total</b>		\$3,487.72
<b>Payments/Credits</b>		\$0.00
<b>Balance Due</b>		\$3,487.72

Okay to Pay  
 Contract 2021-C23  
 Insurance Claim,  
 partial payment.

M and B Services LLC

15303 Route 322  
Clarion, PA 16214

# Invoice

Date	Invoice #
6/30/2021	4329

Bill To
Ferguson Township 3147 Research Drive State College, PA 16801

P.O. No.	Terms	Project
2021-C14		

Item	Description	Qty	Rate	Amount
9999-0001	Signal Cabinet Replacement	0.4	9,610.00	3,844.00

<b>Total</b>			\$3,844.00
<b>Payments/Credits</b>			\$0.00
<b>Balance Due</b>			\$3,844.00

Digitally signed by Ron Seybert  
Date: 2021.07.09 07:39:12-04'00'

Okay to pay.  
Contract 2021-C14  
32-439-610  
PO 0796 - partial  
payment



---

## TOWNSHIP OF FERGUSON


3147 Research Drive • State College, Pennsylvania 16801

Telephone: 814-238-4651 • Fax: 814-238-3454

[www.twp.ferguson.pa.us](http://www.twp.ferguson.pa.us)

---

TO: Ferguson Township Board of Supervisors

FROM: Ronald A. Seybert, Jr., P.E.  
Township Engineer 

DATE: July 9, 2021

SUBJECT: **HARNER 4 LOT SUBDIVISION  
SURETY REDUCTION No. 4**

As requested by Mark Torretti of Penn Terra Engineering, Inc., I have reviewed surety reduction request number 4 for the Harner 4 Lot Subdivision.

The requested reduction is for completion of the gas and underground utilities, partially spreading topsoil and seeding, as well as a reduction in the amount for inspection to match the estimate costs.

Based upon a review of the submitted checklist and a site evaluation, I recommend approval of the surety reduction as outlined below.

Current Surety Amount	\$ 852,631.79
Amount of Reduction	\$ 213,413.19
<b>Revised Surety Amount</b>	<b>\$ 639,218.61</b>

cc: Harner 4 Lot Subdivision Surety File





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## TOWNSHIP OF FERGUSON


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[www.twp.ferguson.pa.us](http://www.twp.ferguson.pa.us)

---

TO: Ferguson Township Board of Supervisors

FROM: Ronald A. Seybert, Jr., P.E.  
Township Engineer 

DATE: July 9, 2021

SUBJECT: **ORCHARD VIEW SUBDIVISION  
SURETY REDUCTION No. 1**

As requested by Mark Torretti of Penn Terra Engineering, Inc., I have reviewed surety reduction request number 1 for the Orchard View Subdivision.

The requested reduction is for completion of the stormwater facilities, stone subbase and base paving for Apple View Drive, and some placement and seeding topsoil.

Based upon a review of the submitted checklist and a site evaluation, I recommend approval of the surety reduction as outlined below.

Current Surety Amount	\$ 974,650.24
Amount of Reduction	\$ 262,272.42
<b>Revised Surety Amount</b>	<b>\$ 712,377.82</b>

cc: Orchard View Subdivision Surety File

# **Request for Proposals**

## **Ferguson Township Recreation, Park and Open Space Plan Update**

Ferguson Township is accepting proposals for a one-time contract to perform certain professional (consulting) services involving an update to the Ferguson Township Recreation, Parks, and Open Space (RPOS) Plan. The professional consultant will be expected to perform the work as specified in accordance with the specification contained in this proposal.

Two printed and bound color copies and an electronic copy on a USB drive labeled “Ferguson Township RPOS Plan Update Proposal” and are due to the Ferguson Township Office, attention Centrice Martin, Assistant Township Manager, 3147 Research Drive, State College, PA 16801, by May 31, 2021, 3:00 P.M. (EST).

**Release Date: Monday, April 22, 2021**

**Due Date: Monday, May 31, 2021**

## I. Introduction and Background

---

Ferguson Township is a Home Rule Municipality located in southwestern Centre County, Pennsylvania. The Township encompasses 52 square miles and includes twelve local parks, as well as one regional park (Whitehall Road Regional Park) that remains undeveloped. Each of the Township parks vary in terms of their “completeness,” with some being fully developed and others only having certain phases completed or partially complete. All parks excluding Whitehall Road Regional Park and Songbird Sanctuary have at least been partially developed.

Historically, the Township has implemented varying strategies for parkland development. In some cases, parkland is dedicated through the subdivision and land development approval process. In others, land has been acquired through fee simple conveyance by the Township and designated for parkland development. Additionally, the Township has acquired land for environmental conservation and has plans to develop “passive” recreational amenities to serve dual community purposes. This is the case for Songbird Sanctuary and the Park Hills Drainageway (not officially designated as parkland). Also of note is the process for a developer paying a *fee-in-lieu of dedication of parkland* during the subdivision and land development process. The ordinance reference below describes this process. The *fee-in-lieu* amount is based on an assumption of persons per dwelling unit that was determined by the RPOS Plan in 2009.

Operationally, the Township is a party to the Centre Region Parks and Recreation (CRPR) Authority under the umbrella of the Centre Region Council of Governments (COG). CRPR handles most maintenance of Ferguson Township parks as well as programming. The Township is responsible for acquisition, planning, and development of all local parks. Whitehall Road Regional Park is an exception to this. The Township has one park (the Louis E. Silvi Baseball Complex) that is not managed by CRPR. In that exception, a local youth baseball organization maintains the park in exchange for priority use. In 2021, the Ferguson Township Board of Supervisors directed staff to conduct an evaluation of the cost of managing park maintenance and programming locally and withdrawing from the CRPR program. This analysis is expected to be completed by the end of the year.

## II. Project Scope

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Ferguson Township seeks proposals for professional services from qualified consultants to assist the Township with the update to the Recreation, Parks and Open Space Plan. The update will provide a 10-year outlook and vision for the Township parks, recreational facilities, and open space. The update will drive near-term and long-range planning, ensure our parks provide recreational opportunities for all members of our diverse community, and direct decision-making and resources toward a clearly defined vision for the future. The plan will include research, data gathering and analysis on relevant items, community involvement, needs assessment and development of goals, recommendations, and action plans for all aspects of the Plan. The selected firm will have proven experience and knowledge

in park and recreation planning, master plan preparation, inclusive practices, physical park access issues, project management, effective public involvement, and board presentations.

The Recreation, Parks and Open Space Plan establishes goals, standards, guiding policies and action plans to guide the Township in the development, acquisition, operations and maintenance of Township parks, recreational facilities, and open spaces. It is intended as a planning tool that addresses current and future needs and must provide recommendations for a systemic and prioritized approach to implementation of parks and recreational projects. State and nationally recognized standards for park and recreation facilities establish general thresholds that should be recognized and considered, however, the standards and policies set forth in the Plan should be unique and specific to the community needs of Ferguson Township.

The work described in this section is the minimum requirements to complete this process. In submittal responses to the RFP, consultants should propose additions or edits to this scope of work that lend to the best process and results. The Township is seeking an effective, efficient, and creative approach to providing these deliverables and meeting the Township's goals and timeline for this project.

Tasks include, but may not be limited to the following:

1. Project Management

Provide an outline of the process, timing, and schedules from start of project to completion, concluding with Township Board of Supervisors consideration of the Plan Update, including allowances for progress reports to the Parks and Recreation Committee and staff review periods and edits, in a timely and budget conscious manner.

2. Township Policy and Document Review

Provide an overview on the review and assessment of relevant plans, policies, projects, both internal and external to the Township, and data from existing resources that can be utilized in the Plan Update. The Consultant will be expected to obtain adequate knowledge about Ferguson Township as it pertains to preparing an update to the Recreation, Parks and Open Space Plan. This includes the review, evaluation and consideration of existing reports and information in the process of updating the Plan, including, but not limited to the following:

- 2009 Ferguson Township Recreation, Parks and Open Space Plan
- Ferguson Township Parks and Neighborhoods Map
- 2020 Centre Region Comprehensive Recreation, Parks and Open Space Plan
- 2013 Centre Region Comprehensive Plan
- Ferguson Township 2020 Capital Improvement Plan (Fund 34 - Park and Recreation)
- Ferguson Township Code of Ordinances, Chapter 16, Park and Recreation
- Ferguson Township Code of Ordinances, Chapter 22, Subdivision and Land Development; Section 22-513, Public Use and Service Areas
- Ferguson Township Green Infrastructure Policy
- Ferguson Township Code of Ordinances, Chapter 22, Subdivision and Land Development; Part 5C, Off-Street Parking and Loading

### 3. Planning Context

Discuss the community profile that provides the framework for the RPOS Plan. This should include a discussion of the natural resources, political and geographical boundaries with respect to internal and external influences, and the population/demographic/socio-economic profile.

### 4. Community Involvement Process

Create and implement a comprehensive strategy and methodology for community involvement that includes, but not limited, to the following:

1. Identify relevant stakeholders in the plan update process to participate in the RPOS Plan development for effective engagement and community involvement at public events.
2. Development of effective public information materials (website, social media, brochures, etc).
3. Conduct a community survey with a return rate that accurately represents a sampling of the community population to identify community needs and issues, assess changing demographic and community short and long-term needs and desires.
4. Conduct and facilitate public community meetings and focus groups, including meeting(s) with the Parks and Recreation Committee and individual stakeholder interviews and provide written record and summaries of the results of all public process, meetings, and communication strategy for engagement.
5. Discuss the community involvement process in consideration of the restrictions due to the pandemic.

### 5. Parks, Recreation Facilities and Shared-Use Needs Assessment

Inventory and analyze parks and open space system, sport fields and facilities. Determine the levels of services for parks and recreation facilities with projected growth including park access issues including parking. Evaluate how Township parks and recreation facilities meet current and future needs, summarize regional, new, emerging, and declining, trends in recreation activities and whether modifications and/or additions will be required.

### 6. Parks, Recreation and Open Space Administration, Financing and Maintenance Operations

Describe park management and organizational structure; functions, roles and responsibilities; and the process for parkland acquisition, park development, park master planning, park, open space and recreation facility maintenance, recreation facility and park operation, and recreation programming. Discuss briefly relevant history, budgeting process and responsibilities. Discuss strengths, challenges and obstacles with the



administration, finance and maintenance and present opportunities to which include the fee-in-lieu of parkland dedication.

#### 7. Recommendations

Establish the Plan goals, strategies, and priority criteria and methodology based on an articulated vision for Ferguson Township parks, recreational facilities, open space, shared-use facilities, and desired level of service to meet current and future needs. This deliverable should include recommendations on inclusive practices in the area of park usage and access. This deliverable should also outline priorities for the maintenance, repair and rehabilitation of existing parks and recreational facilities, as well as opportunities for potential enhancement, access improvements and expansion. All recommendations should reflect short-term and long-term maintenance needs and risk management considerations.

#### 8. Financial Evaluation and Prioritization

Develop financial cost estimates, alternative funding strategies, and an optimal financial plan for implementation of the RPOS Plan Update recommendations, both maintenance and capital. Create framework for communicating and prioritizing the financial resources required to sustain current and desired needs at the appropriate level of service. Evaluate the viability, cost-effectiveness and return on investment of suggested strategies and recommendations.

#### 9. Action Plan with Plan Development and Timeline

Develop a timeline for submission of the plan elements for review at various milestones for the Parks and Recreation Committee and for the Parks and Recreation Committee to provide effective and timely feedback and support. The Parks and Recreation Committee meet every third Thursday of each month. List three milestones and the desired timeline for achieving the goal of bringing the Plan Update to the Ferguson Township Board of Supervisors for consideration to review and provide comment at one Regular Meeting and a second final attendance for the Ferguson Township Board of Supervisors to take action. Plan development should include a kick-off meeting with staff and, at a minimum, three (3) meetings with Parks and Recreation Committee to provide updates, have discussion and receive input on progress as well as coordinate to hold at least two (2) public meeting.

#### 10. RPOS Plan Update Submission

**Draft Plan:** The consultant will deliver an electronic copy and prepare written and graphic materials to present the draft plan at one (1) Parks and Recreation Committee meeting then present the draft plan at a Board of Supervisors meeting with written draft including comments made by Parks and Recreation Committee on the draft Plan.

**Final Plan:** The consultant will deliver five (5) printed and bound color copies and an electronic copy and prepare written and graphic materials to present the final plan at no more than two (2) Board of Supervisors meeting.

### III. Proposal Submittal Format

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The following minimum information should be provided in your proposal:

1. Title Page

Include the proposal subject, the firm name, address, telephone number and website. Also include contact information for the primary person responsible for the proposal and who will be the point of contact for the Township on all correspondence and communication pertaining to the RFP.

2. Statement of Project Understanding

Provide a detailed discussion of your understanding of the nature of the work, approach to be taken to accomplish the project and your vision; highlighting qualifications and strengths that will single out your firm as the best for this project.

3. Consultant's Work Plan

Explain in detail your proposed work plan with project schedule, timeline, milestones and deliverables to address the scope of work including all anticipated tasks, along with any supplemental tasks you deem necessary for successful completion of this project. Include a spreadsheet showing all project tasks, along with the proposed project team member assigned to each task and their estimated hours.

4. Community Involvement

Describe your approach to community involvement and how your firm will solicit, gather and compile and analyze community input in this process.

5. Statement of Experience and Qualifications

Provide a summary of your firm's background and capabilities, including information on the firm's history and areas of specialization or expertise as it relates to this Plan Update project. Explain fully your firm's ability to perform the work stated in this RFP. Submit a resume for each member of the consultant team that will be assigned to this project. List three (3) representative Recreation, Plan Open Space Plan projects your firm has completed. Submit on the USB drive three (3) Master Plans or RPOS Plans.

6. References

Provide three (3) recent public agency references for your proposed Project Manager(s) and other key staff or sub-consultants. Please include contact information.

7. Cost Proposal

Provide a breakdown of the fee by task, identify project team members, billing rates and estimated hours per tasks. Include information of any other incidental cost such as milage, etc. Present a prioritized list of optional tasks being recommended and included in the breakdown of fees by tasks.

8. Certificate of Insurance

Provide a copy of certificate of insurance.

9. Agreement for Professional Services

Provide the signed agreement of professional services that is attached as Exhibit A.

#### IV. Selection Process

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Each proposal will be reviewed to determine if it meets the submittal requirements contained within this RFP. Failure to meet the requirements for the RFP may cause for rejection of the proposal. It is likely that selected applicants will be selected for interviews and will be notified after the proposal submittal date to arrange an interview time.

Proposals submitted will be evaluated based upon, but not limited to, the following:

1. Quality of the proposal.
2. Qualifications, education, and experience of assigned personnel.
3. Approach to the RPOS Plan Update process and schedule with demonstrated clear understanding of project tasks.
4. Overall responsiveness of consultant's work plan to the RFP scope of work.
5. Experience in working with municipal governments including parks and recreation departments.
6. Record of experience in strategic and master planning for parks, open space, recreation.
7. Cost approach for services.

#### **RFP Schedule and Key Dates (subject to change)**

Milestone	Date
RFP Issued	April 22, 2021
Proposals Due	May 31, 2021
Consultant Interviews (if necessary)	June 9-23, 2021
Consultant selection	June 28, 2021
Township Board consideration/approval of consultant agreement	July 19, 2021
Project Begins	August 2021

## V. Submit Proposal

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Two printed and bound color copies and an electronic copy of proposal provided on a USB flash drive must be received by Monday, May 31, 2021 by 3:00 PM.

Proposals must be sent to:

Ferguson Township Administration Office  
Attention: Centrice Martin, Assistant Township Manager  
3147 Research Drive  
State College, PA 16801

Inquiries concerning this Request for Proposals should be directed by email to Centrice Martin, Assistant Township Manager, at [cmartin@twp.ferguson.pa.us](mailto:cmartin@twp.ferguson.pa.us).

## VI. General Conditions

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1. Ferguson Township reserves the right to:
  1. waive any informalities or minor irregularities; and
  2. accept or reject all proposals, or any items, or part thereof; and
  3. withdraw or cancel this RFP at anytime and the Township makes no representations that any contract will be awarded to any proper(s) responding to this RFP; and
  4. modify the RFP as it deems necessary; and
  5. make available proposals received by the Township upon request as information submitted to the Township is a public record and subject PA Right-To-Know LAW; and
  6. seek any clarification or additional information from proposers as it deemed necessary to the evaluation of a response; and
  7. negotiate with the second-choice proposers if an acceptable contract is unable to be negotiated with the first-choice proposer within a reasonable period; and
  8. reject any or all proposals, and seek new qualifications when it is in the best interest of the Township; and
  9. judge the correctness, substance, and relevance of the proposers' written or oral representations, including seeking and evaluating independent information on any of the proposer's work cited as relevant experience; and
  10. contract with separate entities for various components of the services.
  
1. All expenses related to any firm's response or other expenses incurred during the period of time the selection process is underway, are the sole obligation and responsibility of that firm. The Township will not, directly, or indirectly, assume responsibility for such costs except as otherwise provided by written agreement.
  
2. The firm awarded the contract will be required to enter into a Professional Services Agreement with the Township of Ferguson.

Exhibit A  
Agreement for Professional Services

This Agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the Township of Ferguson, Centre County, Pennsylvania, hereinafter referred to as the "Township" and \_\_\_\_\_, hereinafter referred to as "Consulting Firm".

WHEREAS, the TOWNSHIP desires to have certain one-time professional consulting work done involving an update to the Recreation, Parks and Open Space Plan; and,

WHEREAS, the TOWNSHIP desires to enter into a contract for this work as indicated in the Request for Proposals, hereinafter referred to as "RFP", and made a part of this agreement, included herein by specific reference, and attached as Appendix A to this agreement; and,

WHEREAS, the Consulting Firm desires to provide services requested in the RFP to the TOWNSHIP based on the formal proposal submitted in response to the TOWNSHIP's RFP, said proposal made a part of this agreement, included herein by specific reference and attached as Appendix B to this agreement; and

WHEREAS, the parties to this agreement have further negotiated changes or additions to Appendix A and/or Appendix B and have set forth these changes or additions as Addendum to this agreement as follows: None

AND WHEREAS, the Consulting Firm is equipped and staffed to provide the services set forth in the RFP;

NOW, THEREFORE, the parties mutually agree as follows: TERMS AND CONDITIONS

THE CONSULTING FIRM WILL:

- Provide professional consulting services as specified in the RFP and accepted by the Consulting Firm's proposal and amended by any addendum listed herein and attached hereto.
- Assign the following individuals to do the PROJECT STUDY COMMITTEE'S required work as the minimum number of hours as indicated:

_____	_____
Name	Hours
_____	_____
Name	Hours
_____	_____
Name	Hours



Any changes to the staffing proposed above shall be subject to the approval of the TOWNSHIP, however, staff changes by the Consulting Firm will not be denied where the staff replacement is of equal ability or experience to the predecessor.

**THE TOWNSHIP WILL:**

- Compensate the Consulting Firm based on the actual hours worked and actual reimbursable expenses for the total amount not to exceed \$\_\_\_\_\_.
- Provide reasonable access to all TOWNSHIP, facilities, and information necessary to properly conduct and complete the work required under this Agreement.
- Bear the responsibility for implementing any recommendations made by the Consulting Firm in conjunction with the work performed hereunder unless implementation is required as a part of the requested work in the RFP, the Consulting Firm's proposal, or any negotiated addendum that is part of this agreement.
- Make payments (less 10%) to the Consulting Firm within thirty (30) days after receipt of a properly prepared invoice for work satisfactorily completed.

**FURTHER, IT IS AGREED BY BOTH PARTIES THAT:**

The final product produced by the Consulting Firm pursuant to this agreement, including the Recreation, Parks and Open Space Plan Update narrative report, figures, drawings, graphic materials and other documents prepared by the Consulting Firm and intended to be appended to the master plan narrative report or be included by reference, shall be owned by the TOWNSHIP.

In witness thereof, the parties hereto have executed this Agreement on the day and date set forth above.

**WITNESS:**

\_\_\_\_\_

**WITNESS:**

\_\_\_\_\_

**FOR FERGUSON TOWNSHIP:**

\_\_\_\_\_

TITLE: \_\_\_\_\_

**FOR THE CONSULTING FIRM:**

\_\_\_\_\_

TITLE: \_\_\_\_\_

DRAFT



**PROPOSAL FOR:**



Township of  
**FERGUSON**  
Pennsylvania

# RECREATION, PARKS AND OPEN SPACE PLAN UPDATE



**SUBMITTED TO:**

Ms. Centrice Martin  
Ferguson Township Office  
3147 Research Drive  
State College, PA 16801

**SUBMITTED BY:**

YSM Landscape Architects  
Recreation and Park Solutions

**DATE SUBMITTED:**

May 31, 2021



*Making communities better places to live, work and play*

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Landscape Architects

May 25, 2021

Township of Ferguson  
Centrice Martin, Assistant Township Manager  
3147 Research Drive  
State College, PA 16801

RE: Proposal for Ferguson Township Recreation, Parks and Open Space Plan

Dear Centrice:

On behalf of YSM Landscape Architects (YSM) and Recreation and Parks Solutions (RPS), I am pleased to submit a proposal for consulting services to prepare a Recreation, Parks and Open Space Plan Update for Ferguson Township. We are excited about this opportunity to work with you, the Ferguson Township Parks and Recreation Committee, municipal officials and staff, and your residents.

Building upon the 2009 Ferguson Township Recreation, Parks and Open Space Plan and other plan and policy documents, we will conduct a planning process with broad-based public involvement. Our work with target municipal goals for parks and recreation and provide realistic achievable recommendations. An emphasis will be placed on developing a user-friendly action plan to guide future decisions regarding parks, trails, open space, recreation facilities, operations, financing, and maintenance.

As our team profile shows, our team is qualified to develop the Ferguson Township Recreation, Parks and Open Space Plan Update. Our work is exclusively in the parks and recreation field. YSM and RPS work together with Pennsylvania communities of all sizes to develop plans like this one. I will serve as the Project Manager and primary municipal contact.

Thank you for the opportunity to submit this proposal. We would be happy to expand upon it with you and your consultant selection team. Please contact me a (717) 812-9959 or [anny@ysmla.com](mailto:anny@ysmla.com) if there are any questions that I can answer, or if you wish to schedule an interview.

Sincerely,

A handwritten signature in blue ink that reads 'Ann E. Yost'.

Ann E. Yost, RLA  
Landscape Architect

Enclosure

---

19 South Newberry Street York, Pennsylvania 17401

phone (717) 812-9959 [www.ysmla.com](http://www.ysmla.com)

*Dedicated to the design and planning of community spaces for public recreation*

# 1. Title Page

## Township of Ferguson Recreation, Parks and Open Space Plan Update

YSM Landscape Architect

19 South Newberry Street

York, PA 17401

(717) 812-9959

[www.ysmla.com](http://www.ysmla.com)

Project Contact: Ann E. Yost, RLA

[anny@ysmla.com](mailto:anny@ysmla.com) - (717) 812-9959



## 2. Statement of Project Understanding

### Understanding of the Project

Ferguson Township is undertaking an ambitious initiative to enhance its park system and recreation offerings through a community-based assessment of existing and potential recreation assets. The Township's twelve parks offer diverse recreation settings and opportunities, and the planned Whitehall Road Regional Park will further expand those opportunities. This planning project will undertake a comprehensive review of existing and potential parks and trails, recreation facilities, and open space. This assessment will be paired with a robust public engagement process to develop a vision for the system that targets resident needs and interests and outlines a 10-year action plan of achievable goals and objectives.

The planning process will build upon the 2009 Ferguson Township Recreation, Parks and Open Space Plan and the Ferguson Township 2020 Capital Improvement Plan – fund 34 and reference portions of the 2020 Centre Region Comprehensive Recreation, Parks and Open Space Plan, 2013 Centre Region Comprehensive Plan, and other relevant plans and studies. Additionally, previous master plans for Ferguson Township parks will be reviewed to gain a comprehensive assessment of existing conditions, assets, and relevant parameters.

The Plan will help Ferguson Township elected officials, volunteer, and staff make sound decisions about park development, acquisition, operations, and maintenance. The planning process will define goals, reference accepted recreation standards, and develop targeted recommendations based on the unique needs and circumstances of Ferguson Township. The Plan will “cut through the noise” to identify the key actions that Ferguson Township needs to further enhance parks, trails, recreation facilities, and open space for its residents. Recommendations will be synthesized into a strategic action plan that includes funding sources, responsibilities, timeframes, and other information desired by the Township to maximize the usefulness in future Township budget and planning.

Our work will completely address the Scope of Work as outlined in the RFP. The planning process will include:

- A holistic assessment of existing parks, trails, recreation facilities, recreation programs, and open space in the Township.
- A community-based approach to planning that emphasizes public input and explores the interests of residents through stakeholder outreach and public forums that are interactive.
- Recommendations for the parks system that considers the needs of all users with differing interests, ages, and abilities.
- A gap analysis that evaluates what is missing from the parks system such as unique recreation facilities, programs and special events, trail links, etc.
- An assessment of undeveloped phased or completed municipal park master plans to determine current relevance, viability for grant funding, and strategy for development.

- Strategies to green the parks and open space. Consideration will be given to enhancing natural resources, lowering maintenance costs, implement best management practices/MS4 stormwater, and expanding green infrastructure within the parks and open spaces.
- Potential funding sources and strategies to implement the Plan recommendations.
- Recommendations which reflect community values captured from the public engagement process, evaluation of current operations, analysis of existing recreation facilities and opportunities, and consideration of trends.
- A strategic direction for the parks, trails, and recreation system including mission, vision, and guiding principles.

Setting direction for the next 10 years, this Plan and the Township’s commitment to implementing it will ensure the parks and recreation system continues to be essential to the quality of life in Ferguson Township and play a vital part in supporting the health and well-being of residents and visitors of all ages and abilities.

The YSM – RPS Team strength is that “We Know Recreation and We Know Ferguson Township”, it is the focus of our consulting practices. The principals assigned to this project have both in-the-field, and hands-on experience and park and recreation planning is our passion. We are particularly interested in this project for Ferguson Township because we know the community through our work on the Suburban Park Master Plan and the Centre Region Comprehensive Recreation, Parks and Open Space Plan. We have visited each of the Township park sites multiple times. This recent past work means we can get right to work, targeting what is important to Ferguson Township. We don’t need to do extensive background assessment to get baseline information. We want to help the Township solve problems, plan holistically, and position Ferguson Township parks and recreation to maximize benefit for residents. We see this project as very different from a typical Comprehensive Recreation, Park, and Open Space Plan funded by PA DCNR. For Ferguson Township we will answer the questions that need answered, bring creativity and insights to our collaboration with the Parks and Recreation Committee and staff, and prepare a Plan with recommendations that align with Ferguson Township values and goals.

## Understanding of Parks and Recreation

*More than ballfields, playgrounds, and trails - more than park maintenance and special event planning - more than youth sports and fitness classes - more than dog parks, swimming pools, and senior centers.*

When people think of parks and recreation, they envision playgrounds, swimming pools, sports leagues, and summer camps, but parks and recreation is so much more. Parks are a home base, a refuge, a place to gather with friends and family. Parks and recreation services

### RESIDENTS BENEFIT FROM PARKS, TRAILS, RECREATION FACILITIES, AND RECREATION PROGRAMS IN MANY WAYS:

- *Personal benefits — exercise, health, relaxation, fun, entertainment, enjoying being outdoors*
- *Environmental benefits — nature, aesthetics, fresh air, open space, wildlife*
- *Social benefits — sense of community, family-time togetherness, a safe place to take children, a place to meet people*
- *Economic benefits — availability for all, bringing business activity to the community, positive influence on property values*
- *Facility/activity-oriented benefits — recreation, sports, place to play, place to exercise pets*

care for children, keep parents and grandparents healthy and active, and do remarkable things to help the environment.

Local parks and recreation services are at the core of what defines a healthy, prosperous, and connected community. Demographic, societal, and technological changes have heightened the need for the many benefits of parks and recreation; namely, being an important contributor to health and wellness, providing communal places where people of all ages and social strata can interact with each other, and providing places that protect and preserve high-priority conservation areas.

## The Priorities for Parks and Recreation

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Americans are in almost full agreement that their top priorities for local parks and recreation services are Conservation, Health and Wellness, and Social Equity.\* We will keep these priorities at the forefront of our planning process.

*It's no secret that moving more, spending time outdoors, and having positive experiences with friends and family contribute to significant improvements in physical, mental and emotional health." – Parks and Recreation Magazine, June 2018*

**Conservation** – Parks are critical in the role of preserving natural resources for communities. Local parks and recreation services play a vital role in protecting the environment, providing wildlife habitat, connecting people to nature, and more.

**Health and Wellness** – Where people live, work, and play has a major role in shaping their health. Parks and trails improve people's health and wellness by providing places to be outdoors and physically active.

**Social Equity** – Universal access to public parks and recreation is fundamental for all, not just a privilege for a few. Public parks are the places where everyone can gather and be welcome – regardless of their skin color, the language they speak, their age, income, or ability. Local parks and recreation services ensure that all members of the community have equal access to parks, recreation facilities, and programming.

\*2016 nationwide survey by the National Recreation and Park Association and Penn State University

## 3. Consultant's Work Plan

### Our Four-Phase Planning Process

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We utilize a four-phase planning process with public participation as a central focus.

#### ***Phase 1: Inventory and Assessment of Existing Resources and Functions***

##### 1. Project Initiation, Project Goals, and Project Management

- Kick-off the project with municipal staff, identify project goals, review project schedule, identify stakeholders, and discuss the community involvement process.
- Coordinate the project with Ferguson Township staff and Parks and Recreation Committee throughout the planning process.
- Provide a comprehensive project schedule with meetings, community involvement actions, progress reports, and deliverables review periods identified.

##### 2. Planning Context

- Develop an overview of the Township to include:
  - Description of the Township's location, size, and character; growth and development trends; political boundaries; etc.
  - Description of the Township's parks and recreation functions and CRPR functions.
  - Review of other local planning efforts that relate to parks, trails, recreation, and open space.
  - Demographic profiles using U.S. Census and County Planning Commission data on population, population trends, race and ethnicity, gender, age, income, and housing.
  - Physical data describing water and land natural resources.
- Review relevant plans, policies, and data to include the list provided in RFP, and other as identified.

##### 3. Community Involvement Process

- Implement community involvement initiatives as outlined in Section 4 of this proposal to include meeting with the Parks and Recreation Committee, providing and posting public information materials, designing and administering an online public opinion survey, conducting key person interviews/focus groups, holding a public meeting/open house, conducting park user interviews, and holding elected officials meetings.

- Based on the findings of the community involvement process, identify and summarize regional, emerging, and declining trends in recreation activities.

#### 4. Parks, Trails, and Recreation Inventory and Assessment

- Visit the parks and inventory and analyze the 12 municipal parks, one regional park, Park Hills Drainageway, trails, and protected open space parcels. Identify size, location, significant natural and man-made features, conditions, compliance with regulations (ADA, Consumer Product Safety Commission, best practices), etc.
- Produce a Ferguson Township Parkland and Trail Map using available GIS information. Locate the recreation assets identified above.
- Evaluate parkland, trails, and recreation facilities to consider level-of-service, distribution of parks, and service areas that aligns with the recreation needs of the Township, referencing NRPA standards.
- Evaluate the existing infrastructure that could promote trail connections between parks and community destinations. Identify trail gaps within the local shared use paths layout and local connections to regional trails. Consideration will be given to sidewalks, bike lanes, and wide streets, utility corridors, etc.
- Review the Ferguson Township Green Infrastructure Policy relative to existing parks and open space. Determine opportunities for greening, enhancement of natural resources and habitat areas, opportunities to lower maintenance requirements, and integration of progressive stormwater management techniques and addressing MS4 requirements. Opportunities to introduce pollinator meadows will be identified.
- Identify and assess public and private lands and water resource opportunities for future parks, recreation facilities, trails, and trail links.
- Review existing park master plans to consider undeveloped park phases and if the undeveloped phases align with resident recreation interests and needs.

#### 5. Administration, Financing, and Maintenance Operations Assessment

- Review park management functions and organizational structure of Township personnel and volunteer board members.
- Review cooperative agreements and partnerships with community groups and organizations involved in parks and recreation.
- Evaluate existing park maintenance equipment, manpower, and functions and the effectiveness of the maintenance efforts.
- Review mandatory dedication ordinance and fee-in-lieu provision relative to current conditions and land values.

- Review the current and past funding levels and sources and trends in financial resources for Township parks, trails, and recreation programs. Consider the outcome of the evaluation of the cost of participating in partnership with CRPR.
- Review budgeting process and responsibilities.

### ***Phase 2: Conclusions***

Based on the above tasks and assessment, synthesize the information to form conclusions regarding parks, trails, open space, and recreation in Ferguson Township. Critically assess opportunities and strategies to achieve the Township's goals. The conclusions will be the basis of the Plan recommendations. Meet with the Parks and Recreation Committee to review conclusions and formulate recommendations.

### ***Phase 3: Recommendations, Implementation Strategy, and Action Plan***

Recommendations and implementation strategies will be developed for each functional area of the Plan.

1. Parks and Recreation Facilities – Park and recreation facility improvements and a capital improvement program will be detailed.
  - Recommendations will address accessibility requirements, safety improvements, new and improved recreation facilities, and overall park enhancements to address recreation value, aesthetics, function, and convenience of using the parks.
  - Strategies for addressing recreation needs and future demands will be identified.
  - Options for sustainable improvements, materials, and solutions will be explored.
  - Gaps in recreation facilities (disc golf, splash pad, etc.) and service area (park within a 10 minute walk of every resident) will be identified.
  - Opportunities to green the parks will be identified.
  - Identify implementation strategies for future phases of municipal park master plans relevant to Township goals. Pair development phases with funding strategies.
2. Trails –Trail recommendations will create a comprehensive network of connections throughout the Township to create a walkable community and linkages beyond the Township to existing and planned trails (shared use paths).
3. Conservation and Green Infrastructure – Protection and conservation strategies for parks and open space will be identified. Opportunities to integrate green infrastructure, best management practices; and stormwater/MS4 strategies will be recommended.
4. Parkland and Trail Map – Update the Ferguson Township Parkland and Trail Map to show parks, open space parcels, and trail connections and linkages recommendations.



5. Administration, Financing, and Maintenance Operations – Identify changes for administration and maintenance operations to maximize the recreation benefit to residents. Recommend financial strategies that align with the administrative, maintenance, parks, open space, and trail recommendations.
6. 10-Year Plan – The above functional areas will be summarized in a cohesive 10-year Comprehensive, Recreation, Park and Open Space Plan. A multi-year Capital Improvement Program (CIP) with estimated costs will be developed for parks, trails, recreation facilities, and recommended projects.
7. Action Plan – The Action Plan will be developed with input from the Study Committee and will be in a user-friendly, prioritized format that identifies the following:
  - Action items, listed by topic
  - Responsibility for implementation
  - Timeframe for implementation
  - Potential costs
  - Potential funding source(s)

#### ***Phase 4: Report Production, Final Products, Review and Approval Meetings***

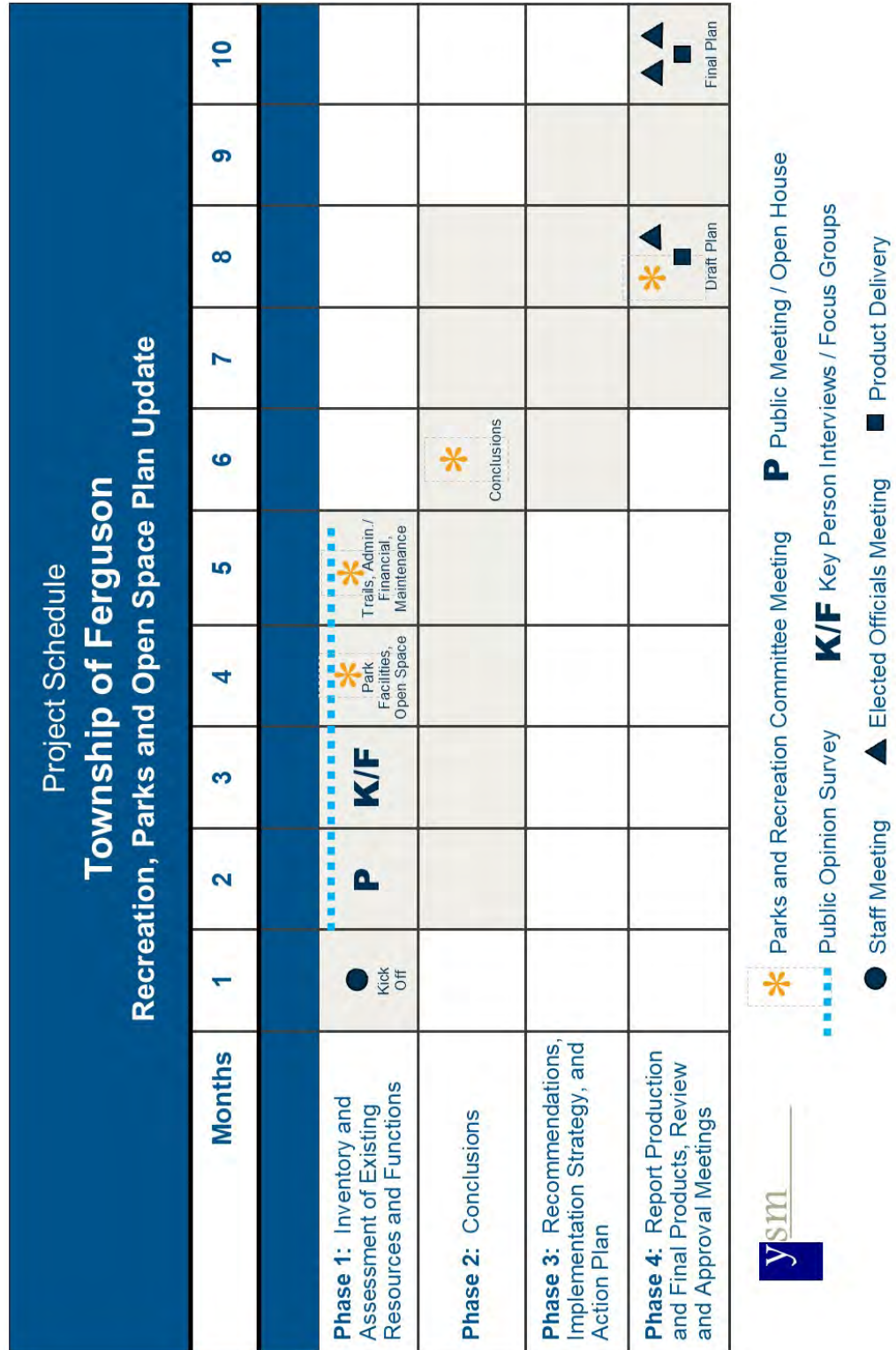
The Comprehensive Recreation, Parks, and Open Space Plan Update will be presented in a report that includes descriptive text, tables, charts, and maps.

1. Assemble a draft plan report documenting the findings, conclusions, and recommendations of the planning process. An electronic copy will be prepared and distributed to the Parks and Recreation Committee.
2. Meet with the Parks and Recreation Committee to present and review the draft plan.
3. Address comments from the Parks and Recreation Committee on the draft plan.
4. Meet with the Board of Supervisors to present and review the revised draft plan.
5. Make additional revisions to the Plan identified by the Township, Parks and Recreation Committee, and Board of Supervisors. A copy of the final draft Plan will be provided in PDF format for approval prior to printing.
6. Deliver five (5) bound copies of the final Plan report and one electronic version in PDF format to the Township. The final Plan will be a high-quality bound color report in 8 ½" x 11" format.
7. Present the final Ferguson Township Recreation, Parks and Open Space Plan Update to the Board of Supervisors at no more than two BOS meetings.

**Note:** The matrix showing project tasks, team members, and their estimated hours is provided in 7. Cost Proposal.

# Project Schedule

YSM has prepared a 10-month work schedule for the Township of Ferguson Comprehensive Recreation, Park and Open Space Plan Update.



## 4. Community Involvement

### Focus on Public Participation

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Our team is committed to public outreach and input. We believe that great parks, trails, and recreation systems are developed through an open public process that involves and listens to residents and stakeholders.

The public participation process for the Plan will include six major elements:

1. **Parks and Recreation Committee** – Our team will work closely with the Parks and Recreation Committee and meet at least four times throughout the planning process at their regularly scheduled meeting. The Parks and Recreation Committee will help to promote community involvement, provide insight, guidance, and community contacts; and review our work. Meetings will be organized by topic.
2. **Public Information Outreach** – We will provide updates and project materials for posting on the Ferguson Township website, facebook, twitter, and other social media outlets. We will prepare flyers to announce public meetings/open house events.
3. **Public Meetings/Open House** – A public meeting will be held early in the planning process to gather input from residents and introduce them to the project. This meeting will be organized as an Open House where residents will be able to view park and trail mapping, participate in a recreation facility priority exercise, and talk one-on-one with the consultant team. The public will have the opportunity to view the RPOS Plan recommendations and provide input at the Ferguson Township Elected Official Meetings noted in 7 below.
4. **Key Person Interviews/ Focus Group Meetings** – We will conduct interviews of stakeholders, either individually or as a focus group with similar interests, via telephone, zoom call, or in person to expand our understanding of the opportunities and issues associated with Ferguson Township Parks. We will work with the Parks and Recreation Committee to identify the stakeholders. We will interview up to 12 individuals or two groups.
5. **User Interviews** – We will visit the Township parks and trails to talk one-on-one with residents and visitors as they enjoy the recreation facilities, to identify their needs and interests.
6. **Public Opinion Survey** – We will assess public opinion about parks, trails, recreation programs, and open space on the Internet to allow all resident to participate. Hard copies will be available for anyone without internet access. We will work with the Parks and Recreation Committee to determine what information and areas of interest they would like to get citizen’s opinions on. We will design the on-line questionnaire and work with the Parks and Recreation Committee to define the best means to inform citizens about the on-line survey and promote their participation. We will analyze the survey findings and provide interpretation as it relates to recreation, parks, trails, and open space. Survey findings and interpretations will be summarized in a written report. Internet surveys can provide valuable information and a sense of public opinion to guide the planning process but cannot be considered a statistically valid assessment. A link on the Township website will be established to connect to the on-line opinion survey.

An internet survey is proposed in lieu of a mailed, random sample survey due to the efficiencies of the survey process and associated costs. We know from our work on the Centre Region Recreation Comprehensive Recreation, Parks and Open Space Plan that the return rate for the online survey was comparable to the mailed survey in the Centre Region area. Additionally, we will reference the Centre Region survey results for both the online and mailed surveys which were conducted in 2019. The cost of an internet survey is significantly less than a random mailed survey and aligns with the project budget.

7. **Ferguson Township Elected Officials Meetings** – Following presentation of the Draft RPOS Plan, we will meet with the Board of Supervisors to present the Draft Plan and gather input. We will meet with the Board of Supervisors up to two times to present the Final RPOS Plan for discussion and approval.

Through the six-part community involvement process, the Plan will be informed by an understanding of overall resident values and priorities.

## Public Involvement and the Pandemic

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Public engagement is the foundation of the park planning and over the past year we have worked closely with clients to design public engagement strategies that comply with social distancing and other health and safety precautions associated with the pandemic. We will work closely with Ferguson Township to design the public engagement processes for this project. Some of the public engagement strategies used over the past year due to the pandemic include:

- Holding Zoom committee meetings.
- Holding public meetings/open houses in the park where we can engage with residents, one-on-one in a socially distant manner while wearing masks.
- Holding meetings in municipal buildings that have sufficient space for social distancing and providing Zoom options for those that do not want to attend in person. Attendees wear masks.
- Conducting citizen preference exercises in lieu of audience participation in an auditorium type setting.

## 5. Statement of Experience and Qualifications

YSM Landscape Architects (YSM) and Recreation and Parks Solutions (RPS) have partnered to provide a qualified team of professionals to undertake the analysis and planning for the Township of Ferguson Comprehensive Recreation, Parks and Open Space Plan Update. Our team approach emphasizes individual firm expertise in municipal park, trail, recreation facility, and recreation program operations; recreation planning, park and trail design, open space and natural resource protection strategies, and public participation facilitation. Our team provides the skills and experience necessary to successfully complete this project, having conducted dozens of similar Plans for municipalities throughout Pennsylvania.

YSM is a small landscape architectural firm with a practice that focuses on park planning and design. For over twenty years YSM has worked with municipalities, counties, and non-profit organizations developing park master plans, comprehensive recreation and park plans, and construction documents for park development. Our parks and recreation focus and extensive resume of park planning projects allows us to provide our clients a broad perspective on relevant issues, examples and case studies for benchmarking, and insights from our expertise. Similarly, RPS provides consulting services that are focused on park operations with extensive experience in recreation programming, park and recreation financing, and park and trail maintenance.

### Our Project Team Advantage

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*Why choose us? Because we:*

- Have Superior Knowledge of Parks and Recreation
- Bring More than a Planner's Perspective
- Exclusively Focus on Parks, Recreation, Greenways, and Trails Planning
- Are Professionally Active in Local and Statewide Parks and Recreation Initiatives
- Have Targeted Expertise in Park and Trail Design, Rehabilitation, and Maintenance
- Bring Unique Municipal Technical Assistance Experience
- Emphasize a Strong Public Involvement Focus
- Have Time to Focus on Your Plan
- Approach Projects with Creative, Forward Thinking

### Team Member Qualifications, Experience, and Roles

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**Ann Yost, RLA**, YSM Landscape Architects, and **Sue Landes, CPRE**, Recreation and Parks Solutions will be the primary consultants completing the Comprehensive Recreation, Park and Open Space Plan Update for the Township of Ferguson.

Ann Yost is a Registered Landscape Architect and holds a Bachelors' degree in Landscape Architecture and a Bachelors' degree in Environmental Studies. Ann brings a background in park design that stretches from her first job to founding YSM. Ann has extensive experience in preparing Comprehensive Recreation, Parks, and Open Space Plans, as well as park master planning, trail planning, feasibility studies, playground design, and park construction document preparation for municipalities, counties, non-profit organizations, and state

parcs throughout Pennsylvania. Since the firm's founding in 1999, YSM has developed over 30 Comprehensive Recreation, Parks, and Open Space Plans and 200 park master plans. Ann is involved in each project undertaken by the firm.

Ann will serve as Project Manager and Landscape Architect for the project. She will be the primary point-of-contact for the Township and will coordinate the project schedule and public participation tasks with the Township. She will focus on the assessment and recommendations for park areas and recreation facilities, recommendations for greening parks and open space, explore trail linkages, formulate options and strategies for enhancing the existing parks and open space parcels, and defining action items to achieve the RPOS Plan recommendations.

Sue Landes is a Certified Park and Recreation Executive and holds a Bachelors' degree in Parks and Recreation and Masters' Degree in Public Administration. She has worked in the municipal parks and recreation field for over 40 years. As the former Executive Director of the Lancaster Recreation Commission, Sue managed the operation of an award-winning recreation agency for an urban city and township population of 75,000. As a Recreation Planner, in addition to years of experience developing Comprehensive Recreation, Parks, and Open Space Plans, Sue has extensive experience consulting with municipalities across Pennsylvania on Peer-to-Peer and Circuit Rider projects. She is also the author of six technical assistance publications that are published and distributed by PA DCNR to assist municipalities with parks and recreation services.



Sue will serve as Recreation Planner. She will address park administration, financing, maintenance, and develop detailed recommendations and strategies to achieve park and recreation goals in Ferguson Township.

Joining the team is **Steve Landes** of RPS, and **Chuck Strodoski** of YSM. Steve is a Certified Park and Recreation Professional with a Bachelors' degree in Parks and Recreation. Steve brings many years of experience as a parks and recreation director and township manager to the project. He will serve as a Recreation Planner focusing on park and trail management, operation, and maintenance. Chuck is a registered Landscape Architect with a Bachelors' degree in Landscape Architecture. Chuck is a founding partner of YSM and brings over 30 years of experience in park planning and design to the project. Chuck will work with the team to evaluate existing parks and trails, define park, trail, and greening opportunities.

Support staff and additional professionals are available to the team on an as-needed basis.

Firm profile sheets, team member resumes, and a municipal client reference list are provided on the following pages. Additionally, to illustrate the depth of our team's experience and expertise, more detailed lists and descriptions of past projects start on [page 23](#).

Included with this proposal submission is a flash drive with three recent Comprehensive Recreation, Parks, and Open Space Plans that the YSM/RPS Team have completed. Plans include:

- Centre Region Comprehensive Recreation, Parks, and Open Space Plan
- Marietta Borough Comprehensive Recreation, Park, & Open Space Plan
- Spring Garden Township Comprehensive Recreation, Parks and Open Space Plan





Landscape Architects

19 South Newberry Street  
 York, Pennsylvania 17401  
 phone: (717) 812-9959  
 www.ysmla.com

Landscape Architecture Services:

Site Feasibility Studies

Site Master Planning

Land Development Plans

Urban Design and Streetscape Plans

Planting Design

Park and Recreation Services:

Park and Recreation Feasibility Studies

Park Master Planning

Comprehensive Park, Recreation and Open Space Planning

Park Construction

Grant Funding Assistance

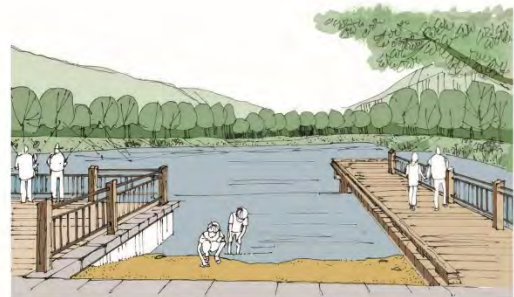
Trail and Greenway Planning

Playground Design

Great public spaces are paramount to the identity and vibrancy of a community. Parks and public land provide a place for communities to gather, unite, and celebrate. They provide facilities that promote active, healthy lifestyles. They protect important natural resources and open spaces.

YSM Landscape Architects is a small landscape architecture firm specializing in park and recreation planning and design. We are dedicated to creating great public spaces and unique opportunities for recreation and enjoying the outdoors. Our principals are involved in every project, bringing decades of insights, expertise, and knowledge to achieve client's goals.

YSM Landscape Architects takes great pride in each project we undertake. Our unique focus results in thoughtful, creative solutions that maximize the potential of each site. Our designs prioritize public space enhancements that are sustainable, context sensitive, stakeholder driven, and tailored to each client's unique needs and circumstances.







## Recreation and Parks **SOLUTIONS**

*Making communities better places to live, work and play*



## About Us



### OUR MISSION

Our mission at Recreation and Parks Solutions is to provide **creative, cost-effective** ways to improve your community's recreation, parks and open space systems.



### OUR PLEDGE

When you work with Recreation and Parks Solutions, you have the confidence of knowing you are working with professionals who address every issue of every project to help you **realize your goals**.



### OUR TEAM

The Recreation and Parks Solutions team of Sue and Steve Landes has a **combined 75 years of hands-on experience** as Pennsylvania municipal recreation and parks directors. This affords municipalities with a uniquely qualified resource that develops practical and innovative solutions to meet citizens' recreation, parks and open space needs.

**Recreation and Parks Solutions** is dedicated to working with municipalities and organizations to achieve community goals for recreation, parks and open space. As recreation and parks professionals, we understand the complexities of Pennsylvania municipal government and have detailed knowledge of the funding sources available.

We take an action-oriented approach to recreation planning that focuses on local priorities, issues and financial realities. We work to move projects in the direction of implementation.

Recreation and Parks Solutions partners with multi-disciplinary teams of community planners, landscape architects, architects, engineers and economic development specialists.

We have extensive experience working with elected officials and municipal leaders to oversee action-oriented projects that culminate in the creation of new intergovernmental recreation and park agencies or result in major new multi-municipal cooperation efforts.

We deliver projects on time and are fully involved in each project. Using insight and creativity, we work closely with clients to establish recreation, parks and open space systems that enhance the quality of life in communities.

470 Homestead Drive, Lebanon, PA 17042 — [slandes@RecandParksSolutions.com](mailto:slandes@RecandParksSolutions.com) — [www.RecandParksSolutions.com](http://www.RecandParksSolutions.com)



Ann E. Yost, RLA  
Landscape Architect

#### Education

B.L.A., Landscape Architecture, 1982 and B.S. Environmental Studies, 1981  
- State University of New York, College of Environmental Science & Forestry  
A.S., Landscape Design, Temple University, 1978  
NC State University/Oglebay – Park Maintenance Management School, 2006-07

#### Professional Registration

RLA, PA 1984 - LA000783-E

#### Professional Presentations

Berks County Public Works, 2018 - Playground Design for Maintenance  
PRPS, 2017 - Park Master Plans  
PSATS/PRPS 2015 - Creating Successful Dog Parks  
DCNR 2009 Sustainable Landscapes Conference – Sustainable Parks  
PRPS/Urban Recreation Institute, 2007 – Skate Parks and Dog Parks  
PRPS, 2006 – Everything You Wanted to Know About Dog Parks & More  
PRPS, 2001 – Contract Management – Specifications, Bidding & Administration  
PRPS, 1997 – Basic Park Planning

#### Professional Associations/ Boards

ASLA - American Society of Landscape Architects  
PRPS - Pennsylvania Recreation and Park Society  
NRPA - National Recreation and Park Association  
Hopewell Township Planning Commission, Chairman, York County  
York County Rail Trail Authority Board

#### Relevant Experience

- Over 35 years experience in both private and public practice landscape architecture. Over 30 years of park and recreation focused experience.
- Tenure with a County Parks Department as a Landscape Architect I.
- Projects include: park feasibility studies; comprehensive park, recreation, and open space plans; park master plans, trail and greenway studies, construction documentation, grant assistance, and bidding and construction phase services.
- Project manager/landscape architect for:
  - Over 150 park master plan projects, including 13 county, resource-based parks.
  - Over 75 park development projects.
  - 20 trail and greenway planning projects.
  - Over 40 comprehensive park, recreation, and open space planning projects.
- 2010 PA DCNR Green Park Award - Project manager for Harriet Wetherill Park Master Plan and Construction Documents, recipient of first annual award for sustainable park design.

#### Publications

- "Parks to the Rescue", PRPS Magazine, Winter Special Issue, 2016
- "Open Space Conservation in Challenging Times - Be Proactive and Be Ready", PRPS Magazine, Volume 42, No. 2, 2011.
- "Development of Park and Recreation Facilities in the 1990's", Pennsylvanian, The Magazine of Local Governments, June 1993.

#### Relevant Skills

Park planning and design • sustainable site planning • playground design • public meeting facilitation • public engagement techniques • PA DCNR grants • ADA for public outdoor settings • playground safety guidelines • best management practices • construction documents • PA public bidding requirements • construction administration



## Sue Landes, CPRE, MPA

### President/Community Recreation Planner



#### Education

**Master of Public Administration**  
Pennsylvania State University  
1992

**Bachelor of Science, Recreation and Parks**  
Pennsylvania State University  
1979

#### Certification

**Certified Park and Recreation Executive**  
National Recreation and Park Association



#### PROFESSIONAL SUMMARY

**Sue Landes** is the president of Recreation and Parks Solutions, a planning firm dedicated exclusively to community recreation, parks, greenways and trails, and open space consulting. During her 40-year career, she has gained extensive multi-municipal experience, working with elected officials and municipal leaders in regions throughout Pennsylvania. As the former Executive Director of the Lancaster Recreation Commission, she managed the operation of an award-winning community recreation agency serving a multi-cultural city/township population of 75,000 with a focus on social equity and health. Under her leadership, the agency became an essential service provider, offering youth and adult sports, family special events, before and after school care, summer day camps, aquatics programming, early childhood education, infant and pre-K child care, and senior center programming, while becoming financially sound and decreasing reliance on tax dollars.

#### RELEVANT SKILLS LIST

- Comprehensive Recreation, Park and Open Space Plans
- Park Operation and Management Plans
- Community Needs Assessments
- Community Center Feasibility Studies
- Parks and Recreation Agency Formation
- Recreation Programming Plans
- Intergovernmental/School District Cooperation
- Revenue Development and Financing
- Employee Recruitment and Hiring
- Parks and Recreation Board Development and Training
- Grant Writing

#### APPOINTMENTS/PROFESSIONAL AFFILIATIONS

- Pennsylvania Dept. of Conservation and Natural Resources (DCNR) Citizen Advisory Council
- Pennsylvania Recreation and Park Society (PRPS) Urban Parks and Recreation Alliance Member
- State Comprehensive Outdoor Recreation Plan Technical Advisory Committee
- DCNR Peer Consultant
- DCNR/PRPS RecTAP Creator and Consultant
- PRPS Dig It Blog Team Member
- PRPS Past President, Secretary, State Conference Chair, Branch and District Officer
- National Recreation and Park Association (NRPA) Council of Affiliate Presidents Member
- NRPA Mid-Atlantic Regional Council Member

#### CERTIFICATIONS/TRAINING

- University of Wisconsin Certificate of Excellence in Non-Profit Leadership and Management
- University of Georgia/NRPA Executive Development School
- North Carolina State University/NRPA Revenue Sources Management School
- American Sport Education Program Sport Director
- Fundamentals of Coaching
- First Aid, Supervision, Safety and CPR
- NRPA Marketing School
- Governor's Conference on Recreation and Parks
- PRPS and NRPA Annual Conferences

*Making Communities Better Places to Live, Work and Play*

# Sue Landes, CPRE, MPA

## President/Community Recreation Planner

### Awards

- YWCA of Lancaster Women of Achievement Award  
2018
- Penn State Recreation, Parks and Tourism Management Outstanding Alumni Award  
2015
- Central Penn Business Journal Non-Profit Innovation Award  
2013
- PRPS Fred M. Coombs Honor Award  
2001
- NRPA Kudos Marketing Award  
1998
- PRPS Distinguished Member Award  
1992

### Publications

- Recreation and Parks Board Handbook  
2014
- Financing Municipal Recreation and Parks  
2012
- Hiring Municipal Recreation and Parks Staff  
2009
- Municipal Recreation Programming  
2008
- Multi-Municipal Cooperation for Recreation and Parks  
2006
- Community Recreation and Parks  
2004



### SELECTED PROJECT EXPERIENCE

#### Reading Recreation Commission, Reading, PA

DCNR peer consultant for the formation of a new intergovernmental recreation commission serving a large urban community. The project included working with Reading City Council and Reading School Board to facilitate important decisions on responsibilities, funding, representation, in-kind services, staffing, programming, park and recreation facility operation, and maintenance. The existing city government recreation bureau was disbanded when the new agency was created. Assistance was provided to recruit and hire an executive director to lead the new recreation commission.

#### City of Johnstown Comprehensive Recreation, Park and Open Space Plan, Johnstown, PA

Lead recreation planner for a comprehensive recreation, park and open space plan for a financially-distressed city under an Act 47 recovery plan. Work included extensive public participation through a series of neighborhood meetings and focus groups. An inventory and analysis was prepared for the city's parks and recreation mission, park areas and recreation facilities, recreation programs, administration, personnel, finances and maintenance. The result was a detailed action plan with specific recommendations including implementation dates, potential costs, potential funding sources, and responsible parties.

#### Unionville Community Park, Unionville, PA

Lead recreation planner for a master site development plan for an undeveloped 21-acre parcel in the middle of the community. The long-term vision was to develop this site as a community park serving all ages and abilities. Through key person interviews, on-line citizen surveys, focus group meetings and study committee meetings, the recreational needs of the community were analyzed to design a park that would meet these needs well into the future. Work included the creation of a park operation and management plan, with the annual costs of operating and maintaining the park and its facilities, based on the proposed development.

#### Ridley Township Community Recreation Center, Folsom, PA

Lead recreation planner for a DCNR-funded feasibility study for a proposed community recreation center for a township of 32,000 residents. Work included determining community support, preparing a market analysis with service area, inventory of competing facilities, potential programming, and demand analysis, and determining the financial costs and options to design, build, operate and maintain the facility.

#### Pottstown Area Regional Recreation Committee, Pottstown, PA

Lead recreation planner to create a regional recreation coordinator position funded by DCNR and the Pottstown Area Health and Wellness Foundation, with assistance from the Schuylkill River Greenway Association and eight municipalities. The position's focus was to provide support, grant writing and technical services for regional parks, recreation, greenways, trails and open space efforts among the eight municipalities. Assistance was provided to recruit and hire the regional recreation coordinator.

*Making Communities Better Places to Live, Work and Play*



## Steve Landes, CPRP Community Recreation Planner



### Education

**Bachelor of Science, Parks  
and Recreation  
Administration**  
Pennsylvania State University  
1974

### Certification

**Certified Park and  
Recreation Professional**  
National Recreation and Park  
Association

### PROFESSIONAL SUMMARY

**Steve Landes** is a recreation planner specializing in park, open space, and trail and greenway acquisition, development and maintenance. As a former municipal parks and recreation director for Muhlenberg Township, Berks County, he negotiated the purchase and coordinated the design and development of 10 neighborhood parks, two large community parks and a two-mile rail-trail. Working with a parks and recreation board and arts board, he organized and conducted the recreation and cultural arts programs and special events for the community. During his 40-year career, part of which while serving as a township manager, he has gained extensive experience in all aspects of local government operation.

### RELEVANT SKILLS LIST

- Comprehensive Recreation, Park and Open Space Plans
- Park Operation and Management Plans
- Park and Trail Development
- RFP Preparation
- Athletic Field Maintenance
- Capital Improvement Budgets
- Maintenance Management Plans
- Safety and Security Analyses
- Community Needs Assessments
- Recreation Programming Plans
- Parks and Recreation Board Development and Training
- Grant Writing

### APPOINTMENTS/PROFESSIONAL AFFILIATIONS

- Pennsylvania Recreation and Park Society (PRPS) Past President, Secretary, State Conference Chair, Branch Officer and Finance Committee Member
- National Recreation and Park Association (NRPA) Council of Affiliate Presidents Member
- NRPA Mid-Atlantic Regional Council Member
- Schuylkill River Greenway Association President and Board Member
- Schuylkill River Heritage Corridor Feasibility Study and Management Action Plan Committees

### AWARDS

- Penn State Recreation, Parks and Tourism Management Outstanding Alumni Award, 2011
- PRPS Fred M. Coombs Honor Award, 2010
- PRPS Distinguished Member Award, 2007

### CERTIFICATIONS/TRAINING

- North Carolina State University/NRPA Maintenance Management School
- Temple University, Marketing Recreation Services
- Governor's Conference on Recreation and Parks
- Governor's Conference on Greenways and Trails
- PRPS and NRPA Annual Conferences



*Making Communities Better Places to Live, Work and Play*



Chuck Strodoski, RLA  
Landscape Architect

Education

B.S., Landscape Architecture, The Pennsylvania State University, 1988  
PA / DCNR - Playground Design / Safety Workshop  
Lancaster County Planning Commission – Master Planners Course  
National Recreation and Park Association National Playground Safety Institute

Professional Registrations

RLA, PA 1993, LA001209-E  
Certified Playground Safety Inspector 2002

Professional Presentations

PRPS, 2017 - Park Master Plans  
PRPS, 2014 - Amphitheater Design and Planning

Professional Associations

ASLA - American Society of Landscape Architects  
PRPS – Pennsylvania Recreation and Park Society

Relevant Experience

- Over 31 years experience in a variety of site development projects with a 25 year focus on park and recreation projects.
- Projects include: feasibility studies; master plans, trail and greenway studies, construction documentation, grant assistance, and bidding and construction phase services.
- Lead landscape architect for:
  - Over 100 park master plan projects, including 13 county, resource-based parks.
  - Over 90 park development projects.
  - 11 trail planning projects.
- Knowledgeable of Pennsylvania Academic Standards for Environment and Ecology and experience developing park designs to support nature center curriculum.
- 2014 Lehigh Valley Planning Commission Open Space Project Honoree - Lead landscape architect for Covered Bridge Park Master Plan in South Whitehall Township.
- 2010 PA DCNR Green Park Award - Lead landscape architect for Harriet Wetherill Park Master Plan, recipient of the first annual award for sustainable park design.
- 2007 ASLA Award - Lead landscape architect for the Saint Mary Street Park in Lewisburg, PA, received the Award of Merit for Design/Built by the Pennsylvania-Delaware Chapter of the ASLA.

Publications

"Amphitheaters", PRPS Magazine, 2005

Relevant Skills

Park planning and design • sustainable site planning • playground design • site grading and earthwork • construction detailing • graphic renderings and illustrations • PA DCNR grants • ADA for public outdoor settings • playground safety guidelines • best management practices • construction documents • PA public bidding requirements • construction administration.

## Experience

Our team is uniquely qualified to prepare the Ferguson Township Comprehensive Recreation, Parks and Open Space Plan Update. The team offers specialized expertise in similar projects for municipalities and counties throughout Pennsylvania. The following pages illustrate the depth of the planning team's experience and expertise on Comprehensive Recreation, Parks, and Open Space Plans. Additionally, several examples of park master planning and development projects are included to demonstrate the full range of our recreation planning expertise.

### Comprehensive Recreation, Parks, and Open Space Plans

The following is a partial list of clients of YSM and RPS on similar Comprehensive Recreation, Parks, and Open Space Plans throughout Pennsylvania. Projects noted with an \* were completed by the YSM principal assigned to this project while at another firm.

#### Bucks County

- Northampton Township –YSM\*
- Springfield Township – YSM
- Borough of Perkasie –YSM
- Lower Makefield YSM\*

#### Lancaster County

- Lancaster County – YSM\*
- Manheim Township – YSM
- Marietta Borough – RPS & YSM
- Columbia Borough – RPS & YSM
- Brecknock Township – YSM\*
- Lampeter-Strasburg Region – RPS & YSM\*
- Ephrata Township – YSM\*
- Conestoga Township – RPS
- Manheim Central Region – RPS
- Warwick Region – RPS
- Denver Borough – RPS

#### Montgomery County

- Plymouth Township –YSM
- Lower Merion Township (Plan & Update) YSM
- Springfield Township – YSM
- Whitpain Township – YSM
- Abington Township – YSM\*

#### York County

- York Township – YSM & RPS
- City of York – YSM
- Springettsbury Township – YSM
- Newberry Township – YSM\*
- Hellam Township and Hallam Borough – YSM
- Spring Garden Township – RPS & YSM
- Northern York Region – RPS
- Fairview Township – RPS

#### Cumberland County

- Cumberland County – YSM
- South Middleton Township – YSM\*
- Silver Spring Township – YSM (2005 & 2016)
- Upper Allen Township – YSM & RPS
- Monroe-Middlesex Townships – YSM\*
- Lower Allen Township – RPS

#### Chester County

- Borough of Downingtown – YSM\*
- East Coventry Township – YSM\*
- West Bradford Township – RPS
- East Marlborough Township – RPS

#### Berks County

- Muhlenberg Township – YSM
- Spring Township – YSM
- City of Reading – RPS
- Schuylkill Highlands Region – RPS
- Leesport, Ontaulonee, Perry Joint Plan – YSM\*
- Bethel, Marion & Tulpehocken – RPS & YSM
- Berks County, PA – RPS

#### Dauphin County

- Swatara Township – RPS
- West Lemoyne Township – RPS

#### Lebanon County

- Northern Lebanon Region – RPS
- Lebanon County – YSM
- North Lebanon Township – RPS & YSM\*

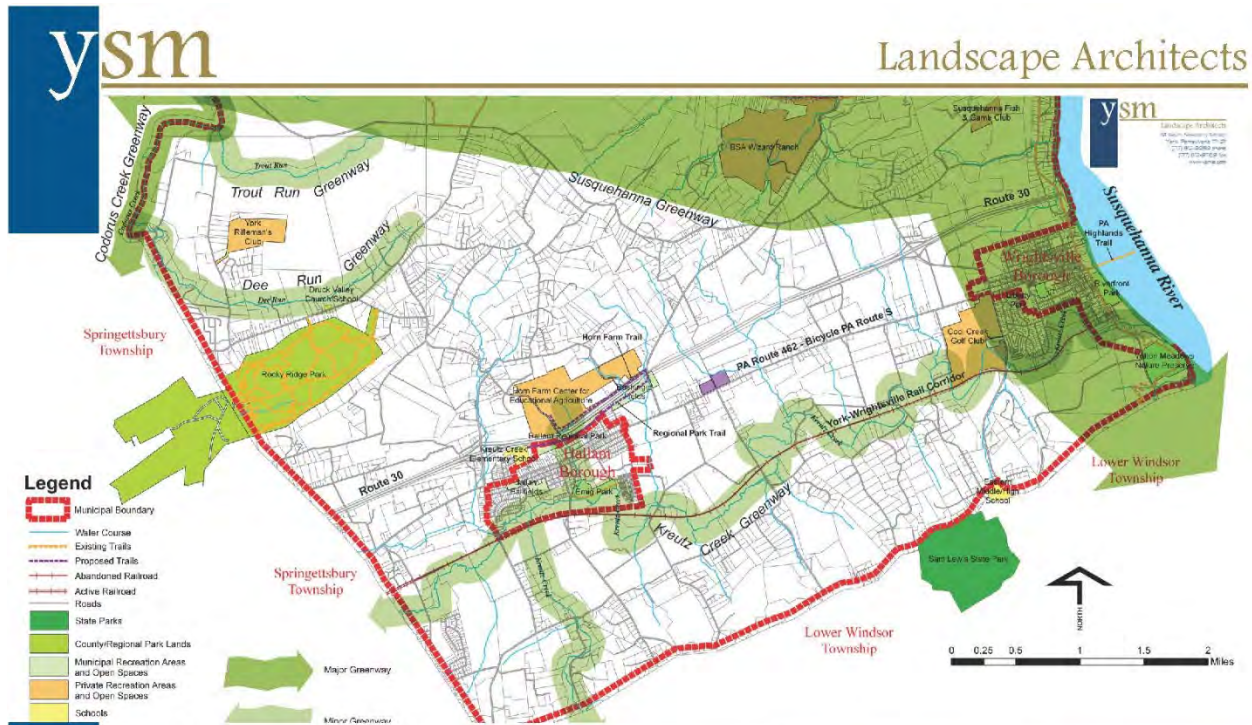
#### Other Municipal Plans

- Mount Joy Township., Adams County – YSM



Hamilton, Jackson, Pocono Townships Joint Plan,  
Monroe County – YSM  
Town of Bloomsburg and Montour Township,  
Columbia Co. – YSM  
Northern Lehigh Region, Lehigh County – RPS  
Central Carbon County Region, Carbon County –  
RPS  
Lewisburg Area, Union County – YSM  
Aston Township, Delaware County – RPS  
Lower Mount Bethel Township, Northampton  
County – RPS  
Monroeville, Allegheny County – RPS

City of Johnstown, Cambria County – RPS  
Saucon Region, Lehigh/Northampton Counties –  
RPS  
Perry County, PA – YSM  
Montour County, PA – YSM  
Mifflin & Juniata Counties – YSM  
South Schuylkill Region, Schuylkill County (12  
municipalities) – YSM & RPS  
Centre Region, Centre County (6 municipalities)  
– RPS & YSM  
Central Blair County, Blair County (Altoona City  
and Logan Township) – RPS & YSM

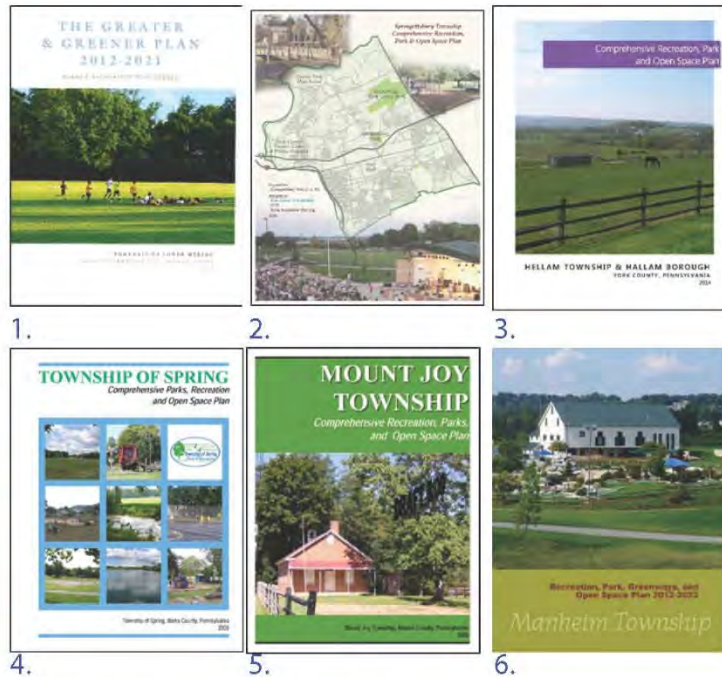


Comprehensive Recreation, Parks and Open Space Plans

**Comprehensive Recreation, Parks and Open Space Plans**

YSM provides planning services to municipalities and counties to develop Comprehensive Recreation, Parks & Open Space Plans. YSM undertakes the assessment of parkland, recreation facilities, trails, and greenways. Existing features are evaluated and research is completed to project community need for additional facilities and parkland. Opportunities for trail development, linkages, and bicycle accommodations both off-road and on-road are identified. Mandatory dedication and fee-in-lieu of ordinances are assessed and 10-year Capital Improvement Program cost estimates are provided for Plan recommendations.

Public input is the foundation of the Plans, gathered through a comprehensive public participation process that typically includes working with a study committee, stakeholder interviews, interactive forums, opinion surveys, open houses, and public meetings. Plan recommendations are formulated and action plan strategies are developed to achieve community goals and promote the community's vision for parks and recreation.



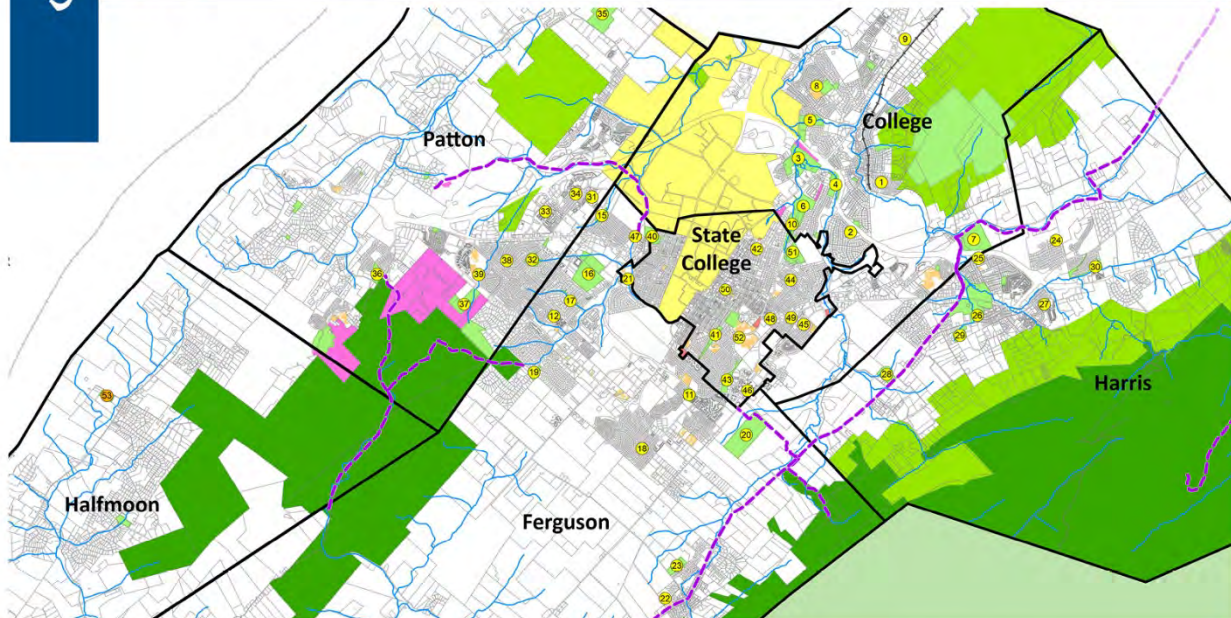
**Projects:**

- 1. Lower Merion Township  
Montgomery County, 2012
- 2. Springettsbury Township  
York County 2008
- 3. Hellam Township & Hallam Borough,  
York County, 2014
- 4. Township of Spring  
Berks County, 2009
- 5. Mount Joy Township  
Adams County, 2014
- 6. Manheim Township  
Lancaster County, 2012





Landscape Architects



Centre Region Comprehensive Recreation, Parks, and Open Space Plan

**Project Summary:**

Six communities of the Centre Region Council of Governments joined forces to prepare a regional Comprehensive Recreation, Parks, and Open Space Plan. The Plan provides long-term direction for delivery of parks and recreation services of the Centre Region Parks & Recreation (CRPR) agency in a sustainable manner. The Plan provides information for CRPR staff to make sound decisions in order to maintain and enhance CRPR services, including planning, management, programming, and funding decisions for parks, trail, open space, and recreation services to address the current and future recreation needs of residents. Plan recommendations focused on 15 Core Themes which respond to the resident preferences, assessment of existing assets, research and benchmarking, and analysis of strengths, challenges, and opportunities.

**Project Data:**

Completed: 2019



**Project Team:**

YSM, Landscape Architecture  
Recreation and Parks Solutions, Planning

**Client Contact:**

Pamela Salokanges, CPRP,  
CPSI, Director  
(814) 231-3071

Centre Region Council of Government



Hellam Township / Hallam Borough Recreation Plan



Landscape Architects

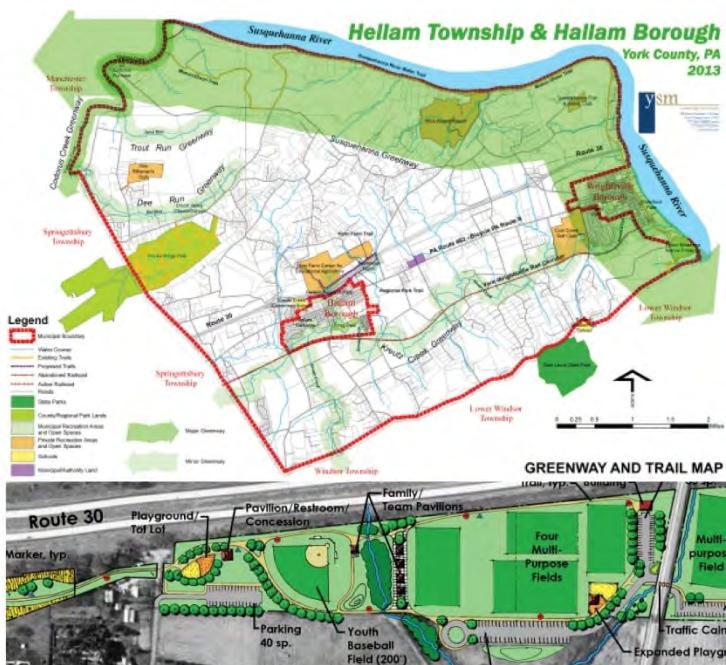


**Project Summary:**

Hellam Township and Hallam Borough have collaborated for many years on issues and opportunities of mutual concern and benefit to provide recreation services and parks for their citizens. By joining forces the municipalities have maximized the benefit to the public and the Comprehensive Recreation, Park and Open Space Plan explored how the communities could continue to work together to meet recreation goals. Plan recommendations include:

- Promote opportunities to use community parks to walk, hike, experience nature, and get to the river.
- Prioritize trails, open space conservation, access to natural areas, and improving existing facilities.
- “Brand” the contiguous woodlands to emphasize the importance of woodland conservation.
- Organize for implementation.

**Project Data:**  
Completed: 2014



**Project Team:**  
YSM, Landscape Architecture  
Toole Recreation Planning

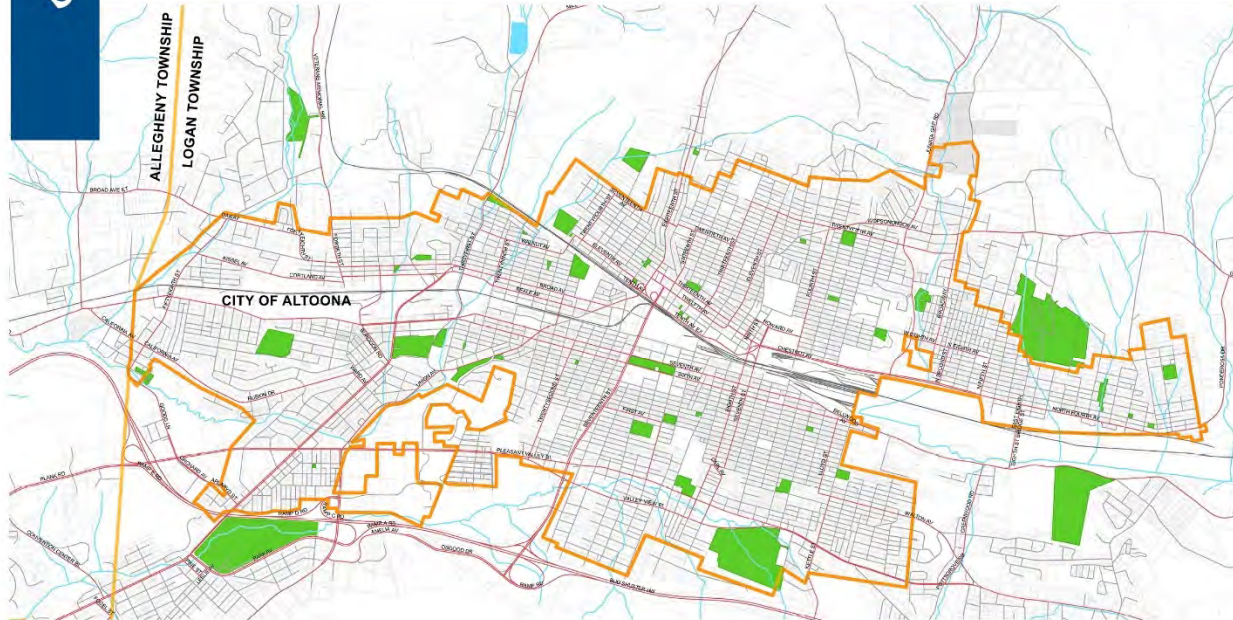
**Client Contacts:**  
Ms. Corina Mann  
Manager  
Hellam Township  
(717) 434-1303

Hellam Township & Hallam Borough, York County, Pennsylvania





Landscape Architects



Comprehensive Recreation, Park, and Open Space Plan

**Project Summary:**

The Central Blair County Recreation and Park Commission (CBRC) brings together the City of Altoona, Logan Township, and the Altoona Area School District. The Comprehensive Recreation, Park, and Open Space Plan creates a guide for future CBRC decision-making for parks, recreation facilities, trails, recreation programs, and the allocation of financial resources. The Plan suggests strategies and recommendations for enhancing the quality of life for residents of the region through the delivery of essential parks and recreation services over the next 10 years.

This Plan is the community's strategy and course of action to meet the challenges of the distinctive form and function of the City in order to build and maintain a quality, interconnected parks and recreation system. Plan recommendations focus on themes which respond to the resident preferences, assessment of existing assets, research and benchmarking, and analysis of strengths, challenges, and opportunities.

**Project Data:**  
Completed: 2020

**Hamilton Park**

**EXISTING CONDITIONS**

- The site is located in the east end of the city of Altoona.
- The site is currently used for a mix of residential and commercial uses.
- The site is currently a mix of residential and commercial uses.

**RECREATION**

Develop a trail and recreation facility that will provide a mix of recreational opportunities for all ages and abilities. The site is currently a mix of residential and commercial uses.

**SOCIAL**

Provide a connection between the park and the surrounding community. The site is currently a mix of residential and commercial uses.

**ECOLOGICAL**

Provide a connection between the park and the surrounding community. The site is currently a mix of residential and commercial uses.

**WHAT WE HEARD**

The community wants a park that is accessible to all ages and abilities. The site is currently a mix of residential and commercial uses.

**Juniata Gap and Juniata Memorial Park Trail**

**EXISTING CONDITIONS**

- The site is currently a mix of residential and commercial uses.
- The site is currently a mix of residential and commercial uses.

**RECREATION**

Develop a trail and recreation facility that will provide a mix of recreational opportunities for all ages and abilities. The site is currently a mix of residential and commercial uses.

**ECOLOGICAL**

Provide a connection between the park and the surrounding community. The site is currently a mix of residential and commercial uses.

**WHAT WE HEARD**

The community wants a park that is accessible to all ages and abilities. The site is currently a mix of residential and commercial uses.



**Project Team:**  
YSM, Landscape Architecture  
Recreation and Parks Solutions, Planning

**Client Contact:**  
K. Michael Hofer, Executive  
Director, Central Blair  
Rec. and Park Commission  
(814) 494-2231

Central Blair County Recreation and Park Commission





Landscape Architects



City of York - Capital Needs Assessment

**Project Summary:**

The City of York recognized the need to address deferred investment in city parks. YSM completed a capital needs assessment of 24 city parks. The park's facilities and use areas were inventoried, assessed, and mapped. Assessment evaluated the conditions of recreation and support facilities, structures, athletic fields and courts, and site amenities based on accepted standards. Natural areas were evaluated for the presence of invasive species, erosion, and other issues. Non-compliance with the Americans with Disabilities Act (ADA) and safety guidelines was documented.

Improvement recommendations were prioritized based on safety, function and recreation need. Capital costs estimates were prepared for each park. An action plan prioritized capital investment on short, medium, and long term basis.

**Project Data:**

Parks: 24  
Completed: Master Plan 2019



**Project Team:**

Buchart Horn, Inc., Architecture  
YSM, Landscape Architecture

**Client Contact:**

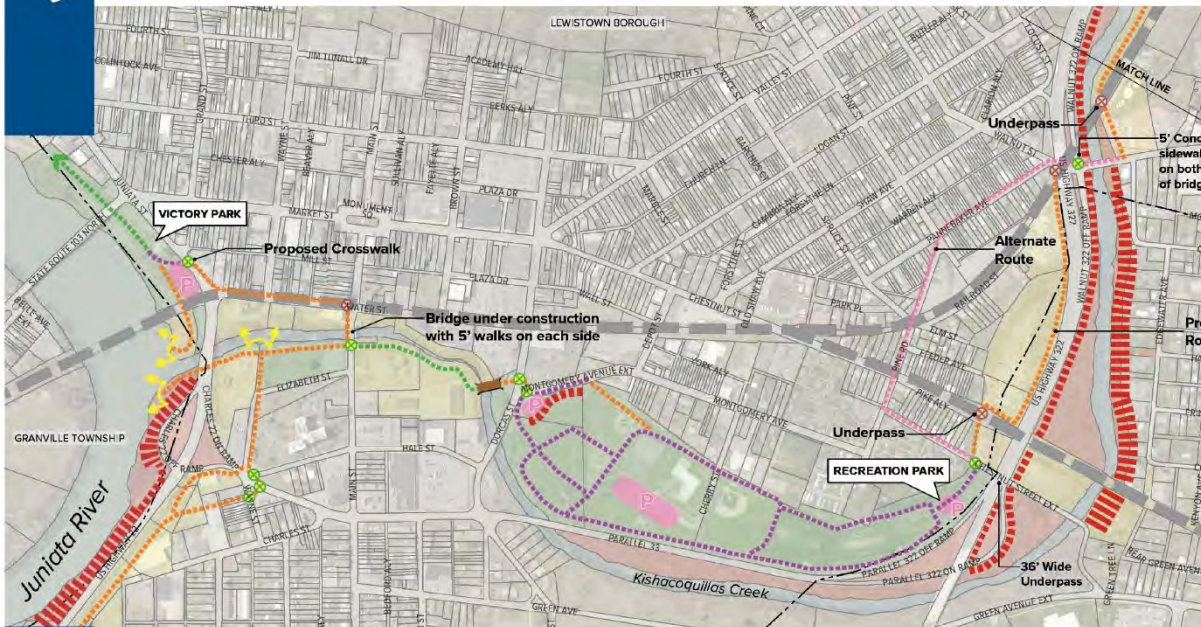
Chaz Green, Acting Public  
Works Director  
(717) 849-2245  
cgreen@yorkcity.org

City of York, York County, Pennsylvania





Landscape Architects

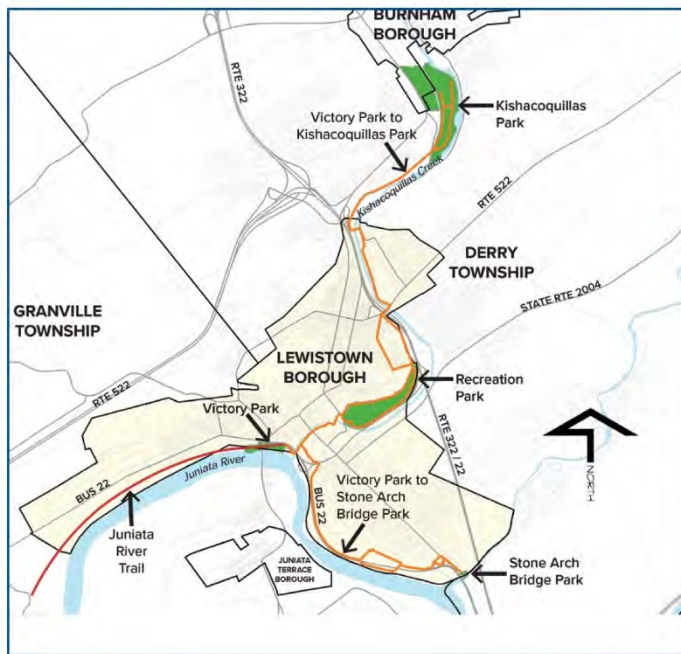


Mifflin County Trail Feasibility Study

**Project Summary:**

The study explored the feasibility of developing a recreation trail along two river/stream corridors to connect four existing parks. The eastern corridor followed the north bank of the Juniata River connecting Victory Park to Stone Arch Bridge Park and the stream corridor followed Kishacoquillas Creek from Victory Park to Rec Park to Derry Park.

Physical feasibility was determined through site investigation and research. Legal feasibility was explored using GIS to identify landownership of parcels along the corridor routes. Work-arounds and optional on-road routes were identified in areas of physical and ownership conflicts. A prototypical cost estimate was developed for trail development and a strategy for implementation on a phased basis was recommended.



**Project Data:**  
Completed: 2020

**Project Team:**  
YSM, Landscape Architecture

**Client Contact:**  
Mark Cloussy, Director of  
Mifflin County Planning  
(717) 242-0887

Borough of Lewistown and Derry Township, Mifflin County, Pennsylvania





Landscape Architects

LowerMac Youth Association

**Project Summary:**

YSM assessed 12 park sites used by the LMYA for youth sports programs. The assessment explored opportunities to maximize utilization of recreation sites and athletic fields, identify how athletic fields and facility conditions could be improved, expand athletic field and facility offerings, and consider general park improvements that will benefit the LMYA programs and enhance use of the parks.

Recommendations addressed: 1) the need to improve the conditions of the existing athletic field turf; 2) opportunities to maximize existing LMYA program sites with additional fields, field lights, and expanded parking; and 3) opportunities to expand the park system through the development of a sports complex. Additional recommendations addressed the requirements of the ADA and the potential to designate several program sites as neighborhood parks as expanded program opportunities are realized at other sites. A seven step implementation strategy identified priority actions to realize the LMYA Athletic Field & Facility recommendations.



**Project Data:**

Completed:  
Athletic Field and Facilities Assessment, 2015

**Project Team:**

YSM, Landscape Architecture

**Client Contact:**

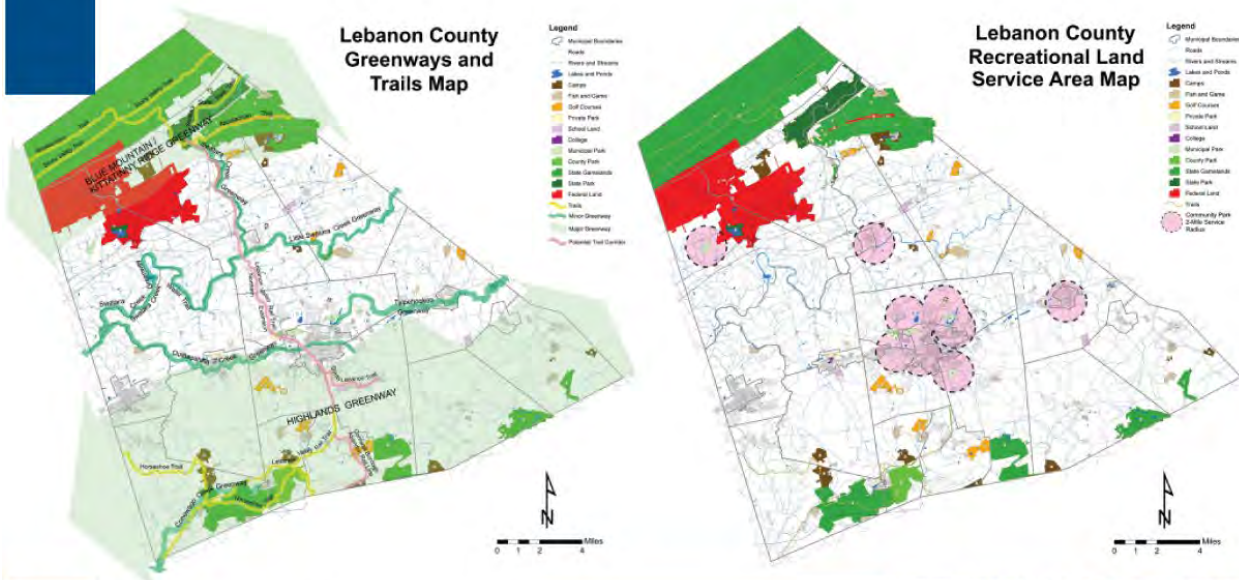
Lindsay Taylor  
CYSA, Executive Director  
Lower Macungie  
Youth Association  
(215) 642-0695

Lower Macungie Township, Lehigh County, Pennsylvania





Landscape Architects



Lebanon County Comprehensive Plan

**Project Summary:**

Parks, recreation services, trails, greenways and open space were evaluated on a county-wide basis as part of the Lebanon County Comprehensive Plan. The plan established a vision - A first class county-wide system of parks, recreation and conservation areas, linked by trails and greenways.

**Goals included:**

Establishing a county-wide system of parks and recreation areas comprised of state, county, regional, municipal, and private recreation areas.

Developing a county-wide network of greenways and trails to create a connected county.

Facilitating and promoting a wide range of recreation opportunities to people of all ages who live, work, and visit Lebanon County.

Planning and managing parks, recreation and open space through partnerships for the greatest public benefit and responsible uses of recreation resources.

Investing in parks and recreation to enhance the health, safety, and welfare of the citizens and to contribute to the economic vitality of Lebanon County.

**Project Data:**

Project Completed: 2007



**Project Team:**

YSM, Landscape Architecture  
 Toole Recreation Planning,  
 Recreation Planning  
 Rettew Associates, Inc., GIS Mapping  
 Gannett Fleming, Inc., Planning

**Client Contact:**

Bob Sentz  
 Lebanon County  
 Planning Department  
 (717) 274-2801

Lebanon County, Pennsylvania





Landscape Architects



Gray's Woods Park

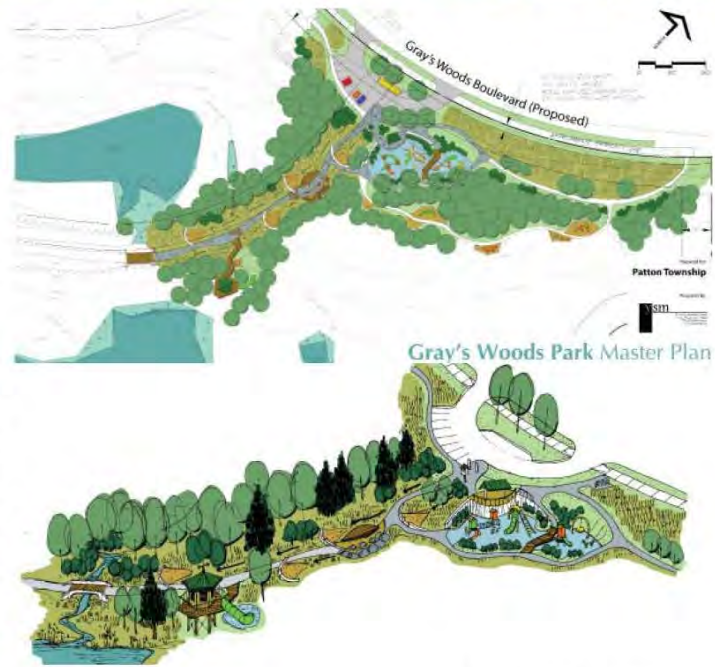
**Project Summary:**

Gray's Woods Park and adjacent State Game Lands are part of the environmentally significant area known as the Scotia Barrens. The Scotia Barrens is a unique habitat area of pitch pine-scrub oak which provides resources for a diverse variety of wildlife. The pitch pine-scrub oak wooded cover is interspersed with vernal pools and ponds providing habitat for sensitive and protected amphibians and insects and contributing to the groundwater supply of the region.

The Gray's Woods Park Master Plan proposes a neighborhood park that includes natural resource enhancements and reclamation of previously disturbed areas with native vegetation. Proposed improvements create a unique recreation setting that respects and protects the site's natural resources, addresses the interests of the neighborhood, and complements the existing township parks. The improvements promote and enhance environmental education; provide opportunities for passive, low-impact recreation; and enhance the site's natural resources and promote green sustainable development.

**Project Data:**

Site Acreage: 44 Acres  
 Completed: Master Plan, 2014  
 Playground Construction Documents, 2018



**Project Team:**

YSM, Landscape Architecture  
 Rettew Associates, Inc, Ecology and Environmental Science

**Client Contact:**

Susan Wheeler  
 Public Works Project Manager  
 Patton Township  
 (814) 234-0271

Patton Township, Centre County, Pennsylvania



ysm

Landscape Architects



Cousler Park



North Hampton Municipal Park



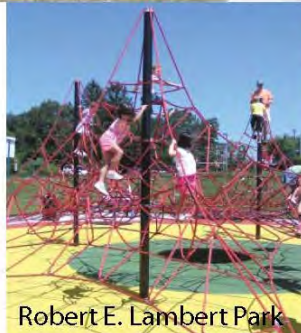
St. Mary Street Park



West Goshen Community Park

**Playgrounds:**

Playgrounds are popular park features and promote imaginative play, healthy exercise, and socialization for young children. YSM emphasizes playground designs that engage children and provide a safe, fun setting for play. Where appropriate, playgrounds are developed with themes that relate to the context of the site or region. Colorful safety surfacing is often incorporated as a dynamic element that expands play opportunities. Playgrounds areas may integrate seat walls for viewing activities, tricycle tracks, small shelters to facilitate summer playground program activities, or other unique features to meet program and user needs.



Robert E. Lambert Park



Rapho Township Community Park



Martin Luther King Elementary School

Playgrounds

**Project Photo Locations:**

Cousler Park:  
 Manchester Township, York County, PA  
 North Hampton Township Municipal Park:  
 North Hampton Township, Bucks County, PA  
 St. Mary Street Park:  
 Lewisburg, Union County, PA

West Goshen Community Park:  
 West Goshen Township, Chester County, PA  
 Robert E. Lambert Park:  
 West Goshen Township, Chester County, PA

Rapho Township Community Park:  
 Rapho Township, Lancaster County, PA  
 Martin Luther King Elementary School:  
 City of Lancaster, Lancaster County, PA

Various Locations





Landscape Architects



Kutztown Park



Lions Park



Rose Garden at Cedar Creek Park

Park & Playground Rehabilitation

Park & Playground Renovation:

YSM has an extensive portfolio of park and playground rehabilitation projects. Our designs bring life to outdated, tired parks through the introduction of new facilities and activity areas. Our designs incorporate spaces and facilities that enhance the visitors experience, provide areas to gather and view activities, and aesthetically enhance the overall park setting. We creatively incorporate improvements that bring existing parks into compliance with the Americans with Disabilities Act and the Consumer Product Safety Commission Guidelines for Public Playground Safety. We work with communities to target the facilities that are desired by residents. Many project require working within a tight budget and coordination with public work departments that undertake in-kind improvement tasks. Our designs target the goals of the communities while incorporating design elements that excite residents and rejuvenate the park as a public asset.



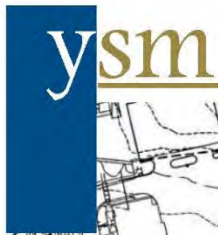
Cherokee Ranch Park

Project Photo Locations:

Kutztown Park:  
*Kutztown Borough, Berks County, PA*  
 Bethel Township's Lions Park:  
*Bethel Township, Lebanon County, PA*

Rose Garden at Cedar Creek Park:  
*City of Allentown, Lehigh County, PA*  
 Cherokee Ranch Park:  
*Muhlenberg Township, Berks County, PA*





Landscape Architects



Springettsbury Township Park

**Project Summary:**

The design renovates and unifies an existing park with expanded acreage to create a recreation destination with amenities and features for the entire community. Sports fields and courts are located for competitive and league play. Pavilions and a playground are located for group and individual use. Special events are accommodated in a "midway" area with infrastructure for concessions which line parallel walkways. Central to the design is a 2,000 seat amphitheater and stage which is home to the popular summer concert series and community movie nights. In addition to activity areas, the design includes areas for relaxing, "hanging-out", and viewing athletic events. A trail encircles and loops through the entire park site creating a destination for trail fitness activities. YSM completed the master plan and was the prime consultant for the two development phases and provided bidding and construction administration.



**Project Data:**

Site Acreage: 48 Acres  
 Completed:  
 Master Plan, 1998  
 Phase 1 Construction Documents, 2001  
 Phase 2 Construction Documents, 2005

**Project Team:**

YSM, Landscape Architecture  
 Toole Recreation Planning, Recreation Planning  
 Hamme Associates, Architecture  
 CS Davidson, Inc., Survey and Civil Engineering

**Client Contact:**

David Wendell, Director  
 Parks and Recreation  
 Springettsbury Township  
 (717) 757-7856

Springettsbury Township, York County, Pennsylvania





ysm

Landscape Architects



Springettsbury Township Park Playground

**Project Summary:**

The master plan, completed in 1998, set the vision to renovate and unify an existing community park to create a recreation destination with amenities and features for the entire community. YSM was the prime consultant for the first two development phases and provided design, bidding and construction administration services. This third phase of construction replaced the park's only playground area.

The new playground built upon the previous "castle" theme. Circular stone seat walls and curbing were used to define use areas reflecting castle turrets. Colorful safety surfacing suggest water lapping against castle walls. Playground structures, pavement design and site amenities played on the medieval theme. A central seating area is developed with shade to allow caregivers to socialize with clear views to the large playground area. This vibrant playground offers imaginative play value for all ages and abilities.



**Project Data:**

Site Acreage: 48 Acres  
 Completed:  
 Master Plan, 1998  
 Phase 1 & 2 Construction Docs 2001, 2005  
 Playground Renovations, 2017

**Project Team:**

YSM, Landscape Architecture  
 CS Davidson, Inc., Survey and Civil Engineering

**Client Contact:**

Colin Lacey, Director  
 Parks and Recreation  
 Springettsbury Township  
 (717) 757-7856

Springettsbury Township, York County, Pennsylvania





## Recreation and Parks **SOLUTIONS**

*Making Pennsylvania communities better places to live, work, and play*

# PROJECT LIST



### COMPREHENSIVE RECREATION, PARK, AND OPEN SPACE PLANS

- Centre Region, Centre County
- Central Blair Region, Blair County
- East Marlborough Township, Chester County
- West Bradford Township, Chester County
- Bethel, Marion, Tulpehocken Townships, Berks County
- Columbia Borough, Lancaster County
- Marietta Borough, Lancaster County
- South Schuylkill Region, Schuylkill County
- York Township, York County
- Spring Garden Township, York County
- Upper Allen Township, Cumberland County
- Northern Lebanon Region, Lebanon County
- Central Carbon County Region, Carbon County
- Schuylkill Highlands Region, Berks/Chester Counties
- Northern Lehigh Region, Lehigh County
- Swatara Township, Dauphin County
- Aston Township, Delaware County
- North Lebanon Township, Lebanon County
- Saucon Region, Lehigh/Northampton Counties
- Northern York Region, York County
- Lower Allen Township, Cumberland County
- Conestoga Township, Lancaster County
- Lower Mt. Bethel Township, Northampton County
- Manheim Central Region, Lancaster County
- Warwick Region, Lancaster County
- Denver Borough, Lancaster County
- City of Reading, Berks County
- Fairview Township, York County
- West Hanover Township, Dauphin County
- Municipality of Monroeville, Allegheny County
- City of Johnstown, Cambria County
- Lampeter-Strasburg Region, Lancaster County



### PEER-TO-PEER PROJECTS

- Governor Mifflin Regional Recreation Study, Berks County
- Antietam Valley Regional Recreation Study, Berks County
- Hopewell Area Recreation Study, York County
- Centre Region Parks and Recreation Staffing Study, Centre County
- Conestoga Valley Regional Recreation Study, Lancaster County
- Big Spring Area Regional Recreation Study, Cumberland County
- Donegal Regional Recreation Study, Lancaster County
- City of Williamsport Recreation Study, Lycoming County
- Berks County Parks and Recreation Department Study, Berks County



### PUBLICATIONS

- Hiring Municipal Recreation and Parks Staff
- Municipal Recreation Programming
- Multi-Municipal Cooperation for Recreation and Parks
- Financing Municipal Recreation and Parks
- Recreation and Parks Board Handbook
- Community Recreation and Parks



### RecTAP PROJECTS

- Wyomissing Borough Parks and Recreation Director Hiring
- Danville Area Community Center Corporate Membership Program
- East Cocalico Township Park Development Assessment
- Spring Garden Township Recreation Department Staffing Analysis
- Latrobe-Unity Park and Recreation Commission Transition Plan
- Municipality of Murrysville Recreation Programming Plan
- Pottstown Parks and Recreation Department Park Watch Program



470 Homestead Drive, Lebanon, PA 17042 – [slandes@RecandParksSolutions.com](mailto:slandes@RecandParksSolutions.com) – [www.RecandParksSolutions.com](http://www.RecandParksSolutions.com)



### PEER-TO-PEER PARKS AND RECREATION AGENCY FORMATION AND DIRECTOR HIRING

- Shippensburg Community Parks and Recreation Authority, Cumberland/Franklin Counties
- Gettysburg Area Recreation Authority, Adams County
- Reading Recreation Commission, Berks County
- Warwick Regional Recreation Commission, Lancaster County
- Northern Lehigh Recreation Authority, Lehigh/Northampton Counties
- Eastern York Recreation Authority, York County
- Pottstown Area Regional Recreation Committee, Chester/Montgomery Counties
- Southern End Community Association, Lancaster County
- Lampeter-Strasburg Recreation Commission, Lancaster County
- Manheim Central Recreation Commission, Lancaster County
- Lewisburg Area Recreation Authority, Union County
- Central Blair County Park and Recreation Commission, Blair County
- Northern Lebanon Recreation and Park Commission, Lebanon County
- Spring-Ford Regional Recreation Commission, Chester/Montgomery Counties
- Octorara Area Recreation Commission, Chester/Lancaster Counties



### PARK MASTER PLANS, TRAILS, AND RECREATION CENTER FEASIBILITY STUDIES

- Galeton/Genesee-Susquehanna Trail Study, Potter/Tioga Counties
- Indian Steps Museum Master Plan, York County
- St. Anthony's in the Hills Park Master Plan, New Garden Township
- Galeton Community Park Master Plan, Galeton Borough
- Rotary, Makle, and Janson Park Master Plans, Columbia Borough
- Climbers Run Nature Preserve, Lancaster County
- Columbia Riverfront Park Master Plan, Columbia Borough
- Unionville Community Park Master Plan, East Marlborough Township
- Wrightsville Riverfront Park Master Plan, Wrightsville Borough
- Ridley Township Community Center Feasibility Study, Ridley Township
- Birdsboro Waters Park Master Plan, Birdsboro Borough
- North Hills Park, Pleasureville Park, and Augustus Schaefer Park Master Plans, Springettsbury Township
- Haverford State Hospital Park Master Site Plan, Haverford Township
- Silver Spring Community Park Master Plan, Silver Spring Township
- Lampeter-Strasburg Recreation Center Feasibility Study Analysis

*Dedicated exclusively to community recreation, parks, greenways, trails, and open space consulting*





## 6. References

### ***Centre Region Parks & Recreation, Centre County, PA***

Projects:

- Comprehensive Recreation, Parks and Open Space Plan (YSM & RPS)
- Centre Region Parks and Recreation Agency Staffing Structure Project (RPS)

Contact: Pamela Salokangas, CPRP, CPSI, Director  
(814) 231-3071 - [psalokangas@crcog.net](mailto:psalokangas@crcog.net)

### ***Marietta Borough, Lancaster County, PA***

Projects:

- Comprehensive Recreation, Park and Open Space Plan (YSM & RPS)
- Penncast Tot Lot, Front Street Park, and Chestnut Street Park Master Plan (YSM)
- Marietta Borough Northwest River Trail Preliminary Plan (YSM)
- Grant Assistance (YSM)

Contact: Sharon Bradnick, Borough Secretary/Treasurer  
(717) 426-4143 – [sharon@boroughofmarietta.com](mailto:sharon@boroughofmarietta.com)

### ***Spring Garden Township, York County, PA***

Projects:

- Comprehensive Recreation, Parks and Open Space Plan (YSM & RPS)
- Grant Assistance (YSM)
- Elmwood Park and Grantley Park Design and Construction Documents (YSM)
- Violet Hill Park Design and Construction Documents (YSM)
- RecTAP Project (RPS)

Contact: Mary Krum-Tinsley, Township Manager  
(717) 848-2858 – [mkrumtinsley@sgtwp.org](mailto:mkrumtinsley@sgtwp.org)

### ***Blue Mountain Recreation Commission, Schuylkill County, PA***

Projects:

- South Schuylkill Region Comprehensive Park, Recreation and Open Space Plan (YSM & RPS)
- Auburn Borough Playground Planning and CD's (YSM)

Contact: Mark Palerino, Section Chief DCNR Bureau of Recreation and Conservation, former director of BMRC  
(570) 573-3560 - [mpalerino@pa.gov](mailto:mpalerino@pa.gov)

### ***Central Blair County Recreation and Park Commission, City of Altoona/Logan Township Blair Co., PA***

Projects:

- Comprehensive Recreation, Park, and Open Space Plan (RPS & YSM)

Contact: K. Michael Hofer, Executive Director  
(814) 949-2231 – [hofer@cbrcparks.org](mailto:hofer@cbrcparks.org)

### ***Reading Recreation Commission, Berks County, PA***

Projects:

- Creation of Recreation Commission – Peer-to-Peer Project (RPS)
- Hiring of Executive Director (RPS)

Contact: Daphne Klahr, Executive Director  
(610) 655-6058 - [Daphne.klahr@readingpa.org](mailto:Daphne.klahr@readingpa.org)

## 7. Cost Proposal

### Professional Fee Schedule

Our services are performed on a fixed lump sum fee basis. The fee and hourly rates for completing the Township of Ferguson Comprehensive Recreation, Park and Open Space Plan Update are outlined below.

Township of Ferguson Comprehensive Recreation, Parks and Open Space Plan Update					
Scope of Work	Professional Fee				
	Cost	PM/LA \$105/Hr.	CPRE \$100/Hr.	Support \$80/Hr.	Total Hours
Phase 1 – Inventory and Assessment of Existing Resources and Functions	\$16,300	92	60	8	160
Phase 2 – Conclusions	\$6,390	38	24	-	62
Phase 3 – Recommendations, Implementation Strategy, and Action Plan	\$7,850	42	28	8	78
Phase 4 – Report Production, Final Products, Review and Approval Meeting	\$6,960	48	16	4	68
<b>Total Professional Fees / Total Hours</b>	<b>\$37,500</b>	<b>220</b>	<b>128</b>	<b>20</b>	<b>368</b>
Estimated Project Expenses	\$1,800				
<b>Total Comprehensive Recreation, Parks and Open Space Plan</b>	<b>\$39,300</b>				

### Expense Schedule

Outlined below are anticipated miscellaneous expenses for the project. These expenses include reprographic services, printing, travel, and miscellaneous expenses.

Expense Item	Cost
Copies, reproductions, plotting	\$600
Travel	\$1,200
<b>TOTAL</b>	<b>\$1,800</b>

# 8. Certificate of Insurance



YOSTSTR-01

GFETTERMAN

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
5/24/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Kling Bros. Insurance LLC 43 W. King Street York, PA 17401		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (717) 854-7851      FAX (A/C, No): (717) 845-7893 E-MAIL: ADDRESS:	
		INSURER(S) AFFORDING COVERAGE      NAIC #	
		INSURER A : <b>Twin City Fire Insurance Co (Hartford)</b> <b>29459</b>	
<b>INSURED</b>  Yost Strodoski Mears 19 South Newberry St. York, PA 17401		INSURER B : <b>Hartford Ins Company of IL</b> <b>38288</b> INSURER C : <b>Travelers Cas &amp; Surety Co Amer</b> <b>31194</b> INSURER D : INSURER E : INSURER F :	

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		44SBAAM3561	6/12/2020	6/12/2021	EACH OCCURRENCE \$ <b>2,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>2,000,000</b> MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>2,000,000</b> GENERAL AGGREGATE \$ <b>4,000,000</b> PRODUCTS - COM/POP AGG \$ <b>4,000,000</b> \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY  <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$		44SBAAM3561	6/12/2020	6/12/2021	COMBINED SINGLE LIMIT (Ea accident) \$ <b>2,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below:		44WECAD6TLM	8/1/2020	8/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>500,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>500,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>500,000</b>
C	Prof. Errors & Omiss		106799172	8/27/2020	8/27/2021	See Below

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Prof. Errors & Omissions: \$1,000,000 Each Claim \$2,000,000 Aggregate

<b>CERTIFICATE HOLDER</b>  Ferguson Township, Centre County	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
---	--

ACORD 25 (2016/03)

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## 9. Agreement for Professional Services

The Agreement for Professional Services included in the RFP is signed by the consultant and provided as a separate document as part of this proposal submission.



# RECREATION, PARK AND OPEN SPACE PLAN UPDATE

FERGUSON TOWNSHIP

*Connecting People...*



**HRG**  
Herbert, Rowland & Grubic, Inc.





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26 Scope of Work

34 Schedule

36 Design Fee

Contracts, COI, Work Samples (Attached)

*Submitted to:*

FERGUSON TOWNSHIP  
3147 Research Drive  
State College, PA 16801  
814.238.4651

*Submitted by:*

HERBERT, ROWLAND & GRUBIC, INC.  
2568 Park Center Boulevard  
State College, PA 16801  
814.238.7117

*Submitted on: May 31, 2021*

**ON THE COVER**

*FTE Fun Run*

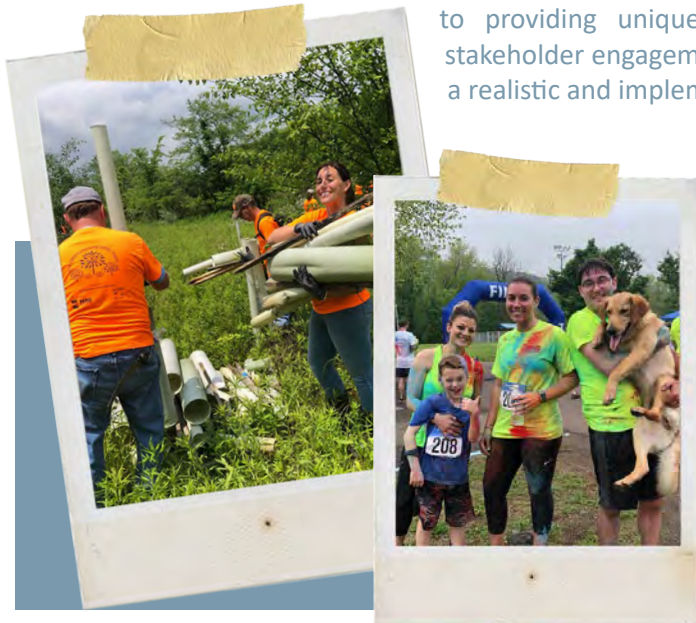
*Images throughout sourced from Township website*

# Welcome!

It is our distinct pleasure to submit our proposal to provide professional consulting services to the Ferguson Township (Township) for the Recreation, Parks and Open Space Plan Update.

At HRG, we differentiate ourselves by embedding deep client understanding and a designer's mindset into everything we do. We deliver creative outcomes based on a company culture focused through a site designer's eyes. Our aesthetic sense, graphically oriented presentations, and commitment to transforming spaces are woven into each meeting, site visit, and document. We believe that people and places are inextricably linked. We are in the business of place making and know those places impact personal experience and resident's lives. HRG is prepared to use this passion to elicit input from the Township's residents, business owners, and governing bodies to deliver an engagement plan that not only exceeds your expectations, but captures your vision for the Township's open space infrastructure. Following the proven integrative design input process that has become a trademark of

our planning efforts, we are committed to providing unique and thoughtful stakeholder engagement that results in a realistic and implementable project.



HRG has assembled an outstanding team of skilled professionals to provide planning and consulting to the Township. Our multidisciplinary team, consisting of engineers, environmental scientists, landscape architects, certified park and recreation professionals, and grant writing specialists has worked cohesively with many communities using DCNR processes and DCED funding procedures, from early planning and conceptual phases through the full design, permitting, and construction phases. Our parks and recreation staff will work hand in hand to provide you with a comprehensive approach to recreation planning. Your main contact and project manager for HRG is Nichole L. Mendinsky, RLA, AICP, CPRP. Nichole can be reached at 814.238.7117 | fax: 814.238.7126 | email: nmendinsky@hrg-inc.com. As you read through the information in the proposal, please do not hesitate to contact our office with any questions.

Sincerely,

**Nichole L. Mendinsky, RLA, AICP, CPRP, LEED AP**  
Project Manager

## IN THE COMMUNITY

### FOR THE COMMUNITY

When you speak to our clients, you'll find they consistently mention our high levels of commitment, passion, and knowledge. Our staff is composed of landscape architects, engineers, planners, and technical professionals but we also are members of planning commissions and redevelopment organizations, serve on watershed associations and chair recreation authorities, volunteer as emergency responders, and lead community groups. Our deep involvement within our own communities translates into extraordinary insight into yours.

HRG encourages and empowers their employees to utilize their time and talents within the communities they live by providing 8 hours of time each year for community service initiatives of their choice. The impact of the program in the community equates to over \$70,000 of local investment.





*“THERE IS NO POWER FOR CHANGE GREATER THAN A COMMUNITY DISCOVERING WHAT IT CARES ABOUT.”*

*Margaret. J. Wheatley*

Our mission at HRG is to serve our communities by shaping site design in innovative and functional ways. In all of our projects, we advocate for an inclusive approach that engages the community and its stakeholders. This includes project meetings that are engaging and interactive, yet pointed and consensus-based, resulting in efficient, on-target feedback that generates enthusiasm and a high degree of support for the results. In this way, our projects are more readily embraced and implemented. Final deliverables are truly your product, facilitated and developed by our team, acting as agents for you.

#### **EXPERIENCE AND UNDERSTANDING**

Our team of dedicated landscape architects, recreation and community planners, engineers, and environmental scientists provides the full range of design and technical capabilities necessary to carry out any project through the entire planning, design, and construction processes. Our experience includes: facilitating vision casting meetings and listening sessions, roundtables, intercepts, and a multitude of other planning sessions; planning and design; as well as funding procurement and implementation of these plans through the resulting development efforts.



# FIRM PROFILE

## WHO WE ARE

- > Professional Engineers
- > Geologists
- > Environmental Scientists
- > Professional Land Surveyors
- > GIS Specialists
- > Registered Landscape Architects
- > Certified Planners

## WHAT WE DO

- > Municipal
- > Water & Wastewater
- > Transportation
- > Planning
- > Landscape Architecture
- > Water Resources
- > Financial
- > Survey & GIS
- > Environmental
- > Construction Phase

## MARKETS WE SERVE

- > Local/County Governments
- > State Governments
- > Water & Wastewater Authorities
- > Industrial Development
- > Commercial & Residential Developers
- > Educational & Healthcare Institutions
- > Parks & Recreation

95%  
satisfaction

In a 2018 survey completed by 55 HRG clients, 95% of them rated us as meeting or exceeding expectations.

## History and Description of HRG

Originally founded in 1962, HRG is an employee-owned, full service civil engineering and related firm that provides quality, cost-effective design solutions to public and private sector clients throughout Pennsylvania, Ohio and West Virginia. We have been providing top quality, value-added engineering services to community organizations, municipalities and municipal authorities, along with our private sector clients across Pennsylvania for 59 years. In that time we have grown from just three employees in one store front office on Derry Street in Swatara Township to employ over 260 highly talented professionals in ten (10) offices company wide. Yet, in spite of our growth, we have never lost sight of our core business principal: superior, personalized client service. This is not just a claim we make in our marketing materials; building relationships with our clients and designing solutions to their challenges influences every decision we make as a firm.

## Our Expertise and Capabilities

Our mission at HRG is to shape the natural and built environment in innovative and functional ways. For

years, HRG has been serving local municipalities and community organizations in a multitude of ways including community planning and associated services. Though HRG's footprint spans across the Commonwealth, the proposed project team is supported by many local residents who live and work in the surrounding region and have a unique understanding of local conditions. Our team shares a common interest in seeing their communities thrive and succeed. We understand that community amenities will improve the ability to attract future development and will aid current residents by increasing recreational and transportation opportunities.

Our diverse team of experts bring years of innovative experience to any project. They work together to develop creative yet practical strategies and action plans for future development and public improvements and utilize their vast experience with planning, design and construction of capital improvement projects to facilitate public input, brainstorming and consensus-building processes. The planning and design approach that HRG utilizes allows for efficient innovation, and planning of big ideas for the future of your community in a way that results in successful implementation.



## OUR COMMUNITY

We understand municipalities from the inside because we've been serving them for over 50 years. Our clients include 63 municipalities and 50 municipal authorities. That is why our planning promotes green infrastructure that is sustainable over the long haul. Our diverse team of experts considers impacts to roads, utilities, and other infrastructure to create plans that do more than just look good on paper. We provide plans that can be affordably maintained over time.



# Parks & Recreation!

HRG has extensive experience in planning and designing urban amenities and recreational sites. Our experienced parks and recreation team is well-versed in recreation planning, design and construction of projects of all shapes and sizes. They have worked together to complete everything from comprehensive recreation plans, master plans, feasibility studies, and designing amenities for clients throughout Pennsylvania. It is the experience and diverse background of our team and the close relationship that they create with their clients paired with a creative edge that ensures they meet the needs of our clients and the communities we serve.

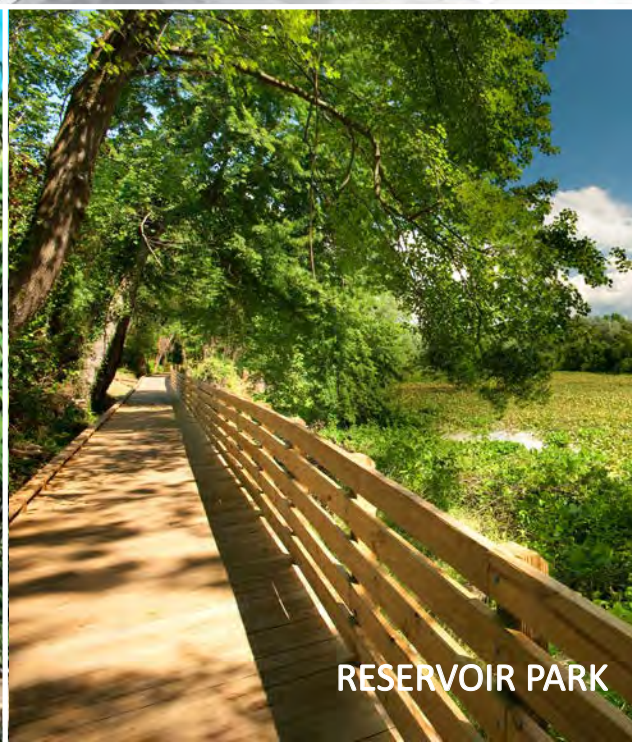
*We strive to promote health, safety and welfare while creatively achieving aesthetic and useful facilities that residents and visitors alike can enjoy.*



GRAHAM PARK



APPALACHIAN TRAIL



RESERVOIR PARK





UNIVERSITY OF SCRANTON\*

#### TRAILS

- > Graham Park
- > Presque Isle Water Trail
- > Appalachian National Scenic Trail Crossing

#### PARK MASTER PLAN

- > Clearfield Riverwalk and Park
- > Bull Run Floodplain Restoration & Nature Play Area
- > Bellevue Borough Parks Master Plan

#### COMPREHENSIVE RECREATION PLANNING

- > Findlay Township Comprehensive Park, Recreation, and Open Space Plan
- > Lower Swatara Township Comprehensive Park, Recreation, and Open Space Plan
- > South Fayette Township Comprehensive Master Plan



# A Landscape Architecture!

Our landscape architects are keenly aware of the benefit of adding public participation to the list of design criteria for community revitalization projects. Due to this awareness, we routinely utilize a community's existing strengths in designing aesthetic amenities, such as gathering spaces, trail networks, and public parks.

In addition to designing the features that promote person-to-person socialization and interaction, our talented landscape architects excel at communicating their vision to all project stakeholders, via graphic renderings, three-dimensional drawings and illustrative plans.

*For this project, HRG is prepared to function as recreational planner, meeting facilitator, designer, and DCNR funded recreational planning expert. Our pertinent experience for this project includes:*



MLK PLAZA\*





# Transportation Planning!

## Effective Engineering

We focus on delivering long-term cost-effective solutions that improve safety, mobility, and quality of life for residents in all of the communities we work with. Our transportation team has extensive experience in streetscape beautification projects such as sidewalk improvements, decorative street lighting, and ornamental landscaping. **We have successfully completed multiple projects that have significantly benefited the local residents of the area by creating a safe avenue for pedestrian and bicycle travel, as well as, providing an inviting atmosphere for the community and local business.**

We work hard to improve the safety and increase mobility to build the foundation for each and every one of our designs and incorporate solutions that enhance the well-being of local residents and visitors.

**At HRG, we recognize that one of the major differences between us and our competitors is the commitment with which we make to collaboration. To us, our superior service depends on the ability to integrate each of our design professions with one aim: to meet the needs of the communities that we serve.**

The foundation of our collaborative approach starts with our talented and diverse team members, each with their own knowledge and expertise that work together, hand-in-hand to ensure that each project fits the needs of the community. We also strive to ensure that we meet the long-term capability of each of our clients – turning their plans and visions into reality.

## Commitment to Community

HRG is a firm dedicated to the success of Pennsylvania's communities. As such, we have developed experience and expertise throughout the Commonwealth which includes:

- > Developing and implementing public participation techniques
- > Conducting feasibility studies
- > Planning, design, general operation, and maintenance of recreation areas and facilities
- > Setting goals, analyzing problems, generating alternative solutions, and providing recommendations and implementation strategies

## A Longstanding Relationship with Agencies

In addition to our relationships with municipalities throughout the Commonwealth, we take pride in our relationship with local PennDOT representatives and the relationship that we have built with various district and state representatives within PennDOT. HRG has a wide range of PennDOT experience from small Highway Occupancy Permit projects to interstate interchange projects and everything in between. As a full service firm, we are a PennDOT Prequalified Business Partner and also possess the prequalification needed to acquire right-of-way for PennDOT for projects funded using state or federal funds. **HRG is one of less than 20 firms throughout the Commonwealth with this certification and one of very few with both design and acquisition capabilities.** HRG has a 25 year working relationship with PennDOT and a comprehensive understanding of PennDOT and Federal Aid policies and procedures. With PennDOT prequalification, HRG has in-depth knowledge of the PennDOT policies and procedures to ensure efficient and timely delivery of projects, whether maintenance or repair, with limited change orders during construction, and virtually no errors and omissions.

We also have specialized knowledge of DCED funding streams such as the Neighborhood Assistance Program and the Greenways, Trails and Recreation Program, both of which are valuable resources in promoting economic development through site design and placemaking.



## FINDING FUNDING

For over 30 years, HRG has helped municipalities, municipal authorities, counties, state government agencies, and private sector clients secure subsidized financing totaling nearly \$2.0 billion in support of infrastructure related projects

- > Redevelopment Assistance Capital Program (RACP)
- > Community Block Grants
- > DCNR Community Conservation Partnership Programs
- > PADEP Growing Greener
- > PennDOT Multimodal Transportation Fund & MORE!





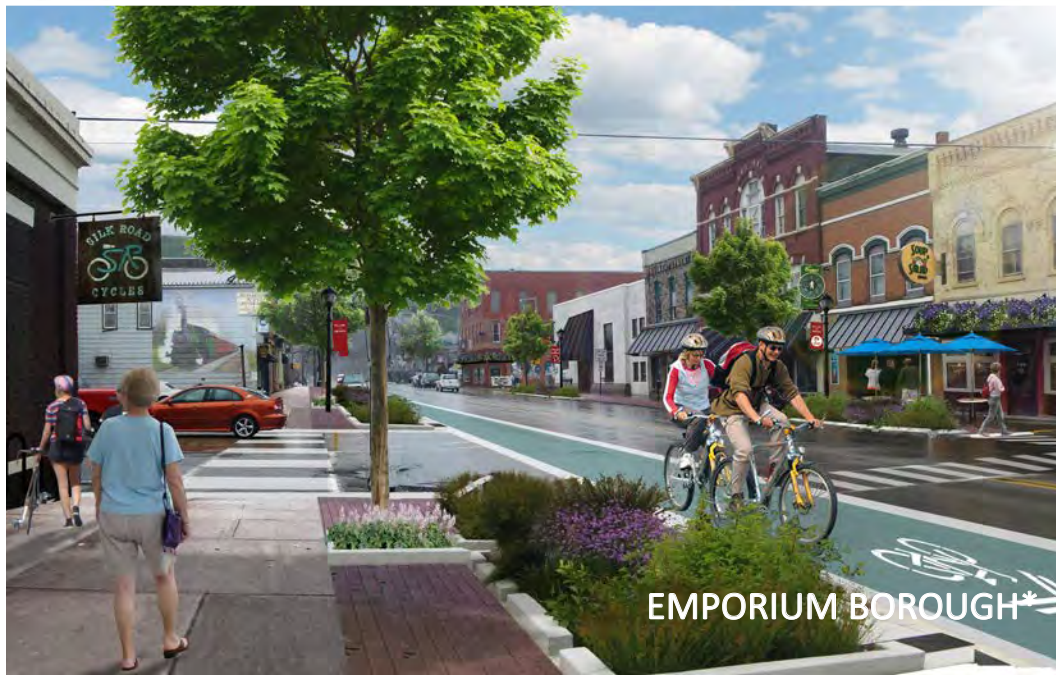
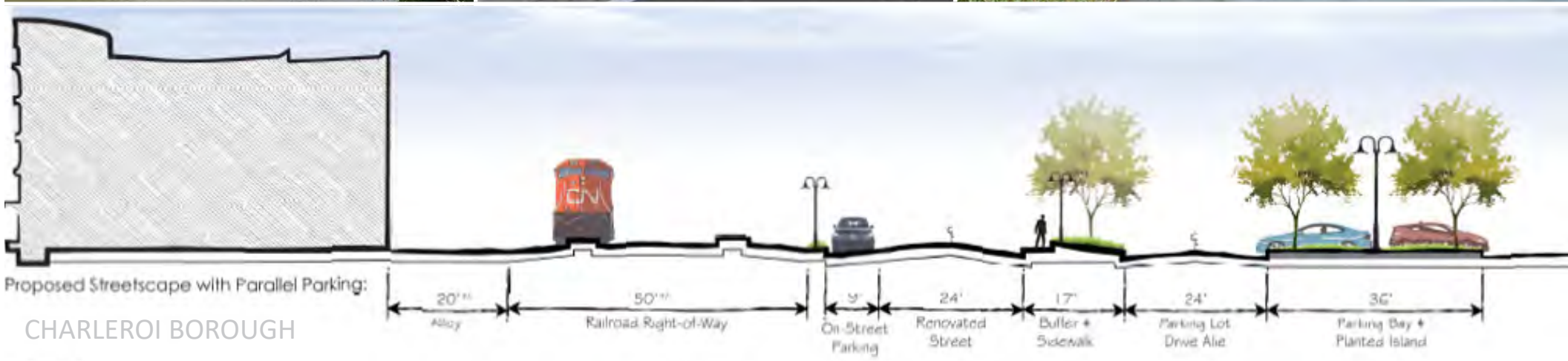
RIVERSIDE PARK



AVALON BOROUGH



EMPORIUM BOROUGH\*



EMPORIUM BOROUGH\*



CRANBERRY TOWNSHIP



# OUR STUDIO

NICHOLE L. MENDINSKY, RLA, AICP, CPRP,  
LEED AP

**Project Manager & Recreation Professional**

- > project leadership and management
- > daily point of contact and project communication
- > vision development
- > community engagement and outreach
- > implementation strategist

## Engineers

RYAN J. HOSTETTER, P.E.

**Lead Transportation Planner & Engineer**

- > development of context specific recommendations
- > complete street & connectivity analysis
- > transportation analysis and planning
- > transit oriented community suggestions



## Landscape Architects

TRACY A. STRICKLAND, RLA

**Lead Landscape Architect**

- > site analysis, opportunities & constraints
- > environmental education & recreation programming
- > park master planning
- > gathering area design
- > green infrastructure specialist
- > wayfinding and interpretive signage design

## Scientists

SHAWN E. FABIAN, CPESC, CPSWQ, CSI

**Lead Environmental Scientist**

- > natural features and wildlife analysis
- > infrastructure review and assessment
- > watershed review and restoration
- > preservation tactics



JAMES A. FEATH, RLA

**Recreation Expert**

- > evaluation of recreation programs
- > review of agency structure & staffing
- > park and recreation destination development
- > natural resource planning

## Funding Experts

LAUREN ZUMBRUN

**Funding Specialist**

- > identification of funding sources
- > grant applications
- > partner identification and development
- > financial planning

CHRISTINA L. SARSON

**Land Planner**

- > graphic illustrations
- > wayfinding design
- > conceptual design of parks
- > meeting material preparation & documentation
- > report generation

Ferguson Township

**Client Collaborative**

- > mapping
- > previous planning data
- > advertising



Once staff have been assigned to the project, they will not be replaced by other personnel unless they leave HRG. In the event that anyone originally assigned to the project is replaced, the new team member will be equally qualified and subject to the approval of the Township.





FEATH



HOSTETTER



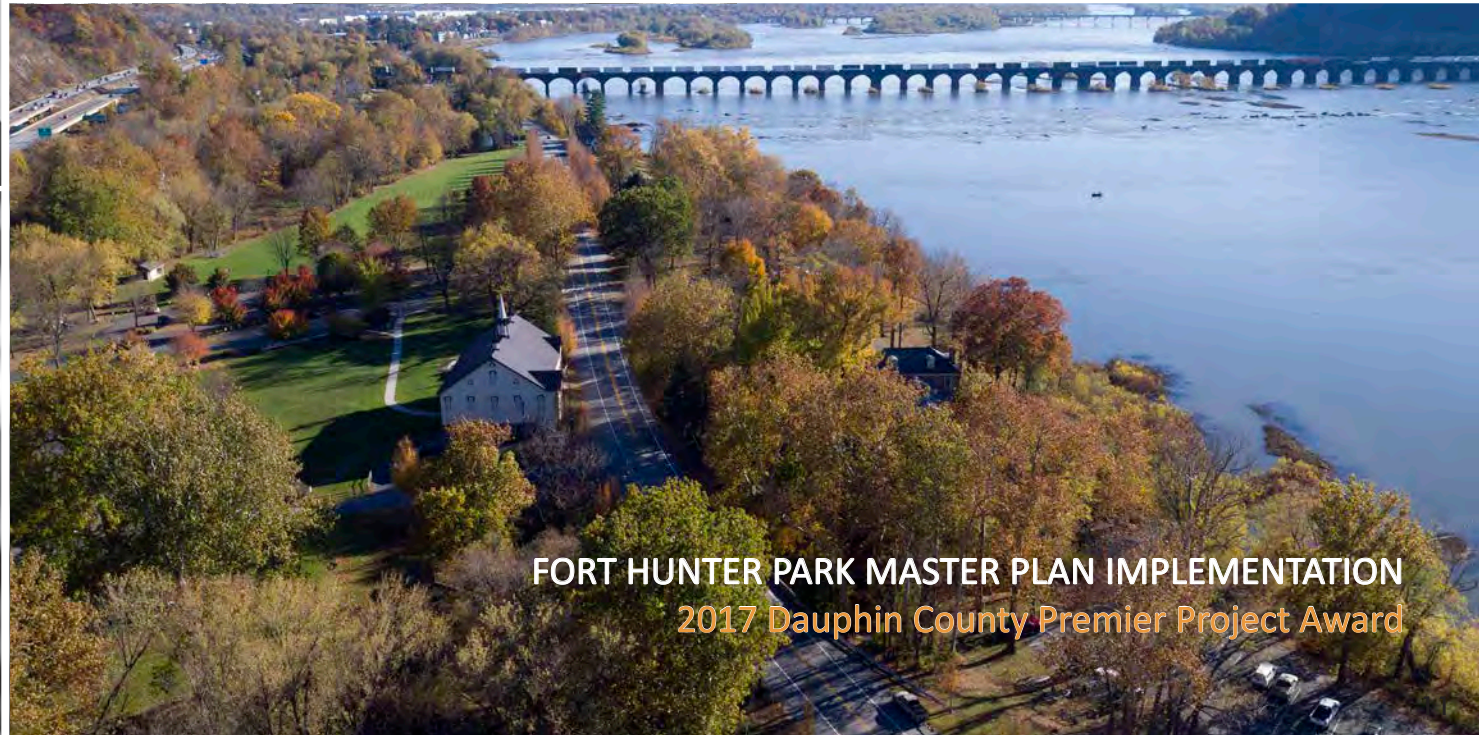
ZUMBRUN

“

*This firm has always been very responsive. As a municipal employee, I depend upon HRG's professional services and they deliver. Matt Bonanno and his team are excellent communicators, facilitators, and engineers!*

CARL DICKSON, DIRECTOR PARKS AND RECREATION,  
DAUPHIN COUNTY, PA

”



**FORT HUNTER PARK MASTER PLAN IMPLEMENTATION**  
**2017 Dauphin County Premier Project Award**



# OUR STUDIO

*I have witnessed the ability of our projects to provide a stimulus for economic development and transform communities, while concurrently benefitting individuals by reconnecting them with their environment.*

*Nichole L. Mendinsky* RLA, AICP, CPRP, LEED AP



Ms. Mendinsky is a team leader for Herbert, Rowland & Grubic, Inc. (HRG). As part of her role, she not only oversees her local land development team, but closely coordinates with fellow planning and landscape architecture design professionals throughout the company to shape a specialty studio for specific project needs.

While her projects span multiple market sectors and scales of design: from campus and community wide planning to detailed commercial and civic site design and permitting, Ms. Mendinsky finds one common reward in all of her work: social impact. Given this predisposition to developing personal relationships with projects, clients, and user groups, she excels at stakeholder engagement. Her projects utilize unique user input sessions and meeting facilitation methods to match the community character.

Ms. Mendinsky is adept at identifying and balancing user needs with financial feasibility and other implementation constraints to complete projects that are visionary yet achievable.

## AREAS OF EXPERTISE

- > Project Management
- > Master Planning & Programming
- > Recreation Planning
- > Revitalization Planning & Initiatives
- > Community Input & Meeting Facilitation
- > Implementation Strategist
- > Plaza & Courtyard Design
- > Construction Administration & Observation

## EDUCATION

- > B.L.A., Landscape Architecture, The Pennsylvania State University, 2007

## LICENSES & CERTIFICATIONS

- > Registered Landscape Architect, PA
- > Certified Planner, American Institute of Certified Planners, 2019
- > Certified Park & Recreation Professional
- > LEED Accredited Professional

## AFFILIATIONS & INVOLVEMENT

- > American Planning Association
- > International City/County Management Association
- > Nittany Valley Joint Recreation Authority







#### EDUCATION

- > MLA, Landscape Architecture, The Pennsylvania State University, 2002
- > BLA, Landscape Architecture, The Pennsylvania State University, 1999

#### LICENSES & CERTIFICATIONS

- > Registered Landscape Architect, PA

#### AFFILIATIONS & INVOLVEMENT

- > American Society of Landscape Architects
- > Council of Landscape Architecture Registration Boards
- > Pennsylvania Recreation and Parks Society

## James A. Feath RLA

### Recreation Expert

Mr. Feath orchestrates an interdisciplinary team of design and planning professionals that work collaboratively to serve a broad base of public and private sector clients. The cornerstones of his approach includes innovative thinking, creative design approaches, and client-oriented solutions that maximize potential while carefully using natural resources. Stressing a need to plan for and create context-sensitive spaces, Mr. Feath strives to bring about creative and sustainable solutions that improve quality of life, while meeting the long-term needs of his clients.

Mr. Feath has taught as both an Adjunct Professor and Visiting Professor of Landscape Architecture at Chatham University's Department of Landscape Architecture.

#### AREAS OF EXPERTISE

- > Planning & Design of Public Spaces
- > Stakeholder Facilitation
- > Park Design
- > Evaluation of Recreation Programs
- > Recreation Planning & Facilities Analysis
- > Review of Agency Structure & Staffing
- > Master Planning
- > Park & Recreation Destination Development

**BUILDING RELATIONSHIPS.  
DESIGNING SOLUTIONS.**

*Through years of experience serving municipalities throughout Pennsylvania, our staff of professional engineers, planners, surveyors, construction representatives, and related support staff have developed an unparalleled depth of knowledge and understanding of local government concerns, which has enabled us to consistently deliver solutions that help drive our clients' success. In addition to your assigned project team members, the entire HRG staff will be available as needed to assist!*

# Tracy A. Strickland RLA

Lead Landscape Architect



## EDUCATION

- > M.L.A., Landscape Architecture, Virginia Polytechnic Institute and State University, 2007
- > B.A., Urban Studies - Planning Concentration, The State University of New Jersey - New Brunswick, 1998

## LICENSES & CERTIFICATIONS

- > Registered Landscape Architect, PA

## AFFILIATIONS & INVOLVEMENT

- > Penn State University Master Watershed Steward Program - 2020 Trainee

## PUBLICATIONS

- > Urban Stream Daylighting: Case Study Evaluations, May 2006
- > Urban Stream Daylighting: Revealing Buried Waterways as Catalysts for Design, May 2007
- > Stream Restoration in Urban Environments: Concept, Design Principles and Case Studies of Daylighting, November 2016

## AREAS OF EXPERTISE

- > Sustainable Site Design
- > Master Planning & Design
- > Construction Administration

Ms. Strickland has 17 years of experience in land planning and site design. She is a passionate advocate of sustainable design, and her insights on stream restoration and urban stream daylighting have been published in technical papers and industry handbooks. She is passionate about holistic master site planning and incorporating native plants into final designs.

With a broad range of expertise in site planning and design, context-specific native landscape design, and sustainability, Ms. Strickland has put this knowledge to work at the community level on a wide variety of projects such as downtown business district parking studies, pedestrian corridor enhancements, alleys-to-bikeways conversions, and initiatives supported by the Neighborhood Partnership Program funded through the commonwealth.

# Ryan J. Hostetter P.E.

Active Transportation Specialist



## EDUCATION

- > B.S., Civil Engineering, The Pennsylvania State University, 2001

## LICENSES & CERTIFICATIONS

- > Professional Engineer, PA

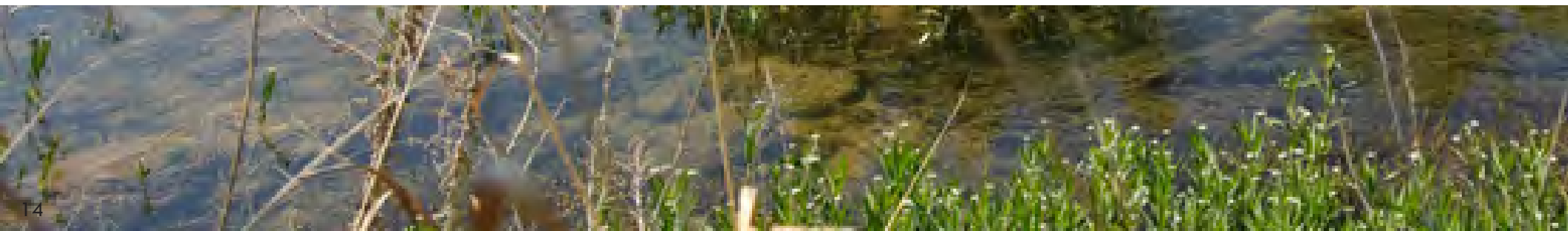
## AFFILIATIONS & INVOLVEMENT

- > American Society of Civil Engineers
- > American Society of Highway Engineers

Mr. Hostetter is the Regional Service Group Manager for Herbert, Rowland & Grubic, Inc.'s (HRG) eastern region. He began his career more than 17 years ago as a young engineer in the transportation industry working on both public and private infrastructure improvement projects. His understanding of transportation and infrastructure designs and needs has led him to the role of Regional Service Group Manager. In this role, he oversees project teams and the delivery of all transportation related projects including Streetscapes, Highway / Interchange Improvements, Traffic Signal Improvements, Multi-modal Facilities, Bridge Replacements /Rehabilitations, and Roadway Management Plans.

## AREAS OF EXPERTISE

- > ADA Improvements
- > Right-of-Way Design and Acquisition
- > Traffic Studies and Analysis
- > Intersection Realignments and Improvements
- > Streetscape Planning and Design
- > Safe Routes to School Improvements
- > Transportation Planning



## Shawn E. Fabian CPESC, CPSWQ, CSI

Lead Environmental Scientist



Mr. Fabian has more than 20 years of progressive environmental consulting industry experience and a strong background in the design, implementation, and management of projects. He is responsible for civil engineering and manages HRG's Municipal Separate Storm Sewer System (MS4) program throughout Eastern Pennsylvania. Mr. Fabian has expertise in Clean Water Act regulatory permitting at the Federal, State, County and local level. He has successfully managed, permitted, filed, and defended numerous federal, state, county, and local permit applications. He utilizes this experience to help plan, design, permit and provide construction administration for various Pollutant Reduction Plan Best Management Practices, including stormwater basin retrofits and stream restoration designs, as well as various infrastructure improvement projects.

### EDUCATION

- > B.S., Environmental Science, Juniata College, 1999

### LICENSES & CERTIFICATIONS

- > Certified Professional in Erosion and Sediment Control (CPESC), Envirocert International, Inc., Certificate #3557
- > Certified Professional in Stormwater Quality (CPSWQ), Envirocert International, Inc., Certificate #0372
- > Certified Stormwater Inspector (CSI), NPDES National Stormwater Center, Certificate #10173
- > HAZWOPER 40 Hour

### AFFILIATIONS & INVOLVEMENT

- > Yellow Breeches Watershed Association – Board Member and Assistant Secretary
- > Master Watershed Steward Trainee – Cumberland County
- > Citizen Scientist Volunteer for the Alliance for Aquatic Resource Monitoring (ALLARM) through Dickinson College

### AREAS OF EXPERTISE

- > Stream Restoration
- > Riparian Buffer Design

## Lauren Zumbrun

Funding Specialist



Ms. Zumbrun serves as a Financial Services Project Manager for Herbert, Rowland & Grubic, Inc. She has 15 years of experience with financial services, project management, and strategic planning.

Ms. Zumbrun brings a unique skill set to her position. She possesses vast experience working as an economic development manager for a growing township where she developed funding strategies for new projects and engaged in planning, project implementation and administration. Ms. Zumbrun uses this valuable knowledge, along with her exceptional communication, organization, and leadership abilities, to help clients identify solutions to move projects forward.

### EDUCATION

- > B.S., Geography, Land Use Concentration/GIS Certificate, Shippensburg University, 2005
- > Master of Public Administration, Public Budgeting and Financial Management Graduate Certificate, The Pennsylvania State University, 2013

### AFFILIATIONS & INVOLVEMENT

- > American Planning Association, Pennsylvania Chapter

### AREAS OF EXPERTISE

- > Grant and Loan Financing/ Administration
- > Funding Strategy Development
- > Asset Management Plans
- > Budget Assistance and Review
- > Capital Improvement Planning
- > Economic Impact Studies
- > Long Range Capital Plan and Funding Strategies







# *"High Velocity"* MULTI-MODAL

## **Shared Use Path, Floodplain Restoration & Nature Play Area | Borough of Lewisburg, Union County**

The historic downtown is in a constant state of flux as suburban growth and development continues to pull limited resources out of the downtown. Within the last few years downtown Lewisburg has had some significant setbacks, including: the continued loss and disinvestment in housing due to flooding and flood insurance impacts. The conditions were finally right to holistically plan the Bull Run Greenway. The planning effort, spearheaded by BSA/LA and Land Studies, Inc. (LSI), culminated in 2017 with a vision for an expanded park that could serve both recreational and environmental purposes through the inclusion of floodplain restoration and nature play. The Bull Run Greenway is a highly innovative and will achieve a wide range of benefits when implemented. The stream restoration, in conjunction with an expanded and re-imagined park, represents a great opportunity for Lewisburg Borough. The community has created a design solution that maximizes both economic and environmental return on investment. HRG is currently contracted to collaborate with LSI to complete final design and permitting for the first phase of greenway implementation, made possible through funding from PennDOT, DCNR, and DCED.





NATURE PLAY



FLOODPLAIN RESTORATION



SHARED USE PATH

# All ABOARD

## Clearfield Riverwalk & Park | Clearfield Borough, Clearfield County

Herbert, Rowland & Grubic, Inc. (HRG) worked with a team of public and private organizations to make this riverfront redevelopment project a reality. Using a \$5 million grant from the Pennsylvania Department of Community and Economic Development, the local economic development corporation, Clearly Ahead Development, set out to develop a premier gateway attraction for commercial and recreational use along the West Branch of the Susquehanna River.

The project is to be completed in three phases and includes a one-mile riverwalk, a public park, and two commercial areas designed for restaurants, office space, and a boutique hotel. Public entities including the Clearfield Borough, PA DEP, Clearfield County Conservation District and the Clearfield Municipal Authority worked closely with Clearly Ahead Development, HRG and the RJ Corman Railroad to make this project a success.







**LEGEND**

- Proposed recreational trail
- Existing recreational trail
- On-street bike route and sidewalk improvements
- ↔ ○ ↔ On-street bike route only
- future park
- Existing park
- Commercial or cultural destination

**ROUTES**

- A Pocket Park
- B Town Square and Trailhead
- C Waterfront Walkway Extension
- D Bond Street Launch
- E Five Bridges Trailhead
- F Wolf Run Trail Connector
- G Main Street Pedestrian Improvements
- H Safe Route to School Project
- I Aquatic Facility
- J Adult Fitness Area

# Recreation as REVITALIZATION

## Recreation Revitalization Plan | Brockway Borough, Jefferson County

Brockway Borough is rich with community assets including an active business district on the Borough's Main Street, parks, recreation facilities, transportation networks, educational resources, trails and regional civic destinations. The challenge was to take these positive attributes and convincing potential for community revitalization, and weave them into a cohesive fabric to better leverage the Borough's opportunities to attract businesses, residents, and capitalize on the opportunity to become a regional recreational tourism destination.

In order to achieve these goals and overcome this challenge, HRG proposed a community engagement and planning process that would evaluate the existing resources and opportunities, engage the public and facilitate a visioning process with key community stakeholders. This process ultimately yielded a list of concrete recommendations for future improvements that set the foundation for the revitalization of a vibrant community – the Brockway Recreational Revitalization Plan.





**Trail Feasibility Study | Emporium Borough, Cameron County**

The purpose of this project was to conduct a feasibility study for the establishment of two (2) downtown trails located in Emporium Borough. The feasibility study considers the potential benefits of trail development including promotion of recreation, tourism, and environmental and historical education; as well as the potentially adverse effects of trail development such as environmental constraints, financial feasibility, and public willingness.





# Parks from different PERSPECTIVES

## Active Transportation

Whether a community strives to be a Trail Town or simply to provide a healthier environment for their residents, care should be taken to classify and reimagine all types of trails, including those in urban environments. Providing community connections to neighborhoods and downtowns provides physical and mental benefit to residents, as well as economic benefits to businesses. We specialize in eco-tourism and designing streetscapes with a sense of place. The project examples highlighted here showcase our ability to adapt shared use space design within all contexts and physical constraints, which will be critical in achieving the vision of a trail within 15 minutes of every Pennsylvania citizen.

## Critical Infrastructure

Demand for open space is on the rise, and many have moved out of the cities to relieve stress and socially interact in a safe outdoor setting. At the same time, communities are facing significant challenges related to equity, public health, economic activity, and environmental sustainability. HRG is keenly aware of the many forms of infrastructure parks play (social, economic, green/stormwater, multi-modal connectivity) within our communities and region. We would welcome the chance to collaborate with community leaders and discuss how Centre County can meet the increased demand for open space while addressing broader social, environmental and economic needs. While we can explore how parks can serve as stormwater infrastructure opportunities through our work on the County Watershed Implementation Plan, we will also suggest strategies for rural and suburban leaders looking to attract remote workers on the move through nature-based placemaking.



EMPORIUM BOROUGH\*

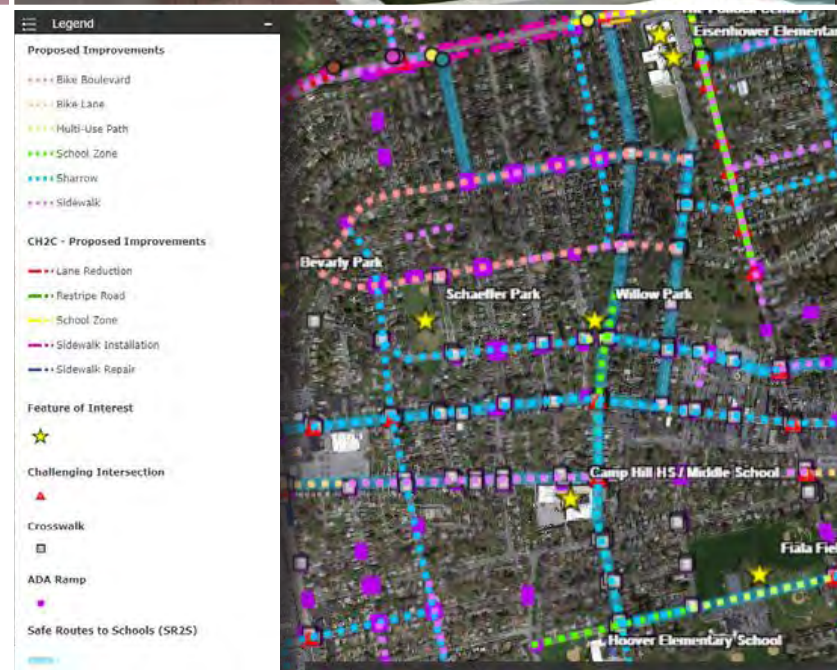


EMPORIUM BOROUGH\*



## MAP THE GAP >>>

HRG worked with Camp Hill Borough in 2020 to GIS map compilation of sidewalk, curb ramp, crosswalk, and other pedestrian improvements recommended as components of several plans and projects into one cohesive digital library. Not only will this information directly correlate to the Community Connections portion of the Plan, but it can also be expanded upon to develop a regional trail and transit gap priority map similar to the one developed by the Delaware Valley Regional Planning (<https://www.dvrpc.org/Webmaps/RTSP/>). Commission.





“

*Ms. Mendinsky was able to envision and communicate multiple possibilities for improving the property. She listened to my explanation of the outcome I was trying to achieve, looked at the built environment, then translated my wish-list into a buildable vision! Her assistance has been invaluable to help envision the possibilities for transforming a rather ugly space into a desired downtown feature.*

RODNEY BEARD, MANAGING  
MEMBER OF BELLEFONTE HISTORICAL  
PROPERTIES, LLC

”

## Eco-TOURISM

COVID has impacted every aspect of our daily lives; however, not all effects have been negative. With the proliferation of work from home and virtual learning opportunities, people and families have newfound flexibility in where they choose to live, work, and play. With State College's plethora of amenities and attractive quality of life, can eco-tourism take center stage in Centre County?

BELLEFONTE PARKLETTE





# All IN THE DETAILS

## Wayfinding, Arrival Sequences & Placemaking

Wayfinding is a critical site component to any project, assisting in the branding of a community or campus by creating an identifiable material palette with repetition of iconic design elements representative of the community. HRG offers both planning and construction documentation experience to assist their clients and the visitors to their community. We go beyond wayfinding to create arrival sequences and lasting impressions through thoughtful consideration of gateway, site furnishing and unique landmark elements.



KINZUA STATE PARK

SHIPPENSBURG PARKLETTE

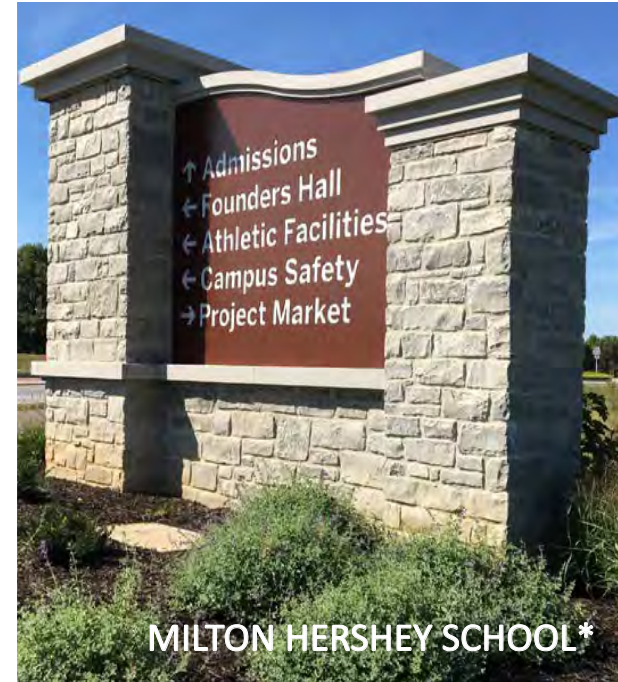


### <<< Downtown Parklette | Shippensburg Borough, Cumberland County

HRG had the opportunity to collaborate with the Borough in order to evaluate the potential use of a small vacant lot in the heart of their downtown. After conducting a visioning session to determine the Borough's needs and goals for the space, HRG developed multiple design concepts for the space. The end result was a unique combination of an active parklette with outdoor exercise offerings to serve the lunchtime crowd, but also a space that creatively captured the community's long rail roading history, utilizing paving and architectural details reminiscent of key railroad iconography.



TIONESTA DOWNTOWN REVITALIZATION PLAN



MILTON HERSHEY SCHOOL\*

Today, the desire to preserve open space and promote active, healthy lifestyles has come to the forefront in our society. HRG has been assisting communities, schools, universities, and local governments for over 60 years to enhance recreation. In addition to our experience in preparing Comprehensive Recreation Plans, HRG is also extensively involved in other areas of recreation planning and design.

We have included the following related projects as references that can attest to the high standards of performance that our team consistently strives to achieve. Items with an \* indicates team member prior professional experience.

#### RESTORATION & GREEN INFRASTRUCTURE PROJECTS

Wildwood Lake Management Plan & Restoration Permitting  
Dauphin County

Cowwago Creek Stream Restoration & Floodplain Reconnection  
Dauphin County

Bullfrog Valley Stream Restoration  
Dauphin County

Lancaster County Green Infrastructure Plan\*  
Lancaster County


Lancaster County Conservancy Strategic Natural Gems Protection Plan\*  
Lancaster County

#### MASTER SITE PLAN PROJECTS

 Washington County Fairgrounds Master Plan  
Chartiers Township | Washington County

 Westfield/Hillside Farm Estates Park Master Plan  
Ferguson Township | Centre County

 Curwensville Lake Master Plan  
Clearfield County | Pennsylvania

 Dushore Borough RecTAP  
Dushore Borough | Sullivan County

#### RECREATION TRAIL SYSTEMS & INFRASTRUCTURE PROJECTS

 Presque Isle Water Trail Feasibility Study  
Presque Isle State Park | Erie County

Justice Trail Extension  
Oil City | Venango County

Bebout Bridge and Walking Trail  
Peters Township | Washington County

Capital Area Greenbelt  
Susquehanna Township | Dauphin County

Marshall Township Trail Study  
Marshall Township | Allegheny County

Wissahickon Valley Park Trail Enhancement  
Philadelphia | Pennsylvania

*Additional Experience!*



“

*What has impressed me the most about HRG is that they have an unusual sensitivity to what the client needs. As a trail organization, we're very concerned about aesthetics. We're a different animal, and they're very attuned to what we're trying to provide. What else is extraordinary is how they've gone out of their way to keep up informed each step of the way. They've got the best communication skills of any firm I've ever worked with. The firm is top notch!*

KAREN LUTZ, DIRECTOR, MID-ATLANTIC REGION, APPALACHIAN TRAIL CONSERVANCY

”

# REFERENCES

We are proud of the planning and design services we provide to our clients. Much of our business is done with long-term and repeat clients, some who have been with us for well over 30 years, who recognize and appreciate the quality and value of our staff and expertise. At HRG, we know the best way for you to learn about our firm and our projects is to talk with people that have gone through planning and design processes with us. We are happy to offer information on our clients. More references are available upon request.

## DCNR

**Christine Dettore, Regional Advisor**

400 Belfast Road  
Nazareth, PA 18064  
610.746.5608

## LEWISBURG BOROUGH

**William Lowthert, Borough Manager**

55 South 5th Street  
Lewisburg, PA 17837  
570.523.3614

## EMPORIUM BOROUGH

**Don "Stretch" Reed, Borough Manager**

421 North Broad Street  
Emporium, PA 15834  
814.486.0768

## BROCKWAY BOROUGH

**Nick Hoffman**

Brockway Recreational Revitalization Group  
1308 Main Street  
Brockway, PA 15824  
814.591.1016

## CLEARLY AHEAD DEVELOPMENT

**Rob Swales, CEO**

511 Spruce Street, Suite 5  
Clearfield, PA 16830  
814.768.7838

## DAUPHIN COUNTY PARKS & RECREATION

**Carl Dickson, Director**

100 Fort Hunter Road  
Harrisburg, PA 17110  
717.599.5188

## CRANBERRY TOWNSHIP

**Dan Santoro, Deputy Township Manager**

2525 Rochester Road, Suite 400  
Cranberry Township, PA 16066  
724.776.4806 x1106

## CAMP HILL BOROUGH

**Zach Williard, Member Borough Council**

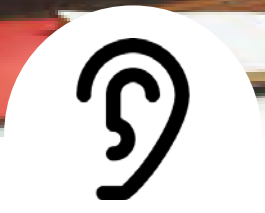
2145 Walnut Street  
Camp Hill, PA 17011  
717.737.3456

## STATE COLLEGE BOROUGH

**Ed Holmes, Purchasing Director & Risk Manager**

243 South Allen Street  
State College, PA 16801  
814.234-7114





# Critical factors for success OUR APPROACH

## Engagement

Our studio is not focused solely on field inventory and design but on people – our clients, the men, women, and children they serve, and the citizens with whom we share the local community. That’s why we strive – before any plans are prepared – to get to know the needs of all stakeholders, so that we can design innovative solutions tailored to meet everyone’s unique needs. Therefore, we involve the client in all aspects of the planning and decision making processes. With HRG, your input will be requested, listened to, and valued at each step of the process.

Public involvement is widely regarded as a vital component for making environmental decisions more democratic, legitimate, and effective. After all, a plan that is embraced by the community, gets enacted by the community. Yet, research on this subject has largely focused on rights and principles instead of context and process. Planners are increasingly tasked with more than simple facilitation since speaking to an empty room neither elicits constructive conversation nor does it foster the community ownership that leads to volunteerism and implementation. How do you adapt to meeting/survey apathy to structure meetings that

attract participation?

HRG has fearlessly experimented with numerous stakeholder engagement strategies over the past decade and is excited to employ the most successful methods on your project. We look forward to forming your public participation plan together and offer a taste of our interactive techniques in the following pages for further discussion.

## Balance

With planning comes numerous and unique opportunities, yet significant complexity, cost, and potential for unintended outcomes. HRG recognizes that balance can mean a multitude of things in the planning process: recognizing the past, while looking to the future; development of initiatives with community capacity to carry out plan goals; or simply balancing the need for sweeping change with the need for incremental implementation.

Our interactive planning process is carried throughout the entire project for continued input and dissemination of planning decisions.

## Implementation

HRG understands the value placed on the vision identified in the “Plan” as the embodiment of the community’s hopes for the future. We are committed to enacting the plan through targeted plan formatting that draws donors and project champions while also assisting with grant funding applications. As advocates for partnerships, we recently authored an article in Pennsylvania Recreation & Park magazine on *How Recreation Partnerships Deliver More Value for Communities*, which can be viewed on our website.

Armed with great data and distinguishable features gets you to the starting line with all the tools. You must be able to demonstrate to investors that you are ready to go.

*A picture is worth a thousand words.*

Development pressure is inevitable as your region continues to grow and evolve. Our approach will demonstrate your readiness with creative concepts and plans for recreation improvements showcasing before and after transformations of parks, trails, and urban plaza opportunities.

# Welcome to StoryWalk®!

Read and move in the great outdoors! Begin with panel 1 and continue in numerical order until the story ends. On each panel you will find two pages of a delightful children's book and creative movements connected to the story. Exercise your body and your mind at the same time!

Share your StoryWalk experience with us on social media!



A partnership between



The StoryWalk project was created by Jennifer Ferguson of Montpelier, VT and developed in collaboration with the Kellogg-Hubbard Library. StoryWalk® is a registered service mark owned by Ms. Ferguson.

Who are we?  
WHERE ARE WE?

## Define

You must know who and what you are as a community at all times. Not only what your population is and what their median income is, but other deep data. What is the average commute time to work for your region? How much are people spending at restaurants or for essential services away from their home? What is your regional competition in those drive-sheds?

## A. Plan Purpose, Goals, and Objectives

It is our understanding that the Township wishes to develop a Comprehensive Recreation, Parks and Open Space Plan. The plan is an ambitious initiative that will set the table for general growth, development, and redevelopment of open space, parks, trails, and recreation programs in the Township.

## B. Community Background - Building Upon the Past

In order to orient the comprehensive plan reader, HRG will prepare an overview of the community and its residents. Utilizing socio-economic and physical resources data in the planning process will allow for an informed decision making process that meets the current needs of the community, as well as the projected future needs. As part of the initial planning phase, we hope to glean critical community core values, important historical data, and generally build upon the past to plan the future. As such, our team will conduct a review of available documents and resources including, but not limited to:

- > 2009 Ferguson Township Recreation, Parks and Open Space Plan
- > Ferguson Township Parks and Neighborhoods Map
- > 2020 Centre Region Comprehensive Recreation, Parks and Open Space Plan
- > Ferguson Township 2020 Capital Improvement Plan

The available information will be reviewed and analyzed through the lens of a recreation plan and will be summarized in the final plan narrative as follows:

## COMMUNITY BACKGROUND

- > Geographic location, size, regional context, character, history, etc.
- > Type of Government
- > History of the agency's recreation and park functions



# SCOPE OF WORK

## SOCIOECONOMICS

- > Demographic trends including population, age, gender, race & ethnicity, households, income, education, and visitors
- > Population projections for at least the next 10-20 years
- > Economic trends including economic conditions, major employers, and fiscal health

## PHYSICAL CHARACTERISTICS

An up-to-date version of the existing municipal land use map will be reviewed and included in the narrative. The following natural, cultural, and man-made features will be analyzed and a discussion of the importance of the following items will be included in the narrative:

- > Water resources (flood plains, wetlands, waterways, canals, and stream corridors)
- > Significant historic and cultural sites
- > Unique natural area, woodlands, and geological features
- > Steep slopes
- > Man-made corridors (abandoned rail lines, utility right-of-ways, current and possible future trail connections)
- > State Parks and Forests and Game Lands and the related access points.
- > Publicly accessible open spaces that have an attached conservation easement
- > Any other identified greenways and bike/pedestrian paths and potential connectors
- > Inventory and analysis of environmental issues such as stormwater and brownfields

We will rely upon GIS mapping from Centre County and aerial photography to serve as the base for all required planning and feasibility. We will also review any additional mapping available from the Township and other local agencies. Such data will be combined

with maps and photographs from your archives to form the foundation for future planning efforts rooted in the Township's distinctive past. For the purposes of this proposal, it is assumed that all resources outlined above will be provided by the Township. While this information is essential in forming the framework and justification for the Comprehensive Recreation, Parks and Open Space Plan, we feel the most relevant and focused data is based upon physical site assessment. As the foundation of this planning process, HRG's planning team will complete an intensive "boots on the ground" inventory of existing community assets. This process will allow our team to have a detailed understanding of the community resources, infrastructure and potential opportunities that can be leveraged within the community.

The deliverable for this phase of work will be a **Trends Report**: HRG will draw upon the sources outlined above to prepare a report drawn on sources that will focus the audience's attention to problems and possibilities within the region on topics such as: changing population, economic sustainability, fiscal sustainability, neighborhood health, recreation amenities, transportation choice, place quality, infrastructure and asset value, and educational performance.

## C. Agency Mission Statement and Goals

Defining a clear mission statement with achievable goals is crucial to the long-term viability of a good comprehensive plan. These goals will outline what the Township shall achieve in the next five to ten years as a result of the planning study. The following items will be prepared for the planning process and for inclusion into the final narrative:

- > Discuss the purpose and use of a mission statement, goals, and objectives in the overall planning process and the long-term impact of these goals and objectives.





- > A draft mission statement and general goals will be developed with the study committee for use during the planning process. They shall be re-evaluated at the end of the planning process to ensure that they are still appropriate for the Township.

#### D. Agency Administration

HRG will analyze how effectively the Township administers recreation, park, and open space services. Township practices will be compared to accepted administrative practices. Agency practices include the ability to involve the public with long-range planning efforts; the ability to work cooperatively with other public agencies, community groups, and businesses; and the effectiveness of existing office procedures and policies. The following items will be analyzed and described in the final narrative:

- > Enabling legal document from which the agency receives authority and responsibility.
- > Relationships between the agency and community organizations and agency involvement with regional initiatives.
- > Public relations and marketing efforts to promote agency functions, services, and programs.
- > Cooperative efforts and established agreements between the agency and other municipalities, schools, recreation providers, conservation groups, support groups, area businesses, etc.
- > Policies and procedures that govern the general operation of the agency recreation, park, and open space functions.
- > Opportunities for public involvement in planning efforts including use of program evaluation forms, distribution of surveys, public meetings, etc.
- > Record-keeping procedures.
- > Administrative challenges.

#### E. Agency Personnel

A review of the Township recreation and park staffing services shall be conducted to analyze the effectiveness of each involved entity. The analysis of the current agency structure shall include:

A current organizational chart and analysis of its present

conditions.

The following shall be provided:

- > A breakdown of the number and type of personnel involved with providing recreation and park services.
- > Existing job descriptions and a summary of the roles and responsibilities of involved personnel.

The following shall be described and analyzed:

- > How new staff/volunteers are hired/appointed and trained for their new positions.
- > Existing personnel policies including any manuals, appraisal systems, opportunities to attend educational conferences and workshops, etc.
- > The level of staffing (paid or volunteer) needed to effectively administer and maintain the agency's facilities, programs, and services and compare with existing conditions.

## Who could we be?

#### F. Public Participation

What is the essence of your community? A community is more than a collection of statistical data. HRG draws upon the intangible elements of a living, breathing place through Community Identity Exercises.

***Our processes are active and engaging and bring each stakeholder into the process to leverage their passion, perspective, and point of view.***

Embarking on a comprehensive planning effort is an important investment in the quality of life for a community and its citizens; however, like all planning processes, sound community planning starts with listening skills. As such, the Comprehensive Recreation, Parks and Open Space Plan will grow out of an inclusive process through which we seek to gain valuable insight from the users of this infrastructure. Our team will facilitate a public engagement process that includes the following scope of work:

#### > Monthly Study Committee Meetings

We have found that consistent and continued coordination with the Committee provides for a more cohesive plan. As such, we have included time for five (5) in-person meetings and five (5), 1.5-hour web meetings to be held in the intermediate months to review plan progress.

- > **Citizen Survey** - HRG will work with the Township to provide an online survey during various points throughout the planning process to ensure the survey addresses all facets of the Study.
- > **Three (3) Public Meetings** - to generate thoughts and ideas about the Township's desired vision and goals
- > **Focus Groups** - Due to the abundance of neighborhood parks and varying types of recreation offered in the region, HRG proposes to conduct four (4) focus group sessions.
- > **Key Stakeholder Interviews** - HRG will facilitate up to 15 stakeholder interviews to gain perspective associated with major theme or topic ideas.

Should in-person input not be a viable option, HRG is committed to being adaptive and agile in leveraging alternative engagement strategies. As such, we will assist the Township in developing information hubs and providing virtual Town Halls for public input..

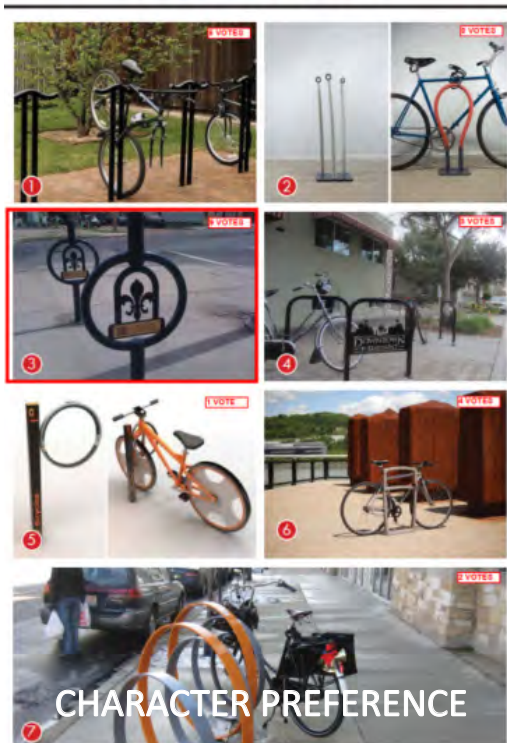
#### GRAPHIC PRESENTATIONS

We utilize tailored presentation and facilitation methods for each focus group because we believe the presentation is equally important to the design and planning work product. HRG will develop eye-catching graphics to bolster community input and interaction.





## BIKE RACKS



CHARACTER PREFERENCE

BLUE SKY

# Our PHILOSOPHY

A hallmark of our planning process is its interactive nature. Our clients will acknowledge that our approach to planning is both energetic and engaging - one that builds excitement across the whole community. In order to promote a successful effort, we suggest:

### Establish Guiding Principles

In order to facilitate the process, it is critical that an overarching set of principles be established and used to guide the direction of the plan and the decision-making process.

### Identify Other Stakeholders

The steering committee should identify key stakeholders that we should interview during the process.

### Meet in Public Places

Intercepts are a valuable tool for eliciting "extra" input based on the principle of going to where the people are.

### Scale and Repeat Input Strategies

Many of our interactive input methods can be replicated without the need for direct facilitation; however, identification of appropriate information kiosks and input locations is essential. Many of our past projects have utilized local recreation or community centers for this purpose.

### Make the Meetings Easy & Entertaining

When formal meetings are required, make them entertaining. Stakeholders and potential partners alike have many interests competing for their time. People, place, and process should all be considered to attract the maximum number of participants.

### Use Technology

There are a multitude of survey applications that can assist in collecting continuous input throughout the planning process such as PlaceSpeak.



Public engagement opportunities and strategies should coordinate with previously scheduled community events as a means to employ intercepts. Simple activities can be set up so that more candid comment can be received by participants.

WALKABOUT



ALL HALLOWS EVE FALL FESTIVAL





### G. Facility and Open Space Inventory and Analysis

HRG will conduct an inventory and analysis of existing recreation and park resources, regardless of ownership, and compare these resources to accepted standards based on population and service areas. Combined with community input, this inventory will identify the general locations where new parks and open space areas are needed and the type of facilities that should be developed in these areas. This inventory shall include the following:

A map of the location of indoor and outdoor facilities and open space owned/operated by the following shall be prepared and included:

- > Public agencies.
- > Schools (public and private, all levels).
- > Major non-profits and quasi-public organizations (athletic associations, scouts, conservancies, service clubs, YMCA's/YWCA's, etc.).
- > Major private businesses (health clubs, bowling alleys, etc.).
- > Identify natural service areas, pocket parks, protected areas, historical properties.

For all public (including schools) and non-profit facilities identified on the above map, an accompanying list shall be prepared to include:

- > Facility or open space name
- > Ownership
- > Number and type of facilities
- > Acreage
- > General condition and use

For facilities and open space areas owned or managed by the Township, the following shall be listed and analyzed:

- > Facilities that are in poor condition and, generally, the major repairs needed.
- > The extent to which existing playgrounds meet current safety guidelines. Specifically, HRG will conduct a playground safety audit of the existing





playgrounds at the Township owned parks.

- > The extent to which facilities comply with the ADA.
- > Facilities that have become obsolete or are no longer appropriate for surrounding residents.
- > The ability of residents to travel or walk to existing facilities and connectivity to transportation network.

A comparison of existing numbers and types of facilities with developed standards from the National Recreation and Park Association shall be provided.

A comparison between received public input and existing facilities shall be provided.

Analysis of the condition of existing greenways and riparian forest buffers and the development of additional resources in coordination with statewide initiatives and goals. The study will provide a discussion and analysis of the preservation of existing riparian buffers and the development of additional buffers in coordination with statewide initiatives and goals including pollution reduction plans/ clean water initiatives.

Analysis of open space preservation techniques such as mandatory dedication, overlay, zoning, conservation easements, etc.

A current inventory, as well as proposed possible trail destinations connecting the community through both natural and urban connections.

Cost estimates and phasing for any and all recommendations made by the Study Committee and HRG.

### H. Facilities and Equipment Maintenance

HRG will conduct an analysis of the Township's current facility maintenance program. This analysis will provide the base upon which to generate a discussion of the proposed recreation and park maintenance requirements needed to ensure that the Township has the capabilities to maintain and protect future capital investments. This discussion will include:

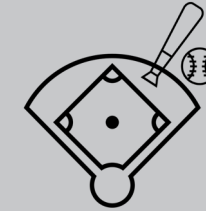
- > A review and evaluation of the formal and informal arrangements and understandings relating to the responsibility for repairing and/or funding the repairing of pavilions, playground equipment, restrooms, paved surfaces, etc. at municipal park facilities.
- > A detailed review of the current maintenance program (record keeping, preventive maintenance, use of a maintenance management plan, etc.) and an analysis of its effectiveness.
- > A detailed review of current methods of tracking costs for park and facility maintenance, along with recommendations.
- > A list of the major maintenance equipment, including age and purpose, will be prepared.
- > A review of existing risk management efforts, including inspection of park facilities and playground equipment, will be conducted.
- > An analysis of the adequacy of maintenance in relation to the condition of the recreation and park facilities and open space areas will be prepared.

### I. Recreation Programs and Services

For agencies that currently provide programs and services, HRG will compare existing offerings to those provided by other entities, the needs/wants of constituents, and professional standards. This comparison helps to determine if the agency provides a sufficiently broad range of cost-effective programs and services that constituents want/need. HRG will also identify desirable new programming areas. HRG will provide a list of programs and services sponsored by public, non-profit, and private entities that include:

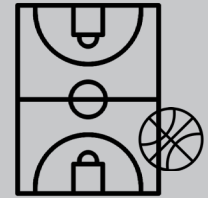
- > Sponsoring group
- > Program name
- > Participant target age and gender
- > Program fee (if any)

For Township or publicly sponsored programs and services, information on participation trends for the last five years shall be reviewed and provided in the narrative.



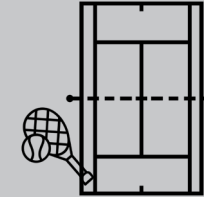
3 BASEBALL  
FIELDS

1 PER 6,608 RESIDENTS



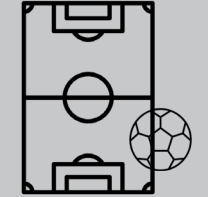
3 BASKETBALL  
COURTS

1 PER 7,375 RESIDENTS



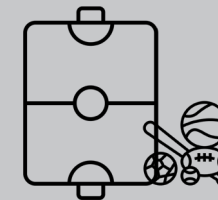
4 TENNIS  
COURTS

1 PER 4,803 RESIDENTS



3 SOCCER  
FIELDS

1 PER 6,883 RESIDENTS



1 MULTI-PURPOSE  
FIELD

1 PER 7,878 RESIDENTS

Park amenities the Township should have based on national standards given the current population.

An analysis of recreation programs in the community will be conducted and will include the following types of activities: active and passive; competitive and noncompetitive; individuals and groups, both sexes, and all ages and abilities; and a variety of social, physical, and cultural experiences. Program deficiencies and how the Township can address these deficiencies will be reviewed and discussed in the narrative. HRG will also identify new programming areas for the Township and guidance on how to begin their development.

Not only is the need to analyze recreational service needs important, but also to closely examine the placement of parks, trails, and open space. Only then can one adequately plan for environmental justice and equity.

## J. Financing

This component shall identify and analyze the Township's past funding levels and sources, including tax and non-tax support, and compare the funding levels to that of other municipal departments.

- > A five-year comparison of tax support for recreation and parks in relation to the overall municipal budget and to other departments from the same municipality shall be provided.
- > A comparison of the Township's expenditures, both operating and capital, with municipalities that have similar populations and socio-economic characteristics shall be provided.
- > A breakdown of the major sources and amounts of revenues including municipal taxes, fees and charges, donations, grants, etc. will be prepared. Additionally, an analysis of the Township's use of a variety of financial sources will be examined and included in the narrative.
- > A comparison of agency capital and operating expenditures with agencies from municipalities that have similar populations and socio-economic characteristics.
- > A discussion of various sources for funding such as fees and charges, foundations, grants, donations,

fund-raising efforts, mandatory dedication/fee-in-lieu, etc., shall be prepared with examples of their appropriate application.

## K. Recommendations & Cost Estimates

This component contains specific actions that the Township should undertake to improve its services and better meet the needs of its residents. Recommendations, supported by analyzed data, shall be provided for each plan component. A detailed review of the recommended changes for administration, personnel, facilities, maintenance, programs, and financing shall be provided with supporting data to justify the recommendations. A cost estimate for implementation of each recommendation and a discussion of all potential implementation concerns or obstacles shall be prepared.

## L. Plan Implementation

HRG will prepare a cohesive and easy to follow 10-year implementation plan. The implementation plan shall include the following:

A prioritized list of operating-related recommendations included in "H". This list shall not include capital expenses. For capital improvements, a prioritized, multi-year year Capital Improvement Program shall be provided. This program shall be broken down by short-term (1-3 years), medium-term (4-7 years) and long-term (8 plus years) projects and includes the following information for each project:

- > Facility/area name.
- > General description of proposed improvements.
- > The total estimated development costs of proposed improvements. The cost estimate shall include engineering and design costs, project administration costs, acquisition and construction costs and at least a 10 percent contingency.
- > The proposed financing source(s) for each improvement.

For operating-related costs associated with the administration, personnel, programming and maintenance components, a five-year summary of projected fiscal implications on the operating budget shall be provided.

The **balance** between proposed improvements and programs must also be weighed against the feasibility of maintaining these features. Through our work, we have developed an un-biased means of prioritizing projects and initiatives utilizing two tactics:

## Priority Matrix

In addition to providing analytical data that supports the need for the proposed improvements, opinions of probable cost will also be provided for each enhancement proposed. At HRG we utilize four enhancement metrics to rank identified projects:

- > **Cost** - How much does the project cost?
- > **Complexity** - How difficult is the project to execute?
- > **Impact** - How much does the project positively impact perception or considering public spaces are the first and last things visitors to your community see?
- > **Urgency** - What is currently the most urgent project in the community?

While the projects that improve quality of life will generally focus recreation improvements, certain factors such as ownership and funds may inhibit the Township's ability to initiate the proposed enhancements. Thus cost and complexity review can identify "quick hits" for improvements that demonstrate progress to the surrounding community and garner support for additional transportation enhancement efforts. We will work closely with the Township to prioritize projects and provide an implementation framework that addresses cost, complexity, partners, and phasing.

## Final Narrative

A draft final plan document shall be prepared and submitted to the Township and DCNR in the quantities requested for review. All comments received from the review agencies shall be incorporated into the draft plan and resubmitted as the Final Study/Plan document. HRG will provide the requested number of bound and digital copies as outline in the RFP.

*Implementation!*





WILDWOOD PARK ART IN THE WILD

# Q&A WITH A CPRP

How do your experiences in other communities benefit this project?

With each project in each community, we encounter new stakeholders and develop a new repertoire of ideas for future planning efforts. Peer review is an essential element to planning. Don't be afraid to learn from others and replicate their successes. The Go Wilma! Project in Willistown Township & Malvern Borough is a wonderful example of environmental education programming (see below).

What is the most important aspect of a recreation planning project?

Programming! As design professionals, we can create some beautiful spaces, but the faces within the spaces are the secret sauce to success. People create interactions, interactions create memories, and memories are the essence of place. Put Centre County on the mental map with unique Environmental Education and Recreation program offerings.



GO WilMa!



# SCHEDULE

## SPRINTS AND LEISURELY STROLLS

A comprehensive plan is built from many pieces, some of which can be assembled quickly while others are built more slowly. Where feasible, we will sprint through data acquisition and assembly to provide for more leisurely strolls through analysis and key issues, all in support of the overall, consolidated time schedule.

Our experience is that high involvement during a shorter period of time is more effective when compared to less intense projects of longer duration.

We understand that the journey from start to finish will cover much ground and will certainly have many turns and even some obstacles. We are committed to staying the course with your stakeholders to ensure the Plan is both rooted in the rich heritage of Ferguson Township yet reaches for great new heights.

We support a consolidated project duration and see great benefit with the ability to kick-off the project and routinely have meetings that maintain momentum and interest level. The actual meeting days and times will be coordinated with staff to ensure the most favorable attendance and avoid conflicts with other pre-established meetings and commitments.

Through our experiences in planning, we have come to recognize that plans do not easily conform to a rigid and linear project schedule. Thus, the **eleven month schedule** as presented here, recognizes overlap as we move from one phase of the project to another. This acknowledges the fact that as we learn more about the community, we may need to adjust and react. Assuming a August 2021 notice to proceed, we propose the following schedule:

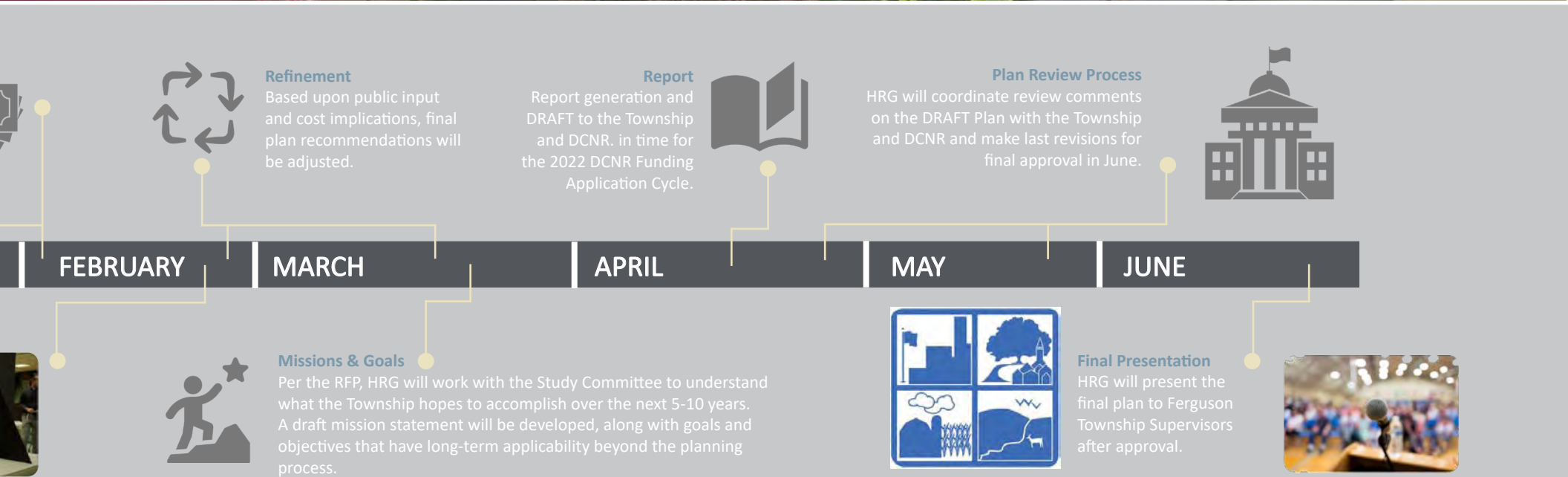


**“Start** by doing what is *necessary*, then what is *possible*, and suddenly you are *doing the impossible*.”

~ Saint Francis of Assisi



SAINT FRANCIS UNIVERSITY\*



# DESIGN FEE

## Ferguson Township

### Estimated Team Member Hours Per Project Task

#### Project Schedule

#### Estimated Labor

Task Outline
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Nichole M.	Jim F.	Christina S.	Tracy S.	Shawn F.	Ryan H.	Lauren Z.	Total Hours/Task
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Recreation, Park and Open Space Plan Update	
A	Plan Purpose, Goals, and Objectives
B	General Information and Community Background
C	Agency Mission Statement and Goals
D	Agency Administration
E	Agency Personnel
F	Public Participation
a	Study Committee Meetings
b	Public Meetings
c	Key Person Interviews
d	Citizen Survey
e	Focus Groups
f	Planning Document Review
G	Facility and Open Space Inventory & Analysis
H	Evaluate Facilities and Equipment Maintenance
I	Evaluate Recreation Programs and Services
J	Financing
K	Recommendations & Cost Estimates
L	Implementation and Executive Summary
	Draft Plan
	Final Plan

		4					4
1		8					9
1	1	4					6
2	1	2					5
2	1	8					11
							0
16		16	8				40
6		8					14
8	1	8					17
2	1	8					11
8		8					16
4		8	2	2			16
8	1	8	4	4	4		29
4	1	8					13
4	1	8					13
4	1	4	2			8	19
8	1	16	2	4	2		33
8	1	8	2	2	2		23
8	1	24				2	35
2	1	12					15
							0

Total Hours  
Billing Rate  
Total/Team Member

96	13	170	20	12	8	10	329
\$150.00	\$160.00	\$85.00	\$135.00	\$135.00	\$160.00	\$125.00	
\$14,400.00	\$2,080.00	\$14,450.00	\$2,700.00	\$1,620.00	\$1,280.00	\$1,250.00	

Total Labor Cost  
Reimbursable Expenses  
**TOTAL PROJECT COST**

\$37,780.00
\$1,720.00
<b>\$39,500.00</b>

### The Value of Planning

As you are aware, the cost of a community recreation project is more than just the initial cost of design, but a solid investment in planning services ensures that future construction projects are completed for Ferguson Township with the greatest return on their investment. Based upon our knowledge of the project and the advertised Request for Proposal, we propose to complete the above scope of work for Ferguson Township with the maximum amount of flexibility in selecting a scope of work that fits their financial constraints. As such, we have provided two alternative pricing structures. The first structure is based on the background data and analysis related to agency mission, personnel and equipment evaluations. Because Ferguson Township has a well-established park and recreation system and also has trends that are anticipated in the Township. Conversely, it has been our experience that incorporating park master plans into the PROS Plans can be advantageous and position the municipality well for (3) park master site development plans.



## Ferguson Township

### Estimated Team Member Hours Per Project Task

Project Schedule

Estimated Labor

Task Outline	Nichole M.	Jim F.	Christina S.	Tracy S.	Shawn F.	Ryan H.	Lauren Z.	Total Hours/Task
<b>Recreation, Park and Open Space Plan Update - Deduct Alternate</b>								
A Plan Purpose, Goals, and Objectives	1		2					3
B General Information and Community Background	1		2					3
C Agency Mission Statement and Goals								0
D Agency Administration								0
E Agency Personnel								0
F Public Participation								0
a Study Committee Meetings (6)	8		12					20
b Public Meetings (3)	6		8					14
c Key Person Interviews	2	1	8					11
d Citizen Survey	1	1	8					10
e Focus Groups	8		8					16
f Planning Document Review	2	1	8	2	2			15
G Facility and Open Space Inventory & Analysis	4	1	8	4	4	4		25
H Evaluate Facilities and Equipment Maintenance								0
I Evaluate Recreation Programs and Services	4	1	8					13
J Financing	4	1	4				8	17
K Recommendations & Cost Estimates	4	1	16	2	2	2		27
L Implementation and Executive Summary	4	1	8	2				15
Draft Plan	8	1	16				2	27
Final Plan	2	1	12					15
								0

Total Hours	59	10	128	10	8	6	10	231
Billing Rate	\$150.00	\$160.00	\$85.00	\$135.00	\$135.00	\$160.00	\$125.00	
Total/Team Member	\$8,850.00	\$1,600.00	\$10,880.00	\$1,350.00	\$1,080.00	\$960.00	\$1,250.00	

Total Labor Cost	\$25,970.00
Reimbursable Expenses	\$1,030.00
<b>TOTAL PROJECT COST</b>	<b>\$27,000.00</b>

cts will reflect the priorities and recreation needs for Ferguson Township. We feel that the Not To Exceed Fee that we are proposing will allow us to deliver a product that will provide the work for a Not To Exceed Fee of **\$39,500.00**, including all expenses (such as copies, mileage and other incidental deliverables and materials). Please note that we have attempted to provide first is outline on page 37 and represents a **deduct alternate of \$12,500.00**. This scheme reduces the number of Study Committee meetings from 10 to 6 and also eliminates time spent on the added advantage of partnering with the Centre Region Parks and Recreation Authority, the Plan Update can focus on refining previous plans to meet the current and project demographic quality well for future funding opportunities by providing a more defined game plan for park improvements. As such, we have provided an **add alternate of \$15,000** to complete up to three

## Ferguson Township

### Estimated Team Member Hours Per Project Task

**Project Schedule**

**Estimated Labor**

Task Outline	Nichole M.	Jim F.	Christina S.	Tracy S.	Shawn F.	Ryan H.	Lauren Z.	Total Hours/Task
--------------	------------	--------	--------------	----------	----------	---------	-----------	------------------

Recreation, Park and Open Space Plan Update - Add Alternate								
A Design Process & Recommendations (3 Parks)								0
a Concept Development	16	1	24	8	4			53
b Review and Evaluation of Alternatives	8		16	4				28
c Site Plans	2		16					18
B Cost Estimate & Phased Capital Development Program (3 Parks)								0
a Estimate of Probable Cost	4	1	8					13
b Phased Capital Development Program	4		4					
c Funding Opportunities	1		4				4	9

Total Hours	35	2	72	12	4	0	4	121
Billing Rate	\$150.00	\$160.00	\$85.00	\$135.00	\$135.00	\$160.00	\$125.00	
Total/Team Member	\$5,250.00	\$320.00	\$6,120.00	\$1,620.00	\$540.00	\$0.00	\$500.00	

Total Labor Cost	\$14,350.00
Reimbursable Expenses	\$650.00
<b>TOTAL PROJECT COST</b>	<b>\$15,000.00</b>

*The clearest way into the Universe is through a forest wilderness.*

~ JOHN MUIR

COMMUNITY + **HRG**

**Closing Statement**

We anticipate this proposal will meet your expectations and provide a glimpse of our capabilities. While we specifically structured our scope of work to ensure that we hit all of the critical factors for success, we remain flexible in our approach to meeting your needs and would welcome further discussion on how best to serve your community and ensure that this plan **is implementable**.



*...to Nature!*



**HRG**

community design & planning studio

# CENTRE REGION COUNCIL OF GOVERNMENTS

2643 Gateway Drive, Suite 3

State College, PA 16801

Phone: (814) 231-3077 Fax: (814) 231-3083 Website: [www.crcog.net](http://www.crcog.net)

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## FINANCE COMMITTEE

Hybrid Meeting

July 8, 2021

8:30 AM

### GENERAL MEETING INFORMATION

Remote Participants	<b>To attend via Zoom:</b> <a href="https://us02web.zoom.us/join/joinMeeting?zmt=81293581078&amp;mt=81293581078">https://us02web.zoom.us/meeting/register/tZUvfuqtpjoqHdzzxiuQRcCV3iH_POx0P9kg</a> To attend this meeting by phone: +1 929 205 6099   Meeting ID: 812 9358 1078
In-Person Participants	COG Building – Forum Room 2643 Gateway Drive, State College, PA 16801
Meeting Contact: Cary Asendorf   email: <a href="mailto:casendorf@crcog.net">casendorf@crcog.net</a>   814-231-3077	
<p style="text-align: center;"><a href="#">Click HERE to locate the AGENDA and ATTACHMENTS</a> <i>Should you desire to annotate any attachments you must download them first.</i></p>	

- The chat feature for this meeting will be limited to remote participants being able to communicate to meeting hosts. A recording of the meeting will be made available on the COG website upon its conclusion.
- We ask that non-voting participants that are attending remotely remain muted with their video turned off unless recognized to speak. To reduce audio interference, please remain off of speakerphone during the meeting.
- **VOTING PROCEDURES:** Members will provide their vote by voice. Clarification will be sought by the Chair if the vote is unclear. Members opposed to a motion should vote “No”. For additional information on COG Voting Procedures, please click [HERE](#).
- **PUBLIC COMMENT GUIDELINES:** Members of the public may comment on any items not already on the agenda (five minutes per person). Comments relating to specific items on the agenda should be deferred until that point in the meeting. For additional information on COG public meeting guidelines, please click [HERE](#).
- To access agendas and minutes of previously held meetings, and to learn more about the COG Finance Committee on our website, please click [HERE](#).



## CENTRE REGION COUNCIL OF GOVERNMENTS

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### FINANCE COMMITTEE

Hybrid Meeting  
July 8, 2021  
8:30 AM

Written public comment or requests to speak to the Finance Committee for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing [casendorf@crcog.net](mailto:casendorf@crcog.net).

### AGENDA

1. **CALL TO ORDER**

Mr. Myers will convene the meeting. Mr. Asendorf perform a roll call of members.

2. **PUBLIC COMMENTS**

Members of the public are invited to comment on any items not already on the agenda (five minute per person time limit, please). Comments relating to specific items on the agenda should be deferred until that point in the meeting.

3. **APPROVAL OF MINUTES (Action)**

A copy of the minutes from the June 10, 2021, Finance Committee meeting is **enclosed** for approval.

4. **2021 COG PROGRAM PLAN (Action)** (*time estimate 15 minutes*)

The COG Agency Directors will present the draft 2022 COG Program Plan. The Program Plan is intended to provide municipal officials and the public with an understanding of:

- The mission statement and history of each COG budget fund.
- Unexpected budgetary occurrences during 2021.
- Significant Agency issues or initiatives under the “Of Particular Note” section.
- Tentative programmatic and budgetary changes being proposed by COG Agencies for the upcoming year in the “Where are We Going” section.

The 2022 Program Plan can be found at the following link:

[2021 COG Program Plan](#)



The Finance Committee should review the draft 2022 Program Plan and note areas of concern. When presented to the General Forum, the document will open with the Executive Director's transmittal letter that identifies: 2021 budget highlights for the first six months, longer term trends affecting future budgets, where are we now with the 2021 budget, and preliminary 2022 COG Budget changes proposed by the Agency Directors for the upcoming year. The letter will also incorporate the feedback provided by the Finance Committee during this meeting's discussion. The Agency Directors will be in attendance to present and respond to their Program Plan proposals.

The Committee's comments are welcomed and encouraged. The recommendations offered by the Committee will be included in the next version of the Program Plan that will be distributed to the General Forum. At the closure of the Committee's discussion, consideration should be given to the following motion that begins the municipal review process for the Program Plan:

***"That the General Forum receive the 2022 Program Plan for the Centre Region COG and refer it to the Centre Region municipalities for review; and, further, that comments be referred to the COG Executive Director by 8:00 AM, Thursday, August 19, 2021, to be considered during the preparation of the draft 2022 COG Budget."***

COG staff will distribute copies of a sample matrix that the managers can use to record their Board's/Council's comments on the 2022 Program Plan and return that information to the COG. It is believed that a prototype document will save time for both the COG and municipal staff.

5. **2022 TO 2026 COG CIP (Action)** (time estimate 15 minutes)

Mr. Viglione will present the 2022 to 2026 draft COG Capital Improvement Plan (CIP) and discuss the major changes from the current CIP. The recommendations in the CIP have been included in the draft 2022 COG Program Plan. The CIP, as of the agenda preparation date, is not ready for distribution. Staff hopes to distribute the CIP early next week.

The Finance Committee should review the CIP, note areas of concern, and decide whether it should be referred to the General Forum and the Centre Region municipalities for comment.

The Committee's comments are welcomed and encouraged. The recommendations offered by the Committee will be included in the next version of the CIP that will be distributed to the General Forum. At the closure of the Committee's discussion, consideration should be given to the following motion that begins the municipal review process for the CIP:

***"That the General Forum receive the 2022-2026 Capital Improvement Plan for the Centre Region COG and refer it to the Centre Region municipalities for review; and further, that comments be referred to the COG Executive Director***

*by 8:00 AM, Thursday, August 19, 2021, to be considered during the preparation of the draft 2022 COG Budget.”*

6. **AUGUST MEETING DATE (Action)**

Staff recommends moving the August meeting date for the Finance Committee from Thursday, August 12 to Thursday, August 19 at 8:30 AM to allow more time for the various municipal boards to meet.

The Committee should bring their calendars and determine if they are able to meet at this time.

7. **IT STUDY STATUS AND RESOURCES (Discussion)** (time estimate 10 minutes)

*The Committee should continue its discussion pertaining to the IT Study project.*

At its June meeting, the Finance Committee began a discussion surrounding the IT Study. The two proposals that were received are significantly over budget of \$25,000. The Committee had a lengthy discussion as summarized in the draft minutes and discussed options of how to proceed including:

- Rejecting both proposals, budgeting more funds for 2022 and releasing an updated RFP next year.
- Completing the evaluation process and negotiating a phased scope of work to utilize the funds available in 2021 and yet-to-be-budgeted funds in 2022 for the final phase(s) of the project.
- Requesting a budget amendment to enable the full award to the selected vendor this summer.

The Committee requested at its June meeting to continue its discussion at this July 8 meeting to allow more time to review and discuss the options with their peers. Both proposers have agreed to extend their proposals and pricing so that staff can resume the evaluation process and possibly prepare a recommendation for award at the July 26 General Forum meeting, depending on the direction provided by the Finance Committee.

The Committee is asked to continue their discussion and to review the above options, provide input, and select a path forward regarding the IT Study.

8. **MILLBROOK MARSH NATURE CENTER BOARDWALK FEASIBILITY STUDY (Discussion)** (time estimate 15 minutes)

*The Finance Committee should receive an update from the Parks Director regarding the final feasibility report for the Millbrook Marsh Nature Center Boardwalk.*

**Enclosed** with this packet is the final draft of the Millbrook Marsh Nature Center (MMNC) Part I Feasibility Study. Feedback received from the MMNC Advisory Committee, the COG Facilities and Finance Committees, the Centre Region Parks and Recreation

Authority (Authority), and the PA Department of Conservation and Natural Resources (DCNR) meetings during May and June were provided to LAN Associates, the consultant completing the Part I Study, and incorporated into the final draft. This draft will be reviewed by the same groups in July with the hope that each of them will recommend that the CRPRA accept the report at their July 15 meeting. That acceptance will conclude the process for the Part I study and allow the Agency Staff to close out the Centre Region Parks, Recreation, and Open Space Comprehensive Study grant and the supplemental funding grant with DCNR during the month of August.

The MMNC Feasibility Study Group provided recommendations in the report's Recommendation Section on pages 36 and 37 of the study. In short, the group recommends at this time Option 3 with additional add-ons to be summarized as follows:

The Millbrook Marsh Nature Center Feasibility Study Working Group makes the following recommendation regarding the report's options as presented. Based on the Nature Center's operations, programming, and research completed during the study, the Working Group is recommending to the municipal officials and to the Centre Region Parks and Recreation Authority to consider Option 3 which includes a full replacement of the existing boardwalk using the following materials: helical pile foundations, engineered wood sub-structure, Black Locust decking, and timber bridges. The base cost as noted in Option 3's Cost Estimate Table on page 24 is \$1,984,630.69 (estimate includes installation costs).

Additionally, the Feasibility Study Working Group recommends the following alternate options be included in order to improve the boardwalk's connectivity within the property lines and to stabilize and improve some of the trails currently in use (noted in Option 3's Cost Estimate Table on page 24 and via the Option 3 Map on page 25):

• Grass Trail Section A - TSA Upgrade	\$ 12,200
• Grass Trail Section B - TSA Upgrade	\$ 3,950
• Grass Trail Section C - Boardwalk Upgrade	\$333,589
• Grass Trail Section D - TSA Upgrade (LF/path) from Grass	\$ 8,550
○ Grass Trail Section E - Boardwalk Upgrade (LF/boardwalk) from Grass	\$321,810
• Connector Loop (LF/Boardwalk) which would be a new addition	\$147,233
• Bridge at Connector Loop which would be a new addition	<u>\$105,000</u>
Total	\$932,332

Upgrading Grass Trail Sections A and B to TSA will provide all ability access from the visitor parking lot to the boardwalk entrance; a feature that is not currently provided.

The Grass Trail Section C is a high-used area that floods multiple times a year; this boardwalk upgrade would provide improved access for all abilities to and through a unique forested area of the Nature Center that is explored by recreation users and for educational programming.



The Grass Trail Section D is a high-used area and remains a narrow path on which many people travel currently; this TSA trail surface upgrade would provide improved access for all abilities to reach the furthest region of the Marsh property including staff-led programming and self-guided walks and protect the plant life from trampling.

The Grass Trail Section E is a very wet area even well after heavy rains; it is a high-use area as well and damage is being done to the trail and plant life due to widening (off-trail users avoiding low, wet areas). A boardwalk upgrade would improve access to all abilities and also reduce the environmental impacts to this area.

The Connector Loop is a new trail that would be added which allows all Millbrook Marsh Nature Center users to remain on the property while exploring a fully-looped trail system. Currently, users have to leave the property, utilize the Puddintown Road and 322 Bypass shared-use paths, and then return to the property. A fully-looped trail system improves the programming opportunities for Nature Center staff and provides a much better customer experience.

The bridge across Slab Cabin Run at the new connector loop would be required to connect the new loop to the current boardwalk on the west side of the creek and the trail system on the east side.

These recommendations would bring the Option 3 plus alternates to a total of \$2,916,962.69 (including installation costs based on Spring 2021 pricing). While this might seem to be a higher-than-expected replacement cost, the facility would receive a greater value and increased longevity for this options' materials selections.

The Feasibility Study Working Group endorses Option 3 and this combination of alternatives as the recommended project as the group investigates next steps with the Millbrook Marsh Nature Center Advisory Committee and the Centre Region Parks and Recreation Authority, in consultation with the Centre Region Council of Governments and the municipal officials.

Because there will be construction on-site at the Center during 2022-2023, it is the Working Group's goal to have funding in place to immediately begin the replacement of the Center's boardwalk in 2023 when the Spring Creek Education Building and Welcome Pavilion are complete, and to complete this project in one phase. To do so would require that:

1. the elected officials support the option chosen;
2. the Part II Feasibility Study is completed; and
3. a Funding Plan be in place to include a possible combination of municipal contributions or possible American Rescue Plan funds, loan financing, private donations, and/or grants and the various ratios associated with each, and so that at least the fundraising work can begin as soon as possible.

The Working Group is recommending that the Boardwalk Feasibility Study remain a topic on future agenda items as the discussion of the funding plan will take some time and consideration as the Agency and Working Group move forward on the additional steps needed.

The Agency would like to discuss the Part II Feasibility Study and the current available funding (\$50,000) at the next Finance Committee meeting since additional funding is required to complete that study.

Any additional comments or discussion on this project are welcome as several Working Group members will be present for this discussion. While the Feasibility Study Working Group and the Authority would appreciate an endorsement of this report, the Finance Committee should discuss further and determine if it is ready to endorse this report.

9. **MANAGER REVIEW OF THE LIBRARY FUNDING FORMULA (Informational)**  
(time estimate 5 minutes)

At the May 24<sup>th</sup> General Forum Meeting the members of the General Forum charged the Municipal Managers with the following task:

**“A motion was made by Mr. Lord and seconded by Ms. Stilson that the General Forum requests that the Municipal Managers in cooperation with COG staff, conduct a preliminary review of the COG formulas and report these preliminary findings to the General Forum at a future meeting.”**

The managers commenced their discussion during June and as of June 29<sup>th</sup> have decided to keep the two usage-based formulas (for the Active Adult Center and Library) unchanged.

They discussed the Library funding formula at a greater length, especially about whether to include the digital checkouts as part of the calculation but have determined, at this point, not to include them. The decision was based on the small percentage of total checkouts that digital checkouts comprised and the difficulty/time consuming task of tracking that data. They did ask, however, that if digital checkouts began to approach 25% of total checkouts that the topic be revisited (Note: in 2019 Digital Checkouts comprised 12.7% of total checkouts).

The Finance Committee should at this point:

- receive this information
- determine if they believe it should be:
  - forwarded to the Executive Committee and General Forum as a Matter of Record
  - forwarded to the Executive Committee and General Forum as an Agenda item
  - referred back to the municipal managers for further discussion

10. **FINANCIAL UPDATE (Informational)** (time estimate 5 minutes)

*This is an informational agenda item. The Committee should receive an update from COG staff and ask questions they deem appropriate.*

Since the June 2020 meeting COG staff has continued to monitor its financial condition on a monthly basis. In addition to the feared decreases in municipal income, some of the programmatic functions at COG have been impacted as well. Since the onset of the pandemic staff has taken selected actions related to hiring freezes, furloughs, and postponement of capital expenses.

To track these variations and their impact on the 2021 operating budgets, COG staff analyzed the January through June monthly reports noting any significant differences. In addition, COG staff has been tracking the changes in the monthly analyses and assess the continuing impact of COVID-19 shut down on the assumptions in the 2021 COG operating budgets as the year progresses.

The Committee should review the analysis presented by Mr. Asendorf and ask questions they deem pertinent. The analysis will be distributed the week of July 5<sup>th</sup> due to the proximity of the agenda distribution to the end of the month of June. COG staff intends to continue rolling this analysis forward on a monthly basis to identify variations from the budget and trend them appropriately.

11. **FACILITIES COMMITTEE (Informational)** (time estimate 5 minutes)

*This is an informational agenda item. The Committee should receive the update from Ms. Hartle and ask questions they deem appropriate.*

Ms. Patti Hartle will provide an update the Facilities Committee's July meeting.

12. **MONTHLY REPORTS (Action)**

*This is an action agenda item. The Committee should review and approve the voucher report.*

Copies of the June 2021 voucher report are **enclosed** with this agenda. To proceed, the Committee should consider the following motion:

***"That the Finance Committee approves the June 2021 voucher report for the Centre Region COG."***

Copies of the June 2021 COG financial report (electronically, only) will be distributed next week.

If the Committee has any questions about the items in the voucher report, please let Finance Director Joe Viglione ([jviglione@crcog.net](mailto:jviglione@crcog.net) or (814) 231-3062) know as soon as possible so that the information can be researched prior to the next Committee meeting.

13. **OTHER BUSINESS**

A. **Matter of Record** - Staff has reviewed the initial draft audit reports from Maher Duessel for the 2020 audit for the Centre Region COG, CRPR Authority, and



Schlow Library and received revised drafts the week of June 28<sup>th</sup>. Staff will look to finalize reports with Maher Duessel in the coming weeks so they can be included in the August Finance Committee agenda packet.

- B. Matter of Record - The estimated COLA to be used for the 2022 budget is trending towards approximately 2.25% plus a merit increase of 1.5%. The June CPI-U numbers are due out from the Bureau of Labor and Statistics on July 13 and the COLA utilized for the 2022 budget can be finalized at that point.
- C. Matter of Record - The loan work associated with the refinancing of the Parks and Pools loans was completed on June 30<sup>th</sup>.
- D. Matter of Record - **Enclosed** please find the calculation for the 2022 COG Formula.
- E. Matter of Record - The following is an update of the status of planning and evaluation studies currently underway at the COG:

	Planning Activity	Status
1	IT Study	See the above agenda item.
2	COG Strategic Plan	During the April General Forum meeting elected officials were asked for feedback on draft mission and vision statements as well as values for the COG strategic plan. Refinement is now underway, along with development of preliminary goals. Professional assistance is being provide by Penn State University's Office of Planning, Assessment and Institutional Research.
3	Code Software Study	After an extensive evaluation of the commercially available software packages for administration of building codes, zoning, planning, and land use, the regional committee has decided to move forward with TRAISR. TRAISR is a Pennsylvania based solution, based in Fort Washington in the Philadelphia area. Currently the CRCA is working with the TRAISR team to obtain the information needed to give the COG a complete price proposal to include in the program plan.
4	Solar Power Purchase Agreement Working Group	5 bid responses were received by SCASD on June 29, 2021. The SPPA MicroGroup will review the proposals in the coming weeks so a recommendation can be made to the SPPA Working Group and eventually the respective boards/councils.
5	Fleet Management Plan/COG Building Parking Lot Study	Staff is soliciting examples of fleet management plans. If any Committee members have such plans in your municipality or workplace that would be good examples, we would appreciate a copy. Meanwhile, staff have begun examining currently available fleet-related data, sample policies, previously approved COG policies and

		practices, etc. to begin drafting an outline for COG Fleet Management Policies.
6	Boardwalk at Millbrook Marsh Nature Center	See the above agenda item.
7	General Forum Room A/V Enhancements Project	The purchase order for initial audio/video enhancements and hybrid meeting technology for the General Forum room was submitted to Dobil Laboratories, Inc. on April 29, 2021. Staff has recently met with our Sales Representative and Project Manager to discuss the project. It is anticipated that the purchased equipment will arrive at Dobil within the next 2-3 weeks, and upon receipt they will begin with in-shop fabrication and testing before being able to proceed with installation. On June 2, 2021, staff from Dobil were onsite to conduct video mapping of the General Forum room which will assist the engineering team assigned to the project. The vendor expects to begin installation in mid-July. Staff has begun developing new meeting procedures for the new system.
8	Whitehall Road Regional Park	The Whitehall Road Regional Park project held its second kick-off meeting on June 3 to set the schedule of next steps and project team meetings. The design team, staff, and the construction management firm will be reviewing the construction drawings and past bidding Q & A for any clarification needs. Fernsler Hutchinson Architects are working on the restroom and maintenance building designs and a planning meeting is scheduled for June 21 to discuss design, materials, and sequencing. Irrigation plans will also be reviewed by SSE and Agency staff. Additionally, the project team will be scheduling bi-weekly meetings to coordinate all steps, to create a project timeline, and to work through a complete tasks list. This bi-weekly meeting schedule should start in July, to allow for the architect's meeting with Agency staff for the restroom and maintenance building discussion. Bid documents are expected to be ready for the bidding process in the fall of 2021.

14. ADJOURNMENT

# CENTRE REGION COUNCIL OF GOVERNMENTS

Centre Region Parks and Recreation  
2040 Sandy Drive, Suite A  
State College, PA 16803  
Phone: (814) 231-3071

## JOINT MEETING BETWEEN THE COG PARKS CAPITAL COMMITTEE and the CENTRE REGION PARKS AND RECREATION AUTHORITY

### Hybrid Meeting

Thursday, July 8, 2021, 12:15 PM

GENERAL MEETING INFORMATION	
Remote Participants	<b>To attend via Zoom:</b> <a href="https://us02web.zoom.us/join/zoom-join?ztc=Zwtcegrqz4oE9RnhRCKFXX4K-RNXZ9E6L7s">https://us02web.zoom.us/join/zoom-join?ztc=Zwtcegrqz4oE9RnhRCKFXX4K-RNXZ9E6L7s</a> To attend this meeting by phone: +1 301 715 8592 (Washington, DC)   Meeting ID: 880 6335 5290
In-Person Participants	COG Building - Forum Room 2643 Gateway Drive, State College, PA 16801
Meeting Contact: Pam Salokangas   email: <a href="mailto:psalokangas@crcog.net">psalokangas@crcog.net</a>   814-231-3071	
<p style="text-align: center;"><a href="#">Click HERE to locate the AGENDA and ATTACHMENTS</a> <i>Should you desire to annotate any attachments you must download them first.</i></p>	

- This meeting will be recorded, and electronic files of the meeting will be made available on the COG website upon its conclusion.
- The chat feature for this meeting will be limited to remote participants being able to communicate to meeting hosts. A recording of the meeting will be made available on the COG website upon its conclusion.
- We ask that non-voting participants that are attending remotely remain muted with their video turned off unless recognized to speak. To reduce audio interference, please remain off of speakerphone during the meeting.
- **VOTING PROCEDURES:** Members will provide their vote by voice. Clarification will be sought by the Chair if the vote is unclear. Members opposed to a motion should vote “No.” For additional information on COG Voting Procedures, please click [HERE](#).
- **PUBLIC COMMENT GUIDELINES:** Members of the public may comment on any items not already on the agenda (five minutes per person). Comments relating to specific items on the agenda should be deferred until that point in the meeting. For additional information on COG public meeting guidelines, please click [HERE](#). Please note, other COG meetings allow for five minutes per person.

To access agendas and minutes of previously held joint meetings, and to learn more about the COG Parks Capital Committee on our website, please click [HERE](#). To learn more about the Centre Region Parks and Recreation Authority on our website, please click [HERE](#).

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



Written public comment or requests to speak to the Parks Capital Committee or Centre Region Parks and Recreation Authority for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing [psalokangas@crcog.net](mailto:psalokangas@crcog.net).

## AGENDA

1. CALL TO ORDER  
Chair Laura Dininni will convene the meeting for the COG Parks Capital Committee, and Chair Kathy Matason will convene the meeting for the Centre Region Parks and Recreation Authority.
2. PUBLIC 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 May 13, 2021 joint meeting of the COG Parks Capital Committee and Centre Region Parks and Recreation Authority is **enclosed** (attachment #1). Both groups should approve the minutes.

## ACTION ITEMS

4. MILLBROOK MARSH NATURE CENTER PART I BOARDWALK FEASIBILITY STUDY (Mr. Jere Northridge and Ms. Pam Salokangas)  
**Enclosed** with this packet is the final draft of the Millbrook Marsh Nature Center (MMNC) Part I Feasibility Study (attachment #2). Feedback received from the MMNC Advisory Committee, the COG Facilities and Finance Committees, the Centre Region Parks and Recreation Authority (Authority), and the PA Department of Conservation and Natural Resources (DCNR) meetings during May and June were provided to LAN Associates, the consultant completing the Part I Study, and incorporated into the final draft. This draft will be reviewed by the same groups in July with the hope that each of them will recommend that the CRPRA accept the report at their July 15 meeting. That acceptance will conclude the process for the Part I study and allow the Agency Staff to close out the Centre Region Parks, Recreation, and Open Space Comprehensive Study grant and the supplemental funding grant with DCNR during the month of August.

The MMNC Feasibility Study Group provided recommendations in the report's Recommendation Section on pages 36 and 37 of the study. In short, the group recommends at this time Option 3 with additional add-ons to be summarized as follows:

The Millbrook Marsh Nature Center Feasibility Study Working Group makes the following recommendation regarding the report's options as presented. Based on the Nature Center's operations, programming, and research completed during the study, the Working Group is recommending to the municipal officials and to the Centre Region Parks and Recreation Authority to consider Option 3 which includes a full replacement of the existing boardwalk using

the following materials: helical pile foundations, engineered wood sub-structure, Black Locust decking, and timber bridges. The base cost as noted in Option 3's Cost Estimate Table on page 24 is \$1,984,630.69 (estimate includes installation costs).

Additionally, the Feasibility Study Working Group recommends the following alternate options be included in order to improve the boardwalk's connectivity within the property lines and to stabilize and improve some of the trails currently in use (noted in Option 3's Cost Estimate Table on page 24 and via the Option 3 Map on page 25):

• Grass Trail Section A - TSA Upgrade	\$ 12,200
• Grass Trail Section B - TSA Upgrade	\$ 3,950
• Grass Trail Section C - Boardwalk Upgrade	\$333,589
• Grass Trail Section D - TSA Upgrade (LF/path) from Grass -	\$ 8,550
• Grass Trail Section E - Boardwalk Upgrade (LF/boardwalk) from Grass -	\$321,810
• Connector Loop (LF/Boardwalk) which would be a new addition -	\$147,233
• Bridge at Connector Loop which would be a new addition -	<u>\$105,000</u>
Total	\$932,332

Upgrading Grass Trail Sections A and B to TSA will provide all ability access from the visitor parking lot to the boardwalk entrance; a feature that is not currently provided.

The Grass Trail Section C is a high-used area that floods multiple times a year; this boardwalk upgrade would provide improved access for all abilities to and through a unique forested area of the Nature Center that is explored by recreation users and for educational programming.

The Grass Trail Section D is a high-used area and remains a narrow path on which many people travel currently; this TSA trail surface upgrade would provide improved access for all abilities to reach the furthest region of the Marsh property including staff-led programming and self-guided walks and protect the plant life from trampling.

The Grass Trail Section E is a very wet area even well after heavy rains; it is a high-use area as well and damage is being done to the trail and plant life due to widening (off-trail users avoiding low, wet areas). A boardwalk upgrade would improve access to all abilities and also reduce the environmental impacts to this area.

The Connector Loop is a new trail that would be added which allows all Millbrook Marsh Nature Center users to remain on the property while exploring a fully-looped trail system. Currently, users have to leave the property, utilize the Puddintown Road and 322 Bypass shared-use paths, and then return to the property. A fully-looped trail system improves the programming opportunities for Nature Center staff and provides a much better customer experience. The bridge across Slab Cabin Run at the new connector loop would be required to connect the new loop to the current boardwalk on the west side of the creek and the trail system on the east side.

These recommendations would bring the Option 3 plus alternates to a total of \$2,916,962.69 (including installation costs based on Spring 2021 pricing). While this might seem to be a higher-

than-expected replacement cost, the facility would receive a greater value and increased longevity for this options' materials selections.

The Feasibility Study Working Group endorses Option 3 and this combination of alternatives as the recommended project as the group investigates next steps with the Millbrook Marsh Nature Center Advisory Committee and the Centre Region Parks and Recreation Authority, in consultation with the Centre Region Council of Governments and the municipal officials.

Because there will be construction on-site at the Center during 2022-2023, it is the Working Group's goal to have funding in place to immediately begin the replacement of the Center's boardwalk in 2023 when the Spring Creek Education Building and Welcome Pavilion are complete, and to complete this project in one phase. To do so would require that:

1. the elected officials support the option chosen;
2. the Part II Feasibility Study is completed; and
3. a Funding Plan be in place to include a possible combination of municipal contributions or possible American Rescue Plan funds, loan financing, private donations, and/or grants and the various ratios associated with each, and so that at least the fundraising work can begin as soon as possible.

The Working Group is recommending that the Boardwalk Feasibility Study remain a topic on future agenda items as the discussion of the funding plan will take some time and consideration as the Agency and Working Group move forward on the additional steps needed.

Because there will be construction on-site at the Center during 2022-2023, it is the Working Group's goal to have funding in place to immediately begin the replacement of the Center's boardwalk in 2023 when the Spring Creek Education Building and Welcome Pavilion are complete, and to complete this project in one phase. To do so would require that:

1. the elected officials support the option chosen;
2. the Part II Feasibility Study is completed; and
3. a Funding Plan be in place to include a possible combination of municipal contributions or possible American Rescue Plan funds, loan financing, private donations, and/or grants and the various ratios associated with each, and so that at least the fundraising work can begin as soon as possible.

The Working Group is recommending that the Boardwalk Feasibility Study remain a topic on future Facilities and Finance Committee agendas as the discussion of the funding plan will take some time and consideration as the Agency and Working Group move forward on the additional steps needed.

Any additional comments or discussion on this project are welcome as several Working Group members will be present for this discussion.

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The COG Parks Capital Committee and the Authority members should discuss this final draft report. Should the COG Parks Capital Committee endorse the Feasibility Study Working Group's recommendation of Option 3 plus the listed alternates, a suggested motion is:



*“That the COG Parks Capital Committee endorses to the Centre Region Parks and Recreation Authority Option 3 design plus alternates for the future replacement of the Millbrook Marsh Nature Center Boardwalk.”*

5. MUSSER GAP GREENWAY (Ms. Laura Dininni)

At the June 21 meeting, the Ferguson Township Board of Supervisors voted unanimously to designate the path between Whitehall Road Regional Park and Musser Gap as a Proposed Bike Path on the Ferguson Township Bike Map. Furthermore, they moved unanimously to direct township staff to approach Penn State University about the acquisition of a pedestrian easement and to direct township staff to research the implications of adding a designation of a bike/shared use path on the trail to the Ferguson Township Official Map.

Chair Dininni is requesting the COG Parks Capital Committee to consider writing a letter of support for Ferguson Township to pursue a public access easement from Penn State, across the Musser Gap to Valleylands parcel, for the benefit of Whitehall Road Regional Park users and the Centre Region. The Whitehall Road Regional Park master plan designates a portion of its internal trail system as a Musser Gap Greenway connector trail, and this easement would connect officially the park to Musser Gap.

The Parks Capital Committee members should consider and discuss this request and discuss the process of drafting and reviewing the letter; if there is committee support to move forward with this letter, a possible motion is:

*“That the COG Parks Capital Committee draft and review a letter of support for Ferguson Township to pursue a public access easement from Penn State across the Musser Gap to Valleylands parcel, connecting Whitehall Road Regional Park to Musser Gap.”*

## DISCUSSION ITEMS

6. WHITEHALL ROAD REGIONAL PARK PROJECT UPDATE & DISCUSSION (Ms. Pam Salokangas)

Since the May 24, 2021 vote by the COG General Forum, the Agency staff held a second project kick-off meeting with Poole Anderson, Inc., Stahl Sheaffer Engineering, Peno Engineering, Fernsler Hutchinson Architects, and several representatives for the LED Sports Field Lighting and All-Ability Playground projects.

Prior to the kick-off meeting, the restroom and maintenance building design documents stood at approximately 30%. The Agency staff held a follow-up meeting after the second project kick-off meeting to review those plans. In attendance were the COG Facilities Coordinator, several Agency Staff, Fernsler Hutchinson Architects, and Peno Engineering. Both designs were reviewed and small adjustments or verifications were made regarding material selections, electrical outlets, toilet and stall partition selections, lighting, etc. The Agency staff will be reviewing updated drawings in the very near future.

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The next project meeting between Poole Anderson, Inc., Fernsler Hutchinson, the Authority, and Agency staff will be scheduled for mid-July where the group will discuss an updated timeline for the project so that the restroom and maintenance buildings' design work can be completed and the work to prepare revised bid documents can begin.

In the meantime, the Whitehall Road Regional Park land was bushhogged for its annual spring invasive species management, and a second mow will be scheduled for the fall prior to any invasive plants going to seed. The Agency continues to look for grant opportunities for some PA Native Seed and PA Native Pollinator plans for the undeveloped portion of the parcel once construction is complete. Because the acreage doesn't qualify for the grants projects which require 100 acres or more (ex.: NFWF), we continue to look for other opportunities.

7. DIVISION OF RESPONSIBILITIES FOR MAINTENANCE AND OPERATIONS DISCUSSION (Ms. Laura Dininni)

Within the Centre Region Parks, Recreation, and Open Space Regional Comprehensive Plan Action Plan (*enclosed*, attachment #3), under Core Theme 1 (Take Care of What We Have) is Item 1.4 "Clarifying the responsibilities for parks maintenance, repairs, purchases, and capital improvements."

The current guiding documents are the *enclosed* 1974 Centre Region Parks and Recreation Authority's Articles of Agreement (attachment #4) to include Items 3A and 3B as well as the *enclosed* 1988 Policy for Accepting Parks into the Regional Parks System (attachment #5) which further delineated these responsibilities between Parks Operations and the Municipalities. Neither document provides strong guidelines nor do the documents set any thresholds for purchases or capital improvement items.

The Comp. Study's Action Plan's execution is under the direction of the Authority. During the Authority's review of the Comp. Study, it has been decided that the Authority is focusing on three priority areas per direction received from the municipalities. Those priorities are Core Theme 1 (Take Care of What We Have), Core Theme 5 (Address Indoor Recreation Facility and Program Space Needs), and Core Theme 10 (Eliminate the Governance Structure Confusion). The Action Plan for Item 1.4 and its various tasks has this topic assigned to the Municipal Managers and their designated staff (i.e., arborists, Public Works Directors, etc.), and the Parks Manager and Parks and Recreation Director. The initial discussion needs to start on this level because these staff members have the various in-field responsibilities and are closest to the day-to-day operations. Additionally, a single policy cannot cover all of the different operations that occur across the municipalities due to the operational differences. The hope is to find common themes to begin to build the areas where thresholds and operations can work for all parties.

This work has not yet started due to the extremely high work load that Agency staff and some of the municipal staff face during the re-building process from the pandemic.

It is the desire of the COG Parks Capital Committee Chair to hold a discussion about this agreement and that feedback be provided to staff regarding revisions.

8. REVIEWING THE REGIONAL PARKS MASTER PLANS (Ms. Laura Dininni)

During the May COG General Forum meeting Chair Dennis Hameister suggested that the COG Parks Capital Committee discuss and develop a recommendation for the process by which the Regional Parks

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Master Plans can be reopened and reviewed to ensure that the plans are meeting the current and future community's needs and how amendments may be made.

While we know the eventual vote to amend any Regional Park Master Plan would need to be a unanimous vote of the participating municipalities at a General Forum meeting, there isn't a formal process in place to reopen master plans in order to receive public input, redesign any layouts or change approved amenities, or to designate the funding required for this public process. Recent adopted revisions have

originated from the Centre Region Parks and Recreation Authority as they are the designated developer of the regional parks through the **enclosed** Joint Articles of Agreement for the Planning, Development, and Operation of Regional Parks (attachment #6). There are also additional and individual lease agreements with the Centre Region Parks and Recreation Authority for each of the regional parks. Historical documents show that there have been two types of approvals for Authority changes to approved master plans to include General Forum formal resolutions and General Forum votes.

The goal of this agenda item is to begin discussions regarding developing a general process that would apply to any of the Regional Parks Master Plans. That process would be adopted by the General Forum as a policy to follow for master plan amendments. Recognizing that the Centre Region Parks and Recreation Authority is the lead organization for developing and executing the master plans, the discussion should include a broader, but specific discussion regarding all the master plans and timelines for updates, identification of who needs to be involved, and how the public will be engaged if the plans are reopened.

There are challenges to beginning this process before 2022-2023 since the Agency and Authority are focused on completing the construction of the Phase I portion of the Whitehall Road Regional Park master plan. This discussion should focus on being inclusive of the needs of all of the regional parks, not just a single regional park, and it must include broad engagement of the community. It is suggested that the Authority and the COG Parks Capital Committee provide feedback at this meeting, and then Agency Staff could bring back a tentative timeline at a future meeting.

9. OTHER BUSINESS

- A. Matter of Record: The next Joint Meeting of the Parks Capital Committee and the CRPR Authority will be September 9, 2021.

10. ADJOURNMENT

**Enclosures:**

Attachment #1 - May 13, 2021 Meeting Minutes

Attachment #2 - MMNC Part I Boardwalk Feasibility Study Final Draft

Attachment #3 - Comp. Study Action Plan

Attachment #4 - 1974 CRPRA Articles of Agreement

Attachment #5 - 1988 Policy for Accepting Parks

Attachment #6 - Regional Parks Articles of Agreement



## CLIMATE ACTION AND ADAPTATION TECHNICAL ADVISORY GROUP (TAG) AGENDA

Friday, July 9, 2021  
8:30 AM

*As a result of the “Stay at Home” order and the requirement that non-essential business operations be closed, the TAG will hold its meeting via video conference. Written public comment or requests to speak to the TAG for items not on the agenda and for specific agenda items below may be submitted in advance by emailing [padams@crcog.net](mailto:padams@crcog.net).*

1. CALL TO ORDER – Ms. Robinson will convene the meeting.
2. PUBLIC COMMENT – For items not on the agenda.
3. COMMITTEE ITEMS
  - A. *Enclosed* is the meeting summary for the June 21, 2021 TAG meeting.
  - B. Franklin Egan has stepped down from the TAG since he has new commitments that have pulled away from volunteering on TAG. CRPA thanks him for his helpful insights and participation over the past (almost) 2 years.
4. CLIMATE ACTION AND ADAPTATION PLAN (CAAP) OUTLINE

At its June 21, 2021 meeting, the TAG received an outline for each of the 6 sectors that will be included in the CAAP. The outline consists of 1-page for each sector listing the objectives and corresponding strategies to support the action needed to meet goals of the CAAP.

*Enclosed* are the comments received by the TAG members. During the meeting TAG should review the comments and make recommended changes to the outline in preparation for the July 12, 2021 CAS Committee meeting.
5. OTHER BUSINESS
  - A. Matter of Record – *Enclosed* is the Centre Region Sustainability Survey report that will be received by the CAS Committee on July 12,.
  - B. Matter of Record – *Enclosed* is the final report from the community forum on *Addressing Climate Impacts in the Centre Region*.
  - C. Matter of Record – The next meeting of the Climate Action and Sustainability Committee is scheduled for Monday, August 2, 2021 at 8:30 AM.
6. ADJOURNMENT



- To access agendas and minutes of previously held meetings, and to learn more about the COG Climate Action and Sustainability Committee on our website, please click [HERE](#).

Written public comment or requests to speak to the Climate Action and Sustainability Committee for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing [smato@crcog.net](mailto:smato@crcog.net).

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## AGENDA

1. CALL TO ORDER AND ROLL CALL – Ms. Whitman will convene the meeting.

2. PUBLIC 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 until that point in the meeting.

3. APPROVAL OF MINUTES

A copy of the minutes of the June 14, 2021 Climate Action and Sustainability Committee meetings are **enclosed**.

4. PUBLIC ENGAGEMENT UPDATE REGARDING THE CLIMATE ACTION AND ADAPTATION PLAN (CAAP) – *presented by Pam Adams*

This agenda item provides the CAS Committee with the final reports from the community forum on *Addressing Climate Impacts in the Centre Region* and the Centre Region Sustainability Survey.

At its May 10, 2021 meeting the CAS Committee received a presentation about the initial outcomes of the community forum and at its June 14, 2021 meeting they received a presentation of the preliminary results of the random sample mailed sustainability survey. The survey and forum have provided valuable input to guide priorities for what strategies should be included in the CAAP.

Several outreach methods were utilized to reach multiple internal and external stakeholders, and varied members across our community. CRPA staff used traditional methods of outreach while increasing its social media presence to inform the community about the survey and forum. These efforts resulted in successful community engagement, and indicated that participants want the CRPA staff to continue to develop relationships and partnerships with organizations to represent more voices across the region (i.e. business and agriculture community). Once the CAAP is under review in its draft form, CRPA staff intends to complete another bout of public



outreach to receive community feedback.

**Enclosed** are the reports for the community forum and the survey. Both reports include an executive summary. There is an abundant amount of information available in these reports. The results will serve as the foundation for community ownership and commitment for actions in the CAAP, and will be a source of useful information going forward into the implementation phase of climate action and adaptation. The reports will be shared with the General Forum, municipal managers, authorities and other relevant stakeholders. A press release and social media updates will be sent out to direct the community to view the results. Both reports will be available on the COG website ([www.crcog.net/climateaction](http://www.crcog.net/climateaction)) and [CentreSustains.com](http://CentreSustains.com).

The committee should consider questions they have and provide comments where additional clarification could help with understanding the results presented.

5. OUTLINE FOR CLIMATE ACTION AND ADAPTATION PLAN (CAAP) – presented by Pam Adams

This agenda item provides an outline of the objectives and corresponding strategies to be included in the CAAP and requests feedback from the committee.

In preparation of creating the report of the CAAP, the Climate Action and Adaption Technical Advisory Group (TAG) has generated the **enclosed** draft outline for each of the 6 sectors that will be included in the CAAP. The outline consists of 1-page for each sector listing the objectives and strategies to support the action needed to meet the goals defined in Resolution 2020-1. The TAG is meeting on Friday, July 9, 2021 to discuss the outline and an updated draft will be uploaded to the SharePoint folder by the end of the day.

Resolution 2020-1 that was unanimously passed on July 27, 2020 directs CRCOG to:

1. Immediately begin to develop a regional plan to:
  - Achieve a 45% reduction in GHG emissions by 2030 based on 2010 levels
  - Achieve an 80% reduction in GHG emissions by 2050 based on 2010 levels
  - Offset the remaining 20% of GHG emissions in 2050 with carbon offset projects to be carbon neutral in 2050
  - Engage peer governmental entities, non-governmental organizations, businesses, and universities to (i) raise awareness of climate change, (ii) identify and encourage courses of action to reduce the amount of GHG emissions, (iii) identify and encourage courses of action to lessen the impacts of changing climate conditions and (iv) embrace the opportunities of climate adaptation; and
2. Continue to lead by example to rapidly pursue these goals in a manner that is transparent, fair, and economically responsible; and

3. Encourage local projects and local impacts first, prior to making an investment out of the region to provide long-term benefits to the region; and
4. Promote “clean, renewable energy” to achieve the stated goals which includes energy produced from environmentally beneficial technologies. Technologies will be evaluated for carbon impact, public health and environmental justice implications.

To meet these goals TAG defined 3-4 objectives for each of the 6 sectors. These objectives have been refined since the subject matter expert sessions began in May of 2020. For each objective TAG has identified 3-4 strategies that reflect their research of best practices, feedback from stakeholders, and input from the community. Community input gathered through the public forum and sustainability survey indicate a preparedness and willingness for the strategies that are included in the outline.

The CAAP will expand upon the outline with details and examples of actions that local government needs to take as well as priority items for the initial phase of implementation. For each sector or objective, additional information will be included if it is available: estimated range of emissions reduction, potential range of costs, co-benefits and potential indicators for measuring success.

Finding a solution that addresses these local government priorities can seem challenging, but the CAAP intends to be the initial roadmap to help the community get on the path of reducing its GHG emissions and adapting to a changing climate by focusing on real, relevant issues that have emerged from the public engagement process. We will need to monitor, reassess, and be ready to change course, as needed. As we gain more information about how climate change is expected to progress, as well as what types of responses are most effective, this new information will need to be incorporated into the planning process. By incorporating monitoring and assessment into the implementation process, the plan will lead to increased knowledge and improvement with each iteration.

Below is the proposed schedule of tasks for the completion of CAAP:

- July 12: CAS Committee reviews the CAAP outline
- August 9: CAS Committee reviews the draft CAAP and provides feedback
- Sept 13: CAS Committee finalizes CAAP; forwards the CAAP to GF for review
- Sept 27: General Forum forwards to municipalities for input
- Oct 11: CAS Committee edits CAAP with municipal input and recommends CAAP to GF for adoption
- Oct 25: General Forum adopts the CAAP

The committee should review the outline for the CAAP and provide feedback.

6. OTHER BUSINESS

- A. Matter of Record - Save the date! Elected officials and municipal staff are invited to tour the UAJA solar installation on Wednesday, July 28, 2021 at 8:30am. The rain date is July 30, 2021 at 8:30am. More information will be provided closer to the tour, but plan to join us to hear Cory Miller and Jason Wert share their story of installing the 5MW solar array that includes battery storage.
- B. Matter of Record - **Enclosed** is the June 21, 2021 meeting summary of the Climate Action and Adaptation Technical Advisory Group (TAG). The next two TAG meetings have been rescheduled to better align with the CAS Committee in preparation for the CAAP. They will be virtually through Zoom at 8:30 am on July 9 and August 2, 2021. The COG website meeting calendar reflects the new meeting dates.
- C. Matter of Record - The next meeting of the Climate Action and Sustainability Committee is scheduled for Monday, August 9, 2021 at 12:15 PM. This meeting will be hybrid with both remote and in-person options in accordance with COG Resolution 2021-7.

7. ADJOURNMENT

Enclosures

3 - CAS Minutes 6.14.21 DRAFT

4 - Climate Forum Report

4 - Climate Action Survey Report

5 - CAAP Sector Action Outline

6B - TAG meeting summary 6.21.21





## **Manager's Report July 19, 2021**

1. The Township hosted Coffee and Conversation in-person for the first time since early 2020 at The Naked Egg Café in Pine Grove Mills on July 9<sup>th</sup>. The event was well-attended and included Representative Rich Irvin. Topics discussed included local police use of radar, upcoming Township capital projects, land development plans under review, and more.
2. The Board conducted its annual Capital Improvement Program Road Tour on July 14<sup>th</sup>. The tour included an introduction to the PAVER software used to evaluate road conditions for capital planning. The Board will host two public worksessions on July 20<sup>th</sup> and 21<sup>st</sup> beginning at 6 p.m. in the Main Meeting Room or virtually on Zoom. Additional meeting details and an agenda will be forthcoming and posted to the Township website as well as distributed through Constant Contact.
3. Planning for Route 45 Getaways! is underway. The event will feature many local restaurants, farms, businesses, and artists, and will take place from July 30<sup>th</sup> through August 7<sup>th</sup>. More information can be found on the event's website at <https://route45getaways.com>. The Township supported the event with a \$4,500 contribution to match a \$9,000 grant from the Happy Valley Adventure Bureau.
4. The Ferguson Township Parks and Recreation Committee met on Thursday, August 15<sup>th</sup>. The main topic for discussion was to review the proposals submitted to update the Recreation, Parks, and Open Space Plan. Additionally, the Committee heard a presentation from the Zoning Administrator on the Township's Playground Safety Inspection Program.



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# TOWNSHIP OF FERGUSON

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## **Public Works Director's Report to the Board of Supervisors (BOS) for the regular meeting on July 19, 2021**

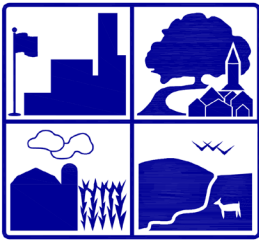
- 1. Capital Improvement Plan 2022 - 2026** – The Public Works Director will prepare a revised plan of road improvements based on input from the Board during the work session and road tour on July 14<sup>th</sup>. The revised plan will focus on using Paver software to prioritize road paving and microsurfacing projects and staff and Board input on needed projects to mitigate the backlog of paving projects.
- 2. Public Works Road Crew Activities** – As of July 15<sup>th</sup>, the road crew is still collecting brush and leaves for the collection road that began on Tuesday July 6<sup>th</sup>. The schedule was set back some by storms and response to down trees, heavy collection, and other priorities. Activities the week of July 19<sup>th</sup> include street sweeping, roadside mowing, pavement patching, and vegetation control at guiderails.
- 3. Arborist and Tree Commission Activities**- The July 19<sup>th</sup> meeting of the tree commission includes a driving tour of trees slated for removal in advance of the public hearing in August. Most trees are replacement of small dead trees. Sections of broken trees from storm damage overhanging a walking path in Tudek Park are being removed by contract. The arborist is preparing a tree preservation plan and investigating tree impacts, public and private, due to the Park Hills Drainageway Improvement Project.
- 4. Stormwater Fee** – Once fillable application forms for credits and exemptions using Laserfish are available to property owners via our website, property owners will receive an educational mailing from the Township. This mailing is expected to be sent prior to the week of July 19<sup>th</sup>. The mailing will provide information on the stormwater fee, provide the estimated fee amount for 2022, and provide information on how to apply for credits and exemptions. A public facing GIS layer has been developed to allow property owners to click on a parcel and view information such as the assigned fee. This feature is now available on our web page. Educational videos are in development. A zoom platform work session hosted by the Public Works Director and Township Engineer is planned for August to provide information on eligibility for credits and exemptions.
- 5. Contract 2016-C11 Traffic Signal Performance Metrics** – Design work on this project continues.
- 6. Contract 2018-PWGGG Rooftop Photovoltaic on FTPW Building 6** – Work was awarded to Envinity. Awaiting signed bonds. A pre-construction meeting will be scheduled once we receive their performance and payment bonds.

7. **Contract 2018-C20 Park Hills Drainageway** –Design work continues. Completion of design, permitting, easement acquisition, utility relocation this year are needed to progress the project toward construction in 2022. Recent work on the project has centered on improvement options for the steepest reach of the channel and development of a tree protection plan. [Plans are underway with UAJA to best accommodate the relocation of a section of sanitary sewer line in the drainageway.](#)
8. **Contract 2019-C21 Pine Grove Mills Street Light Conversion:** Design work continues. Entered into a phase 2 design agreement with Barton Associates for electrical design. The current design includes only 3 meter stations, one on each side of Route 26/45 and one on Nixon Road. Directional boring is being considered to lessen ground disturbance and may be cost effective. The Township entered into a phase 2 design contract with Barton Associates to provide technical specifications and electrical drawings. Ferguson Township Public Works, Engineering staff is doing the survey using MTA base mapping and utility information provided by utility companies. Work yet to be done includes finalizing the design, determining utility impacts, and submitting a PennDOT Highway Occupancy Permit application. The project does not include LED lights, however they can be added in the future if so desired. Design work has uncovered a water line under the sidewalk on the north side of SR26 in the project limits that may be in conflict with needed conduit. Staff obtained an HOP from PennDOT to dig test pits to determine the exact location. Test pit digging by FTPW is awaiting an open time on our busy schedule.
9. **Contract 2020-C18 Science Park and Sandy Drive Signal Design** – Design of the traffic signal will be completed in-house for bidding and construction in 2021. Signal design is progressing with the next step being utility coordination and subsurface utility engineering.
10. **Contract 2020-C20 Pine Grove Mills Mobility Study** – A contract for this study has been awarded to McCormick Taylor, but a notice to proceed has not been issued due to the coronavirus pandemic which has affected traffic volumes. Should Penn State return to full in person study and State College Area School District does the same, it is expected this project will resume the fall of 2021.
11. **Contract 2020-C21 Pine Grove Road & Water Street/Nixon Road Signal Warrant Study** – A contract for this study has been awarded to McCormick Taylor, but a notice to proceed has not been issued due to coronavirus pandemic which has affected traffic volumes. Should Penn State return to full in person study and State College Area School District does the same, it is expected this project will resume the fall of 2021.
12. **Contract 2021-C3 Cured in Place Pipe Lining** – This project includes lining old corrugated metal storm pipes predominately in the Brackenridge neighborhood based on a completed video assessment of the pipes.
13. **Contract 2021-C5 Storm Sewer Cleaning and Video Assessment** – This project includes cleaning existing storm pipes and televising the system to document the condition of pipes.



14. **Contract 2021-C 8 Pavement Markings** – This work was awarded. [Work by Alpha Space Control is completed in 2 mobilizations. Spring/Summer work is complete, and Alpha will return in the Fall to complete work.](#)
15. **Contract 2021-C9 Microsurfacing** – This work was awarded. [Work is in progress and should be completed by the end of July.](#)
16. **Contract 2021-C10 Sealcoat bikepaths** – Work was awarded to Riteway Sealing & Paving, Inc. Each year certain bikepaths and multi-use paths are sealcoated to extend the life of the asphalt path. [Work is in progress and should be completed by the end of July.](#)
17. **Contract 2021-C11 Sidewalk Repairs** – A contract was awarded to Ameron Construction. Each year FTPW Engineering Section inspects a portion of the public sidewalks. Property owners were sent notices to fix deficient sidewalk sections and given an opportunity to fix it themselves or have the Township perform the work by contract and bill the property owner. [Residents have until Aug 30<sup>th</sup> to complete work themselves, after which time work will be completed by our contractor.](#)
18. **Contract 2021-C12 Traffic Signal Cabinet Installation** – Work includes upgrading the cabinet at the intersection of Science Park Road and West College Avenue
19. **Contract 2021-C15 Street Tree Pruning** – Each year a certain number of street trees are pruned to include shaping, clearance, deadwood removal, and hazard mitigation.
20. **Contract 2021-C16 Chesapeake Bay Pollutant Reduction Plan (CBPRP) Design and Permitting** – In compliance with our MS4 permit and CBPRP, certain projects will be advanced through the design and permitting phase.
21. **Contract 2021-C17 Guide Rail Replacement** – Quotes are obtained to replace certain sections of guiderail as needed.
22. **Contract 2021-C18 Homestead Park Play Equipment Installation** – FTPW will procure equipment through COSTARS and solicit quotes for installation. FTPW will perform the site work before and after the install.
23. **Contract 2021-C19 Louise E. Silvi Baseball Field Fence Installation** – Work includes replacement of a section of ball field fence. [Obtained quotes.](#)
24. **Contract 2021-C20 Songbird Sanctuary Plan Implementation** – A yet to be formalized scope of work including a perimeter walking path and tree planting will be moved forward by FTPW.
25. **Contract 2021-C21 Signal Luminaire Conversion to LED** – This project includes converting select overhead lighting at traffic signal intersections from high pressure sodium to LED.
26. **Contract 2021-C23 Traffic Signal Pole Replacement** – Work includes replacement of a traffic signal pole at the intersection of West College Avenue and Science Park Road. The pole was damaged in a vehicle accident. The contract was awarded. [Work is in progress.](#)

27. **Asset Management and Work Order Software** – It is likely FTPW will utilize TRAIRS software for both asset management and work orders if the Centre Region Code chooses this vendor for permitting software as we will have access to the software for no additional cost. Implementation may not occur until the end of 2022.
28. **Traffic Calming Study for sections of Havershire Boulevard, Circleville Road, and Rushcliffe Street** – Work is pending
29. **Traffic Study at the Intersection of Cherry Lane and Martin Street** – Study pending. In addition, the Township Engineer will review the warrants/guidelines for a requested pedestrian crossing at this location and if warranted direct our line striping contractor to stripe the crosswalk.



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# TOWNSHIP OF FERGUSON

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## **PLANNING & ZONING DIRECTOR'S REPORT**

Monday, July 19, 2021

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### **PLANNING COMMISSION**

The July 12, 2021 Planning Commission meeting was cancelled. The next scheduled meeting is July 26, 2021.

### **LAND DEVELOPMENT PLANS AND OTHER PROJECTS**

1. Active Plans are listed below for the Board of Supervisors (07/12/2021).
  - **West College Student Housing Lot Consolidation and Land Development Plan**  
(24-002A-015; 24-002A-016; 24-002A-017; 24-002A-018; and 36-010-006)
  - **Rogan/Sycamore Drive Subdivision**  
(24-009A-254)
  - **The Peace Center/Cemetery—Islamic Society**  
(24-004-078C-0000)
  - **Nittany Dental Land Development Plan**  
(24-004-079E-0000)
2. PZ Director and Community Planner attended the CRPA/Municipal Staff Meeting.
3. PZ Director attended the Leadership Team Meeting and the Centre County Housing and Land Trust Meeting.
4. PZ Director, Township Manager and Finance Director met to review Planning & Zoning's CIP requests.
5. PZ Director and Community Engagement Intern attended the Coffee & Conversation hosted at the Naked Egg.
6. PZ Director and Township Manager met with local businesses for potential participation in the Route 45 Getaways!
7. PZ Staff and Township Engineer met with a potential applicant for a land development plan for a gas station.
8. PZ Director attended the Board Executive Session.
9. PZ Director and Community Planner met with Diana Griffith to review the Centre County Agricultural Preservation program, as well as, a meeting with Regional and County Planners to discuss attainable housing in Centre County.



## **ZONING HEARING BOARD**

The Zoning Hearing Board will be meeting July 27, 2021 to hear the following variance requests:

Islamic Society of Central Pennsylvania—3765 West College Ave (24-004-078C-0000), zoned Rural Agricultural (RA)/Corridor Overlay District (COD), is requesting a variance from §27-205.1. Permitted Uses. The Zoning Ordinance permits a Place of Assembly, Community on lots greater than 50 acres. The property is currently 10.16 acres. This project has been in the planning stage for several years, including, two other variances granted by the Ferguson Township Zoning Hearing Board in 2010 and 2020.

University Area Joint Authority—3859 Scott Road (24-004-096-0000, 24-004-079A-0000, 24-004-081-0000, 24-004-080-0000, 24-004-082-0000, and 24-004-090-0000), zoned Rural Agricultural (RA), is requesting a variance from §27-701.3.C. Use Limitations and §27-209.1. Yard Requirements. The Zoning Ordinance prohibits new construction or development in a floodplain (Nolin Soils being subject to the floodplain regulations) (§27-701.3.C.). The Zoning Ordinance prohibits structures from being placed in the rear yard setback (50FT for RA) and the proposed pump station location was strategically chosen based on a hydraulic analysis by the UAJA's consultant that allows for adequate space for the necessary wastewater pump station facilities (§27-209.1.).



## FERGUSON TOWNSHIP POLICE DEPARTMENT

### June 2021 Calls for Service

Part I Crimes Summary	Previous Month June 2020	Current Month June 2021	Previous YTD June 2020	Current YTD June 2021
Homicide	0	0	0	0
Rape	1	1	6	3
Robbery	0	0	0	1
Assault	1	4	17	21
Burglary	0	0	0	2
Theft	8	9	22	37
Auto Theft	1	0	3	0
Arson	0	0	0	0
<b>Total</b>	<b>11</b>	<b>14</b>	<b>48</b>	<b>64</b>

Part II Crimes Summary	Previous Month June 2020	Current Month June 2021	Previous YTD June 2020	Current YTD June 2021
Forgery	0	0	2	5
Fraud	8	4	27	28
Embezzlement	0	0	0	0
Receiving Stolen Property	0	0	0	0
Criminal Mischief	8	1	18	12
Weapons Violation	0	0	0	0
Prostitution and Commercialized Vice	0	0	0	0
Sex Offense	0	0	5	1
Drug Violation	2	1	6	10
Offenses Against Family	0	0	2	1
DUI	1	3	12	13
Liquor Laws (minors law, furnishing, false ID)	0	0	2	3
Public Intoxication	2	0	4	4
Disorderly Conduct	15	13	116	110
Vagrancy	0	0	0	0
All Other Criminal	2	1	14	12
<b>Total</b>	<b>38</b>	<b>23</b>	<b>208</b>	<b>199</b>

Total Crimes	Previous Month June 2020	Current Month June 2021	Previous YTD June 2020	Current YTD June 2021
Part I Crimes	11	14	48	64
Part II Crimes	38	23	208	199
<b>Total</b>	<b>49</b>	<b>37</b>	<b>256</b>	<b>263</b>





## FERGUSON TOWNSHIP POLICE DEPARTMENT

### June 2021 Calls for Service

Other Calls for Service	Previous Month June 2020	Current Month June 2021	Previous YTD June 2020	Current YTD June 2021
Vehicle Code - Crashes	9	14	62	85
Vehicle Code - Other Traffic Incidents	30	28	187	182
Health and Safety – EMS Assist	46	44	293	345
Health and Safety – Fire Assist	7	10	33	48
Other Health and Safety Incidents	21	14	94	100
Alarms	6	11	94	88
Suspicious Activity	43	40	192	178
Unsecure Property	1	0	7	4
Found Property	9	4	17	20
Lost Property	5	3	21	17
Community Relations/ Crime Prevention	3	2	17	15
Car Seat Check	1	0	8	2
School Check	0	4	60	105
Township Ordinances	7	8	48	55
Request for Assistance – Attempt to locate	1	4	11	16
Request for Assistance – Can-Help	0	0	0	1
Request for Assistance – Civil Matter	6	4	55	30
Request for Assistance - Other	55	46	315	279
Missing Persons/ Runaways	0	0	1	2
Animal Complaints	25	11	91	71
Department Information	5	4	22	31
Assist Other Agencies	6	15	72	78
<b>Total</b>	<b>286</b>	<b>266</b>	<b>1700</b>	<b>1752</b>

Total Calls for Service	Previous Month June 2020	Current Month June 2021	Previous YTD June 2020	Current YTD June 2021
Part I Crimes	11	14	48	64
Part II Crimes	38	23	208	199
Other Calls for Service	286	266	1700	1752
<b>Total</b>	<b>335</b>	<b>303</b>	<b>1956</b>	<b>2015</b>





FERGUSON TOWNSHIP POLICE DEPARTMENT

June 2021

	2020	2021	Previous YTD	Current YTD	Notes:
Traffic Citations	20	26	159	145	
Parking Tickets	1	23	243	212	
Traffic Stops	136	102	746	746	
Criminal Arrests	8	5	46	50	
Supplements	117	66	836	759	
Hearings	22	5	67	61	
Med Return	30.19	32.9	110.01	111.1	

Note:

- Traffic Stops may not include prescheduled selective enforcement details where two or more police vehicles are assigned for specific enforcement purposes (such as Aggressive Driving Grant details).
- Criminal Arrests are the number of people arrested, not the number of charges, counts or cases cleared. These include arrests made at the time of the incident as well as those filed after an extended investigation.

**Department Notes:**

- On June 12, Officer Andy Ettaro, Officer Mike Lamb and Officer Travis Park, were dispatched to a residence for a 63-year-old male in cardiac arrest. Officers provided CPR and utilized an AED (Automatic External Defibrillator) to deliver a shock. Following the shock, officers detected a heartbeat, and the man began breathing on his own. He is doing well. See attached letter.
- A 41-year-old Bellefonte man was arrested after stealing two hard drives, a new laptop and ancillary equipment from a local business. At the time of his arrest, the male possessed 2.5 grams of bath salts. He was charged with Retail Theft and a drug law violation.

- A 19-year-old Ferguson Township man called 911 asking to speak with an officer because he was “not doing well.” Officers tried calling the man, but he did not answer his phone. An officer responded to the residence. The front door was open, but the screen door was closed. The officer could see the man through the front screen door. While standing outside, the officer began speaking with the man. As the officer was talking with the man, he observed a black semi-automatic handgun on a television stand directly in front of the man. The man picked up the handgun. The officer backed up, requested assistance from other officers and used his vehicle as cover. Additional officers arrived with less-lethal alternatives. An officer re-initiated conversation with the man. The man opened the door and threw the gun outside. The man went back inside and grabbed a steak knife. He used the steak knife to cut his neck (superficial wound). Officers were able to talk the man into walking outside, unarmed. He was taken into custody and transported to the hospital for evaluation / treatment. NOTE: The gun turned out to be an airsoft gun. The man pried off the manufacturer installed orange tip. See attached photograph.
- A 23-year-old Ferguson Township man was arrested following a domestic assault. The male threw a glass bottle at his girlfriend, striking her in the face resulting in a broken tooth. He was charged with Simple Assault and Harassment.
- Officers received a call about an 18-year-old male experiencing a mental crisis. When officers arrived, the man was inside his residence standing behind the open front door which was partially blocking the left side of his body and hand. An officer initiated conversation with the man but he did not speak to the officer. The door moved slightly exposing the man's left hand and the officers immediately noticed that he was holding a knife. The officers spoke with the man and persuaded him to drop the knife. The man was taken to the hospital for evaluation. The caller knew that the man was armed with a knife but failed to notify the officers.
- A Township resident was scammed out of \$1,500. The victim received a text message indicating that she had been mistakenly billed through the Apple App Store. She was directed to purchase gifts through the app store. No suspects.
- A Township resident called police about a suspicious device she found while cleaning her basement. The device was believed to be a military blast simulator. A representative from the regional bomb team responded to handle and dispose of the item.

### **Investigations:**

- Detectives are investigating a sexual assault. The 21-year-old victim met the suspect at a party.
- Detectives are investigating the theft of several catalytic converters from parked vehicles. Patton Township and State College Borough Police have had similar thefts.
- Detectives are investigating several car break-ins. Cash and other valuables were stolen. Patton Township and State College Borough Police have had similar events.
- Two individuals, from Oakland California, visited a township grocery store and used stolen credit cards to purchase gift cards. They pair purchased \$8700 of gift cards. The suspects were arrested in the Harrisburg area. They will be charged in Dauphin County. The suspects made numerous charges across Pennsylvania.
- Detectives investigated a child assault allegation. There will be no criminal charges.

### **Community Relations:**

- Several officers participated in the Special Olympics Torch run.
- Sgt. Hendrick meet with a group of kindergarten and 1<sup>st</sup> grade students. He also showed the kids the police car.
- Officer Ososkie helped at a community child safety seat event. Several officers are certified to properly install child safety seats.
- Officer Ososkie assisted Bellefonte PD with the Bellefonte Cruise.





## Record List - Total:305

Contact or caller	Nature	Area	Reported	Incident
<b>911DUP (2)</b>				
INCIDENT PULLED BY MISTAKE	911DUP	FT1C1	18:55:17 06/30/21	21FT02761
DISPATCHED TO PTPD CALL BY MISTAKE	911DUP	PTPD	21:37:43 06/11/21	21FT02507
<b>911NOVOICE (3)</b>				
911 NO VOICE	911NOVOICE	FT2G1	08:08:00 06/06/21	21FT02424
911 NO VOICE AT A CLOSED BUSINESS.	911NOVOICE	FT2G1	18:15:36 06/04/21	21FT02405
911 HANG UP, STATIC ON THE LINE	911NOVOICE	FT2G1	00:33:30 06/01/21	21FT02358
<b>ABANDVEHICL (3)</b>				
ABANDONED VEHICLES	ABANDVEHICL	FT1A1	09:19:44 06/29/21	21FT02746
ABANDONED VEHICLE IN PARKING LOT	ABANDVEHICL	FT1B1	16:53:49 06/16/21	21FT02569
ABANDONED VEHICLE	ABANDVEHICL	FT1C1	20:11:26 06/01/21	21FT02366
<b>ALARM BURGLAR (10)</b>				
SWARTS FIRE SAFETY SET OFF RESIDENTIAL ALARM	ALARM BURGLAR	FT1F1	09:58:40 06/28/21	21FT02734
BURGLAR ALARM	ALARM BURGLAR	FT2H1	10:47:17 06/26/21	21FT02710
COMMERCIAL BURGLAR ALARM	ALARM BURGLAR	FT2H1	00:11:04 06/24/21	21FT02660
ACCIDENTAL ACTIVATION	ALARM BURGLAR	FT2F1	07:36:43 06/21/21	21FT02616
BURGLAR ALARM - UNKNOWN CAUSE	ALARM BURGLAR	FT2H1	00:47:08 06/21/21	21FT02613
RESIDENTIAL BURGLAR ALARM	ALARM BURGLAR	FT1D1	11:29:41 06/20/21	21FT02606
RESIDENTIAL BURGLAR ALARM - STORM	ALARM BURGLAR	FT2G1	22:55:36 06/13/21	21FT02531
BURGLAR ALARM BLDG SECURE	ALARM BURGLAR	FT2G1	09:36:56 06/12/21	21FT02513
ALARM AT RESIDENCE	ALARM BURGLAR	FT2H1	08:03:02 06/09/21	21FT02457
BURGLAR ALARM	ALARM BURGLAR	FT2F1	06:06:29 06/09/21	21FT02455
<b>ALARMFIREPDONLY (1)</b>				
HOME FIRE ALARMS GOING OFF.	ALARMFIREPDONLY	FT2G1	15:19:31 06/17/21	21FT02584
<b>ALCOHOL (3)</b>				
46 YOF DUI-DRUG	ALCOHOL	SB2C1	01:34:28 06/26/21	21FT02705
21 YOM ARRESTED FOR DUI	ALCOHOL	FT2I2	01:04:34 06/25/21	21FT02677
29 YOM DUI	ALCOHOL	FT1B1	01:48:47 06/24/21	21FT02661
<b>ANIMAL (11)</b>				
POSSUM STRUCK BY VEHICLE	ANIMAL	FT1C1	06:37:22 06/24/21	21FT02664
2 DOGS AT LARGE	ANIMAL	FT1A1	14:01:11 06/20/21	21FT02608
DOG ON CALLERS PROPERTY	ANIMAL	FT3T1	17:24:05 06/16/21	21FT02572
ANIMAL BITE	ANIMAL	FT3J2	14:58:34 06/16/21	21FT02567
DUCKS IN A STORM DRAIN	ANIMAL	FT1E1	12:01:40 06/12/21	21FT02517
AGGRESSIVE DOG	ANIMAL	FT3J1	19:36:04 06/10/21	21FT02490
CALLER GOT BIT BY A DOG.	ANIMAL	FT1B3	19:30:01 06/09/21	21FT02469
DOG ATTACKED A CAT	ANIMAL	FT2H1	16:43:43 06/09/21	21FT02466
SNAKE IN ROADWAY	ANIMAL	FT3J2	12:06:01 06/07/21	21FT02441
CAT IS HANGING AROUND FRONT DOOR	ANIMAL	FT1B1	15:56:36 06/06/21	21FT02429
DOG BITE	ANIMAL	FT3N1	13:44:48 06/06/21	21FT02426
<b>ASSAULT (3)</b>				
MALE VERSUS FEMALE DOMESTIC WITH INJURY.	ASSAULT	FT1B2	18:17:15 06/27/21	21FT02725
FEMALE VS MALE DOMESTIC	ASSAULT	FT2I2	03:04:49 06/08/21	21FT02447
DAYCARE EMPLOYEE STRUCK A 4YR OLD CHILD	ASSAULT	FT1C1	08:00:00 06/01/21	21FT02478
<b>ASSAULTEARLIER (2)</b>				
ASSAULT OCCURRING BETWEEN TWO DEMENTIA PATIENTS.	ASSAULTEARLIER	FT1C1	15:44:11 06/30/21	21FT02758
POSSIBLE SEXUAL ASSAULT	ASSAULTEARLIER	FT2I2	23:16:36 06/26/21	21FT02718
<b>BICYCLESTOP (2)</b>				
	BICYCLESTOP		06:44:31 06/23/21	21FT02642
	BICYCLESTOP		19:12:55 06/17/21	21FT02587
<b>COMMRELATIONS (2)</b>				
SPECIAL OLYMPICS TORCH RUN	COMMRELATIONS	FT2H1	15:24:13 06/09/21	21FT02464
COMMUNITY EVENT AT SCHOOL	COMMRELATIONS	FT2G1	10:33:50 06/03/21	21FT02388
<b>CRIMMISCHIEF (1)</b>				



TRESPASS AT POOL AND SMEARED KETCHUP	CRIMMISCHIEF	FT2I2	15:07:58 06/20/21	21FT02609
<b><u>DEPTINFO (4)</u></b>				
VEHICLE PULLING INTO DRIVEWAYS	DEPTINFO	FT1C1	15:49:06 06/29/21	21FT02749
CALLER WANTED TO ADVISE POLICE CARS WILL BE PARKED ALONG ROADWAY	DEPTINFO	FT3T1	11:13:35 06/25/21	21FT02686
MALE REPORTEDLY ASSAULTED FEMALE FROM AFFAIR	DEPTINFO	FT2H1	12:00:29 06/21/21	21FT02620
MEGANS LAW NOTIFICATION	DEPTINFO	FT1B5	00:00:00 06/18/21	21FT02592
<b><u>DISORDERLYCOND (9)</u></b>				
LOUD MUSIC	DISORDERLYCOND	FT1E1	23:27:43 06/26/21	21FT02719
LOUD MUSIC	DISORDERLYCOND	FT1F2	01:06:37 06/22/21	21FT02630
LOUD MUSIC	DISORDERLYCOND	FT1F2	03:57:05 06/13/21	21FT02524
LOUD MUSIC-GOA	DISORDERLYCOND	FT1C1	00:46:29 06/08/21	21FT02446
LOUD MUSIC	DISORDERLYCOND	FT1B2	05:39:30 06/06/21	21FT02423
ACTIVE FIGHT	DISORDERLYCOND	FT2G1	03:45:35 06/05/21	21FT02410
REPORT OF A FIGHT - GOA	DISORDERLYCOND	FT2I2	02:15:22 06/05/21	21FT02409
LOUD MUSIC	DISORDERLYCOND	FT1B2	00:21:47 06/04/21	21FT02397
LOUD MUSIC/VOICES	DISORDERLYCOND	FT1F2	00:55:43 06/02/21	21FT02369
<b><u>DOMESTICDISPUTE (3)</u></b>				
VERBAL ARGUMENT	DOMESTICDISPUTE	FT1A1	11:27:59 06/12/21	21FT02514
HUSBAND AND WIFE DOMESTIC	DOMESTICDISPUTE	FT1A1	22:45:42 06/09/21	21FT02472
VERBAL DOMESTIC	DOMESTICDISPUTE	FT1B1	00:21:05 06/08/21	21FT02445
<b><u>DRUGLAW (1)</u></b>				
MALES SMOKING WEED INSIDE VEHICLE AT TEENER FIELDS	DRUGLAW	FT2H3	23:22:16 06/07/21	21FT02444
<b><u>FRAUD (3)</u></b>				
CALLER WAS SCAMMED OUT OF \$500.00.	FRAUD	FT2I2	14:49:30 06/24/21	21FT02672
GIFT CARD PURCHASES WITH STOLEN CREDIT CARDS	FRAUD	FT1B1	10:56:08 06/19/21	21FT02602
TEXT SCAM \$1500 IN APPLE GIFT CARDS	FRAUD	FT2H1	09:28:44 06/19/21	21FT02600
<b><u>HARASSMENT (3)</u></b>				
VERBAL HARASSMENT	HARASSMENT	FT1B5	13:50:54 06/25/21	21FT02689
HARASSING EMAILS	HARASSMENT	FT2G1	16:53:16 06/22/21	21FT02638
VERBAL ALTERCATION	HARASSMENT	FT2I2	14:26:43 06/10/21	21FT02486
<b><u>HLTHSFTY (14)</u></b>				
MALES BECAME ILL FROM EDIBLES	HLTHSFTY	FT1D1	07:14:17 06/26/21	21FT02707
48 YOM BLIND MAN NEEDED HELP GETTING HOME.	HLTHSFTY	FT1B1	21:24:43 06/24/21	21FT02674
16 YOM MHID	HLTHSFTY	FT3J1	13:20:25 06/22/21	21FT02636
23 YOF INTENTIONALLY CUT LEG; MHID	HLTHSFTY	FT1B3	22:09:04 06/20/21	21FT02612
19 YOM WITH WEAPONS; MHID	HLTHSFTY	FT1B1	13:47:34 06/20/21	21FT02607
FEMALE SCREAMING; MHID	HLTHSFTY	FT1B1	15:51:24 06/17/21	21FT02585
FEMALE WALKING IN HOUSE COAT	HLTHSFTY	FT2E1	12:53:03 06/11/21	21FT02501
18 YOM TOOK SOME PILLS	HLTHSFTY	FT1B1	22:42:10 06/10/21	21FT02495
19 YOM WITH MHID	HLTHSFTY	FT1B1	15:24:25 06/08/21	21FT02452
22 YOF EMOTIONAL DISTRESS	HLTHSFTY	FT1B1	22:53:20 06/05/21	21FT02421
SUICIDAL STATEMENTS	HLTHSFTY	FT2I2	18:47:12 06/05/21	21FT02419
CHILD PULLED FIRE ALARM	HLTHSFTY	FT1A1	13:32:24 06/05/21	21FT02416
CHECK WELFARE OF CHILD	HLTHSFTY	FT1B1	16:53:37 06/02/21	21FT02382
REPORT OF INTOXICATED PARENT	HLTHSFTY	FT3S1	21:50:40 06/01/21	21FT02367
<b><u>HLTHSFTYEMSASST (44)</u></b>				
80 YOM BREATHING DIFFICULTIES	HLTHSFTYEMSASST	FT1F2	10:59:15 06/30/21	21FT02755
64 YOM FELL AND STRUCK HEAD	HLTHSFTYEMSASST	FT1A1	11:57:27 06/29/21	21FT02748
49 YOM FACIAL PAIN	HLTHSFTYEMSASST	FT1B1	23:57:53 06/28/21	21FT02744
ASSIST EMS WITH SEIZURE	HLTHSFTYEMSASST	FT1B1	17:22:44 06/28/21	21FT02736
91 YOM MISTAKENLY ACTIVATED HIS MEDICAL ALARM	HLTHSFTYEMSASST	FT2H1	00:28:35 06/28/21	21FT02729
33 YOM, INTENTIONAL CUT TO WRIST	HLTHSFTYEMSASST	FT2G1	20:28:12 06/26/21	21FT02717
74 YOM, VERTIGO	HLTHSFTYEMSASST	FT1C1	19:18:56 06/26/21	21FT02714
47 YOF CHEST PAIN AND TROUBLE BREATHING	HLTHSFTYEMSASST	FT1E1	14:20:33 06/25/21	21FT02691
79 YOF FALL	HLTHSFTYEMSASST	FT2G1	10:23:52 06/25/21	21FT02684
17 YOM, UNCONSCIOUS	HLTHSFTYEMSASST	FT2G1	04:02:34 06/25/21	21FT02678
17 YOM SEIZURE ACTIVITY	HLTHSFTYEMSASST	FT2G1	13:16:56 06/24/21	21FT02671
49 YOM FELL AND HIT HIS HEAD.	HLTHSFTYEMSASST	FT1C1	21:10:27 06/23/21	21FT02657



75 YOF, SHORTNESS OF BREATH	HLTHSFTYEMSASST	FT1E1	14:31:49	06/23/21	21FT02650
82 YOF FALL WITH HEAD LACERATION	HLTHSFTYEMSASST	FT2G1	09:51:48	06/22/21	21FT02633
20 YOM ACTIVE SEIZURE.	HLTHSFTYEMSASST	FT1B1	18:18:29	06/21/21	21FT02625
80 YOF CANCER COMPLCATIONS	HLTHSFTYEMSASST	FT2G1	04:50:55	06/21/21	21FT02614
MEDICAL PENDANT ACTIVATION	HLTHSFTYEMSASST	FT1C1	15:12:08	06/20/21	21FT02610
80 YOM FELL	HLTHSFTYEMSASST	FT1B1	20:49:44	06/18/21	21FT02597
72 YOF WITH FAST HEART RATE.	HLTHSFTYEMSASST	FT3P1	20:34:49	06/17/21	21FT02588
67 YOF BACK PAIN	HLTHSFTYEMSASST	FT2H1	16:19:40	06/16/21	21FT02568
79 YOF TROUBLE BREATHING	HLTHSFTYEMSASST	FT1A1	11:27:59	06/16/21	21FT02562
73 YOM - WEAKNESS	HLTHSFTYEMSASST	FT3J1	01:11:01	06/16/21	21FT02557
76 YOM SOB	HLTHSFTYEMSASST	FT1E1	14:42:28	06/14/21	21FT02545
77 YOM BREATHING DIFFICULTY	HLTHSFTYEMSASST	FT1B1	13:37:47	06/14/21	21FT02544
93 YOM FALL	HLTHSFTYEMSASST	FT3J1	12:16:29	06/14/21	21FT02540
87 YOM FOUND ON THE FLOOR	HLTHSFTYEMSASST	FT2G1	12:14:40	06/14/21	21FT02541
24 YOF - SUICIDAL THOUGHTS	HLTHSFTYEMSASST	FT1A1	02:21:33	06/14/21	21FT02533
70 YOM FALL	HLTHSFTYEMSASST	FT2G1	18:57:57	06/12/21	21FT02520
63 YOM COLLAPSED AND CPR INITIATED	HLTHSFTYEMSASST	FT2H1	07:32:47	06/12/21	21FT02512
53 YOM FALL	HLTHSFTYEMSASST	FT1A1	18:21:37	06/11/21	21FT02505
78 YOM FALL	HLTHSFTYEMSASST	FT2H1	16:07:40	06/11/21	21FT02504
89 YOF LIFT ASSIST	HLTHSFTYEMSASST	FT2H1	07:24:55	06/11/21	21FT02497
86 YOF FALL	HLTHSFTYEMSASST	FT2G1	03:46:07	06/11/21	21FT02496
93 YOF WITH ABDOMINAL PAIN	HLTHSFTYEMSASST	FT2H1	21:27:29	06/10/21	21FT02494
73 YOM FALL	HLTHSFTYEMSASST	FT2H1	18:34:20	06/09/21	21FT02468
23 YOF CHEST PAINS	HLTHSFTYEMSASST	FT1B3	12:57:18	06/08/21	21FT02451
86 YOF ELEVATED HEART RATE.	HLTHSFTYEMSASST	FT2G1	19:06:42	06/06/21	21FT02430
68 YOF FALL	HLTHSFTYEMSASST	FT2H1	09:37:56	06/06/21	21FT02425
43 YOM UNKNOWN MEDICAL ISSUE	HLTHSFTYEMSASST	FT2G1	22:39:01	06/05/21	21FT02420
47 YOF - HYPOGLYCEMIC	HLTHSFTYEMSASST	FT1B1	04:21:17	06/05/21	21FT02411
91 YOF UNABLE TO STAND	HLTHSFTYEMSASST	FT3I1	08:28:51	06/04/21	21FT02401
53 YOM POSSIBLE STROKE	HLTHSFTYEMSASST	FT2F1	07:34:08	06/04/21	21FT02400
93 YOF FALL	HLTHSFTYEMSASST	FT1C1	01:02:38	06/04/21	21FT02398
73 YOF WEAK WITH CONSTIPATION	HLTHSFTYEMSASST	FT2H1	11:08:12	06/02/21	21FT02375

### ***HLTHSFTYFIREAST (10)***

FIRE ASSIST FOR AUTOMATIC ALARM	HLTHSFTYFIREAST	FT1E1	16:15:25	06/29/21	21FT02750
CO 2 ALARM	HLTHSFTYFIREAST	FT1E1	21:57:16	06/27/21	21FT02728
ASSISTED ALPHA FIRE WITH SMOLDERING BRUSH	HLTHSFTYFIREAST	FT3Q1	21:39:56	06/27/21	21FT02727
TRANSFORMER SPARKING	HLTHSFTYFIREAST	FT1A1	19:31:34	06/26/21	21FT02715
ODOR OF GAS.	HLTHSFTYFIREAST	FT1B1	19:30:02	06/21/21	21FT02627
GRILL FIRE	HLTHSFTYFIREAST	FT1D1	18:20:48	06/21/21	21FT02626
ELEVATOR STUCK	HLTHSFTYFIREAST	FT1B1	13:29:04	06/21/21	21FT02621
FIRE ALARM - CANCELLED	HLTHSFTYFIREAST	FT2G1	11:20:23	06/17/21	21FT02580
BURGLAR ALARM AT STAPLES - STORM	HLTHSFTYFIREAST	FT1B1	21:57:49	06/13/21	21FT02530
CO ALARM SOUNDING	HLTHSFTYFIREAST	FT2H1	21:25:19	06/12/21	21FT02523

### ***IDENTITYTHEFT (1)***

ID USED FOR CC AND UNEMPLOYMENT	IDENTITYTHEFT	FT3N1	10:47:44	06/17/21	21FT02579
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### ***ORDVIOL (4)***

ORDINANCE VIOLATON	ORDVIOL	FT2H1	11:38:12	06/30/21	21FT02756
SUBJECT BURNING WOOD IN A BARREL.	ORDVIOL	FT1C1	10:16:24	06/19/21	21FT02601
NOISE COMPLAINT	ORDVIOL	FT1C1	09:22:56	06/10/21	21FT02479
HIGH GRASS/WEEDS	ORDVIOL	FT2E1	10:22:39	06/09/21	21FT02461

### ***OUTAGNCYASST (13)***

ASSIST PTPD WITH TRESPASS	OUTAGNCYASST	PTPD	11:00:43	06/30/21	21FT02754
PSP ASKED US TO WATCH FOR A RECKLESS OPS VEHICLE.	OUTAGNCYASST	FT1F2	17:27:17	06/26/21	21FT02713
ELDERLY FEMALE LOCKED OUT OF HOUSE	OUTAGNCYASST	PTPD	23:57:20	06/25/21	21FT02702
POSSIBLE SUCIDAL MALE, NOT NEAR FERGUSON TOWNSHIP.	OUTAGNCYASST	FT3T1	17:40:04	06/23/21	21FT02653
ASSIST PTPD WITH DC PERSON	OUTAGNCYASST	PTPD	11:26:24	06/23/21	21FT02648
ASSIST PSP WITH END ZONE CALL	OUTAGNCYASST		02:03:36	06/20/21	21FT02605
ASSISTED BPD WITH BELLEFONTE CRUISE	OUTAGNCYASST		16:33:04	06/18/21	21FT02595
CAR SEAT CHECK DETAIL	OUTAGNCYASST	PTPD	15:11:53	06/18/21	21FT02594



ASSIST PSP ROCKVIEW	OUTAGNCYASST	FT3N1	16:51:13 06/16/21	21FT02571
SCPD ACCIDENT	OUTAGNCYASST	SB2H1	13:46:43 06/15/21	21FT02555
ASSIST PTPD WITH SHOP LIFTER	OUTAGNCYASST	PTPD	13:01:11 06/14/21	21FT02542
ASSIST PATTON TOWNSHIP	OUTAGNCYASST	PTPD	01:31:39 06/02/21	21FT02371
ASSISTED PTPD WITH BURGLARY	OUTAGNCYASST	PTPD	01:04:31 06/02/21	21FT02370
<b><u>PARKING (4)</u></b>				
CALLER LOST KEYS TO VEHICLE IN TUDEK PARK.	PARKING	FT1B1	21:16:05 06/23/21	21FT02658
CAR PARKED OVER WHITE LINE	PARKING	FT3J2	11:14:15 06/05/21	21FT02414
ILLEGALLY PARKED CARS	PARKING	FT3J1	18:28:44 06/03/21	21FT02391
VEHICLE PARKED IN PRIVATE LOT	PARKING	FT1B1	15:36:41 06/01/21	21FT02362
<b><u>PERSONSTOP (1)</u></b>				
	PERSONSTOP		22:20:29 06/06/21	21FT02433
<b><u>PFARECEIVED (3)</u></b>				
NOTICE OF HEARING AND ORDER RECEIVED	PFARECEIVED	FT2G1	00:00:00 06/24/21	21FT02670
NOTICE OF HEARING AND ORDER	PFARECEIVED	FT3N1	00:00:00 06/22/21	21FT02635
PFA RECEIVED	PFARECEIVED	FT1A1	00:00:00 06/11/21	21FT02498
<b><u>PROFOUND (4)</u></b>				
FOUND KEYS	PROFOUND	FT1B1	20:19:20 06/29/21	21FT02752
FOUND SUBARU KEY	PROFOUND	FT3N1	15:21:26 06/21/21	21FT02624
FOUND IPAD ON ROADWAY	PROFOUND	FT1F1	14:48:15 06/10/21	21FT02487
CELL PHONE & CARD FOUND ON PINE GROVE MOUNTAIN.	PROFOUND	FT3J1	17:34:54 06/05/21	21FT02417
<b><u>PROPLOST (3)</u></b>				
LOST DRIVERS LICENSE	PROPLOST	FT1B1	06:06:42 06/24/21	21FT02663
DOCUMENT REPORTEDLY DELIVERED BUT NOT RECEIVED	PROPLOST	FT1B1	11:06:44 06/21/21	21FT02619
LOST WALLET	PROPLOST	FT2H1	11:10:48 06/13/21	21FT02525
<b><u>RETAILTHEFT (1)</u></b>				
SUBJECT STOLE ITEMS FROM TWO LOCATIONS	RETAILTHEFT	FT1B1	19:39:34 06/10/21	21FT02491
<b><u>RFACIVILDISP (1)</u></b>				
QUESTIONS ABOUT LANDLORD	RFACIVILDISP	FT1B1	12:48:20 06/11/21	21FT02500
<b><u>RFALOCATECONT (4)</u></b>				
ATTEMPT TO LOCATE	RFALOCATECONT	FT2G1	17:58:28 06/19/21	21FT02604
CALLER CONCERNED THAT HUSBAND DID NOT RETURN HOME WITHIN 2 HOURS.	RFALOCATECONT	FT1B1	21:14:08 06/12/21	21FT02522
CHECK WELFARE OF TWO CHILDREN	RFALOCATECONT	FT1E1	18:38:01 06/04/21	21FT02406
CALLED TO CONTACT A MALE FOR A HOSPITAL	RFALOCATECONT	FT1A1	12:01:53 06/01/21	21FT02359
<b><u>RFAOTHER (36)</u></b>				
DRUNK MALE LEFT HIS PHONE IN AN APARTMENT	RFAOTHER	FT2G1	16:49:20 06/30/21	21FT02759
MISTAKEN DISPATCH/SCPD INCIDENT	RFAOTHER	FT2H1	22:12:32 06/28/21	21FT02741
PROBATION VERIFICATION	RFAOTHER	FT1A1	20:25:02 06/27/21	21FT02726
NOISE COMPLAINT	RFAOTHER	FT2H1	13:18:04 06/27/21	21FT02723
LOAD MUSIC AT RESIDENCE.	RFAOTHER	FT3T1	19:48:30 06/25/21	21FT02693
QUESTIONS ABOUT LOUD EXHAUST	RFAOTHER	FT1C1	08:08:41 06/25/21	21FT02679
ANONYMOUS EMAILS SENT ABOUT DAUGHTER	RFAOTHER	FT3J2	12:29:31 06/24/21	21FT02667
CALLER REPORTING TRUCK FROM AN EARLIER ACCIDENT ILLEGALLY PARKED	RFAOTHER	FT3J1	22:14:56 06/23/21	21FT02659
BLASTING DEVICE FOUND IN BASEMENT	RFAOTHER	FT3K1	18:51:00 06/23/21	21FT02655
CRASH OCCURRED IN PATTON TWP	RFAOTHER	FT2H1	18:40:04 06/22/21	21FT02641
PARKING CONCERN POSSIBLE ABANDON VAN	RFAOTHER	FT2M1	09:24:02 06/22/21	21FT02632
COMPLAINT ABOUT CAT TRAPPING.	RFAOTHER	FT1C1	20:51:21 06/21/21	21FT02629
FRONT DOOR BROKE AT BUSINESS.	RFAOTHER	FT2H1	15:51:21 06/17/21	21FT02586
CALLER TOLD TO BEHAVE HIMSELF	RFAOTHER	FT1B1	12:29:14 06/17/21	21FT02582
VEHICLE PARKED IN THE UNI MART LOT	RFAOTHER	FT1B1	11:56:17 06/17/21	21FT02581
VERBAL ARGUMENT	RFAOTHER	FT2H1	20:21:35 06/16/21	21FT02574
NIEGHBORS FILMING HOUSE	RFAOTHER	FT3T1	17:39:12 06/16/21	21FT02573
MISTAKEN DISPATCH	RFAOTHER	RPSP	17:53:52 06/15/21	21FT02556
CALLER HAS NOT RECEIVED CALL BACK FROM PA STATE AGENCY	RFAOTHER	FT2E1	11:30:30 06/15/21	21FT02553
DISPATCHED BY MISTAKE	RFAOTHER	SB2H1	19:15:56 06/14/21	21FT02549



VINE AT CALLER'S LAMP POST WAS DAMAGED	RFAOTHER	FT2G1	11:24:23 06/14/21	21FT02538
ANGRY PATIENT	RFAOTHER	FT1B1	11:21:04 06/14/21	21FT02536
CALLER COULD NOT REACH ROCK SPRINGS WATER CO.	RFAOTHER	FT3Q1	11:10:38 06/14/21	21FT02537
ASSIST ALPHA FIRE	RFAOTHER	FT1C1	13:39:02 06/12/21	21FT02518
CALLER NEEDED ASSISTANCE GETTING ITEM TO HER APARTMENT	RFAOTHER	FT2H1	11:32:37 06/12/21	21FT02516
QUESTIONS ON AGE TO HAVE SEXUAL RELATIONS	RFAOTHER	FT2G1	11:19:49 06/12/21	21FT02515
DAMAGED STREET SIGN	RFAOTHER	FT2H1	20:23:16 06/10/21	21FT02493
COURSE OF CONDUCT WITH 21FT02491	RFAOTHER	FT1B1	20:15:44 06/10/21	21FT02492
COMPLETE MV-145 A	RFAOTHER	FT2H2	08:22:00 06/10/21	21FT02476
CALLER WANTED TO KNOW ABOUT VEHICLE INSPS.	RFAOTHER	FT1C1	17:44:39 06/09/21	21FT02467
DISABLED VEHICLE	RFAOTHER	FT1E1	12:32:40 06/08/21	21FT02450
CALLER SAID A MAN WAS PARKED OUT FRONT OF HIS HOME.	RFAOTHER	FT1C1	18:28:03 06/07/21	21FT02442
TRANSPORTED INDIVIDUAL TO CCR	RFAOTHER	FT1B1	19:09:33 06/03/21	21FT02392
VIN VERIFICATION	RFAOTHER	FT2G1	10:44:05 06/03/21	21FT02389
QUESTIONS ABOUT LOST CAR TITLE FROM OUT OF STATE	RFAOTHER	FT1F1	12:38:59 06/02/21	21FT02377
CONSUMER REQUESTED TRANSPORT TO CCR	RFAOTHER	FT1B1	17:19:55 06/01/21	21FT02364

**SCHOOLCHECK (4)**

SCHOOLCHECK			12:10:20 06/14/21	21FT02539
SCHOOLCHECK			09:46:44 06/03/21	21FT02387
SCHOOLCHECK			08:18:09 06/03/21	21FT02385
SCHOOLCHECK			12:19:07 06/02/21	21FT02376

**SUPPLEMENT (3)**

SUPPLEMENT			19:40:59 06/21/21	21FT02628
SUPPLEMENT			07:51:29 06/17/21	21FT02576
SUPPLEMENT			19:07:06 06/12/21	21FT02521

**SUSPACTY (37)**

2 MALES SELLING CLEANERS DOOR TO DOOR	SUSPACTY	FT3P1	18:43:52 06/29/21	21FT02751
MALE ACTING STRANGELY IN STORE	SUSPACTY	FT1A1	09:21:14 06/29/21	21FT02745
WORKERS PAINTING LINES	SUSPACTY	FT1B1	23:29:38 06/28/21	21FT02743
MASSAGE PARLOR GIVING "HAPPY ENDINGS"	SUSPACTY	FT1A1	20:56:38 06/28/21	21FT02740
MALE ACTING STRANGELY.	SUSPACTY	FT1A1	18:02:37 06/28/21	21FT02737
UNEMPLOYMENT CHECK RECEIVED	SUSPACTY	FT2H1	10:05:24 06/28/21	21FT02735
MALE TOUCHING CARS IN LOT	SUSPACTY	FT1A1	09:18:56 06/28/21	21FT02733
PERSON TALKING	SUSPACTY	FT1A1	02:53:50 06/27/21	21FT02720
UNEMPLOYMENT SCAM	SUSPACTY	FT2H1	09:19:14 06/25/21	21FT02681
UNSECURED RESIDENCE	SUSPACTY	FT1F2	19:37:22 06/24/21	21FT02673
POSSIBLE VEHICLE CRASH	SUSPACTY	FT2H1	17:39:45 06/23/21	21FT02654
PHONE SCAM	SUSPACTY	FT1B1	10:28:11 06/22/21	21FT02634
FRAUDULENT UNEMPLOYMENT CLAIM IN COMP'S NAME	SUSPACTY	FT2H2	10:26:20 06/21/21	21FT02618
UNEMPLOYMENT SCAM	SUSPACTY	FT1D1	09:23:08 06/21/21	21FT02617
SUSPICIOUS FEMALE OBSERVED IN PARKING LOT	SUSPACTY	FT2E1	17:39:45 06/20/21	21FT02611
UNEMPLOYMENT SCAM	SUSPACTY	FT2G1	17:11:22 06/18/21	21FT02596
MALE ENTERED SECURE BUILDING	SUSPACTY	FT2H1	21:56:35 06/17/21	21FT02589
UNKNOWN MALE ENTERED RESIDENCE	SUSPACTY	FT1C1	14:31:18 06/17/21	21FT02583
UNEMPLOYMENT SCAM	SUSPACTY	FT2H1	10:42:34 06/17/21	21FT02578
SCAM CALLS	SUSPACTY	FT2H1	16:54:06 06/16/21	21FT02570
UNEMPLOYMENT COMPENSATION CLAIM FILED IN CALLER'S NAME	SUSPACTY	FT3H1	14:35:59 06/16/21	21FT02565
UNEMPLOYMENT SCAM	SUSPACTY	FT1A1	14:33:51 06/16/21	21FT02566
UNEMPLOYMENT SCAM	SUSPACTY	FT1F1	13:49:05 06/16/21	21FT02564
UNEMPLOYMENT SCAM	SUSPACTY	FT1E1	11:35:49 06/16/21	21FT02561
SUSPICIOUS CALLS AND FAX	SUSPACTY	FT1B1	10:18:15 06/15/21	21FT02552
PERSONAL ITEMS IN DUMPSTER	SUSPACTY	FT2G1	16:40:44 06/14/21	21FT02546
UNEMPLOYMENT SCAM	SUSPACTY	FT1C1	14:34:46 06/13/21	21FT02526
OCCUPIED VEHICLE IN PARKING LOT	SUSPACTY	FT1A1	02:23:44 06/12/21	21FT02511
UNEMPLOYMENT SCAM	SUSPACTY	FT2G1	14:22:47 06/11/21	21FT02503
MALES PUT FOIL OVER TWO LICENSE PLATES	SUSPACTY	FT1E1	13:31:24 06/11/21	21FT02502
ATTEMPTED MONEY SCAM	SUSPACTY	FT3N1	17:30:14 06/10/21	21FT02489
FALSE UNEMPLOYMENT CLAIM	SUSPACTY	FT2G1	13:10:55 06/10/21	21FT02484



POSSIBLE SCAM	SUSPACTY	FT1F2	21:26:47 06/09/21	21FT02471
PEOPLE POUNDED ON DOOR	SUSPACTY	FT1E1	00:24:16 06/07/21	21FT02434
VEHICLES IN SAYBROOK PARK AFTER DARK-GOA	SUSPACTY	FT1D1	00:10:08 06/06/21	21FT02422
VEHICLES IN PARK AFTER HOURS	SUSPACTY	FT1D1	10:57:30 06/05/21	21FT02413
UNEMPLOYMENT SCAM	SUSPACTY	FT1E1	17:31:51 06/03/21	21FT02390
<b><i>THEFT (8)</i></b>				
APARTMENT SUBLET SCAM	THEFT	FT1B2	10:14:45 06/29/21	21FT02747
THEFT FROM VEHICLE	THEFT	FT3P1	10:01:01 06/26/21	21FT02709
THEFT FROM A VEHICLE	THEFT	FT3J2	07:59:02 06/26/21	21FT02708
THEFT FROM VEHICLE	THEFT	FT1D1	08:42:23 06/25/21	21FT02682
THEFT FROM VEHICLES	THEFT	FT1D1	12:25:41 06/24/21	21FT02668
CATALYTIC CONVERTERS STOLEN	THEFT	FT3J2	13:44:54 06/21/21	21FT02623
THEFT OF CATALYTIC CONVERTER	THEFT	FT1B1	13:33:03 06/14/21	21FT02543
THEFT FROM VEHICLES	THEFT	FT2H1	10:38:00 06/14/21	21FT02535
<b><i>TRAFFIC (25)</i></b>				
TREE DOWN IN THE ROADWAY	TRAFFIC	FT3P1	15:33:33 06/30/21	21FT02757
RECKLESS OPERATION	TRAFFIC	FT3L1	18:51:22 06/28/21	21FT02738
SPEEDING VEHICLE IN NEIGHBORHOOD	TRAFFIC	FT3N1	08:49:19 06/28/21	21FT02732
SIGN LAYING ON ROAD	TRAFFIC	FT1B1	11:51:22 06/25/21	21FT02687
SUSPENDED DRIVER	TRAFFIC	FT3N1	07:28:47 06/24/21	21FT02665
DUMP TRUCK AXEL BROKE IN INTERSECTION.	TRAFFIC	FT2H1	17:40:07 06/23/21	21FT02652
GREEN TRAFFIC LIGHT BULB BURNT OUT	TRAFFIC	FT2H1	13:33:11 06/21/21	21FT02622
TREE ON ROADWAY	TRAFFIC	FT3P1	07:20:15 06/19/21	21FT02599
CAR WITHOUT REGISTRATION PLATE DRIVING AROUND	TRAFFIC	FT2G1	02:14:01 06/19/21	21FT02598
TRACTOR TANK FELL ON TO ROAD.	TRAFFIC	FT3Q1	14:22:54 06/18/21	21FT02593
DISABLED VEHICLE	TRAFFIC	FT2F1	09:45:20 06/16/21	21FT02560
TRAFFIC AT DRIVE THROUGH CAUSING BACK UP	TRAFFIC	FT1B1	13:24:00 06/15/21	21FT02554
CAR DRIVING RECKLESSLY	TRAFFIC	FT1B1	07:44:18 06/14/21	21FT02534
DISABLED VEHICLE	TRAFFIC	FT2F1	17:23:45 06/12/21	21FT02519
TRAFFIC ALTERCATION BETWEEN OCCUPANTS OF TWO VEHICLES.	TRAFFIC	FT1B1	19:17:18 06/11/21	21FT02506
75 YOF FEMALE DRIVING ON A FLAT TIRE (RIM).	TRAFFIC	FT2H1	23:44:05 06/08/21	21FT02454
TRAFFIC LIGHT MALFUNCTION	TRAFFIC	FT2G1	11:33:01 06/08/21	21FT02449
ERRATIC DRIVER	TRAFFIC	FT3I1	21:56:54 06/06/21	21FT02432
RECKLESS OPERATION.	TRAFFIC	FT3K1	15:49:20 06/06/21	21FT02428
GREEN SIGNAL BULB OUT	TRAFFIC	FT2G1	09:47:07 06/05/21	21FT02412
SCHOOL BUS VIOLATION	TRAFFIC	FT1A1	16:05:27 06/02/21	21FT02381
DISABLED VEHICLE	TRAFFIC	FT1B1	10:39:30 06/02/21	21FT02374
SCHOOL BUS VIOLATION	TRAFFIC	FT1D1	10:23:24 06/02/21	21FT02373
DISABLED VEHICLE	TRAFFIC	FT1B1	10:08:48 06/02/21	21FT02372
RECKLESS OPERATION	TRAFFIC	FT2G1	16:36:23 06/01/21	21FT02363
<b><i>TRESPASS (1)</i></b>				
SUSPICIOUS VEHICLES IN PARK	TRESPASS	FT1D1	22:07:56 06/07/21	21FT02443
<b><i>VACHOMECHK (2)</i></b>				
VACATION HOME CHECK	VACHOMECHK	FT1D1	00:00:00 06/24/21	21FT02669
VACATION HOME CHECK	VACHOMECHK	FT3J2	00:00:00 06/16/21	21FT02563
<b><i>VHCLCRSHHITRUN (1)</i></b>				
PARKING LOT CRASH	VHCLCRSHHITRUN	FT1B1	13:09:12 06/23/21	21FT02649
<b><i>VHCLCRSHNOINJ (13)</i></b>				
2 VEHICLE REPORTABLE CRASH.	VHCLCRSHNOINJ	FT1B1	16:52:49 06/30/21	21FT02760
VEHICLE ACCIDENT WITH NO INJURIES	VHCLCRSHNOINJ	FT1A1	14:24:10 06/25/21	21FT02692
VEHICLE ACCIDENT NO INJURIES	VHCLCRSHNOINJ	FT2H1	14:16:09 06/25/21	21FT02690
VEHICLE VERSUS PARKED CAR.	VHCLCRSHNOINJ	FT3J1	16:32:42 06/23/21	21FT02651
REAR END ACCIDENT	VHCLCRSHNOINJ	FT1A1	10:19:39 06/23/21	21FT02647
2 VEHICLE CRASH NO INJURIES	VHCLCRSHNOINJ	PTPD	14:48:04 06/22/21	21FT02637
ONE VEHICLE NON REPORTABLE CRASH	VHCLCRSHNOINJ	FT2I2	02:05:27 06/17/21	21FT02575
NON REPORTABLE CRASH	VHCLCRSHNOINJ	FT2G1	17:35:42 06/14/21	21FT02548
CAR VS. DEER CRASH	VHCLCRSHNOINJ	FT2G1	21:49:22 06/11/21	21FT02508
CAR PARKED IN FORD LOT HIT BY ANOTHER VEHICLE.	VHCLCRSHNOINJ	FT2H1	15:43:42 06/09/21	21FT02465
VEHICLE ACCIDENT WITHOUT INJURY.	VHCLCRSHNOINJ	FT1B1	13:56:27 06/06/21	21FT02427

VEHICLE CRASH WITH OUT INJURY,	VHCLCRSHNOINJ	FT1A1	17:22:31 06/02/21	21FT02383
PARKING LOT CRASH	VHCLCRSHNOINJ	FT1B1	18:14:54 06/01/21	21FT02365
<b><i>WARRANTSERVICE (2)</i></b>				
WARRANT SERVICE	WARRANTSERVICE	FT1A1	16:43:17 06/19/21	21FT02603
302 WARRANT FOR 22 YOF; MHID	WARRANTSERVICE	FT2H1	17:02:39 06/14/21	21FT02547



# Hate Crime Report

Beginning Date: 06/01/2021

Ending Date: 06/30/2021

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## Incident Count

**Agency:** Ferguson Township

Agency	ORI	Number of Incidents
	State Total	0





# Arrest Distribution Report

Printed On: 07/08/2021

Beginning Date: 06/01/2021

Ending Date: 06/30/2021

Page 1 of 1

## Arrestee Race

Agency: All

Offense: All

Offense	White	Black Or African American	American Indian Or AlaskaNa	Asian	Native Hawaiian Or Other	Total
Larceny - Theft	2	-	-	-	-	2
Other Assaults	-	1	-	-	-	1
Driving Under The Influence	1	-	-	-	-	1
Disorderly Conduct	1	-	-	-	-	1
<b>Total</b>	<b>4</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5</b>



# Arrest Distribution Report

Printed On: 07/08/2021

Beginning Date: 06/01/2021

Ending Date: 06/30/2021

Page 1 of 1

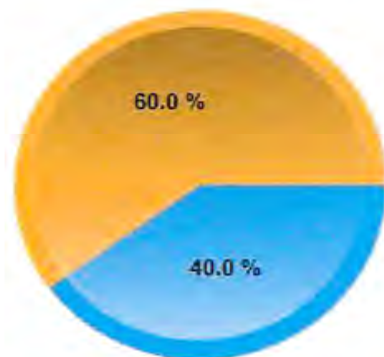
## Arrestee Gender

Agency: All

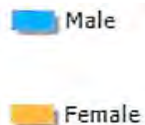
Offense: All

Offense	Male	Female	Total
Larceny - Theft	1	1	2
Other Assaults	1	-	1
Driving Under The Influence	-	1	1
Disorderly Conduct	-	1	1
<b>Total</b>	<b>2</b>	<b>3</b>	<b>5</b>

Arrestee Gender



Arrestee Gender





# Arrest Distribution Report

Printed On: 07/08/2021

Beginning Date: 06/01/2021

Ending Date: 06/30/2021

Page 1 of 1

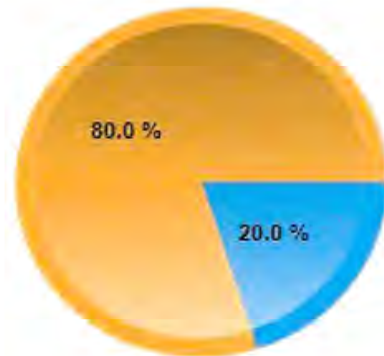
## Arrestee Ethnicity

Agency: All

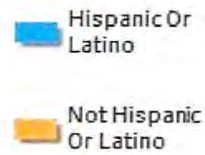
Offense: All

Offense	Hispanic Or Latino	Not Hispanic Or Latino	Total
Larceny - Theft	-	2	2
Other Assaults	-	1	1
Driving Under The Influence	1	-	1
Disorderly Conduct	-	1	1
Total	1	4	5

Arrestee Ethnicity



Arrestee Ethnicity







# USE OF FORCE SUMMARY REPORT

Reported 6/1/2021 12:00:01AM to 6/30/2021 11:59:59PM

7/7/2021

4-FDG	UOF - Display firearm	1
4-FHC	UOF - Handcuffing	8
4-FLD	UOF - Less Lethal Display	1
4-FOH	UOF - Open hand/hands on	4
4-FTD	UOF - Taser display	1
4-UOF	UOF - Use of force	8

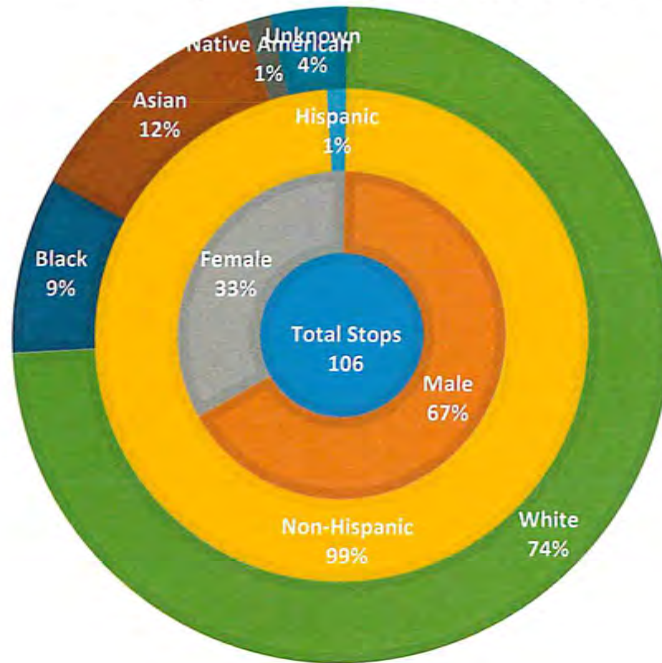
# FTPD USE OF FORCE DETAILS REPORT

For incidents Reported 6/1/2021 12:00:01AM to 6/30/2021 11:59:59PM

7/7/2021

21FT02491	6/10/2021	7:39:34PM	ARA	4-FHC 4-FOH	UOF - Handcuffing UOF - Open hand/hands on
DEFENDANT	21FTA0048	W M	41		
	35PS 780-113(a)(16) SY				
	CC3929(a)(1)				
21FT02495	6/10/2021	10:42:10PM	CLO	4-FHC	UOF - Handcuffing
VICTIM	830316	B M	18		
					<i>Mental Health w/ Knife</i>
21FT02603	6/19/2021	4:43:17PM	CLO	4-FHC 4-FOH	UOF - Handcuffing UOF - Open hand/hands on
OTHER	125859	W M	42		
					<i>WARRANT - PAROLE</i>
21FT02607	6/20/2021	1:47:34PM	CLO	4-FDG 4-FHC 4-FLD 4-FOH 4-FTD	UOF - Display firearm UOF - Handcuffing UOF - Less Lethal Display UOF - Open hand/hands on UOF - Taser display
VICTIM	813180	A M	19		
					<i>Suicidal ARMED w/ gun &amp; Knife</i>
21FT02661	6/24/2021	1:48:47AM	OPN	4-FHC	UOF - Handcuffing
SUSPECT	834596	A M	29		
					<i>DUI</i>
21FT02677	6/25/2021	1:04:34AM	OPN	4-FHC	UOF - Handcuffing
SUSPECT	764273	W M	21		
					<i>DUI</i>
21FT02705	6/26/2021	1:34:28AM	OPN	4-FHC	UOF - Handcuffing
SUSPECT	59836	W F	46		
					<i>DUI</i>
21FT02725	6/27/2021	6:17:15PM	ARA	4-FHC 4-FOH	UOF - Handcuffing UOF - Open hand/hands on
DEFENDANT	21FTA0050	B M	23		
	CC2709(a)(1)				
	CC2701(a)(1)				
					<i>Domestic Assault</i>


## JUNE 2021 TRAFFIC/PERSONS/BICYCLE STOPS



	MAY	
male		74
female		35
non-hispanic		104
hispanic		2
white		78
black		8
american indian		1
asian		18
native hawaiian		
unknown		5









We just can't  
say it enough!

Please see the enclosed note  
to express our gratitude to the  
officers that contributed to saving  
my husband's life on June 12.



Sincerely,  
Maryi



Chief Chris Albright  
3147 Research Drive  
State College, PA 16801

July 5, 2021

Dear Chief Albright,

It is extremely important that we share with you our deepest gratitude to a few of your officers for being on the front line of saving my husband's life the morning of Saturday, June 12 in our neighborhood. We had gone out for a morning run and as we were walking home, my husband, Michael, suffered a major heart attack and I called 911. I know I was desperate in asking for emergency help to get there right away, also knowing it would take time. Luckily a neighbor took over CPR from me so that when Officers Andy Ettaro, Mike Lamb, and Travis Park arrived, they could provide critical support. We are grateful that they are well trained in using the AED and CPR so that Michael received the appropriate assistance until the EMS individuals could help. After arriving at Mount Nittany Medical Center, they placed in a stent and due to other concerns, he was airlifted to Hershey Medical Center where he spent nine days, and then five days at Encompass Health in Pleasant Gap.

We appreciate the officers' quick actions which has allowed Michael to return home much sooner than expected where he will continue his recovery. We cannot thank them enough for being first on the scene and using their professionalism and skills which contributed to saving his life.

Thank you for all you do to make Ferguson Township a place we are proud to say we live in.

Sincerely,

A handwritten signature in cursive script that reads "Mary Ellen and Michael". The signature is written in black ink and is positioned above the typed names.

Mary Ellen and Michael

State College



06 JUL 21

CHIEF ALBRIGHT:

IT TAKES A VERY SPECIAL INDIVIDUAL TO BE A POLICE OFFICER. A FEW DO NOT OBEY THE LAW OR THE CONSTITUTION, BUT THE VAST MAJORITY ARE MEN AND WOMEN WHO ARE DEDICATED TO HELP PEOPLE AND FIGHT CRIME. THESE ARE THE INDIVIDUALS WHO DESERVE OUR SUPPORT AND RECOGNITION FOR A JOB WELL DONE. ONE SUCH OFFICER UNDER YOUR COMMAND IS OFFICER LEWIS. I HAD THE PLEASURE OF DEALING WITH OFFICER LEWIS ON 01 JUL 21 AT 2120. I CALLED TO ASK A QUESTION ON THE REQUIRED EQUIPMENT FOR OPERATING A BICYCLE ON PUBLIC ROADWAYS AT NIGHT. OFFICER LEWIS WAS NOT SURE BUT TOLD ME HE WOULD LOOK UP THE ANSWER AND CALL ME BACK. A FEW MINUTES LATER HE CALLED AND PROVIDED THE INFO I WANTED. HE ALSO STATED IF I WOULD GO TO THE PENDOT WEBSITE, I COULD GET ALL THE INFO I WANTED ON BICYCLE OPERATIONS. I INFORMED OFFICER LEWIS I DO NOT HAVE ACCESS TO THE INTERNET AT HOME AND COULD NOT DOWNLOAD THE PDF'S HE SUGGESTED. OFFICER LEWIS THEN TOLD ME HE WOULD PRINT OUT THE INFO AND DROP IT OFF TO ME AT HOME. ABOUT 30 MINUTES LATER, OFFICE LEWIS ARRIVED AT MY RESIDENCE WITH THE PDF'S. THIS IS AN EXAMPLE OF EXCELLENT PUBLIC RELATIONS. THIS IS AN EXAMPLE OF A POLICE OFFICER WILLING TO GO ABOVE AND BEYOND TO HELP PEOPLE. OFFICER LEWIS IS NOT ONLY A VALUABLE ASSET TO THE FERGUSON TOWNSHIP POLICE DEPARTMENT, BUT A VALUABLE ASSET TO THE COMMUNITY. I SUPPORT LAW ENFORCEMENT 100 PERCENT AND I AM THOROUGHLY DISGUSTED TO HEAR ALL THESE PEOPLE TALK ABOUT DEFUNDING AND ELIMINATING THE POLICE. THIS MAKES ME SICK. SO WHEN A POLICE OFFICER LIKE OFFICER LEWIS MAKES AN EXTRA EFFORT TO HELP SOMEONE, HE SHOULD BE RECOGNIZED. I AM PROUD TO HAVE OFFICE LEWIS SERVING THE COMMUNITY AND PROUD OF THE FERGUSON TOWNSHIP POLICE DEPARTMENT!

SINCERELY,

- MONG