

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

Regular Meeting Agenda
Monday, August 2, 2021, 7:00 PM

Hybrid Meeting

REMOTE PARTICIPANTS:

Join Zoom Meeting:

<https://us02web.zoom.us/j/86029563402>

Meeting ID: 860 2956 3402

[Zoom Access Instructions](#)

IN-PERSON PARTICIPANTS:

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZENS INPUT

IV. APPROVAL OF MINUTES

1. July 19, 2021 Board of Supervisors Regular Meeting Minutes

V. SPECIAL REPORTS

- a. Schlow Centre Region Library Report

VI. UNFINISHED BUSINESS

1. 2022 – 2026 Capital Improvement Program Budget – Authorization for Public Hearing
2. Terraced Streetscape District Ordinance Amendment Discussion
3. Pine Grove Mills Transportation Mobility Study and Signal Warrant Study Reauthorization

VII. NEW BUSINESS

1. Consent Agenda
2. Review of DRAFT Zoning Ordinance Amendments
3. Review of DRAFT 2022 Centre Region COG Program Plan
4. Acceptance of Prasenjit Mitra's Resignation from the Ferguson Township Board of Supervisors

VIII. REPORTS

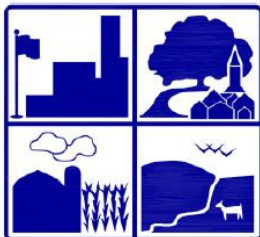
1. COG Committee Reports
2. Other Regional Reports
3. Staff Reports

IX. COMMUNICATIONS TO THE BOARD

X. CALENDAR ITEMS – AUGUST

XI. ADJOURNMENT





TOWNSHIP OF FERGUSON

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BOARD OF SUPERVISORS

Regular Meeting Agenda

Monday, August 2, 2021

7:00 P.M.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. CITIZEN'S INPUT

IV. APPROVAL OF MINUTES

1. July 19, 2021, Board of Supervisors Regular Meeting Minutes

V. SPECIAL REPORTS

10 minutes

1. Schlow Centre Region Library – Barbara Ziff

VI. UNFINISHED BUSINESS

- 1. AUTHORIZATION OF A PUBLIC HEARING ON THE DRAFT 2022 – 2026 FERGUSON TOWNSHIP CAPITAL IMPROVEMENT PROGRAM BUDGET** 30 minutes

David Pribulka, Township Manager & Eric Endresen, Director of Finance

Narrative

As provided for in Chapter One, Administration and Government; Section 902 of the Ferguson Township Code of Ordinances, the Township Manager shall submit a five-year Capital Improvement Program Budget to the Board of Supervisors annually. The DRAFT 2022 – 2026 Capital Improvement Program Budget (CIP) includes a summary of major Township expenditures proposed across each department for five fiscal years. Capital items are generally defined as any item costing over \$2,500 and having a projected useful life of one year or more; however, additional items have been included in the CIP to help make it a more effective planning document. Despite its name, the CIP is not a budget – meaning it does not authorize the expenditure of Township funds. Rather, it is meant to serve as a tool to help guide the Township in its planning for largescale expenditures to better ensure financial resiliency. A link to the current draft can be found below the narrative. The Board conducted Special Meetings on July 20th and 21st, and the amendments directed by the Board are reflected in the draft CIP attached to the agenda.

Dave Pribulka, Township Manager will introduce the CIP, and Eric Endresen, Director of Finance will provide a short presentation summarizing its contents. This evening, the Board is being asked to review the document, incorporate any final changes, and authorize advertisement of a public hearing on the 2022 – 2026 Capital Improvement Program Budget for Tuesday, September 7th.

Recommended motion: That the Board of Supervisors authorize advertisement of a public hearing on the 2022 – 2026 Ferguson Township Capital Improvement Program Budget for Tuesday, September 7, 2021.

Staff Recommendation

That the Board of Supervisors **authorize** the 2022 – 2026 Capital Improvement Program Budget for public hearing on September 7th.

2. TERRACED STREETSCAPE DISTRICT ORDINANCE AMENDMENT DISCUSSION

Jenna Wargo, Director of Planning & Zoning

20 minutes

Narrative

During the April 19, 2021, Regular Meeting, Ms. Strickland requested a discussion by the Board to review the Terraced Streetscape District (TSD) to provide direction to the Planning Commission that would lead to the expected engagement of a consultant in 2022 to revise the ordinance. The Planning Commission met July 26, 2021, to review the PowerPoint presented to the Board on February 18, 2020 that summarized Planning Commission's review of the TSD with a new lens given the recent land development plan and the impacts of COVID-19. The Planning Commission identified an additional area the consultant should focus on for the rewrite, including variety and flexibility of permissible uses. Jenna Wargo, Director of Planning & Zoning will provide a presentation to the Board highlighting areas that the consultant should focus on for this rewrite. Provided with the agenda is a copy of the presentation.

Recommended Motion: That the Board of Supervisors authorize staff to draft a Request for Proposals (RFP) for the rewrite of the Terraced Streetscape District (TSD) for expected engagement of a consultant in 2022.

Staff Recommendation

That the Board of Supervisors **authorize** staff to draft a RFP for the rewrite of the TSD for expected engagement of a consultant in 2022.

3. PINE GROVE MILLS TRANSPORTATION MOBILITY STUDY AND SR 45 / SR 26 / NIXON ROAD SIGNAL WARRANT STUDY REAUTHORIZATION

David Modricker, Director of Public Works

20 minutes

Narrative

At the March 16, 2020, Board of Supervisors Regular Meeting the Pine Grove Mills Transportation Mobility Study and the SR 45 / SR 26 / Nixon Road Traffic Signal Warrant Study proposals from McCormick Taylor were both authorized. Immediately after that occurred, the COVID-19 quarantine was initiated that prevented the completion of meaningful studies due to the inability to collect reliable data. Since that time, staff has been monitoring the schedules of State College Area School District and Penn State University to determine when these studies could commence. Based upon current plans, staff and consultant believe that meaningful data can be collected this fall at the beginning of the 2021 – 2022 academic year.

Provided with the agenda are updated proposals from McCormick Taylor that have been revised to reflect changes in billing rates due to the delay in starting work, as well as some additional efforts to make any required COVID adjustments in traffic volume counts as well as provide an additional public meeting option for both in-person and virtual

attendance. Staff recommends reauthorizing these updated proposals so work can commence.

1. Pine Grove Mills Transportation Mobility Study - \$61,580.00
2. SR 45 / SR 26 / Nixon Road Signal Warrant Study - \$18,390.00

Recommended motion: That the Board of Supervisors award McCormick Taylor with both the professional services contracts to (1) conduct the Pine Grove Mills Mobility Study in the amount of \$61,580.00; and (2) the Pine Grove Road (SR45), Water Street (SR26), and Nixon Road Signal Warrant Study in the amount of \$18,390.00.

Staff Recommendation

That the Board of Supervisors **award** the professional services contracts to McCormick Taylor.

VII. NEW BUSINESS

1. CONSENT AGENDA

5 minutes

- a. Treasurer's Report – April 2021 (For acceptance)
- b. Voucher Report – June
- c. 2021-C9, Microsurfacing, Pay Application 1: \$405,514.86
- d. 2021-C10, Sealcoating, Pay Application 1: \$9,058.66
- e. Board Member Request – Radio Park Elementary School Crossing Guard

2. REVIEW OF DRAFT ZONING ORDINANCE AMENDMENTS

Jenna Wargo, Director of Planning & Zoning

30 minutes

Narrative

In November 2019, the Township completed its comprehensive update to the Zoning and Subdivision and Land Development Ordinances. Since the amendments, staff has been tracking errors and omissions while interpreting the ordinances and is recommending additional amendments to address these issues. Provided with the agenda is a redlined version of the proposed amendments based on staff's application of the ordinances. Staff is recommending that the Board review and discuss the proposed amendments and refer the draft to the Planning Commission for review and comment.

Recommended motion: That the Board of Supervisors refer the draft Zoning Ordinance amendments to the Planning Commission for review and comment.

Staff Recommendation

That the Board of Supervisors **refer** the draft Zoning Ordinance amendments to the Planning Commission.

3. REVIEW OF THE DRAFT 2022 CENTRE REGION COG PROGRAM PLAN

David Pribulka, Township Manager

20 minutes

Narrative

At the General Forum meeting of the Centre Region Council of Governments on Monday, July 26th, the 2022 COG Program Plan and 2022 – 2026 Capital Improvement Program were forwarded to the Centre Region municipalities for review and comment. COG staff provided a Comment Guide to assist the member municipalities in their discussions, and responses on both documents are due back to the COG Executive Director by 8:00 a.m. on Thursday,

August 19th. The COG Executive Director and Finance Director will attend the August 16th Regular Meeting to respond to any questions the Board may have, but the Chair requested this item be added to the agenda for preliminary discussion and questions so that COG staff can be prepared with responses on August 16th. Links to each document can be found below, and the Comment Guide has been attached to the agenda for reference.

[2022 Centre Region COG Program Plan DRAFT](#)

[2022 – 2026 Centre Region COG Capital Improvement Plan](#)

Staff Recommendation

That the Board of Supervisors *discuss* the draft 2022 Centre Region COG Program Plan.

4. ACCEPTANCE OF PRASENJIT MITRA’S RESIGNATION FROM THE FERGUSON TOWNSHIP BOARD OF SUPERVISORS 10 minutes

David Pribulka, Township Manager

Narrative

Provided with the agenda is a copy of the letter submitted by Prasenjit Mitra resigning from the Ferguson Township Board of Supervisors. Per Mr. Mitra’s letter, the effective date of his resignation is August 21, 2021. The Board is required to take action to accept Mr. Mitra’s resignation and initiate a process to identify an appointee to fill the vacancy until the next municipal election. Also provided with the agenda is a memorandum from David Pribulka, Township Manager describing this process and requisite timeline as provided for in the Pennsylvania Election Code.

Recommended motion: That the Board of Supervisors accept Prasenjit Mitra’s resignation effective August 21, 2021.

Staff Recommendation

That the Board of Supervisors *accept* Mr. Mitra’s resignation from the Board of Supervisors.

VIII. STAFF AND COMMITTEE REPORTS 25 minutes

1. **COG COMMITTEE REPORTS**
 - a. Executive Committee
2. **OTHER COMMITTEE REPORTS**
 - a. Spring Creek Watershed Commission
3. **STAFF REPORTS**
 - a. Manager’s Report
 - b. Public Works Director’s Report
 - c. Planning & Zoning Director’s Report

IX. COMMUNICATIONS TO THE BOARD

X. CALENDAR ITEMS – AUGUST

- a. Ferguson Township upcoming committee meetings:
1. Planning Commission - Mondays, August 9 & 23, 6PM
 2. Tree Commission – Monday, August 16, 5PM
 3. Stormwater Fee Workshop, Tuesday, August 17, 6:30PM
 4. Parks & Recreation Committee - Thursday, August 19, 4PM
 5. Pine Grove Mills Small Area Plan Advisory Board - Thursday, August 26, 4PM

XI. ADJOURNMENT

FERGUSON TOWNSHIP BOARD OF SUPERVISORS

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

ATTENDANCE

The Board of Supervisors held its second regular meeting of the month on Monday, July 19, 2021 as a hybrid meeting. In attendance were:

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

Others in attendance included: Rhonda Demchak, Recording Secretary; Mark Kunkle, Ferguson Township Resident; Charima Young, Penn State University

I. CALL TO ORDER

Ms. Dininni called the Monday, July 19, 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.

Ms. Dininni noted that there was an Executive Session regarding litigation on July 13, 2021.

II. THE PLEDGE OF ALLEGIANCE

III. CITIZENS INPUT

There were no comments.

IV. APPROVAL OF MINUTES

Ms. Stephens moved that the Board of Supervisors **approve** the Regular meeting Minutes of July 6, 2021. Mr. Mitra seconded the motion. The motion passed unanimously.

V. SPECIAL REPORTS

a) Community Engagement/Strategic Plan Progress Report

Ms. Centrice Martin presented the report via PowerPoint. Ms. Martin reviewed the percentages of Community Engagement and Communications from the 2019 National Citizens Survey. The largest resources for the residents of Ferguson Township were the Township Website and the annual print newsletter. There is no data yet for the Township's LinkedIn page that was launched after the survey was conducted. Last year there were several opportunities to engage the residents such as the Stormwater Fee Campaign; COVID-19; Internship Program; Tree Commission, Pine Grove Mills Small Area Plan Advisory Committee; Parks and Recreation; and short informational videos to raise awareness on topics supported or lead by the Township.

Ms. Martin reviewed the main focal areas of the Strategic Plan Progress that included Financial Stability; Economic Development; Growth Management; Environmental Stewardship; Best Management Practices for Operations; Increase Participatory Government; and Promotion of Clean Renewable Energy.

VI. UNFINISHED BUSINESS

1. Public Hearing – Automated Red Light Enforcement Program Grant Extension Resolution

Mr. Pribulka noted that 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.

Public Hearing – No comments

Ms. Strickland moved 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. Ms. Stephens seconded the motion.

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

2. Draft Ordinance Amendment - Turf, Grass, Weeds and Other Vegetation

Mr. Pribulka noted that at the May 17th 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 such as meadowed areas, low no mow, pollinators, etc. 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 17th 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.

Board Discussion

Mr. Mitra expressed concerns with putting more burden on residents who want to be environmentally friendly with all the requirements proposed in the amendment. Mr. Pribulka noted that the changes made clarifies the types of Green Infrastructure that would be permitted to be installed and the intent is to relax some of the registration requirements. Mr. Pribulka noted that it doesn't have to be a complex maintenance plan. Mr. Pribulka explained the process of registration.

Mr. Miller stated that the draft is an improvement but the question he and Mr. Mitra proposed about the length of the grass wasn't completely addressed. Mr. Pribulka noted that the length wasn't changed because there was no Board direction, but it can be changed.

Ms. Dininni discussed the grow zones in the Township. Mr. Pribulka explained what and where they were located. Continued discussion with the interpretation under the Green Infrastructure

continued. Mr. Pribulka will reorganize the list and change the language. Ms. Dininni noted that the grow zone map at Fairbrook was amended and asked to have parameters set to maintain.

Ms. Stephens stated that she spoke to some people in her neighborhood about grass length and they will be upset if it were to be increased. Ms. Stephens suggested not using him and hers when referring to property owners in the ordinance.

Ms. Dininni supports adding the green infrastructure language and stated that 6 inches is on the short side for grass length. Ms. Dininni would entertain to support grass length of 8-10 inches. Ms. Stephens supports grass length of 6 inches.

Mr. Mitra expressed concerns with the audit portion under 103.4 of the draft and suggested removing.

Ms. Dininni stated that the entire Board agrees with integrating the green infrastructure components into the ordinance with the grow zone and the categories underneath. Ms. Dininni is supportive of the permits, a basic maintenance plan, and concurred with Mr. Mitra that the audit should be removed. The entire Board agreed.

Ms. Dininni suggested adding language around invasive species versus noxious weed. Ms. Dininni suggested giving this task to the Tree Commission.

Mr. Pribulka stated that he would be reluctant to remove the audit portion because he favors having language in an ordinance to allow staff to pursue enforcement. Mr. Pribulka reviewed the violations process. Ms. Dininni suggested moving the violations/enforcements under enforcements. Continued discussion regarding the language under Audit continued. Ms. Strickland suggested removing the term audit. Mr. Pribulka will revise the language to exclude audit and the sentence "shall be periodically visually inspected by the Township Arborist for compliance with the requirements described herein".

With regards to the traditional turf height restriction, Mr. Miller and Mr. Mitra prefer the grass much higher than 6 inches. Ms. Stephens proposed leaving the height at 6 inches. Ms. Strickland proposed 8 inches. Ms. Dininni proposed 8 inches. Mr. Pribulka will change to 8 inches and send to the Tree Commission for comment, and it will come back to the Board.

3. Musser Gap Trail Proposed Bike Path – Official Map Amendment Discussion

Ms. Wargo noted that 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. Ms. Wargo reviewed the official map definition.

Ms. Dininni reiterated some main points. The potential designation of the official map doesn't mean that the Township will be taking it at that time. In the event the Township would like to use eminent domain, there is a separate process. Ms. Wargo noted that when an area is designated on an official map the property owners will provide the municipality with a notice if they plan to subdivide or build, etc. The municipality would have one year to negotiate the purchase of the property or the area that was designated. Mr. Pribulka stated that an official map designation is separate from the condemnation process that the Township would go through for eminent domain. The value in it is the stay of one year that is placed on any property that has a designation. The Township is still restricted as a government unit by the eminent domain code for condemnation proceeding.

Ms. Dininni asked if the Board is interested in making a designation on the official map of the proposed pedestrian easement/bike pathway that would connect the Whitehall Regional Park with the Musser Gap Trail.

Mr. Miller noted there would be no downside to this because Penn State University has expressed intentions numerous times to use the area as a multi-use pathway.

Ms. Strickland echoed what Mr. Miller stated and added that it was her understanding that the intention for Penn State was not to build but to utilize as a natural pathway.

Ms. Stephens and Mr. Mitra agreed with the comments that the other Board members made.

Mr. Miller stated that updating the official map is a process and it would be worthwhile to look at other items that could be added as well. Ms. Stephens noted that the bike trails that connect to Huntingdon could be added.

Mr. Pribulka reviewed the process and stated that it would be an ordinance. Mr. Pribulka noted that it is zoning relevant and should have the Planning Commission, Centre Region Planning Commission, and Centre County make comments. Mr. Pribulka suggested having neighboring municipalities Harris and College review as well.

Ms. Dininni suggested continuing the discussion at the next Board meeting.

VII. NEW BUSINESS

1. Consent Agenda

- 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

Ms. Stephens moved that the Board of Supervisors **approve** the Consent Agenda.

The Special Events Permit – Pregnancy Resource Clinic 5K was pulled from the Consent Agenda by Mr. Mitra and will be added to New Business.

Mr. Miller seconded the motion. The motion passed unanimously.

2. Recreation, Parks, and Open Space Plan Update – Award Contract for Consulting Services

Mr. Pribulka presented the contract and noted that 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 15th 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 being addressed if the firm is awarded the contract.

Mr. Pribulka noted that the internal review was conducted by himself, the assistant manager, planning director and the administrative assistant in the planning department. The majority favored HRG, Inc. because they were familiar with the customs of the RFP that was issued. The YSM proposal was a little more generic, but the staff made the recommendation based on the Parks & Recreational Committee recommendation. Mr. Pribulka is confident that both firms are qualified and would do an effective job. Mr. Pribulka stated he didn't strongly feel one way or the other.

Mr. Miller moved that the Board of Supervisors **award** a contract to HRG, Inc. in an amount of \$39,500 for consulting services to update the Ferguson Township Recreation, Parks, and Open Space Plan. Ms. Strickland seconded the motion. The motion passed unanimously.

3. Special Events Permit – Pregnancy Resource Clinic 5K

Mr. Miller moved that the Board of Supervisors **approve** the Special Event Permit for the Pregnancy Resource Clinic 5K. Ms. Strickland seconded the motion. The motion passed 4-1 with Mr. Mitra opposing.

VIII. STAFF AND COMMITTEE REPORTS

1. COG COMMITTEE REPORTS

- a. Finance Committee – Mr. Miller reported that the program plan for COG and the Capital Improvement Plan will be coming out at the General Forum meeting next week. There will be time to review and comment before the next Finance Committee meeting.
- b. Joint Parks Capital and Parks & Recreation Authority – Ms. Dininni reported that they met on July 8th and reviewed the Millbrook Marsh Nature Center Part 1 Boardwalk Feasibility Study. They supported Option #3 that is included in the agenda packet. Ms. Dininni voiced her concerns with supporting the project without funding. The committee discussed the Ferguson Township effort to place on the official map the Musser Gap Greenway Connection and it will be moving forward. Staff will be drafting a letter to pursue public access of the connector and will exclude the word easement. Charima Young a non-voting member who represents PSU, stated that PSU is not in favor of an easement, but perhaps an MOU. There were updates/discussions on the Whitehall Road Regional Park, Division of Responsibilities for Maintenance and Operation, and reviewed the Regional Park Master Plans.
- c. Climate Action Sustainability Committee (CAAP) – Mr. Mitra reported that they discussed the Charter, presentations by Pam Adams, reduction targets for COG were passed, and discussed the proposed schedule of tasks for the completion of CAAP. On, July 28th there will be a tour of the UAJA solar installation at 8:30 a.m.

2. OTHER COMMITTEE REPORTS

- a. Climate Action TAG – Mr. Pribulka noted that the report is included in the agenda.

3. STAFF REPORTS

- a. Manager's Report – Mr. Pribulka noted that the report is included in the agenda.
- b. Public Works Director – The report is included in the agenda packet. Mr. Pribulka reported that there was a grant awarded for \$108,000 from Green Light-Go. Mr. Pribulka stated that there are notes regarding the Traffic Study at the Intersection of Cherry Lane and Martin Street. Ms.

Strickland noted that she and Ms. Stephens took a walk with the parent who had a complaint at the intersection. Ms. Strickland reported that there is an overgrowth from trees on the right-hand side that is covering up signage and on Cherry Lane there is overgrowth from trees and vegetation on sidewalks. Mr. Pribulka will ensure these issues be addressed.

- c. Planning and Zoning Director - Mr. Pribulka noted that the report is included in the agenda. Ms. Strickland asked about the signage on Shingletown Road for a Zoning Hearing. Mr. Pribulka reported he will be attending the Zoning Hearing Board meeting on July 27th to support the request for variance at the Scott Road Pump Station.
- d. Chief of Police - Mr. Pribulka noted that the report is included in the agenda.

Ms. Dininni asked if grow zone signs could be placed in Homestead Park and reported the kiosk was in poor condition. Ms. Dininni noted that the water fountains at Fairbrook Park are not working. Ms. Dininni asked if the chicken permit process could be placed on social media because there are chickens everywhere, but not a lot of permits have been issued. Ms. Dininni noted that at the Giant Northland Center, there are no pedestrian access markings since they paved. Mr. Pribulka will remind the owner.

IX. COMMUNICATIONS TO THE BOARD

Ms. Dininni had a communication from a resident about the old O.W. Houtz land being used for a laydown yard.

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

With no further business to come before the Board of Supervisors, Ms. Stephens motioned to adjourn the meeting. The meeting adjourned at 10:15 p.m.

Respectfully submitted,

David Pribulka, Township Manager
For the Board of Supervisors

2022-2026 Capital Improvement Plan



2022-2026 Capital Improvement Plan



Township of
FERGUSON
Pennsylvania

TABLE OF CONTENTS

Introduction	3
Strategic & Capital Planning	4
Board of Supervisors	8
Voting Wards	10
Township Map	11
SUMMARY	12
Demographics	14
Fund Groups Defined/Department Relationships	16
Fund Balances, Revenue & Expenditures	19
REVENUE SUMMARY	24
Grants	27
Stormwater Fee	28
EXPENDITURES SUMMARY	29
Staffing	33
Administration	39
Finance	43
Debt Service	46
Information Technology	47
Police	49
Planning & Zoning	58
Public Works	62
Buildings	63
Roads	65
Stormwater	73
Capital Equipment	77
Parks and Recreation	80

Chapter 1: Introduction

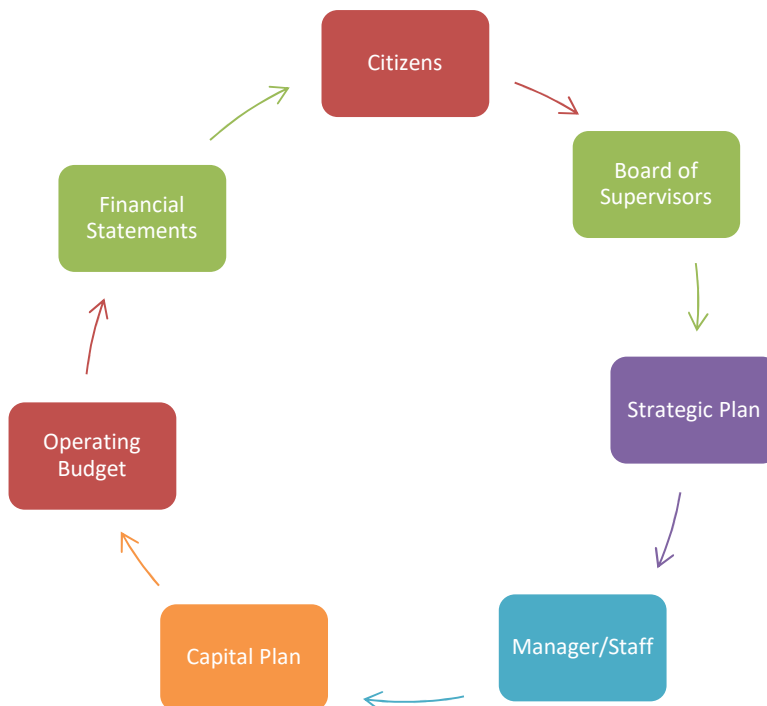
Who should read this document?



The Township's Capital Improvement Plan (CIP) is a financial guide for citizens, staff, and the Board of Supervisors. The purpose of this document is to communicate the initiatives planned in the next five years. The CIP is a financial plan, rather than the official budget. It is used to provide financial information for management to make decisions related to sustainability, future projects, and revenues. The plan accounts for the Township's anticipated revenue from various sources such as income taxes, property taxes, and intergovernmental revenue. It also reflects how these resources will be used. The reader will also find

Township background information, the Vision Statement, the Mission Statement, and Values Statements.

The financial cycle, including the Capital Improvement Plan shown below, depicts the various stages of the business cycle for the Township.



2022-2026 Capital Improvement Plan

Strategic Planning

Strategic planning is an organizational management activity that is used to set priorities, focus energy and resources, strengthen operations, ensure that employees and other stakeholders are working toward common goals, establish agreement around intended outcomes/results, and assess and adjust the organization's direction in response to a changing environment.

It is a disciplined effort that produces fundamental decisions and actions that shape and guide what an organization is, who it serves, what it does, and why it does it, with a focus on the future. Effective strategic planning articulates not only where an organization is going and the actions needed to make progress, but also how it will know if it is successful. Without a plan, the Township would be spinning in circles with no clear idea of how to serve the public effectively.

The Township's Strategic Plan is updated every three to five years. Given the five-year forecast that the CIP offers, the term of the Strategic Plan fits well with the goals of the Township. Given the rapid changes affecting society as a whole and service delivery demands, attempting to plan beyond five years is difficult at best and subject to substantial changes and risks. The Strategic Plan is an integral part of the CIP and provides essential guidance for funding of Township goals. Components of the Strategic Plan are incorporated throughout this document.

The Strategic Plan provides long-term direction defined by the elected officials, and the CIP is responsive to the goals and objectives established in the Strategic Plan. The Board of Supervisors periodically updates the Strategic Plan to reflect revolving priorities and new demands on public services. In 2021, the Board initiated an update to the 2017 Strategic Plan, and future governing documents such as the CIP will adapt to reflect any new or modified goals.

How does the Strategic Plan guide the preparation of the CIP?

Ultimately, the CIP is used to focus funding towards the goals of the Strategic Plan. Without this close relationship between the strategic plan and the CIP, it is highly likely that taxpayer resources may be used for short-term needs rather than in conjunction with a long-term strategy.

The Strategic Plan hierarchy elements tie to the CIP in several ways.

- **Goals** are statements of vision identified by staff and elected officials as desirable outcomes for the Township to reach.
- **Objectives** are measurable, definable achievements that must be attained before accomplishing or advancing a goal.



2022-2026 Capital Improvement Plan

2017 Strategic Plan Goals and Objectives

Financial Stability

- Make realistic estimates of program costs. (Staff)
- Regularly compare the cost of providing services in-house with prices from private contractors, other municipalities, other government agencies, and the costs of delivering services regionally. (Staff)
- Adjust revenues (taxes, fees, etc.) to fund Township programs and needs adequately. (Staff proposes, the Board initiates)

Economic Development

- Establish an economic development advisory group (with economic development expertise).
- Consider the employment of an economic development director (full-time, part-time, or a contracted service). This individual or contractor would be responsible for assisting and supporting existing businesses to help them prosper and expand in Ferguson Township. He/she would be the Township's liaison with the business development community. He/she would develop an inventory of vacant commercial and industrial sites and would make that information available to interested parties. He/she would identify and pursue programs and grants to support economic development in Ferguson and would have responsibility for managing the Community Development Block Grant Program. (Board to initiate, staff to implement)

Growth Management

- Identify and complete (develop) plans for specific small areas. (Board, Staff, Planning Commission)
- Develop a future land use plan (Comprehensive Plan). (Staff, Planning Commission, Board)
- Develop a Township housing plan to provide for low and moderately priced housing in the Township (workforce housing). (Staff, Regional input, possible ad hoc advisory group)

Environmental Stewardship

- Identify and use existing tools to preserve the environment - Chesapeake Bay Tributary Strategy, National Pollutant Discharge Elimination System, source water protection, conservation easements, climate action plans, referendums, agricultural conservation easements, etc. (Board, Staff)
- Make certain that land development regulations and development plans are consistent with environmental values (Staff, Planning Commission, Board)
- Identify and preserve natural resources and environmentally significant areas (Staff, Board, Planning Commission, possible ad hoc advisory group)
- Develop and adhere to a green policy for buildings, vehicles, and operations (Staff, consultants)
- Update the Recreation, Parks, and Open Space Plan with a specific emphasis on green infrastructure and sustainable parkland development

Best Management Practices for Operations

- Ensure adequate staffing and resources necessary to carry out Township services and programs (Staff, Board)
- Ensure proper training and professional development (Staff, Board)
- Ensure that operational practices are fiscally responsible (Staff)

2022-2026 Capital Improvement Plan

Increase Participatory Government

- Utilize both ad hoc and standing citizen advisory boards with subject matter experts from the Township and the region to address issues related to parkland development and other matters of community interest.”
- Fully utilize two-way communication, and online platforms used to communicate (Staff)

Promotion of Clean Renewable Energy

- Assess the Township for opportunities for renewable energy (Staff, possible advisory group)
- Practice and promote energy conservation (Staff, Board)
- Establish zoning incentives to encourage renewable energy and energy conservation (Staff, Board, Planning Commission, possible ad hoc advisory group)
- Establish an advisory group on renewable energy (Staff, Board)

Promotion of Municipal Identity

- Develop our Sense of Place by developing a vibrant Town Center, preserving our agricultural heritage, and promoting the features that make the Township unique. (Staff)
- Develop a Marketing Strategy (possible advisory group)
- Establish and support community events with Township help/promotion (farmer’s markets, flea markets, etc.)

Partnerships and Regional Thinking

- Identify non-profits, businesses, and community groups for input on a variety of issues
- Work towards regional cooperation on issues that affect the entire Centre Region
- Increase financial stability through partnerships
- Monitor partnerships to ensure they continue to be beneficial

2022-2026 Capital Improvement Plan

What is Capital Planning, and how does it differ from Strategic Planning?

Simply put, capital planning is a component of the budgeting process. Capital items are generally considered to be one-time, long-term investments (rather than ongoing expenses) in equipment or fixed assets that are costly. Such assets improve productivity, reduce operating costs, or improve service delivery. Typically, there is an expected return on the investment for the cost to make financial sense.

Whereas the Strategic Plan identifies the desired future outcomes and Township goals, the Capital Plan puts financial resources to those objectives in order to fulfill those goals. While a few goals are entirely non-financial, the vast majority of outcomes require investment in order to see them to completion. Capital Planning attempts to assign investment in specific outcomes. Capital planning is the basis of the Capital Improvement Plan (CIP). This plan is updated annually in order to maintain its relevance and to prevent it from getting stale.

What is the Capital Improvement Program Budget (CIP)?

The CIP is a five-year plan forecasting the financial requirements in order to fulfill the capital needs of the Township. In order to provide an accurate forecast of the Township in its entirety, operational costs are included as part of the summary sections. These are not as detailed as the capital components.

The Township CIP also includes projected staffing changes since personnel costs make up approximately 50% of the General Fund budget and have a long-term impact on the finances of the Township.

Defining what is included in the CIP is critical to reducing the number of items considered during the creation and reviews of the plan. The Township has defined a capital asset as one with an initial cost exceeding \$2,500 each and will have a lifespan of longer than one year.

Each department head provides their department's estimates for the CIP. These estimates are subject to the knowledge, expertise, and judgment of the department heads. There are limited assurances that the amounts are accurate, but they are generally reasonable based on available knowledge at the time.

Why do we need a Capital Improvement Program Budget?

Governments are tasked with providing services to the public in a cost-efficient manner. Because public funds are used, some measure of accountability of taxpayer funds is required. The CIP serves as a means to accomplish this goal by planning for the construction and development of the Township's infrastructure asset base. The Administrative Code requires the preparation of the Capital Improvement Plan on an annual basis. In 1991, the Board of Supervisors adopted the first modern Capital Improvement Program-Budget.

2022-2026 Capital Improvement Plan

Board of Supervisors



How does the Township Mission, Vision, and Values guide the preparation of the CIP?

Staff is guided in its decision-making by several documents, some of which have been outlined in detail here. The Township's ordinances, resolutions, budgets, comprehensive plan, and the CIP are all examples of guiding documents that staff utilizes daily to help allocate resources, capital, and otherwise, to provide effective services. However, with all of these supporting documents, several questions remain.

How do we know our actions today are leading towards where residents want the Township to be in the coming years? How can we be sure that our resource allocation is advancing the Township's mission and vision? How are the decisions we make on a staff level related to the goals of our elected officials?

The Mission and Vision Statements help guide staff in determining the direction of the Township operations. The Mission Statement defines the general purpose of the Township. The Vision Statement explains the general philosophy of the Township. The Values guide staff inappropriate behavior as Township employees. Together, the Mission, Vision, and Values determine what is essential to the Township and how staff should allocate time and resources.

Our Mission

It is Ferguson Township's mission to provide efficient, cost-effective, professional services to our residents in a fair, cooperative, ethical, and honest manner. The Township will endeavor to manage its resources allowing planned, sustainable growth while preserving the quality of life and its unique characteristics.

Our Vision

The Township will strive to appropriate staff and resources to maintain the infrastructure in acceptable conditions, provide exemplary service, keep Township operations financially stable, and keep pace with technology. As a result, the Township can continue to be a leader and model for the Centre Region and other Home Rule municipalities.

The Township is considered a 'Best Place to Live' due to the high quality of life created in part through a sense of place achieved through the development of a vital town center, a robust and diversified community, an effective transportation system, a rural/small-town atmosphere and the location and availability of open space. The Township will continue to preserve environmentally sensitive areas.

2022-2026 Capital Improvement Plan

We Value

Competent, efficient, professionalism in delivering services to our residents. Residents, elected and appointed officials expect the highest quality service delivery from Township staff. It is our mission to meet and exceed those expectations in our daily work.

Preserving the unique character of the Township. The Township proudly boasts a diverse community of all ages and professions, including farmers, scholars, small and large business employers, and employees, professionals, and students. Each group gives the area a character all its own. It is our responsibility to ensure that policies and service delivery are directed at maintaining that character for generations to come.

Maintaining a healthy and safe environment. Every resident and guest deserves to live, work, study, and recreate in a high-quality environment. Therefore, it is our responsibility to properly maintain and provide for the safety of our community's neighborhoods, streets, parks, and common areas.

Managing our resources wisely. It is recognized that resources, including tax revenue, public utilities such as water and sewer, and services such as police and fire, are finite and must be allocated most efficiently. It is our responsibility to continuously review and refine our practices to improve the management of public resources to provide the highest quality service delivery.

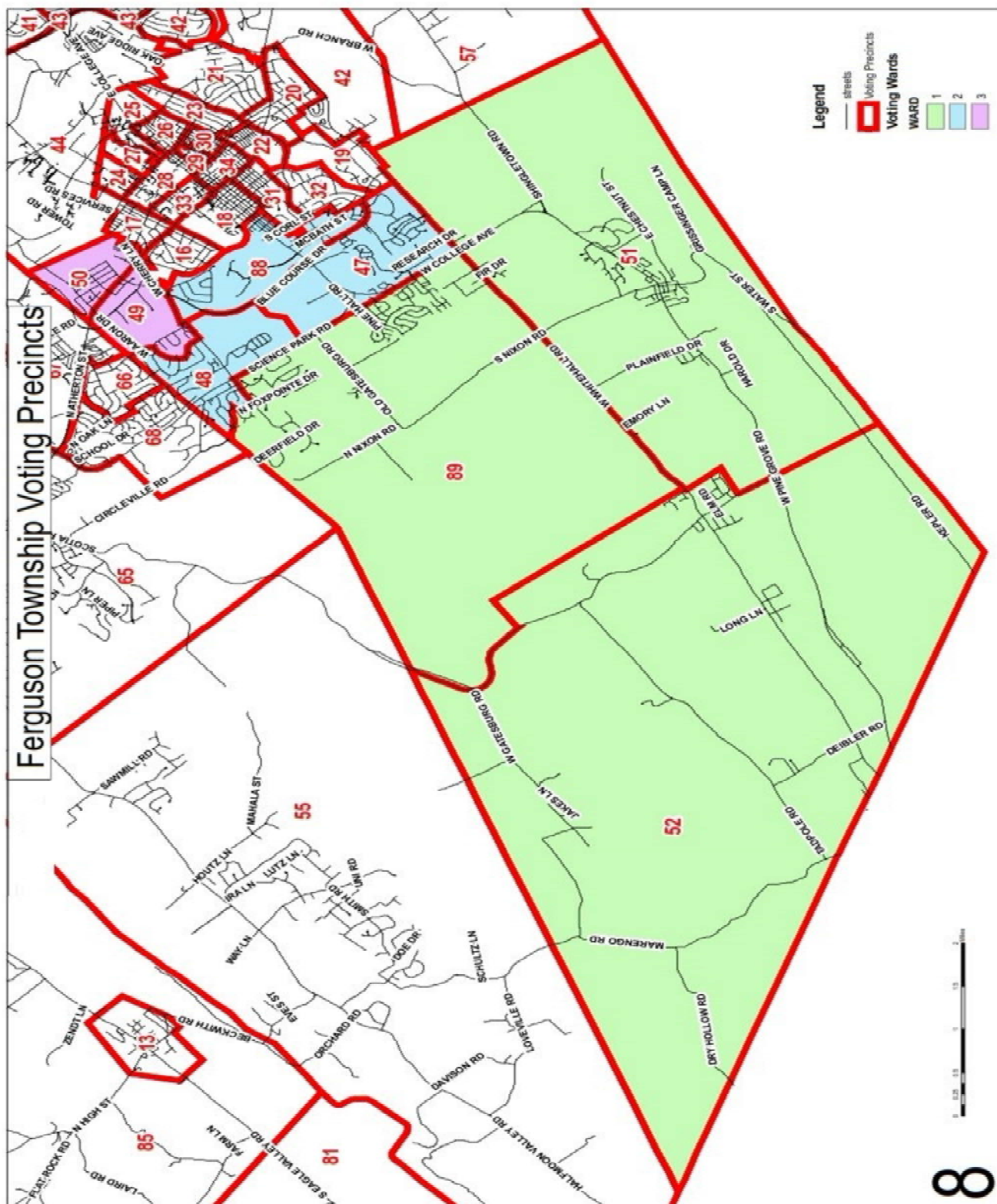
Collaborating with our neighboring municipalities to deliver cost-effective services. The Centre Region is home to one of the premier and oldest Council of Governments in the Commonwealth. For decades, the municipalities that comprise the Centre Region have recognized the benefits of regional cooperation to improve the effectiveness and efficiency of service delivery. It is our responsibility to maintain our commitment to the Centre Region Council of Governments and neighboring municipalities for programs where regional cooperation maximizes our return on investment.

Ethical and honest behavior. As elected officials and employees of the Township, every official, employee, and service provider to the Township is directly accountable to conduct themselves ethically and honestly. It is our responsibility to ensure that all who perform work for the Township operate with the highest standards of ethical and honest behavior.

2022-2026 Capital Improvement Plan

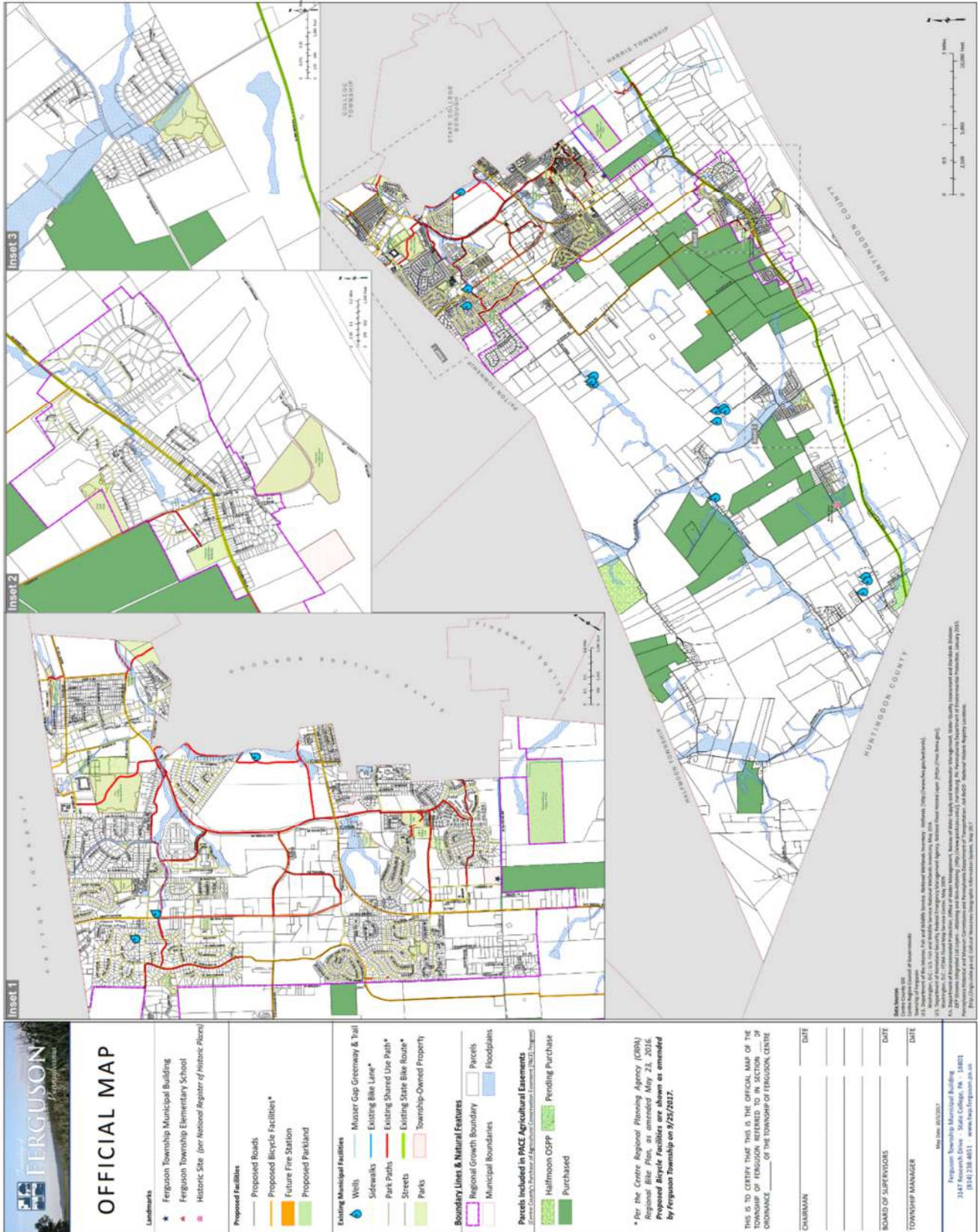
VOTING WARDS

Following is a map of the Township voting wards representing the residents.



2022-2026 Capital Improvement Plan

TOWNSHIP OFFICIAL MAP



Chapter 2: Summary

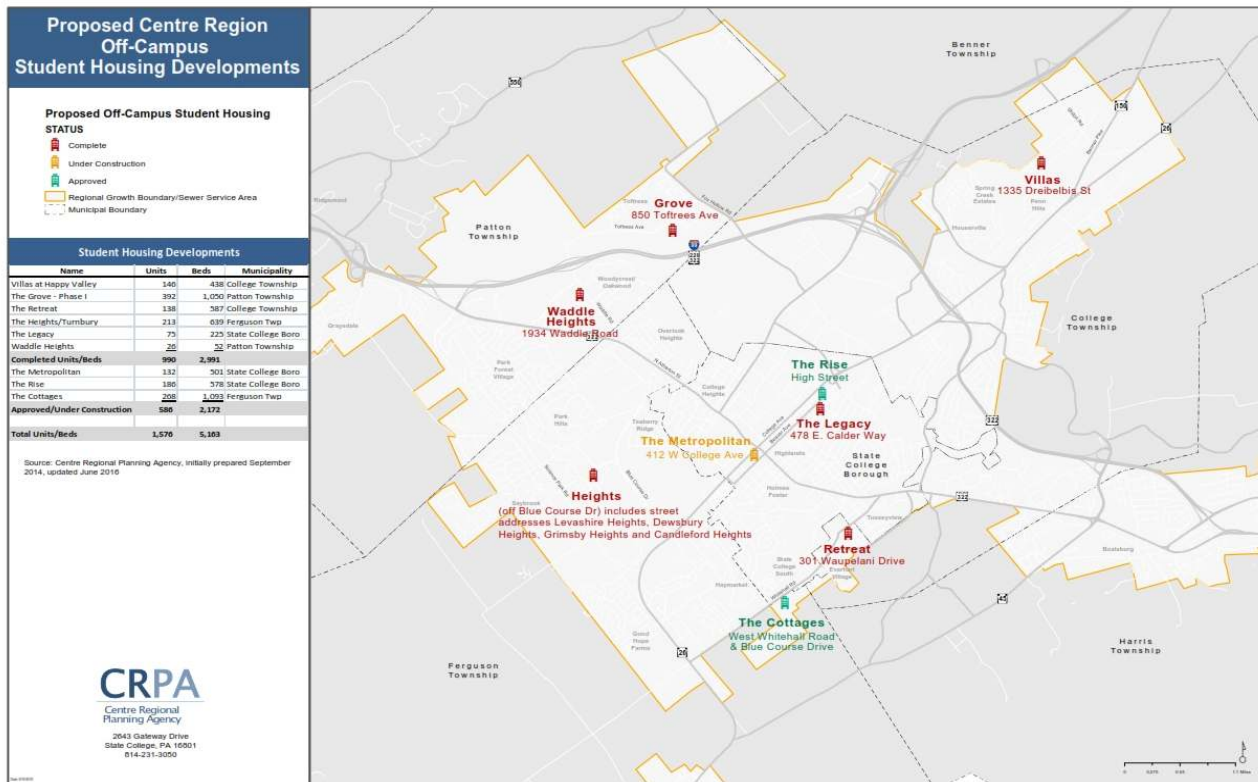
Plan Summary

This section provides an overview of fund balances, revenues, and expenditures for all funds except pension funds. The summary breaks out capital expenditures from operations. Operational costs are included in this section in an effort to project the effects on fund balances over the term of the plan. Without sufficient financial resources and fund balances, the program would not be feasible.

For the five years ending in 2026, the Township proposes spending **\$114 Million (including \$18 Million in interfund transfers) \$96 Million net** for all governmental funds. Since interfund transfers are internal transfers between funds, they can be deducted from the total in summary reports. Government funds do not include pension trust funds nor the Tom Tudek Memorial Trust Fund (even though the Township provides some funding for park projects).

Demographics

The Township encompasses an area of approximately 52 square miles and is home to 19,830 residents based on preliminary 2020 Census data. Several high-tech industries have found a home in Ferguson Township over the years, including Penn State, AccuWeather, Minitab, and Sound Technologies. The Township is also home to major research facilities of The Pennsylvania State University, one of the nation's premier agricultural and engineering institutions. The demographics have a large impact on the tax revenues collected and the cost of operations. Without a growing community, Township revenues would flatten while operating costs would continue to increase, leading to a strain on Township resources. However, unmitigated growth is unhealthy in the long term. By smartly managing growth, the Township will continue to operate soundly for many years to come.



2022-2026 Capital Improvement Plan

Since tax revenues are driven by population and age, identifying the demographics and trends provides important data for revenue projections. The following tables depict the Township population estimates and age groups.

Population Estimates	2021	2022	2023	2024	2025	2026
Based on Preliminary 2020 Census Data	19,830	20,028	20,228	20,430	20,634	20,840

2022-2026 Capital Improvement Plan

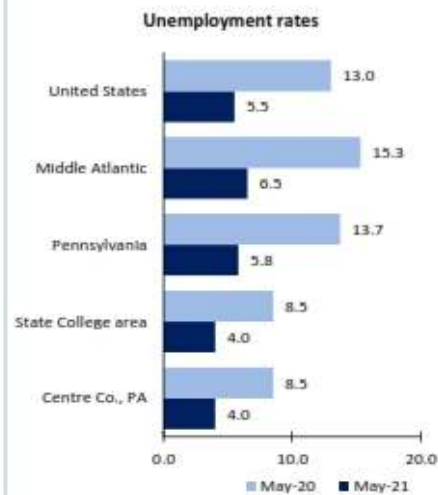
Following is a current map of Centre County as of June 2020. This data provides useful information when planning for the near future economics.

State College area Economic Summary

Updated July 01, 2021

This summary presents a sampling of economic information for the area; supplemental data are provided for regions and the nation. Subjects include **unemployment, employment, wages, prices, spending, and benefits**. All data are not seasonally adjusted and some may be subject to revision. Area definitions may differ by subject. For more area summaries and geographic definitions, see www.bls.gov/regions/economic-summaries.htm.

Unemployment rates for the nation and selected areas



Source: U.S. BLS, Local Area Unemployment Statistics.

Average weekly wages for all industries by county

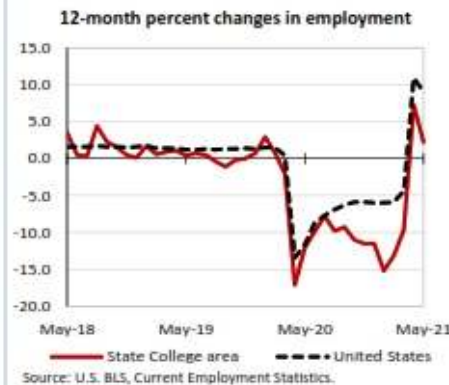
State College area, fourth quarter 2020

(U.S. = \$1,339; Area = \$1,149)



Source: U.S. BLS, Quarterly Census of Employment and Wages.

Over-the-year changes in employment on nonfarm payrolls and employment by major industry sector



Source: U.S. BLS, Current Employment Statistics.

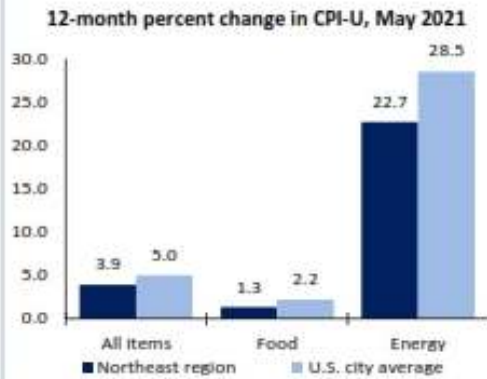
State College area employment (number in thousands)	May 2021	Change from May 2020	
		Number	Percent
Total nonfarm	72.9	1.6	2.2
Mining, logging, and construction	-	-	-
Manufacturing	4.2	0.1	2.4
Trade, transportation, and utilities	8.9	0.8	9.9
Information	-	-	-
Financial activities	-	-	-
Professional and business services	5.8	0.1	1.8
Education and health services	9.0	0.7	7.9
Leisure and hospitality	5.0	2.4	75.0
Other services	-	-	-
Government	30.7	-2.4	-7.3

Source: U.S. BLS, Current Employment Statistics.

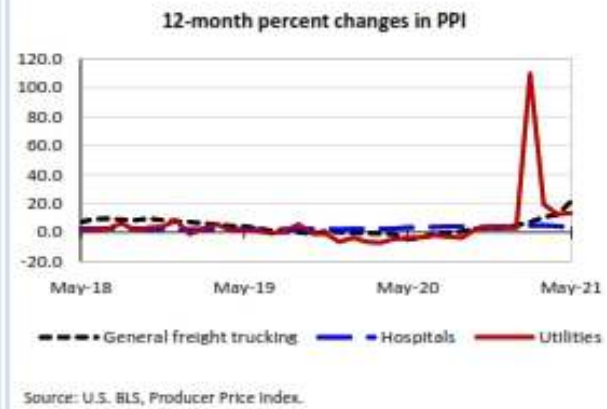


2022-2026 Capital Improvement Plan

Over-the-year change in the prices paid by urban consumers for selected categories



Over-the-year changes in the selling prices received by producers for selected industries nationwide



Average annual spending and percent distribution for selected categories



Average hourly wages for selected occupations

Occupation	State College area	United States
All occupations	\$25.51	\$27.07
General and operations managers	49.20	60.45
Accountants and auditors	34.03	39.26
Office clerks, general	17.88	18.16
Customer service representatives	14.43	18.51
Food preparation workers	14.21	12.90
Stockers and order fillers	13.89	14.91

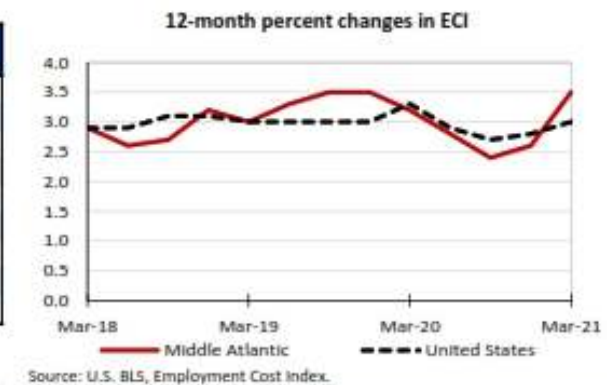
Source: U.S. BLS, Occupational Employment and Wage Statistics, May 2020.

Employer costs per hour worked for wages and selected employee benefits by geographic division

Private industry, March 2021	Middle Atlantic	United States
Total compensation	\$41.22	\$30.04
Wages and salaries	28.29	25.80
Total benefits	12.93	10.83
Paid leave	3.19	2.72
Vacation	1.61	1.39
Supplemental pay	1.59	1.27
Insurance	3.38	2.83
Retirement and savings	1.59	1.25
Legally required benefits	3.17	2.77

(1) The states that compose the Middle Atlantic census division are: NJ, NY, and PA.
Source: U.S. BLS, Employer Costs for Employee Compensation.

Over-the-year changes in wages and salaries



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2022-2026 Capital Improvement Plan

Fund Groups Defined

Governments use Fund Accounting, which is different from for-profit accounting in several ways. Most importantly, governments are accountable to the taxpayers and have public service goals rather than the profit motive. With this in mind, governments, including the Township, create funds to separate assets for specific purposes. Separating funds improves accountability and removes the risk that funds are not comingled with other general funds. Funds are classified into Fund Groups, which summarize the individual funds by type. The funds are described below:

The General Fund

The General Fund is the primary operating fund of the Township. The majority of revenues are deposited into this fund, and the majority of expenditures are spent out of this fund. This includes interfund transfers to other funds, making up a large portion of revenue in those particular funds.

The General Obligation Fund

The payer fund of the debt service for the Township. Payments include any direct bond or loan obligations. Indirect fees, such as the COG park and pool debt, are not included in the General Obligation Fund. These payments are made out of the General Fund and the Regional Capital Recreation Projects Fund.

The Capital Projects Funds

Reserved for projects restricted for specific purposes. Some funds have external restrictions (restrictions by outside parties), such as the Pine Grove Mills Street Light Fund. In contrast, others have Board of Supervisors restrictions, such as the Capital Reserve fund, the Regional Capital Recreation Projects Fund, and the Transportation Improvement Fund.

The Special Revenue Funds

Those funds that have a special assessment to obtain revenue rather than taxes. The Township adds a separate real estate assessment for street lighting and fire hydrants, while the state administers a fuel tax to help local governments maintain their roads. The state requires a separate Liquid Fuels Fund.

Stormwater Fund

The Township implemented a Stormwater Fund beginning in 2021 to segregate and manage a cost center associated with mitigating and treating stormwater generated from impervious area in the Township. The Fund includes revenue generated from a Stormwater Management Utility Fee, as well as interfund transfers from the General Fund and others as appropriate.

2022-2026 Capital Improvement Plan

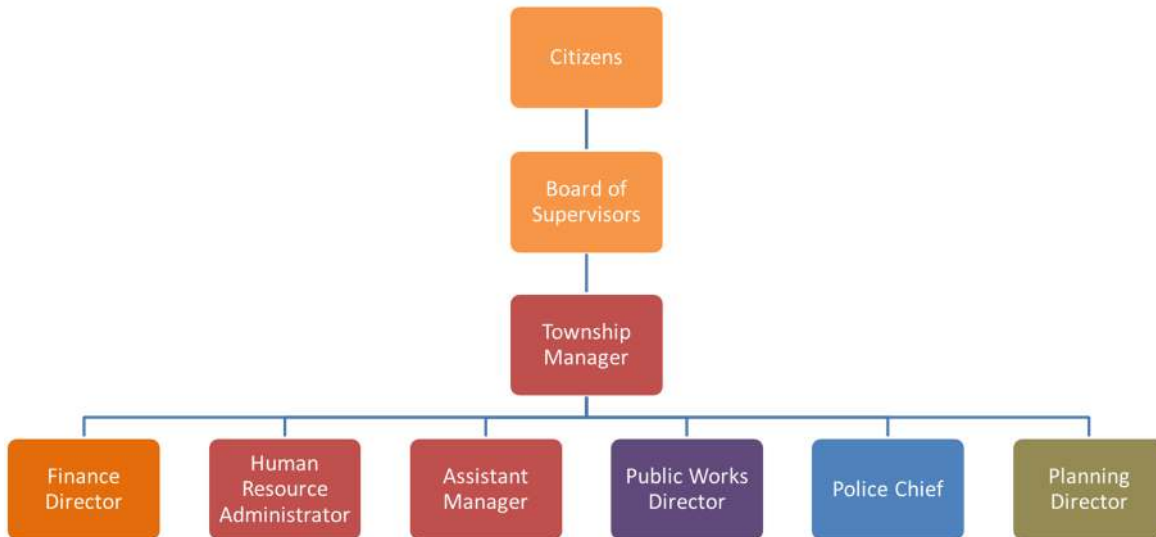
Fund and Department Relationships

The Township follows the PA State Chart of Accounts format. Pennsylvania recommends this format as explained below:

The account numbers and descriptions of accounts used in the DCED form DCED-CLGS-30, the annual audit, and financial report, are based on this chart of accounts. These account numbers and descriptions also are used in the Department of Transportation Form (DOT) MS-903, Treasurer Account Book, Form MS-965, Actual Use Report of State Funds, and Form MS-991, County Liquid Fuels Tax Fund Report. Both DCED and the DOT encourage the use of accounting systems based on the Chart of Accounts presented in this publication

The PA state chart of accounts dictates our fund and department layout. With this in mind, the Township assigns specific state funds and departments to specific individuals.

The Township Manager and department heads are responsible for all the Township activities and funds. This section describes the relationships of the departments with the funds.



It is best to organize the departments by the responsible person rather than the reverse. As the organization chart depicts, the senior staff is shown here

The responsible department heads are Administration & Human Resources, Finance & Tax, Public Works & Engineering, Police, and Planning Zoning. These individuals are responsible for all the accounts within the entire budget and funds.

The following table breaks down the responsibilities by the department heads

*Legend: GF=General Fund, CR=Capital Reserve Fund, TIF=Transportation Improvement Fund, PI=Park Improvement Fund, SW=Stormwater Fund, LF=Liquid Fuels

Responsible Department	Funds	Responsible Area
Township Manager	All	Responsible for the final document, Administration, Parks & Recreation, Tudek Park
Assistant Manager	GF, CR PI	Assists Manager in reviewing Administration, Parks & Recreation

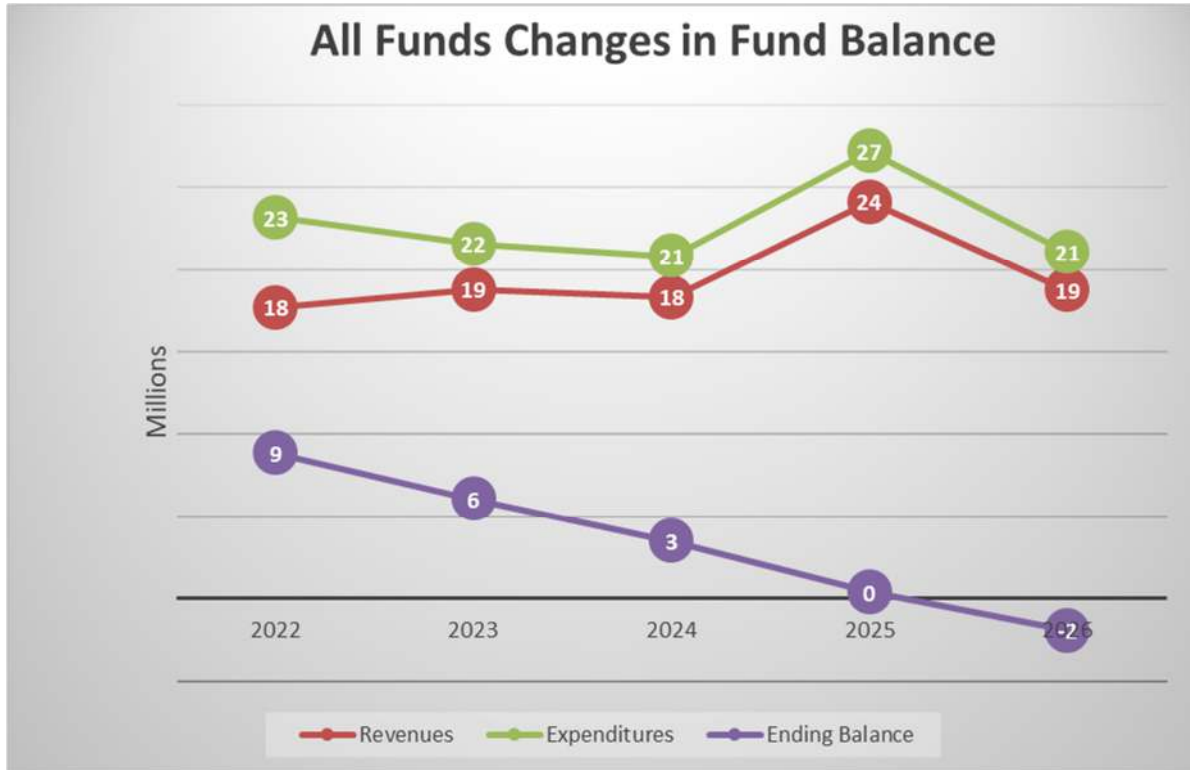
2022-2026 Capital Improvement Plan

Human Resource Administrator	GF	Assists in estimating salaries, wages, and benefits
Finance Director	All	Finance, Tax, IT, COG, Salaries & Benefits, Insurance, Pension plans
Police Chief	GF, CR	Police
Public Works Director	GF, CR, TIF, SW, LF	Engineering, Public Works Road Crew, Arborist, Buildings & Grounds
Planning & Zoning Director	GF, CR	Planning & Zoning

2022-2026 Capital Improvement Plan

Fund Balances

Over the years, the Township has maintained sound fund balances for operations and present and future capital expenditures. The Township uses cash reserves to purchase equipment and long-term investments rather than using debt.



All Funds	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	14,326,943	8,827,913	5,979,184	3,432,919	342,255	14,326,943
Revenues	18,037,036	18,783,630	18,111,694	24,055,867	18,549,193	97,537,420
Expenditures	-23,536,066	-21,632,359	-20,657,960	-27,146,530	-20,864,005	-113,836,919
Ending Balance	8,827,913	5,979,184	3,432,919	342,255	-1,972,557	-1,972,557
Fund Balance % of Expenditures	38%	28%	16%	2%	-9%	

2022-2026 Capital Improvement Plan

Sinking Funds

The Township uses “sinking funds” to accumulate money for various specific needs. These sinking funds are bank accounts with funding, rather than just assignments of funds. As such, the money is segregated from other funds of the Township, much like having a designated fund. These sinking funds are subsets of the overall fund in which they are located. It is important to note that while the funds are segregated from the other funds, any spending out of the sinking funds will need to be budgeted.

According to the Financial Dictionary, a sinking fund is defined as a fund or account into which a person or company deposits money regularly to repay some debt or other liability that will come due in the future. For example, if one has a loan with a balloon maturity of seven years, one may put money into a sinking fund for seven years to be ready to pay off the principal when it comes due. Some bonds have sinking fund provisions, requiring the issuer to put money aside to repay bondholders at maturity.

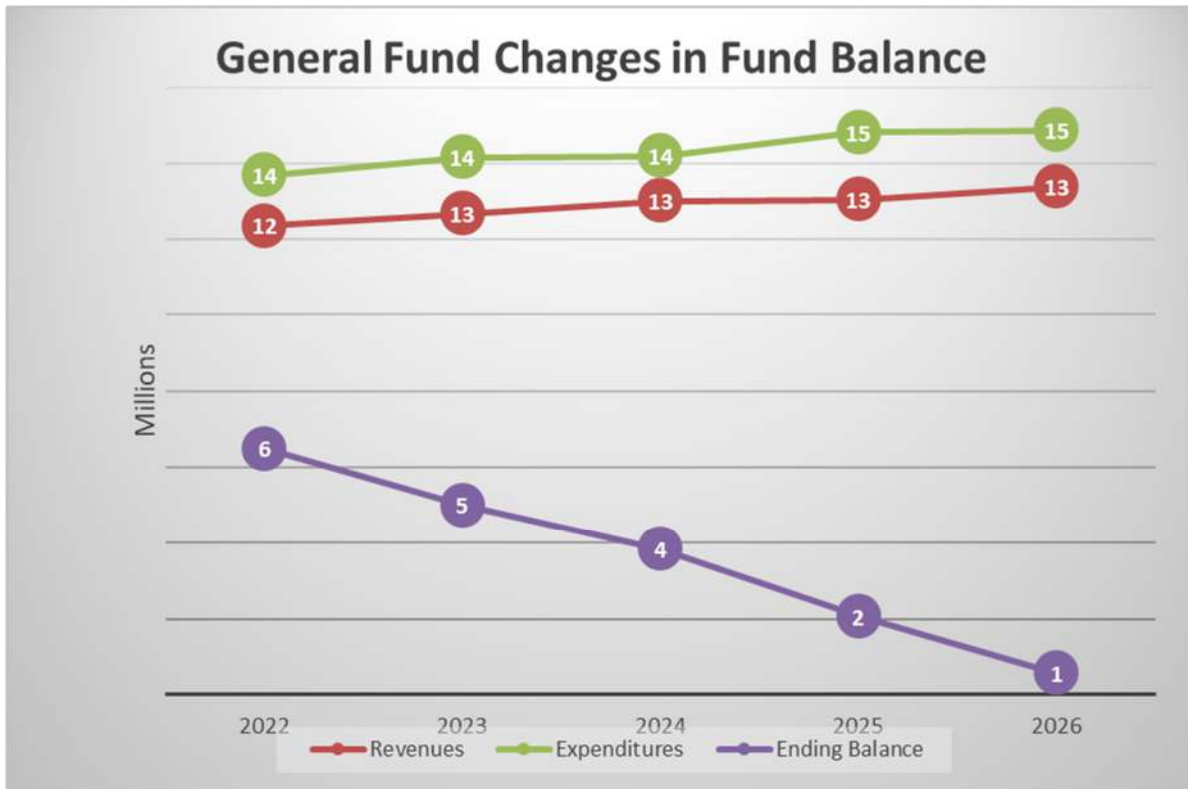
Such sinking funds include, but are not limited to, the Building Equipment Replacement Fund, the Public Works Equipment Replacement Fund, and the Wellness Fund.

Committed Fund Balances

The Township uses Committed Fund balances for certain replacement funds, such as Public Works Equipment replacements and Building Equipment replacements. These replacement accounts are included in the total fund balance for the Capital Reserve Fund. These funds are reserved by the township for replacement of existing equipment as needed. Sinking funds will appear in the Operating Budget as Committed Fund Balances to properly account for their full amounts.

2022-2026 Capital Improvement Plan

General Fund



General Fund (01)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	7,810,726	6,484,390	5,003,517	3,826,828	2,056,672	7,810,726
Revenues	12,357,872	12,677,436	13,005,885	13,036,535	13,375,045	64,452,773
Expenditures	-13,684,208	-14,158,309	-14,182,574	-14,806,692	-14,871,628	-71,703,410
Ending Balance	6,484,390	5,003,517	3,826,828	2,056,672	560,089	560,089
Fund Balance % of Expenditures	47%	35%	27%	15%	4%	

2022-2026 Capital Improvement Plan

Capital Projects Funds

Ag Preservation Fund (19)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	19,639	44,639	44,639	69,639	69,639	19,639
Revenues	25,000	0	25,000	0	25,000	75,000
Expenditures	0	0	0	0	0	0
Ending Balance	44,639	44,639	69,639	69,639	94,639	94,639
Stormwater Fund (20)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	49,947	-1,052,210	-932,325	-847,561	-549,564	49,947
Revenues	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	5,750,000
Expenditures	-2,252,157	-1,030,115	-1,065,236	-852,003	-890,494	-6,090,005
Ending Balance	-1,052,210	-932,325	-847,561	-549,564	-290,058	-290,058
Capital Reserve Fund (30)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	0	-63,782	427,560	232,294	606,854	0
Revenues	1,259,600	1,509,600	1,009,600	4,145,122	1,203,723	9,127,645
Expenditures	-1,323,382	-1,018,258	-1,204,866	-3,770,562	-919,220	-8,236,288
Ending Balance	-63,782	427,560	232,294	606,854	891,357	891,357
Reg Cap Rec Projects Fund (31)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	1,503,921	883,921	763,921	643,921	523,921	1,503,921
Revenues	0	0	0	0	0	0
Expenditures	-620,000	-120,000	-120,000	-120,000	-120,000	-1,100,000
Ending Balance	883,921	763,921	643,921	523,921	403,921	403,921
Transportation Imp Fund (32)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	3,762,615	1,842,219	171,048	-987,001	-2,194,050	3,762,615
Revenues	1,338,134	1,584,830	1,393,951	1,396,951	1,422,508	7,136,373
Expenditures	-3,258,530	-3,256,000	-2,552,000	-2,604,000	-2,443,000	-14,113,530
Ending Balance	1,842,219	171,048	-987,001	-2,194,050	-3,214,542	-3,214,542
PGM Streetlight Fund (33)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	20,649	20,649	20,649	20,649	20,649	20,649
Revenues	0	0	0	0	0	0
Expenditures	0	0	0	0	0	0
Ending Balance	20,649	20,649	20,649	20,649	20,649	20,649
Park Improvement Fund (34)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	96,518	8,658	1,158	203,658	11,158	96,518
Revenues	650,000	600,000	260,000	210,000	100,000	1,820,000
Expenditures	-737,860	-607,500	-57,500	-402,500	-77,500	-1,882,860
Ending Balance	8,658	1,158	203,658	11,158	33,658	33,658

2022-2026 Capital Improvement Plan

Special Revenue Funds

Streetlight Fund (02)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	-17,996	-10,661	-3,515	3,414	9,216	-17,996
Revenues	27,810	28,644	29,504	29,504	30,389	145,850
Expenditures	-20,475	-21,499	-22,574	-23,702	-24,887	-113,137
Ending Balance	-10,661	-3,515	3,414	9,216	14,717	14,717

Hydrant Fund (03)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	-72,639	-47,093	-23,271	-1,346	13,717	-72,639
Revenues	150,000	154,500	159,135	159,135	163,909	786,679
Expenditures	-124,454	-130,677	-137,211	-144,072	-151,275	-687,689
Ending Balance	-47,093	-23,271	-1,346	13,717	26,351	26,351

Liquid Fuels Fund (35)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	831,520	645,140	433,760	196,380	-298,000	831,520
Revenues	618,620	618,620	618,620	618,620	618,620	3,093,100
Expenditures	-805,000	-830,000	-856,000	-1,113,000	-906,000	-4,510,000
Ending Balance	645,140	433,760	196,380	-298,000	-585,380	-585,380

General Obligation Fund

General Obligation Fund (16)	2022	2023	2024	2025	2026	TOTAL
Beginning Balance	322,043	72,043	72,043	72,043	72,043	322,043
Revenues	460,000	460,000	460,000	3,310,000	460,000	5,150,000
Expenditures	-710,000	-460,000	-460,000	-3,310,000	-460,000	-5,400,000
Ending Balance	72,043	72,043	72,043	72,043	72,043	72,043

Chapter 3: Revenue Details

Revenue Projections

Township revenues are made up of tax collections, payments-in-lieu of taxes, grant receipts, loan proceeds, permitting and license fees, fines, departmental earnings, interest, and other miscellaneous receipts. Overall, the revenue changes are a combination of these items and are represented in the table below

The Liquid Fuels fund includes a 1% annual increase in revenue growth. The Hydrant and Street Light Funds revenues are adjusted following expenditures to maintain a positive fund balance, taking into consideration the spending out of those funds.

Fund Group	2022	2023	2024	2025	2026	TOTAL
General Fund (01)	12,357,872	12,677,436	13,005,885	13,036,535	13,375,045	64,452,773
Capital Projects Funds	4,422,734	4,844,430	3,838,551	6,902,073	3,901,230	23,909,018
Special Revenue Funds	796,430	801,764	807,259	807,259	812,918	4,025,629
General Obligation Fund (16)	460,000	460,000	460,000	3,310,000	460,000	5,150,000
Total	18,037,036	18,783,630	18,111,694	24,055,867	18,549,193	97,537,420
Group change %	7.2%	4.1%	-3.6%	28.1%	2.4%	
General Fund change %	2.6%	2.6%	2.6%	2.8%	2.8%	
Other General Fund Revenue	963,014	991,904	1,021,661	1,052,311	1,083,880	5,112,769
Capital Projects Funds	2022	2023	2024	2025	2026	TOTAL
Ag Preservation (19)	25,000	0	25,000	0	25,000	75,000
Stormwater Fund (20)	1,150,000	1,150,000	1,150,000	1,150,000	1,150,000	5,750,000
Capital Reserve (30)	1,259,600	1,509,600	1,009,600	4,145,122	1,203,723	9,127,645
Regional Capital Rec Projects (31)	0	0	0	0	0	0
Transportation Improvement (32)	1,338,134	1,584,830	1,393,951	1,396,951	1,422,508	7,136,373
Pine Grove Mills Street Lights (33)	0	0	0	0	0	0
Park Improvement (34)	650,000	600,000	260,000	210,000	100,000	1,820,000
Total	4,422,734	4,844,430	3,838,551	6,902,073	3,901,230	23,909,018
Special Revenue Funds	2022	2023	2024	2025	2026	TOTAL
Street Light (02)	27,810	28,644	29,504	29,504	30,389	145,850
Hydrant (03)	150,000	154,500	159,135	159,135	163,909	786,679
Liquid Fuels (35)	618,620	618,620	618,620	618,620	618,620	3,093,100
Total	796,430	801,764	807,259	807,259	812,918	4,025,629
Grant/Loan Summary by Fund	2022	2023	2024	2025	2026	TOTAL
General Fund (01)	1,096,185	77,649	77,649	77,649	77,649	1,406,781
GOA Fund (16)	0	0	0	2,850,000	0	2,850,000
Stormwater Fund (20)	0	0	0	0	0	0
Capital Reserve Fund (30)	9,600	509,600	9,600	295,122	203,723	1,027,645
Regional Capital Rec Projects (31)	0	0	0	0	0	0
Transportation Improvement Fund (32)	108,000	334,000	122,000	125,000	129,000	818,000
Park Improvement Fund (34)	0	300,000	160,000	0	0	460,000
Liquid Fuels Fund (35)	618,620	618,620	618,620	618,620	618,620	3,093,100
Total	1,832,405	1,839,869	987,869	3,966,391	1,028,992	9,655,526

2022-2026 Capital Improvement Plan

Interfund Transfers

Funding for many of the capital funds is derived from transfers from the General Fund and debt proceeds from the General Obligation Fund. These transfers, whether mandated or not, have a direct impact on the General Fund balance and the associated capital funds. The following table details the projected transfers during the term of the CIP.

Interfund Transfers In (from GF)	2022	2023	2024	2025	2026	TOTAL
General Obligation Fund (16)	460,000	460,000	460,000	460,000	460,000	2,300,000
Ag Preservation (19)	25,000	0	25,000	0	25,000	75,000
Stormwater Fund (20)	0	0	0	0	0	0
Capital Reserve (30)	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Transportation Improvement Fund (32)	1,230,134	1,250,830	1,271,951	1,271,951	1,293,508	6,318,373
Park Improvement Fund (34)	150,000	300,000	100,000	210,000	100,000	860,000
Liquid Fuels (35)	0	0	0	0	0	0
Total	2,865,134	3,010,830	2,856,951	2,941,951	2,878,508	14,553,373

GOA Transfers (16)	2022	2023	2024	2025	2026	TOTAL
Capital Reserve (30)	250,000	0	0	2,850,000	0	3,100,000
TIF (32)	0	0	0	0	0	0
Total	250,000	0	0	2,850,000	0	3,100,000

RCPF Transfers (31)	2022	2023	2024	2025	2026	TOTAL
Park Improvement Fund (34)	500,000	0	0	0	0	500,000
Total	500,000	0	0	0	0	500,000

Tax Revenue Projections

The tax revenues make up some 65% of the total Township revenue on average, depending on if there are any loan proceeds.

The General Fund revenue projections include annual increases based on the type of revenue source. Each source has a different projected growth. Earned income taxes are expected to increase at 3.0%, Real Estate taxes, and Local Services taxes at 2.0%, and Transfer taxes with 1% projected increases.

Tax Revenue	2022	2023	2024	2025	2026	TOTAL
Real Estate Taxes	1,519,120	1,549,503	1,580,493	1,580,493	1,612,103	7,841,712
Earned Income Taxes	7,888,166	8,124,811	8,368,555	8,368,555	8,619,612	41,369,698
Transfer Taxes	1,610,562	1,626,667	1,642,934	1,642,934	1,659,363	8,182,460
Local Services Taxes	377,011	384,551	392,242	392,242	400,087	1,946,134
Total	11,394,859	11,685,532	11,984,224	11,984,224	12,291,165	59,340,003
Average EIT per Resident	393.86	401.66	409.62	405.57	413.61	
Average Total Tax per Resident	568.95	577.69	586.60	580.80	589.79	
Percentage of Total Revenue	63.2%	62.2%	66.2%	49.8%	66.3%	

2022-2026 Capital Improvement Plan

Tax Considerations

The Township maintains a fiscally responsible approach to budgeting. Increases in tax rates have not occurred on any frequent basis. Instead, the Township relies on annual revenue increases from a growing tax base. At this time, there is no projected tax increase included in the CIP; however, there is a consideration of the implementation of a stormwater management fee. The local economic conditions have historically been positive and have led to increased Earned Income Tax revenues and increased Transfer Tax revenues. The Township is also aggressively pursuing state and federal grant funding. Grant revenue has been very beneficial to the Township finances. Combined with fiscal restraint, the Township maintains strong financial footing.

In 2020, the impact of the COVID-19 pandemic has affected our confidence in the Township's financial future. It is unknown how severe this impact will be, but staff and the Board will continue to monitor trends and changes in revenue collection throughout the term of this CIP and beyond.

Grant Revenue Projections

Grant revenue assists the Township in many ways. It is one way to provide additional revenue for projects without raising taxes or cutting expenditures elsewhere. Many federal grants are administered by the state and doled out to local governments under federal mandates. One such grant is the DUI grant that police receive to offset the costs of checkpoints and DUI enforcement.

The state provides special funding from its tax collections, such as the Liquid Fuels grants or DCNR recycling grants. Additionally, the state provides funding for parks and open space and to preserve farmland from development.

The Township works hard to take advantage of grant money available as a way to provide additional benefits to the residents without raising local taxes to pay for them. However, many of these grants are competitive and cannot be relied upon as guaranteed revenue sources each year.

Other contributions include loan proceeds, developer payments for the Regional Capital Recreation Projects, and several Right of Way agreements.

Other Grant Funding Efforts

As allowed by the funding agency, either annually, bi-annually, or as announced, staff seeks out and applies for grant funding from various agencies.

County Liquid Fuels Grant: Every year, public works staff apply for a County Liquid Fuels Grant, typically around \$30,000 to assist with a capital paving project. The grant is generally awarded every other year.

Automated Red Light Enforcement Grant: For the current CIP, subject to the installation of new hardware and software through an ARLE grant, traffic signal performance will be optimized on a more frequent basis than in the past, annually, or more frequently.

Green-Light Go Grant: Staff will continue to apply for GLG grant funding as it is available for traffic signal improvements.

Recycling Grant Act 101 Section 902 Recycling Program Grant: This program administered by PADEP provides funding to municipalities for recycling equipment. When grants are available, the Township will apply to reduce the cost that the taxpayers will bear for public works equipment.

2022-2026 Capital Improvement Plan

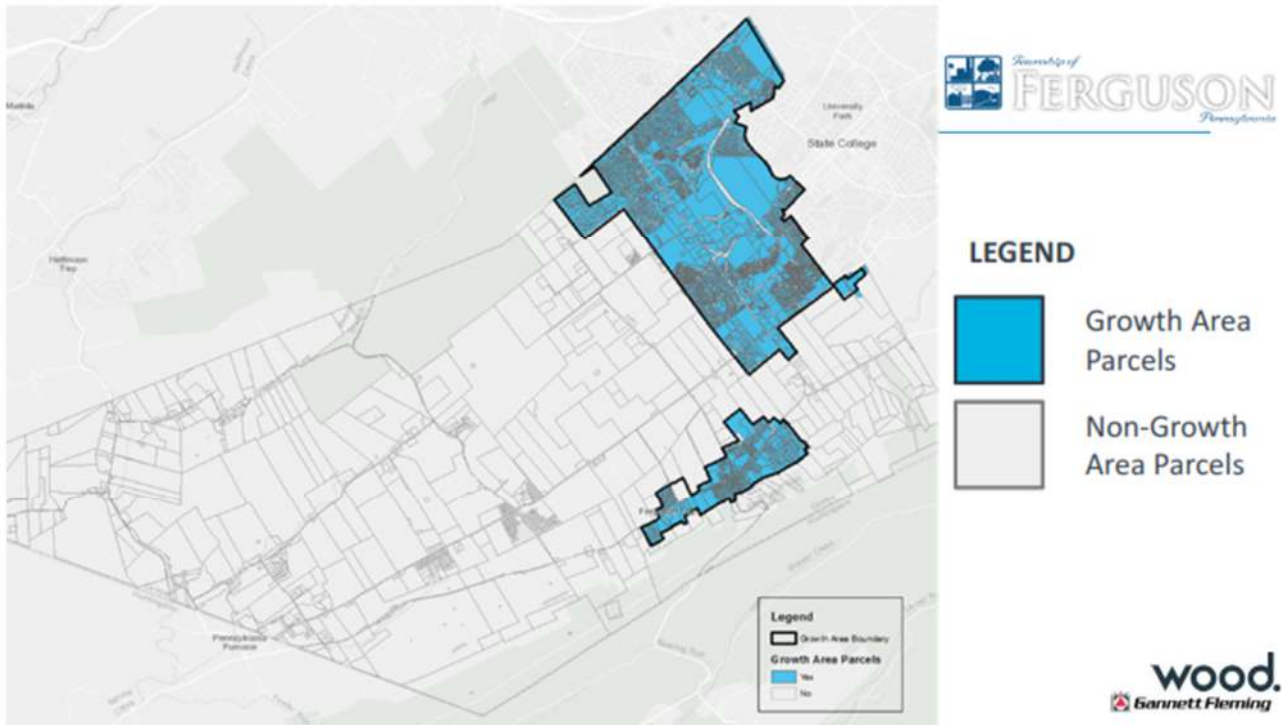
GRANT/LOAN TABLE								
Grant/Loan/Contributions Detail	Fund	Type	2022	2023	2024	2025	2026	TOTAL
ARLE Grant	TIF	G		216,000				216,000
Buckle Up Program	GF	G	4,500	4,500	4,500	4,500	4,500	22,500
Cecil Irvin Park Improvements	PI	G			160,000			160,000
CR Codes Rent of Fire Trailer	CR	C	9,600	9,600	9,600	9,600	9,600	48,000
Drive Safe Program	GF	G	3,000	3,000	3,000	3,000	3,000	15,000
DUI Enforcement	GF	G	43,435	43,435	43,435	43,435	43,435	217,175
Green Light Go Green grant	TIF	G	108,000	118,000	122,000	125,000	129,000	602,000
Liquid Fuels	LF	G	573,500	573,500	573,500	573,500	573,500	2,867,500
Liquid Fuels Turnback	LF	G	45,120	45,120	45,120	45,120	45,120	225,600
Loan Proceeds for new fire station	GOA	L				2,850,000		2,850,000
State Grant for one-person leaf collector	CR	G				285,522		285,522
DEP State grant for rear steer brush collector	CR	G					194,123	194,123
American Rescue Plan one time contribution	GF	G	1,018,536					1,018,536
Veterans Memorial @ Louis E Silvi Field	PI	G		50,000				50,000
Northern ITS Cable Right of Way	GF	C	22,144	22,144	22,144	22,144	22,144	110,720
Park Hills Drainageway Grant	CR	G		500,000				500,000
Suburban Park Improvements	PI	G		250,000				250,000
Suneyysis Right of Way	GF	C	4,570	4,570	4,570	4,570	4,570	22,850
Tudek Park Phase 3A	PI	G						0
Total			1,832,405	1,839,869	987,869	3,966,391	1,028,992	9,655,526
Grant/Loan Summary by Fund	Fund		2022	2023	2024	2025	2026	TOTAL
General Fund (01)	GF		1,096,185	77,649	77,649	77,649	77,649	1,406,781
GOA Fund (16)	GOA		0	0	0	2,850,000	0	2,850,000
Stormwater Fund (20)	SW		0	0	0	0	0	0
Capital Reserve Fund (30)	CR		9,600	509,600	9,600	295,122	203,723	1,027,645
Regional Capital Rec Projects (31)	RCRP		0	0	0	0	0	0
Transportation Improvement Fund (32)	TIF		108,000	334,000	122,000	125,000	129,000	818,000
Park Improvement Fund (34)	PI		0	300,000	160,000	0	0	460,000
Liquid Fuels Fund (35)	LF		618,620	618,620	618,620	618,620	618,620	3,093,100
Total			1,832,405	1,839,869	987,869	3,966,391	1,028,992	9,655,526
Grant/Loan Summary by Type	Type		2022	2023	2024	2025	2026	TOTAL
Grants	G		1,796,091	1,803,555	951,555	1,080,077	992,678	6,623,956
Contributions	C		36,314	36,314	36,314	36,314	36,314	181,570
Loans	L		0	0	0	2,850,000	0	2,850,000
Total			1,832,405	1,839,869	987,869	3,966,391	1,028,992	9,655,526

2022-2026 Capital Improvement Plan

Stormwater Fee

Ferguson Township's stormwater liabilities are substantial, equating to approximately \$1.5 million per year for capital projects, maintenance obligations, compliance with state and federal permit requirements, and more. Effective in 2022, the Township established a Stormwater Management Utility Fee to provide a stable revenue stream to fund these obligations and stabilize the Township's financial position for the foreseeable future. The fee is equitable and assessed to all property owners in the Township. It is segregated from other cost centers of the Township to properly account for the revenue and provide transparency and accountability to our residents.

The fee is calculated using the square footage of impervious area on a property as determined by satellite data. The fee structure also dictates the amount of an assessment. Property owners are charged, regardless of property use or taxable status, based on their impervious area the level of service in which they reside. For example, properties outside the Regional Growth Boundary, which typically have a reduced level of service related to stormwater management, are assessed at a lower rate than other properties situated within the Regional Growth Boundary.



2022-2026 Capital Improvement Plan

Chapter 4: Expenditure Details

Expenditure Projections Summary

Fund Group	2022	2023	2024	2025	2026	TOTAL
General Fund (01)	13,684,208	14,158,309	14,182,574	14,806,692	14,871,628	71,703,410
Capital Projects Funds	8,191,929	6,031,873	4,999,602	7,749,065	4,450,214	31,422,683
Special Revenue Funds	949,929	982,176	1,015,785	1,280,774	1,082,163	5,310,826
Debt Service (16)	710,000	460,000	460,000	3,310,000	460,000	5,400,000
Total	23,536,066	21,632,359	20,657,960	27,146,530	20,864,005	113,836,919
Capital Projects						
Capital Projects	2022	2023	2024	2025	2026	TOTAL
Ag Preservation (19)						0
Stormwater Fund (20)	2,252,157	1,030,115	1,065,236	852,003	890,494	6,090,005
Capital Reserve (30)	1,323,382	1,018,258	1,204,866	3,770,562	919,220	8,236,288
Regional Capital Rec Projects (31)	620,000	120,000	120,000	120,000	120,000	1,100,000
Transportation Improvement (32)	3,258,530	3,256,000	2,552,000	2,604,000	2,443,000	14,113,530
Pine Grove Mills Street Lights (33)	0	0	0	0	0	0
Park Improvement (34)	737,860	607,500	57,500	402,500	77,500	1,882,860
Total	8,191,929	6,031,873	4,999,602	7,749,065	4,450,214	31,422,683
Capital Reserve Fund (30)						
Capital Reserve Fund (30)	2022	2023	2024	2025	2026	TOTAL
Administration	25,000	75,500	0	0	0	100,500
Finance	20,500	16,500	16,500	16,500	16,500	86,500
IT	146,590	108,900	130,370	68,889	53,847	508,596
Buildings New	117,986	102,000	429,500	2,898,620	2,000	3,550,106
Buildings Replacements	118,900	68,400	31,300	17,230	14,050	249,880
Police Vehicles	117,200	183,600	171,400	157,400	157,400	787,000
Police Equipment	29,993	100,145	29,395	47,495	64,745	271,773
Planning	50,000	75,000	100,000	0	0	225,000
Public Works New Equipment	453,463	29,213	20,001	61,678	43,278	607,633
Public Works Replacements	216,250	231,500	248,900	475,250	539,900	1,711,800
Arborist	27,500	27,500	27,500	27,500	27,500	137,500
Total	1,323,382	1,018,258	1,204,866	3,770,562	919,220	8,236,288
Roads & Other						
Roads & Other	2022	2023	2024	2025	2026	TOTAL
Liquid Fuels (35)	805,000	830,000	856,000	1,113,000	906,000	4,510,000
Capital Reserve (30)	0	0	0	0	0	0
Transportation Improvement (32)	3,258,530	3,256,000	2,552,000	2,604,000	2,443,000	14,113,530
Total	4,063,530	4,086,000	3,408,000	3,717,000	3,349,000	18,623,530
Stormwater Fund Detail (20)						
Stormwater Fund Detail (20)	2022	2023	2024	2025	2026	TOTAL
Salaries & Benefits						0
New Staffing & Benefits	104,907	261,939	271,152	280,715	290,642	1,209,355
Total	104,907	261,939	271,152	280,715	290,642	1,209,355
Special Revenue						
Special Revenue	2022	2023	2024	2025	2026	TOTAL
Street Light (02)	20,475	21,499	22,574	23,702	24,887	113,137
Hydrant (03)	124,454	130,677	137,211	144,072	151,275	687,689
Liquid Fuels (35)	805,000	830,000	856,000	1,113,000	906,000	4,510,000
Total	949,929	982,176	1,015,785	1,280,774	1,082,163	5,310,826

2022-2026 Capital Improvement Plan

Department Capital Requests

Each department request represents individual department forecasted needs for equipment or projects. The scope or the timing of the requests may change as more current information is obtained, the technology changes, or the direction of the plan changes. These requests are best estimates of the future costs given available information at the time of the printing.

General Fund Expenditures

The following table represents the expenditure details for the general fund. The General Fund expenditures are the major operating costs in the CIP. The interfund transfers out are also displayed for your reference.

General Fund Detail (01)	2022	2023	2024	2025	2026	TOTAL
Salaries & Benefits	6,621,167	6,819,802	6,819,802	7,024,396	7,024,396	34,309,563
New Staffing & Benefits	369,835	384,764	505,451	719,964	787,389	2,767,402
COG Programs	1,968,670	2,027,730	2,027,730	2,088,562	2,088,562	10,201,254
Other Expenses	1,859,402	1,915,184	1,972,640	2,031,819	2,092,773	9,871,818
Transfers Out	2,865,134	3,010,830	2,856,951	2,941,951	2,878,508	14,553,373
Total	13,684,208	14,158,309	14,182,574	14,806,692	14,871,628	71,703,410

Interfund Transfers

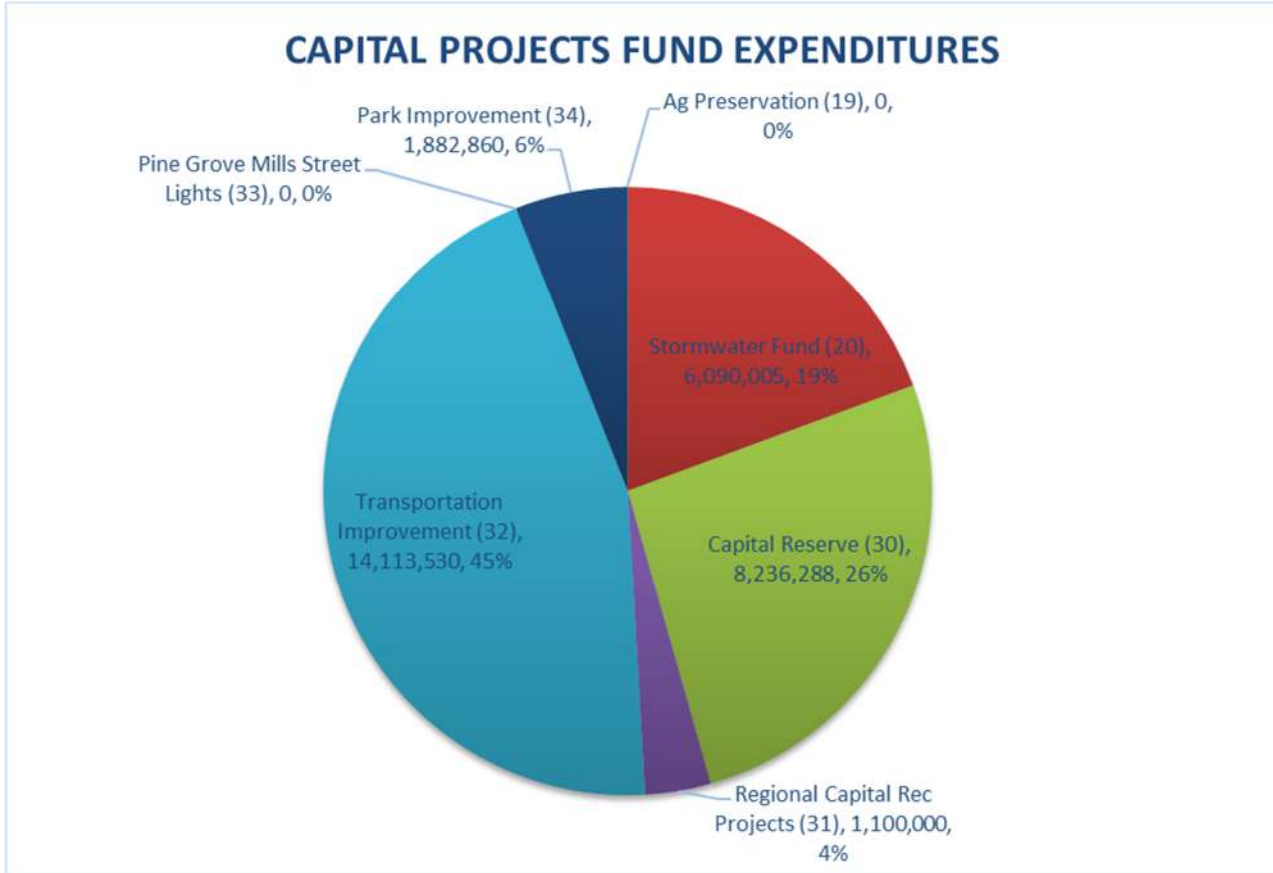
General Fund Transfers Out (01)	2022	2023	2024	2025	2026	TOTAL
General Obligation Fund (16)	460,000	460,000	460,000	460,000	460,000	2,300,000
Ag Preservation (19)	25,000		25,000		25,000	75,000
Stormwater Fund (20)						0
Capital Reserve (30)	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Transportation Improvement Fund (32)	1,230,134	1,250,830	1,271,951	1,271,951	1,293,508	6,318,373
Park Improvement Fund (34)	150,000	300,000	100,000	210,000	100,000	860,000
Liquid Fuels (35)						0
Total	2,865,134	3,010,830	2,856,951	2,941,951	2,878,508	14,553,373

GOA Transfers Out (16)	2022	2023	2024	2025	2026	TOTAL
Capital Reserve (30)	250,000	0	0	2,850,000	0	3,100,000
TIF (32)	0	0	0	0	0	0
Total	250,000	0	0	2,850,000	0	3,100,000

RCPF Transfers Out (31)	2022	2023	2024	2025	2026	TOTAL
Park Improvement Fund (34)	500,000	0	0	0	0	500,000
Total	500,000	0	0	0	0	500,000

2022-2026 Capital Improvement Plan

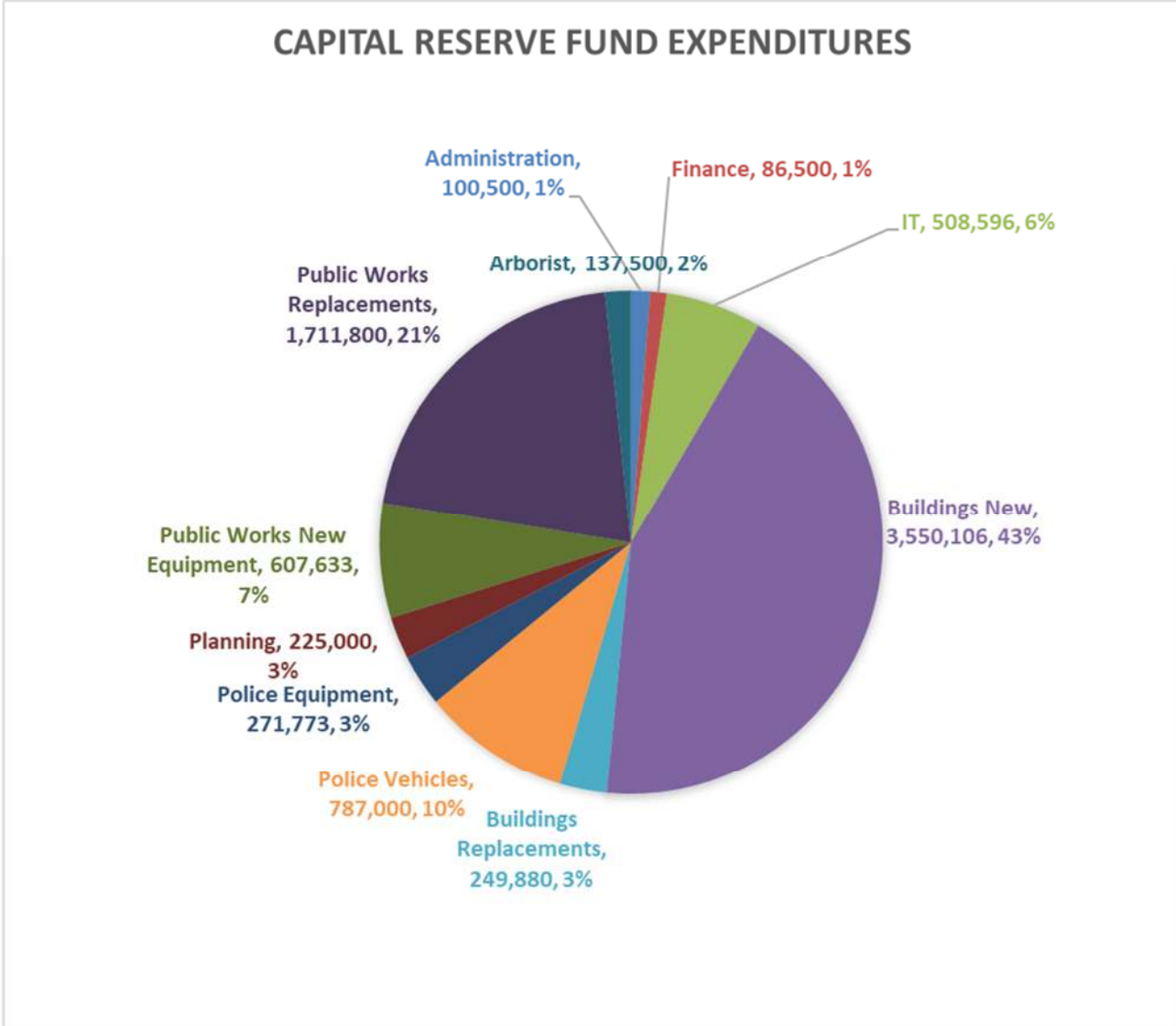
As mentioned previously, the **Capital Projects Funds** are reserved for projects restricted for specific purposes. Some funds have external restrictions, such as the Pine Grove Mills Street Light Fund while others have Board of Supervisors restrictions, such as the Capital Reserve fund, the Regional Capital Recreation Projects Fund, and the Transportation Improvement Fund



2022-2026 Capital Improvement Plan

Capital Reserve Fund Expenditures

The Capital Reserve Fund represents the proposed Capital Equipment Expenditures over the five years of the Capital Improvement plan broken down by department.



2022-2026 Capital Improvement Plan

Staffing

The number of Township “Full-time Equivalents,” a measure of employment based on the number of hours paid for all staff, helps determine the rate of change in the staffing levels of the Township. One FTE is equivalent to 2080 hours worked. The proposed table is included for your reference. The resident per FTE provides information as to the relative size of the Township staff for the number of residents served. It can be used as a benchmark against other municipalities to compare staffing levels and related costs.

FERGUSON TOWNSHIP FULL TIME EQUIVALENTS					
Residents/FTE	2022	2023	2024	2025	2026
Population	20,028	20,228	20,430	20,634	20,840
FTES (including new staff)					
Elected Officials	2.50	2.50	2.50	2.50	2.50
Administration	4.25	4.25	4.25	4.25	4.25
Finance	3.75	3.75	3.75	3.75	3.75
Buildings & Grounds	1.50	1.50	1.50	1.50	1.50
Engineering	6.50	6.50	6.50	6.50	6.50
Police	25.00	25.00	25.00	25.00	25.00
Police OT	1.00	1.00	1.00	1.00	1.00
Planning & Zoning	5.50	5.50	5.50	5.50	5.50
Public Works/Arborists	21.00	21.00	21.00	21.00	21.00
Public Works OT	0.50	0.50	0.50	0.50	0.50
New Employees	4.50	6.50	7.50	9.50	9.50
Total	76.00	78.00	79.00	81.00	81.00
NEW STAFF					
Finance & IT				1.00	
Police	1.00				
Planning	0.50		1.00		
Public Works	3.00	2.00		1.00	
Total	4.50	2.00	1.00	2.00	-
Residents per Employee	264	259	259	255	257

2022-2026 Capital Improvement Plan

CIP New Personnel Summary						
New Personnel General Fund	2022	2023	2024	2025	2026	TOTAL
Administration	42,500	43,775	45,088	46,441	47,834	225,638
Finance & IT	0	0	0	118,335	121,844	240,179
Police	104,209	107,787	111,497	115,344	119,333	558,170
Planning	44,090	45,841	154,982	160,583	166,405	571,901
Public Works	179,036	187,361	193,884	279,261	331,973	1,171,514
Total	369,835	384,764	505,451	719,964	787,389	2,767,402
New Personnel Stormwater Fund	2022	2023	2024	2025	2026	TOTAL
Stormwater (includes existing staff)	104,907	261,939	271,152	280,715	290,642	1,209,355

Changes in the number of personnel are included in the budget due to the significance of the cost of additional staffing. Not only does salary have to be considered, but also payroll taxes, health-related costs, other insurances, and pensions. Only additional positions are specifically mentioned. Current staffing is included in the operational projections. Staffing includes part-time staffing as well, since such staffing represents labor requirements, to fulfill Township service delivery. Overtime is also included in the FTE (full-time equivalent) calculations. It is important to be aware that overtime is an indication of additional staffing needs, usually not sufficient to merit an additional position.

This section consolidates the various personnel requests of the various departments in one location.

Since personnel costs are technically operating expenses rather than capital, it makes sense to exclude them from the capital section and include them elsewhere. By having them included in one place, the cost estimates can be more consistent, and total costs are easier to identify.

ADMINISTRATION

Administration is including the cost for salary adjustments for staff a the result of the 2020 salary study.

FERGUSON TOWNSHIP						
2021 – 2025 CIP STAFFING						
ADMINISTRATION NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Salary Adjustments	42,500	43,775	45,088	46,441	47,834	225,638
Health/Eye/Dental						0
Life/Disability Insurance						0
Pension						0
Employer Taxes						0
Workers Comp						0
Total	42,500	43,775	45,088	46,441	47,834	225,638

FINANCE AND INFORMATION TECHNOLOGY (IT)

Finance and IT is asking for a fulltime information technology manager beginning in 2025. This person would assist Hinton or other 3rd party support, as well as supporting staff with daily needs. Also, this position would prepare maintenance contracts, order annual computer replacements, maintain IT inventory, and budget IT needs. This position would lead the document imaging projects, develop and maintain the Laserfiche workflows

2022-2026 Capital Improvement Plan

FERGUSON TOWNSHIP						
2021 – 2025 CIP STAFFING						
FINANCE & IT NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Salary				75,000	77,250	152,250
Health				28,553	29,409	57,962
Dental				920	920	1,840
Vision				200	200	400
Life/ADD				125	125	250
Short Term Disability				150	150	300
Pension				7,500	7,725	15,225
Employer Taxes				5,738	5,910	11,647
Workers Comp				150	155	305
Total	0	0	0	118,335	121,844	240,179

POLICE

The police department is requesting one officer beginning in 2022. The department currently has 22 sworn officers. With the anticipated buildout of the several proposed developments, The Yards at Old State, Turnberry, and Harner Farms, the department is seeking an additional police officer. The Developments are substantial and may necessitate the need for additional police personnel. It takes nearly one year for a new officer to be ready for solo patrol.

FERGUSON TOWNSHIP						
2022 – 2025 CIP STAFFING						
POLICE NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Salary	63,479	65,384	67,345	69,366	71,447	337,020
Health	24,665	25,898	27,193	28,553	29,980	136,290
Dental	920	920	920	920	920	4,600
Vision	200	200	200	200	200	1,000
Life/ADD	125	125	125	125	125	625
Short Term Disability	150	150	150	150	150	750
Pension	6,348	6,538	6,735	6,937	7,145	33,702
Employer Taxes	4,856	5,002	5,152	5,306	5,466	25,782
Workers Comp	3,466	3,570	3,677	3,787	3,901	18,401
Total	104,209	107,787	111,497	115,344	119,333	558,170

2022	
<p>In July 2021, an officer accepted a position with an agency in the Harrisburg area. The department is currently accepting applications to create a hiring list. To fill the vacant position, it may be necessary to send the top candidate to the police academy. Additionally an officer became eligible to retire in 2018. It is unknown if the officer is going to stay or retire. In anticipation of his departure, we are taking steps to create a hiring list. In the event the top candidate does not have police certification, I am seeking funding to send the candidate to the police academy. The funding includes tuition, rooming, clothing, and equipment.</p>	\$34,000

2022-2026 Capital Improvement Plan

Typically, the Municipal Police Officers Education and Training Commission provides partial reimbursement to departments for costs associated with sending a candidate to the academy (\$17,000 x 2). This line item is to maintain the department's current staffing level.	
The department currently has 22 sworn officers. With the anticipated buildout of the anticipated developments of The Yards at State College, Pine Hall Traditional Town Development, and Harner Farms, the department is seeking the addition of an additional officer. The developments are substantial and may necessitate the need for additional police personnel. It takes nearly one year for a new officer to be ready for solo patrol. (The last addition to the department was 2016). As the Township prepares the 2022 Operating Budget, consideration will be given to the assignment of the additional Officer given new community policiing strategies and initiatives.	\$104,209
Academy (If necessary) / Equipment	\$25,000
Total	\$163,209

PLANNING

FERGUSON TOWNSHIP						
2021 – 2025 CIP STAFFING						
PLANNING NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Salary	15,600	16,068	81,550	83,997	86,516	283,731
Health	23,490	24,665	51,795	54,385	57,104	211,440
Dental	920	920	1,840	1,840	1,840	7,360
Vision	200	200	400	400	400	1,600
Life/ADD	125	125	250	250	250	1,000
Short Term Disability	150	150	300	300	300	1,200
Pension	1,560	1,607	8,155	8,400	8,652	28,373
Employer Taxes	1,193	1,229	6,239	6,426	6,619	21,705
Workers Comp	852	877	4,453	4,586	4,724	15,492
Total	44,090	45,841	154,982	160,583	166,405	571,901

The Department of Planning & Zoning would like to suggest adding staff consistent with the 2017 Strategic Plan. To follow the Board of Supervisors' lead in implementing the Ferguson Township Strategic Plan through the CIP Process, under the Goal of Economic Development, establish a Township Economic Advisory Group and consider advancing the Ordinance Enforcement Officer from part-time to full time in 2022.

Community Development Planner (2024)

Effective community development planning takes a comprehensive approach to meeting community needs—an approach that recognizes the interrelationship of economic, physical and social development. The purpose of the Community Development Planner is to support the mission and goals identified in the Pine Grove Mills Small Area Plan, Regional Housing Plan, Long-Range Growth Management Plan and the Township's Strategic Plan by assisting in the management of the Township's economic, housing, recreation, and other initiatives. This person will assist in the enhancement of existing programs and the development of new programs; interact with the business community, local non-profit organizations, and State College Area School District. They will assist in the development, coordination, implementation, and support of new and existing neighborhood partnerships, associations, and collaborations.

2022-2026 Capital Improvement Plan

PUBLIC WORKS

FERGUSON TOWNSHIP						
2021 – 2025 CIP STAFFING						
PUBLIC WORKS NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Salary	105,000	108,150	111,395	154,736	159,378	638,659
Health	46,980	49,329	51,795	81,578	128,485	358,167
Dental	1,840	1,840	1,840	2,760	2,760	11,040
Vision	400	400	400	600	600	2,400
Life/ADD	250	250	250	375	375	1,500
Short Term Disability	300	300	300	450	450	1,800
Pension	10,500	10,815	11,139	15,474	15,938	63,866
Employer Taxes	8,033	8,273	8,522	11,837	12,192	48,857
Workers Comp	5,733	8,003	8,243	11,450	11,794	45,224
Total	179,036	187,361	193,884	279,261	331,973	1,171,514

The Public Works Department requests consideration for the following staff positions in the next five years:

2022 – Currently, one custodian time is shared evenly with COG. Given the expansion of the buildings on site, it is requested this position be committed full time to Ferguson Township.

2022 – As outlined in the cost of service summary for the stormwater fee program, a stormwater engineer is requested to manage the stormwater program including the 5 minimum control measures outlined in our NPDES permit, reviewing SWF credit applications, investigating stormwater complaints, reviewing and approving stormwater plans submitted with subdivision and land development plans, performing stormwater calculations to design in house stormwater improvement projects, oversee construction of stormwater projects including those required for the PRP.

2022 - A tree trimmer, or municipal tree specialist, is requested to help maintain the assets of our urban forest. The municipal tree specialist will spend the majority of time in the field pruning trees, caring for street tree cares, performing tree injections, removals, stump grinding, and inventory and assessment. This position was approved in 2020, advertised, but not filled.

2022 - An Asset Management Technician is requested to assist the Department with asset management, inventories, building systems maintenance, locating underground facilities, managing the PA One Call tickets on behalf of the Township, inspecting work in the right of way such as pave-cuts, and inspecting and maintaining traffic signals.

2023 - As outlined in the cost of service summary for the stormwater fee program, two stormwater workers are requested to augment the current public works labor force to address immediate and ongoing maintenance needs of the stormwater system including inlet repairs and stormpipe repairs.

2025 – A second tree specialist is requested at this time to make the tree crew more self-sufficient and productive as the urban forest continues to grow. Some contracted services may be performed in house.

2022-2026 Capital Improvement Plan

STORMWATER FUND

Public Works in requesting additional staffing to manage and assist with the Stormwater program.

This includes two new workers as shown in the public works organizational chart located in the Public Works Department narrative. This includes a Stormwater Engineer and two stormwater workers.

FERGUSON TOWNSHIP						
2021 – 2025 CIP STAFFING						
STORMWATER NEW STAFFING						
Direct Costs Estimate	2022	2023	2024	2025	2026	Total
Part Time Wages		0	0	0	0	0
Full Time Salary	65,000	146,950	151,359	155,899	160,576	679,784
Health	23,490	73,994	77,693	81,578	85,657	342,411
Dental	920	2,760	2,760	2,760	2,760	11,960
Vision	200	600	600	600	600	2,600
Life/ADD	125	375	375	375	375	1,625
Short Term Disability	150	450	450	450	450	1,950
Pension	6,500	14,695	15,136	15,590	16,058	67,978
Employer Taxes	4,973	11,242	11,579	11,926	12,284	52,003
Workers Comp	3,549	10,874	11,201	11,537	11,883	49,043
Total	104,907	261,939	271,152	280,715	290,642	1,209,355

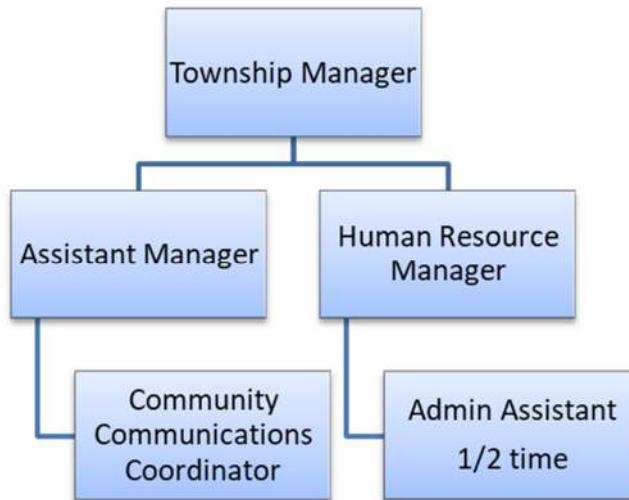
2022-2026 Capital Improvement Plan

Departmental Expenditures

ADMINISTRATION DEPARTMENT

The Administration Department proposes to spend **\$100,500 or 1.2% of the Capital Reserve Fund Requests** during the term of this capital plan.

Organizational Chart



Department Activities

The Administration Department provides overall support, guidance, and direction for the Township governmental and operational responsibilities. Coordinating the various long-range plans with the Capital Improvement Program Budget is a critical function of the Department.

The Mission of the Administration Department is to strive to advance professional management through open and accountable government leadership dedicated to providing sound financial management, public safety, responsible planning, recreational opportunities, and quality community infrastructure. Our goal is to continue as a progressive, healthy, and livable community for future generations.

Managing the Township organization and related services requires foresight to anticipate trends and new technology while meeting the basic service needs of the residents and businesses. Federal and state mandates many times affect the Township, requiring the Township to absorb additional costs while maintaining current staffing levels. The Township must provide the delivery of services that many residents, businesses, and visitors have come to expect.

2021 Accomplishments

- Completed management of the capital construction of the LEED Gold Public Works Maintenance Facility;
- Coordinated the Township's response to the COVID-19 pandemic;
- Finalized the Stormwater Management Utility Fee Study;
- Facilitated amendments to the Ferguson Township Strategic Plan and Recreation Parks, and Open Space Plan;
- Conducted an assessment of municipal park operations and programming;
- Negotiated labor contracts with the Ferguson Township Police Association and Teamsters Union (Road Crew);

2022-2026 Capital Improvement Plan

- Provided staff support for the Parks and Recreation Committee, Pine Grove Mills Small Area Plan Advisory Committee, and Climate Action Ad Hoc Committee;
- Represented the Township on several local, regional, and countywide boards and commissions to address initiatives related to economic development and agritourism; emergency management response; greenhouse gas emissions reduction strategies; town/gown relationships; and more;
- Hosted community engagement events, both in-person and online, including Coffee and Conversation, Virtual Town Halls in response to the COVID-19 pandemic and stormwater fee study, and Neighborhood Association Open Forum.

Strategic Plan Alignment

The Capital Improvement Plan seeks to advance the goals, objectives, and action steps as outlined in the Ferguson Township Strategic Plan. While every goal presented in the 2017 Strategic Plan will be promoted through the investments established in this document, the following Goals are directly connected to the development of a five-year Capital Improvement Program Plan.

Goal 1 – Financial Stability

b. Regularly compare the cost of providing services in-house with prices from private contractors, other municipalities, other government agencies, and regional services.

Goal 5 – Best Management Practices for Operations

- a. Ensure adequate staffing and resources necessary to carry out Township services and programs.
- c. Ensure that operational practices are fiscally responsible.

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS						
ADMINISTRATION						
30.400.401.750						
Description	2022	2023	2024	2025	2026	Total
						0
Strategic Communications Plan - Consultant Services		40,000				40,000
Disaster Recovery Test (COOP)	10,000					10,000
Administration Vehicle		30,000				30,000
Breakroom and Lobby Furniture	15,000					15,000
Fireproof Cabinet		5,500				5,500
	25,000	75,500	0	0	0	100,500

2022	
Disaster Recovery Test	\$10,000
<p>The Township maintains a Continuity of Operations Plan to be better able to respond to unforeseen emergencies ranging from simple power outages to the total loss of the municipal building. Over the years, the staff has conducted a series of tabletop exercises and training simulations to test the implementation of the plan and train on its use; however, these exercises have taken place entirely in-house with the resources available to the Township. A cyber-security test is also recommended to evaluate the effectiveness of the Township’s data backup and recovery.</p>	
Breakroom and Lobby Furniture	\$15,000

2022-2026 Capital Improvement Plan

<p>The Township recently completed renovations to the Administration Building to address current and future staffing and resource needs. Lobby and breakroom furniture was deliberately removed from the scope of the renovation project for cost containment. Staff is recommending \$15,000 be allocated in the 2022 Operating Budget to complete the renovation project. The line item will provide a more welcoming and useful lobby area for the public.</p>	
Salary Adjustments (included in personnel costs)	\$42,500
<p>In 2020, the Township completed a salary study using the consultant, N. J. Hess & Associates. Adjustments in 2021 were deferred to a future program year to continue to evaluate any potential consequences of the COVID-19 pandemic on the Township's overall financial position. Staff has been closely monitoring these impacts, and is proposing that some of the deferred salary adjustments are funded in 2022. This figure does not include any adjustments for employees covered by collective bargaining agreements, or adjustments that were previously authorized by the Board of Supervisors. This item is accounted for in staffing and, therefore, will not appear in the Capital Reserve Fund.</p>	
2023	
Strategic Communications Plan	\$40,000
<p>The adopted 2017 Strategic Plan recognized increased participatory government by way of utilizing two-way communication, the promotion of municipal identity with a developed marketing strategy and developed sense of place. Over the years, staff has creatively evolved communications and community engagement; however, communication as a basic obligation of local government is transforming and digital communications are becoming an essential service with expectations and diverse audiences on the rise. A written strategic communications plan is proposed to establish consistency and continuity for communication practices, set expectations for interacting with internal and external audiences, and provide a process for assessing communication priorities, developing goals, and allocating limited resources with templates.</p>	
Administration Vehicle	\$30,000
<p>Historically, the Administration vehicle had been on a three-year replacement schedule, and the outgoing vehicle had been transferred to the fleet. Given the relatively good condition and low mileage of the current fleet vehicles, it is recommended that this replacement is based on a five-year cycle. An all-electric vehicle will be purchased for the Administration vehicle.</p>	
Fireproof Cabinet	\$5,500
<p>The Human Resources Administrator requires a fireproof cabinet to store sensitive personnel information in a secure and protected manner. A fireproof cabinet is necessary to accommodate this need.</p>	

2022-2026 Capital Improvement Plan

FINANCE DEPARTMENT

The Finance Department includes the Township and school real estate tax collection. The Finance Department requests total **\$86.5 Thousand or 1.1% of the Capital Reserve Fund Requests** for this capital plan.

The finance department provides the billing and cash receipts for the Township and collection of school real estate taxes, payment of vendors and employee payroll, cash management, and investments as part of the daily activities. Furthermore, the finance department works with staff to prepare the five-year capital improvement plan and the annual budget.

The goals of the Finance Department include:

- To maintain the long term financial sustainability of the Township.
- To collect real estate taxes, revenues and grant funds
- To make payments to vendors, suppliers and employee payroll
- To provide the Board of Supervisors, management, and the public with independent reports of the Township finances for planning purposes.
- To follow generally accepted accounting guidelines and best practices
- To assist with information technology needs as appropriate
- To continue Government Finance Officers Association awards submissions for reporting.
- To manage the taxpayer, monies with care, and invest wisely.
- To maintain Township debt within acceptable levels according to best practices.

Strategic Plan Alignment

The Finance Department objectives relate directly to the following strategic plan goals:

Goal 1.0 Financial Stability

Ferguson Township strives to be financially stable and capable of funding the Township's resource demands for immediate and long-term sustainability.

Goal 2.0 Adequate Staffing

Ferguson Township will maintain adequate staffing and expertise to meet the needs of a growing population.

Goal 4.0 Service Delivery

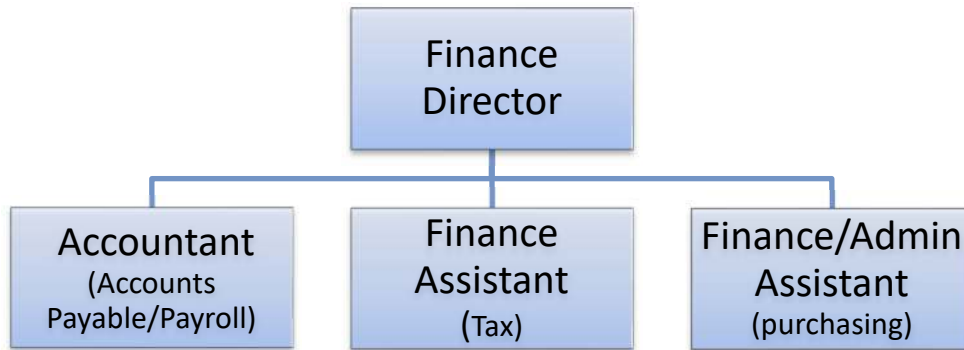
Ensure service delivery in Ferguson Township is sufficient to accommodate growth, addresses new concerns of the community, and is provided at the lowest responsible cost to residents.

Goal 8.0 Regional Programs

Ferguson Township will continue to actively participate in regional programs that have a demonstrable positive impact on cost and quality of service delivery.

2022-2026 Capital Improvement Plan

Organizational Chart



The Finance Department includes the tax collection, finance, and debt components of the Township. Finance also assists with computer services as needed. Finance activities consist of treasury management, billing & collection of revenues, payroll, accounts payable, debt management, risk management, grant management, fixed assets, and inventories.

The tax office collects the real estate taxes for the Township and the school district for Ferguson residents. The Township tax office collects over \$26 million in real estate taxes annually.

The Finance Department works with the Township staff and other related agencies, the GFOA (Government Finance Officers Association), GASB (Governmental Accounting Standards Board), the Commonwealth of PA, the Centre Region COG, and regional municipalities to obtain valuable information on the financial health of the Township.

Thankfully, the Township tax mix provides for increasing revenues as a result of income taxes. The combination of taxes has allowed the Township to grow without the need to raise taxes for more than ten years. Occasionally, it is necessary to raise property taxes to make up the difference between revenue growth and the cost of providing services.

One of the best ways to improve revenues is to obtain grant funding. The administration works closely with local agencies, developers, and PA state agencies to locate and secure grant funding where possible. Grants supplement the tax revenues and reduce the burden on the Township taxpayers.

TAX COLLECTION

The Township uses the RBA cloud-based system for real estate tax collection for the Township and school. This system is economical and effective. By using a bar-code reader for data input, the tax bills can be processed more quickly and accurately than in the past. Tax payments (other than cash) are uploaded into the bank using a remote deposit scanner. Using the remote scanner saves significant time by nearly eliminating the need to drive to the bank to make deposits. The bank provides a courier weekly at no cost to the Township for cash deposits and miscellaneous items.

COPY MACHINE PURCHASING

Currently, the Township leases copiers. Upon inspection of the costs, including the cost of paying the monthly lease payments, it is recommended that the Township purchase copiers and other office equipment outright in the future. It is expected that the township can save 20% of the cost of the copier through direct purchases.

Maintenance agreements are important to maintain the equipment and obtain servicing as needed expeditiously. These will be continued and are based on number of pages printed or copied on a quarterly basis.

2022-2026 Capital Improvement Plan

TECHNOLOGY

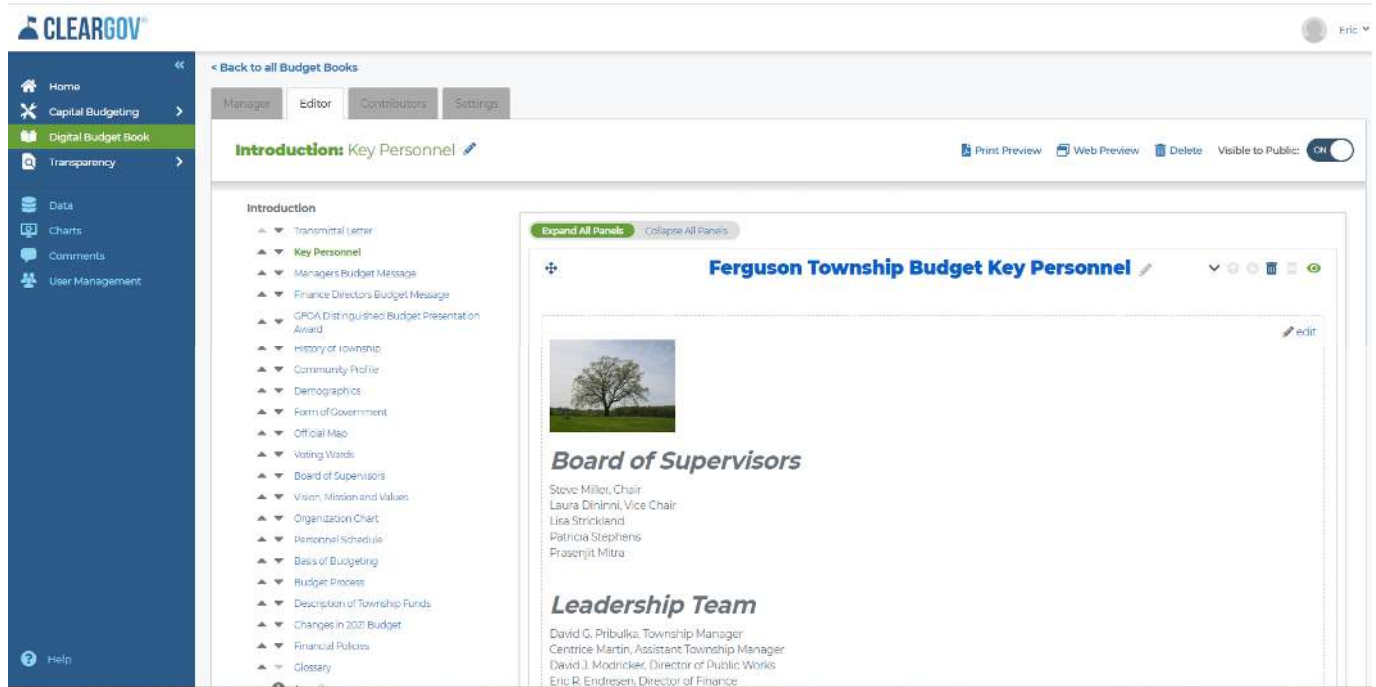
The finance department continues to look at methods and means to improve performance of daily activities using technologies. This includes the expansion of the use of the Laserfiche document management system, the ClearGov Budgeting system and the Synario financial modeling software.

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS						
FINANCE						
30.400.402.750						
Description	2022	2023	2024	2025	2026	TOTAL
SpringBrook/ClearGov GFOA Budget Book Software (20% discount 1st yr) including one-time implementation fee	7,000	7,000	7,000	7,000	7,000	35,000
PFM Synario modeling software annual fees	9,500	9,500	9,500	9,500	9,500	47,500
Public Works Direct Payroll Time Entry System	4,000					4,000
						0
	20,500	16,500	16,500	16,500	16,500	86,500

Electronic GFOA Award Budget Software

The Finance Department has several months experience with the implementation of the ClearGov budgeting system and thus far is very pleased with the design and capabilities of the system for the future. This system will improve transparency with the public by allowing the budget to be presented in an easy to read and navigate platform.

Here is a snippet of the current township 2021 budget book



2022-2026 Capital Improvement Plan

PFM Synario Financial Modeling Software

The finance department is presently in the process of implementing the Synario financial modeling system. The state college borough uses this system for projecting the long term sustainability of the borough. The township is also looking at 10 year projections and the effects of choices made.

Human Resources Time Recording

Human Resources is requesting equipment and software to record public works time and job information for keystone payroll. One requirement is that all staff have email addresses, which many do not currently have. There are dedicated smart terminals with touch screens as well. Money is budgeted for email addresses and for some method of recording the time.

Keystone allows for smart data entry hardware along with related software to assist the user with data entry.

2022-2026 Capital Improvement Plan

DEBT SERVICE



Proposed and current debt service costs total **\$5.40 Million or 4.7% of Total Expenditures** (including interfund transfers) in this capital plan. Part of the long-term planning for capital items must include debt service considerations. Given the scope of the Township strategic plans, many of the proposals require significant funding to be completed in a reasonable time. Financing such projects may require a payment higher than may be possible given currently available Township resources. Best practices recommend restricting debt to capital needs and not be used for ongoing operations.

FERGUSON TOWNSHIP										
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS										
DEBT SERVICE PROJECTIONS										
TOWNSHIP DEBT	Payments Begin	Loan Amount	Rate	Term (Years)	Expires	2022	2023	2024	2025	2026
COG Pools Debt	2021	827,828	1.23%	7	2028	120,000	120,000	120,000	120,000	120,000
COG Parks Debt	2021	1,674,172	1.33%	13	2034	125,000	125,000	125,000	125,000	125,000
Ferguson Township Maintenance Facility	2019	6,845,000	2.60%	25	2044	376,000	376,000	376,000	376,000	376,000
Township Fire Station	2025	2,850,000	3.00%	10	2035				190,000	190,000
Total		12,197,000				621,000	621,000	621,000	811,000	811,000
From GOA Fund						376,000	376,000	376,000	566,000	566,000
ferguson rate 27.80										
PROCEEDS					Total Payments		3,485,000	2,260,000		
2022	0						avg			
2023	0						5.21%		452,000	
2024	0						4.69%			
2025	2,850,000									
2026	0									
Total	2,850,000									

The proposed debt service for the new five years is listed in the following chart. The debt service includes a new fire station, the public works facility COG pools and parks.

It is important to understand that debt is spending beyond the current ability to pay. It should be reserved for capital needs and used as an investment to reduce future operating costs. The ability to pay back the Township's ability to pay for other activities. Some experts believe that debt service payments should be kept below 10% of annual operating expenditures. Debt can be thought of as a drag on operations. It limits the townships ability to use funds for unanticipated opportunities when they occur. Staff believes this is a reasonable limit for long-term sustainability

The Township's portion of the regional debt is also included. COG refinanced the debt in 2021, reducing the cost of debt service and increased the amount of the debt for the parks projects. The debt payment for COG assumes no change in the COG formula for the pool's loan, for which the municipal contributions are recomputed after ten years. Currently, the regional pools and the regional parks have long-term debt service requirements, as listed in the table.

2022-2026 Capital Improvement Plan



INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology department requests **\$508.6 Thousand or 6.2% of the Capital Reserve Fund Requests** for this capital plan.

Currently, a third party, Hinton & Associates, manages the information technology department. The Manager, Assistant Manager, and the Finance Director work closely with Township staff and Hinton to manage the computer systems and software, perform updates, plan future needs of the Township and assist with helpdesk tickets.

Desktop computers, laptops, and software maintenance fall under the operating budget based on not meeting the \$2,500 threshold for capital expenditures.

FERGUSON TOWNSHIP								
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS								
INFORMATION TECHNOLOGY								
30.400.407.750								
Description	Department	Age at Replacement	2022	2023	2024	2025	2026	Total
Microsoft Office Licenses 40 users	IT			17,000				17,000
Replacement Server	IT		25,000		30,000			55,000
RMS maintenance fees	Police	see police	34,840	19,400	20,370	21,389	22,458	118,457
RMS replacement	Police	see police		40,000	40,000	40,000	21,389	141,389
Replace Copiers	IT		10,500	7,500	7,500	7,500	7,500	40,500
Ethernet Switch	IT		5,750					5,750
Redundant wireless access (CATA?)	IT			5,000				5,000
Server OS replacement (end of life)	IT			10,000				10,000
Replacement UPS	IT		2,500		2,500		2,500	7,500
Replace Firewalls (2)	IT		18,000					18,000
Replace Plotter	Engineering			10,000				10,000
Main meeting room AV upgrades	BOS		50,000					50,000
Phone system replacement	IT				30,000			30,000
	Total		146,590	108,900	130,370	68,889	53,847	508,596

Security and Ransomware Attacks

Internet security is a dynamic and ever-changing challenge. It requires constant improvements in security measures. Such measure includes state of the art internet firewalls, email protection from spoofing, ransomware attacks, phishing and spearphishing protection, ongoing training of staff to prevent becoming victims.

The most recent prevention methods for ransomware attacks is software that continuously examines the operation of the servers looking for potential attacks.

One main way for criminals to access the system is via staff behavior. Hackers are using social engineering to convince potential victims to click on malicious email links. There is even one known as whaling, where the attack is aimed at senior executives.

Ongoing training of staff is an important deterrent for these attacks.

Microsoft Windows Updates and Architecture

The township relies on the Microsoft platform for its operating system. Servers are currently using older versions of the operating system and is required to update these every five to seven years.

For hardware, the Township uses virtual servers (sharing hardware to operate multiple operating systems on one piece of hardware) to save the cost of server hardware. Given the power of current equipment and improvements to operating systems, it is standard practice these days to have multiple applications on one

2022-2026 Capital Improvement Plan

physical server. Virtual servers require redundancy since if a server fails, it will affect several systems. For the 2022-2026, the township will need to replace one server.

This typically requires a backup server. Yet the total cost of hardware is significantly less than traditional architecture. The Township is using server virtualization was cost-effective and beneficial.

In addition, the township standardizes on the Microsoft Office platform for word processing, spreadsheets, and presentations among other applications

Internet Access

The Township extended the contract with Comcast in 2020 for high-speed internet for another two years. The new agreement expires in 2022. Currently, the bandwidth and speed is contracted at 200 Mbps in both directions, uploads and downloads.

Training

A critical component of the fast-changing technology is the constant need for training. Users cannot inherently understand how each software package works and how best to use it, given the variety of applications along with the complexity of such software. It is essential to continually train staff to be proficient using the tools at hand. Microsoft Office, Laserfiche, Springbrook, Nitropro PDF, ESRI, Tyler all require specialized training to be used effectively.

Thankfully, much of the training available is free and online using videos.

Cloud Computing and Subscription based services

Many software companies are moving to a subscription based model for software licensing. Such models are consistently more expensive than the traditional “on premises” systems of the recent past. The township is anticipating the increase in costs related to this change

Online cloud backups are a secondary but necessary choice, with the first remaining to be an onsite backup for fast recovery. By having a secondary backup on the cloud, it is protected from onsite disasters and is portable if Township operations needed to be relocated temporarily.

Main Meeting Room Audio/Video

The main meeting room has visual issues for the public and the Board. The resolution of the screen is too low; the angle of the screen makes it difficult for the public to see, the lighting system is too complicated, practically speaking, the public does not have convenient means to be heard unless they approach the podium.

In addition, with the changes in technology brought by COVID and remote working, the scope of the work is constantly changing. It is important that the township keep up with the changes occurring in the marketplace.

With this in mind, the township is budgeting for a review and implementation of a new audio and video system in 2023.

Phone System Replacement

The current phone system was purchased in or about 2013. It is essentially a computer that allows the software to handle the calls. Eventually, the hardware will fail. In 2019, the township converted to a SIP (Session Initiation Protocol) phone service. This is a true digital signal and uses the internet to pass calls. Switching to SIP was made cost-effective by the increase in internet speeds when we contracted with Comcast. The technology for communications is changing rapidly. This could allow full features of phones, meetings, conferencing, among others. The township is budgeting for a review and phone system replacement in 2024

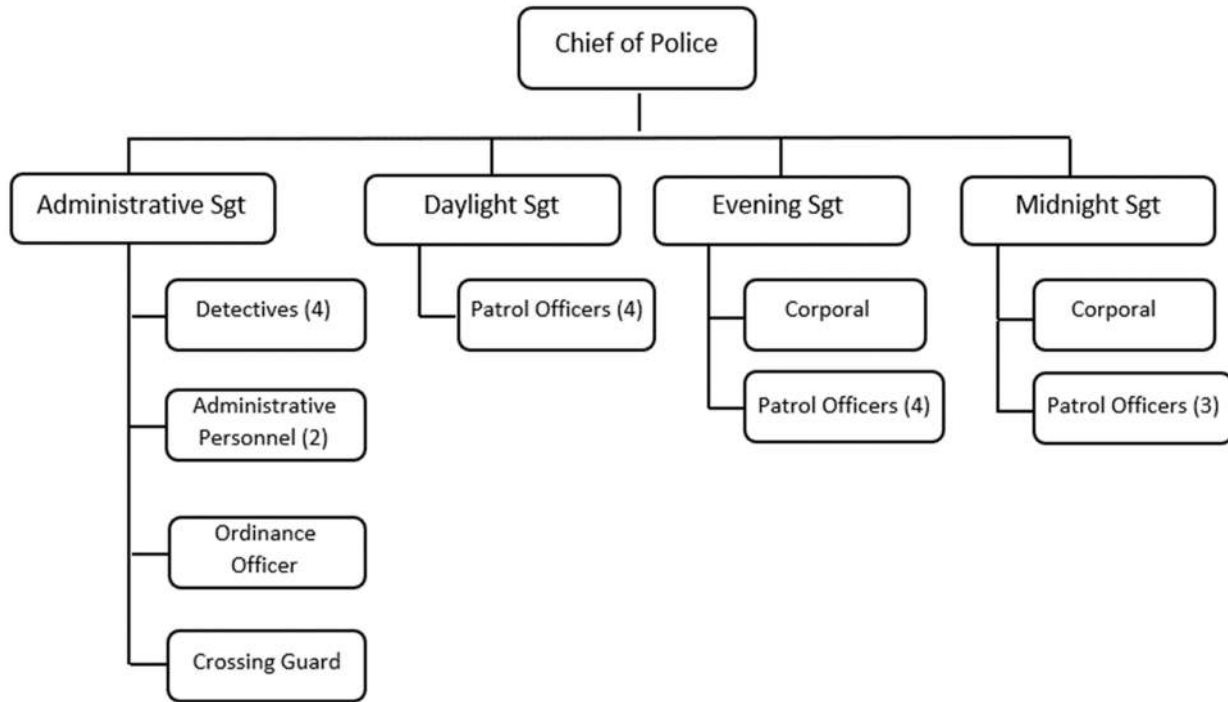
2022-2026 Capital Improvement Plan

POLICE DEPARTMENT

The Police Department is proposing to spend **\$1.06 Million or 12.9% of the Capital Reserve Fund Requests** during the term of this capital plan

Organizational Chart

The proposed organizational chart for the department is displayed below. The department employs 21 officers as well as the Chief, and two records assistants, a part-time ordinance enforcement officer, and one part-time crossing guards.



Ferguson Township Police Department

The Police Department delivers a full range of services to the community 24 hours a day, 365 days a year. The services include response to all calls for service, criminal investigations, crime detection and prevention activities, vehicle crash investigations, and traffic control and enforcement. The Police Department's authorized complement is 22 full-time sworn personnel, two full-time civilian office assistants, a part-time Ordinance Enforcement Officer shared with Planning and Zoning, and a part-time school crossing guard. The Department will continue participation in the regional Drug Task Force, Crisis Intervention, Tactical Response Team, and Crisis Negotiation.

Summary of Requests

The Capital Improvement Plan provides a framework to project costs associated with higher cost items such equipment and staffing changes. Here is a summary of the department's requests:

- Fleet – Maintain existing fleet of vehicles. We continue to explore the use of Hybrid vehicles as well as fully electric-powered vehicles.
- Regional Records Management System – Ferguson Township, Patton Township, State College Borough and Penn State Police Departments share a records management system. Our current system was implemented January 2019. The agencies have been working with the vendor to

2022-2026 Capital Improvement Plan

refine system deficiencies however the corrective process has been slow, at best. Until the vendor's system meets expectations, the consortium is withholding the final payment.

In the event the vendor cannot fulfill their obligation, funding may be necessary to purchase a replacement system. Conversely, if the vendor is able to correct the deficiencies, we will have an annual maintenance fee.

- Technology Driven Investigations – Electronic devices often contain information related to criminal investigations. The Department seeks to improve forensic analysis capabilities. As the Capital Improvement Plan is being developed, Ferguson Township and Patton Township Police Departments are collaborating to establish framework for sharing software and hardware investigative tools. Please note, an electronic device can only be analyzed through owner consent or search warrant.
- Body / Car Camera System – The Department began using Axon body / car camera system. The videos generated by the devices have proven valuable for court prosecution, training, and quality assurance. Our current contract expires in 2023.
- Miscellaneous – This category includes speed trailer, Taser, AEDs, and other first aid supplies

Police Department Vehicle Requests

The total proposed police department capital items for the 2022 to 2026 Capital Improvement Plan are described in the following requests. The proposed five-year CIP expenditures are based on currently known information and are coordinated with the Township's strategic plan. It includes fleet rotation based on a five year or more cycle of two or three vehicles per year, depending on the condition of the vehicle. Most new patrol vehicles have been specified as Ford Interceptor SUVs.

The department intends to replace administrative and detective vehicles with fuel-efficient Hybrid vehicles. The department purchased two Ford Hybrid SUV patrol vehicles in 2020. The technology reduces idling time by managing the electrical needs of the vehicle. At idle, the engine only runs when the batteries are low.

Our current patrol fleet is a blend of cars and four-wheel-drive SUVs. The department intends to maintain a similar fleet composition. The cars have better fuel economy, but equipment storage is limited, and officer comfort is often a concern. Four-wheel drive SUVs offer more equipment storage, operator comfort, and operability in inclement conditions. The smaller Ford SUVs provide a better fuel economy than our current fleet of Tahoes. As mentioned earlier, the new Hybrid vehicles will offer greater fuel savings.

2022-2026 Capital Improvement Plan

Police Vehicle Fleet Map

The current police vehicle fleet map is included for your reference. It includes ten Patrol vehicles as well as an administrative, detective, and training vehicles. The Mobile Command Vehicle, which is jointly owned but maintained by FT, is listed on the map. The replacement dates are included in the chart.

Vehicle #	FT-1	FT-2	FT-3	FT-4	FT-5	FT-5	FT-3	FT-9	FT-10	FT-11	FT-12	FT-13	FT-14	FT-16	FT-17	FT-18	FT-20	FT-21	EVOC	
Year/Make	2019 Ford F150	2020 Ford Intersect SUV	2021 Ford Intersect SUV	2019 Ford Taurus	2016 Chev Tahoe	2019 Ford Taurus	2021 Ford Intersect SUV	2018 Ford Fusion	2016 Chev Equinox	2020 Ford Intersect SUV	2014 Chev Caprice	2014 Chev Impala	2017 Ford Intersect SUV	2019 Ford Fusion	2008 Chev Impala	2012 Chev 1500 MCV	1995 Ford	2011 Chev Caprice		
Typ ID	20004	20008	20000	20001	101004	20005	101001	101005	101001	20007	100251	100260	100254	100254	100123	100316	100252	100255		
In Service	May-19	Sep-20	May-18	Mar-19	Nov-16	Mar-19	May-21	May-18	May-16	Sep-20	Apr-15	Mar-14	Aug-17	Jan-19	Mar-10	May-12	Jul-05	Jun-08	11/15	
Assignmt	Patrol	Patrol	Patrol	Patrol	Patrol	Patrol	Patrol	Chief	Det	Patrol	All	Det	Patrol	Det	Training	Ord	Spec	Spec	Patrol	
CNG	N	N	N	N	Y	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Rads	XTL2500	XTL2500	XTL2500	XTL2500	XTL2500	XTL2500	APX5500	XTL2500	XTL2500	XTL2500	APX4500	XTL2500	XTL2500	XTL2500	XTL2500	N/A	Multiple			
In Service	2013	2013	2013	2013	2013	2013	2015	2018	2013	2009	2015	2015	2013	2020	2013				2013	
MCT Model / In service	GETAC Tablet (2017)	Zebra Tablet (2020)	GETAC Tablet (2017)	GETAC Tablet (2017)	GETAC Tablet (2016)	GETAC Tablet (2017)	Surface Tablet (2021)	None	None	Zebra 2020	GETAC Tablet (2015)	GETAC Tablet (2015)	GETAC Tablet (2017)	None	None	None	None	None	None	None
VASCAR/VSPEC	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus III (2015)	N/A	N/A	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	VASCAR Plus IIC (2015)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Replacement Date	2025	2025	2023	2024	2022	2024	2025	2025	2025	2026	2023	2022	2023	2027	2022	2024	N/A	N/A	FG or 14 in 2023	
Mileage 6/1/21	23,212	11,542	71,278	48,312	57,660	25,035	100	25,117	26,458	11,856	48,920	41,365	64,637	2,407	67,249	78,646	7,115	188,436	131,981	
Special	4WD	AWD	AWD	Sedan	AWD	Sedan	AWD-Hybrid	Hybrid Sedan	AWD	AWD	Sedan	Sedan	AWD SUV	Hybrid	Sedan	4WD				

2022-2026 Capital Improvement Plan

30,400,410.750									
Description	Current Mileage	Age @ Replacement	2022	2023	2024	2025	2026	Total	
Replace 2016 Tahoe (FT5) (Including equipment)	67,660	6	61,200					61,200	
Replace 2014 Impala (FT13) (Including equipment)	41,365	8	35,000					35,000	
Zero DSRP ZF14.4 Electric Motorcycle with equipment			21,000					21,000	
Replace 2017 Ford SUV (FT3)(Including equipment)	71,278	6		61,200				61,200	
Replace 2014 Caprice (FT12) (Including equipment)	48,920	9		61,200				61,200	
Replace 2017 Ford SUV (FT14)(Including equipment)	64,637	6		61,200				61,200	
Replace 2017 Sedan (FT4) (Including equipment)	48,312	7			61,200			61,200	
Replace 2017 Sedan (FT6) (Including equipment)	29,035	7			61,200			61,200	
Replace 2012 Pick-up (OEO)(Including equipment)	78,646	12			49,000			49,000	
Replace 2020 Ford SUV (FT2) (Including equipment)	11,542	5				61,200		61,200	
Replace 2016 Equinox (FT10) (Including equipment)	26,468	11				35,000		35,000	
Replace 2019 Pick-up (FT1) (Including equipment)	23,212	6				61,200		61,200	
Replace 2018 Fusion (FT9) (Including equipment)	25,117	8					35,000	35,000	
Replace 2021 Ford SUV (FT8)(Including equipment)	100	5					61,200	61,200	
Replace 2020 Ford SUV (FT11) (Including equipment)	11,856	6					61,200	61,200	
Total			117,200	183,600	171,400	157,400	157,400	787,000	

2022-2026 Capital Improvement Plan

2022			
Police Vehicles and Equipment			\$117,200
Replace 2016 Tahoe (FT-5) with Ford SUV	67,660 miles (6/21)	\$38,500	
Equipment and Installation (New tablet, VASCAR)		\$22,700	
Subtotal		\$61,200	
Zero Motorcycle, DSRPZF14.4 Electric Motorcycle		\$22,500	
Equipment and gear		\$3,500	
Eligible for PA Alternative Fuel Incentives Grant		-\$5,000	
Subtotal		\$21,000	
Replace 2014 Impala (FT-13) with a Hybrid SUV.	41,365 miles (6/21)*	\$27,000	
Equipment and Installation		\$8,000	
Subtotal		\$35,000	
Total		\$117,200	
*The 2014 Impala (FT-13) will replace the 2008 Impala used by officers for out of town training (67,249 miles as of 6/21)			
2023			
Police Vehicles and Equipment			\$183,600
Replace 2016 Ford SUV (FT-3) with Ford SUV	71,278 miles (6/21)	\$38,500	
Equipment and Installation (New Tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2014 Caprice (FT-12) with car or Ford SUV	48,920 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2017 Ford SUV (FT14) with Ford SUV	64,637 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Total		\$183,600	

2022-2026 Capital Improvement Plan

2024			
Police Vehicles and Equipment			\$171,400
Replace 2017 sedan (FT-4) with Ford Hybrid SUV	48,312 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2017 sedan (FT-6) with Ford Hybrid SUV	29,035 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2012 OEO Pick-up (FT-18) with electric Ford 150 Pick-up	78,646 miles (6/21)	\$42,000	
Equipment and Installation		\$7,000	
Subtotal		\$49,000	
Total		\$171,400	
2025			
Police Vehicles and Equipment			\$157,400
Replace 2020 Ford Hybrid SUV (FT-2) with Hybrid SUV	11,542 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2016 Equinox (FT-10) with Hybrid SUV	26,5468 miles (6/21)	\$27,000	
Equipment and Installation		\$8,000	
Subtotal		\$35,000	
Replace 2019 F-150 (FT-1) with similar vehicle Hybrid or electric	23,212 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Total		\$157,400	

2022-2026 Capital Improvement Plan

2026			
Police Vehicles & Equipment			\$157,400
Replace 2020 Ford Hybrid SUV (FT-11) with Ford Hybrid SUV	11,856 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2021 Ford Hybrid SUV (FT-8) with Ford Hybrid SUV	100 miles (6/21)	\$38,500	
Equipment and Installation (New tablet and VASCAR)		\$22,700	
Subtotal		\$61,200	
Replace 2018 Ford Hybrid sedan (FT-9) with Hybrid sedan	25,117 miles (6/21)	\$27,000	
Equipment and Installation		\$8,000	
Subtotal		\$35,000	
Total		\$157,400	

Police Equipment

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS						
POLICE SOFTWARE & EQUIPMENT						
30.400.410.750						
Description	2022	2023	2024	2025	2026	Total
Records Management System	see IT					0
Axon Data Storage	12,773					12,773
Tasers Replace Rechargeable Batteries (5)	2,750	2,750				5,500
Cellebrite	4,400	4,400	4,400	4,400	4,400	22,000
Graykey	10,070	9,995	9,995	9,995	9,995	50,050
Body Camera / MVR / Interview Room Renewal		70,000	15,000	15,000	15,000	115,000
Speed Alert RADAR Trailer		13,000				13,000
Taser Replacement				12,500	12,500	25,000
Medical Equipment / Supplies				5,600	5,600	11,200
Automated External Defibrillator (AED) (10)					17,250	17,250
Total	29,993	100,145	29,395	47,495	64,745	271,773

2022		
Police Software and Equipment		\$64,833
Records Management Maintenance Fee – The new regional records management system went live in 2019. The project has experienced technical difficulties with the vendor. To date, the participating agencies	\$34,840	

2022-2026 Capital Improvement Plan

have not paid the remaining balance because unresolved issues remain. Additionally, there is a chance that the vendor may not be able to meet contractual obligations and a need vendor may be sought (Remaining unpaid balance \$16,363 / maintenance fee \$18,477).		
Axon – As part of our five-year agreement with Axon, we have unlimited data storage for video footage.	\$12,773	
Taser – Taser X2 HD rechargeable batteries.	\$2,750	
Cellebrite – Annual membership renewal	\$4,400	
GrayKey – Forensic access tool that extracts encrypted or inaccessible data from mobile devices.	\$10,070	
2023		
Police Software and Equipment		\$159,545
Body Camera / Car Camera / Interview Room Camera System Renewal – Our contract with Axon expires in 2023. This expenditure will may include a new vendor or upgrading existing equipment with current vendor.	\$70,000	
Records Management – The new regional records management system went live in 2019. The project has experienced technical difficulties with the vendor. To date, the participating agencies have not paid the remaining balance because unresolved issues remain. There is a chance that the vendor may not be able to meet contractual obligations and a need vendor may be sought.	\$40,000	
Records Management Maintenance Fee – The fee is used to maintain the existing regional records management system. This line item may be unnecessary if the vendor is unable resolve system deficiencies.	\$19,400	
Taser – Taser X2 HD rechargeable batteries.	\$2,750	
GrayKey - Forensic access tool that extracts encrypted or inaccessible data from mobile devices.	\$9,995	
Cellebrite – Annual membership renewal	\$4,400	
Mobile Speed Alert RADAR Trailer – The department has received several requests for a message sign with red and blue strobes to draw driver attention to their speed better.	\$13,000	
2024		
Police Software and Equipment		\$89,765
Records Management – The new regional records management system went live in 2019. The project has experienced technical difficulties with the vendor. To date, the participating agencies have not paid the remaining balance because unresolved issues remain. There is a chance that the vendor may not be able to meet contractual obligations and a need vendor may be sought.	\$40,000	
Records Management Maintenance Fee – The fee is used to maintain the existing regional records management system. This line item may be unnecessary if the vendor is unable resolve system deficiencies.	\$20,370	
Axon – Our five-year agreement with Axon expires in 2023. We will explore different options. To be determined.	\$15,000	

2022-2026 Capital Improvement Plan

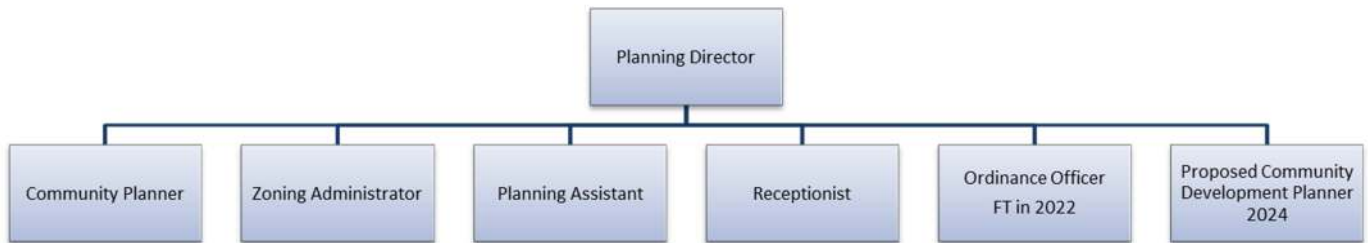
Graykey - Forensic access tool that extracts encrypted or inaccessible data from mobile devices.	\$9,995	
Cellebrite – Annual membership renewal	\$4,400	
2025		
Police Software and Equipment		\$108,884
Records Management Maintenance Fee – The new regional records management system went live in 2019. The project has experienced technical difficulties with the vendor. To date, the participating agencies have not paid the remaining balance because unresolved issues remain. There is a chance that the vendor may not be able to meet contractual obligations and a need vendor may be sought.	\$40,000	
Records Management Maintenance Fee – The fee is used to maintain the existing regional records management system. This line item may be unnecessary if the vendor is unable resolve system deficiencies.	\$21,389	
Axon – Our five-year agreement with Axon expires in 2022. We will explore different options. To be determined	\$15,000	
Taser – The department is seeking to replace old Tasers. We will replace five units per year for the next three years.	\$12,500	
Cellebrite – Annual membership renewal	\$4,400	
GrayKey - Forensic access tool that extracts encrypted or inaccessible data from mobile devices.	\$9,995	
Medical Equipment / Supplies – Some of our medical supplies have a five-year shelf life. The first items replaced will be Quikclot hemostatic trauma dressings and chest seals.	\$5,600	
2026		
Police Software and Equipment		\$87,203
Records Management Maintenance Fee – The fee is used to maintain the regional records management system.	\$22,458	
Axon – Our five-year agreement with Axon expires in 2022. We will explore different options.	\$15,000	
Taser – The department is seeking to replace old Tasers. We will replace five units per year for the next three years.	\$12,500	
Cellebrite – Annual membership renewal.	\$4,400	
GrayKey - Forensic access tool that extracts encrypted or inaccessible data from mobile devices.	\$9,995	
Medical Equipment / Supplies – Some of our medical supplies have a five-year shelf life. The first items replaced will be Quikclot hemostatic trauma dressings and chest seals.	\$5,600	
Automated External Defibrillator (AED) – Replace 10 AED units. Existing units will be eight years old and at their end of life rating.	\$17,250	

2022-2026 Capital Improvement Plan

PLANNING AND ZONING DEPARTMENT

The total proposed capital costs for the Planning and Zoning Department totals **\$225 Thousand or 2.7% of the Capital Reserve Fund Requests** for the five years.

Organizational Chart



Department Activities

The Department of Planning & Zoning is responsible for the regulation of land use activity in the Township, including all subdivisions and land development activities. Staff reviews plan submissions for any new construction or alterations to ensure compliance with Township ordinances. Additionally, the department conducts inspections on all building activity in the Township.

The Zoning Administrator and Ordinance Enforcement Officer are responsible for the enforcement of Township ordinances as they relate to items such as snow removal, abandoned vehicles, lawn maintenance, and more.

The Planning Department has recently worked on several large projects including the Toll Brothers Cottages, Pine Hall development, the Harner Farm subdivision, West College Student Housing Land Development Plan, adoption of the Heritage and Significant Tree Ordinance, Workforce Housing Ordinance amendment, the Tree Preservation and Protection Ordinance, as well as tracking potential COVID-19 amendments and comprehensive amendments that resulted in errors after the 2019 comprehensive Zoning and SALDO update.

Strategic Plan Alignment

The Capital Improvement Plan seeks to advance the goals, objectives, and action steps as outlined in the Ferguson Township Strategic Plan. Over the next five years, several of the Strategic Plan items will be accomplished through the proposed expenditures in the Capital Improvement Plan.

Mobility Study Implementation (2022 - 2026)

1) Financial

- a. Make realistic estimates of program costs (Staff)

Permitting Software (2022) Regional Program

1) Best Management Practices

- a. Ensure adequate staffing and resources necessary to carry out Township services and programs (Staff, Board)

2022-2026 Capital Improvement Plan

Market Study Land Use and Housing Needs

3) Growth Management

- a. Identify and complete (develop) plans for specific small areas. (Board, Staff, Planning Commission)
- b. Develop a Long-Range Growth Management Plan. (Staff, Planning Commission, Board)
- c. Develop a Regional Housing Plan to provide for low, moderately and attainable priced housing in the Township. (Staff, Consultant, Regional input)

A Regional Housing Study and Needs Assessment is the first step in the strategic planning process for Ferguson Township's Affordable Housing Initiatives. This analysis will inform the second step of the process, which is to recommend housing strategies for each municipality and for the region that will address key issues impacting housing affordability. A single solution targeted to a specific issue or population is no longer a sufficient strategy to advance an affordable housing agenda and many approaches must be considered. This Study will draw on internal resources, consultants, housing industry representatives and observations from the community.

Regional Housing Study and Needs Assessment will identify objectives and strategies to pursue by each municipality:

- Develop a plan for listening to residents in need of better housing;
- Create a holistic regional strategy;
- Further the relationship between localities;
- Connect housing efforts to transportation and workforce development;
- Create a formal means for sharing information; and
- Advocate for the integration of housing into decision making.

The Study will provide the Township with:

- Household demographics;
- Housing supply and market conditions;
- Housing affordability and the gap not being addressed by the private market; and
- Key issues impacting affordable housing, which outlines the key housing issues as the basis for future strategy formulation (housing supply, land development policies, transportation, funding, incomes, discrimination).

4) Environmental Stewardship

- a. Make certain that land development regulations and development plans are consistent with environmental values (Staff, Planning Commission, Board)

9) Partnerships and Regional Thinking

- b. Work towards regional cooperation on issues that affect the entire Centre Region I.e. attainable housing, affordable housing, and sustainable growth.

8) Promotion of Municipal Identity

- a. Develop our Sense of Place by developing a vibrant Town Center, preserving our agricultural heritage, and promoting the features that make the Township unique. (Staff)

2022-2026 Capital Improvement Plan

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS						
PLANNING						
30.400.414.750						
Description	2022	2023	2024	2025	2026	TOTAL
Mobility Study Implementation	see Transportaion Improvement Fund (32)					0
Terraced Streetscape District	50,000					50,000
Regional Housing Study		75,000				75,000
Long Range Management Plan			100,000			100,000
Total	50,000	75,000	100,000	0	0	225,000

2022 - 2025	
Mobility Study Implementation	\$250,000/yr.
<p>Ferguson Township Public Works Department is currently carrying out a Transportation Mobility Study that will identify recommended mobility improvement projects and provide concept illustrations and budgetary cost estimates. Improvement projects include proposed bike facilities that have been identified in both the 2015 Centre Region Bike Plan and the 2017 Ferguson Township Official Map. Capital funds can be utilized as a match for various state and federal transportation programs such as the Transportation Alternatives Program (TAP), DCNR Keystone Funds, PennDOT Multimodal, and a percentage match to complete priority improvements that are identified through the completed Mobility Study.</p> <p>*See Transportation Improvement Fund for costs.</p>	
2022	
Terraced Streetscape District Zoning Rewrite	\$50,000
<p>Since its inception in 2011, the Terraced Streetscape District along the West College Avenue corridor has not developed as envisioned through the ordinance provisions and design manual. Several obstacles to the successful development of the district, including, but not limited to, pedestrian connectivity, market demand challenges with property owners, and more, have caused the corridor to stagnate in a state of functional blight. Elected officials and Planning Departments within Ferguson Township and the Borough of State College have expressed an interest in working together to overcome these challenges and create a walkable, mixed-use neighborhood that creates a gateway into both municipalities. This project proposes that a consultant be retained to work with Ferguson Township on the preparation of a revised zoning district and design standards in collaboration with the Borough of State College.</p>	
2023	
Municipal or Regional Housing Study	\$75,000
<p>Housing is a regional issue, like transportation and environmental quality. A lack of a regional approach to affordable housing exacerbates income and racial inequality throughout the region. We are fortunate to live in a prosperous location with a wealth of opportunities that can support individual and family economic well-being and success. Consequently, we are better positioned than many other places to create regional tools to expand housing options, particularly if we take an incremental and results-driven approach.</p>	

2022-2026 Capital Improvement Plan

This study should be completed as a regional approach. However, if there is a lack of regional interest in this type of study, the Township will be prepared to complete this study alone. This housing study is to provide decision-makers, stakeholders, and community members with a comprehensive understanding of key housing issues in the region. The study will provide an assessment of unmet housing demand now and in the next five, ten, and fifteen years. This study will also offer community leaders and stakeholders a basis for formulating housing priorities, policies, and intervention strategies that can be achieved within two, five, ten, and fifteen years.

The Township needs to build a comprehensive analysis of housing needs, implement a housing plan and a set of corresponding policies to improve housing choice and opportunities for attainable and affordable housing within the Township.

2024

Long-Range Growth Management Plan (LRGMP)	\$100,000
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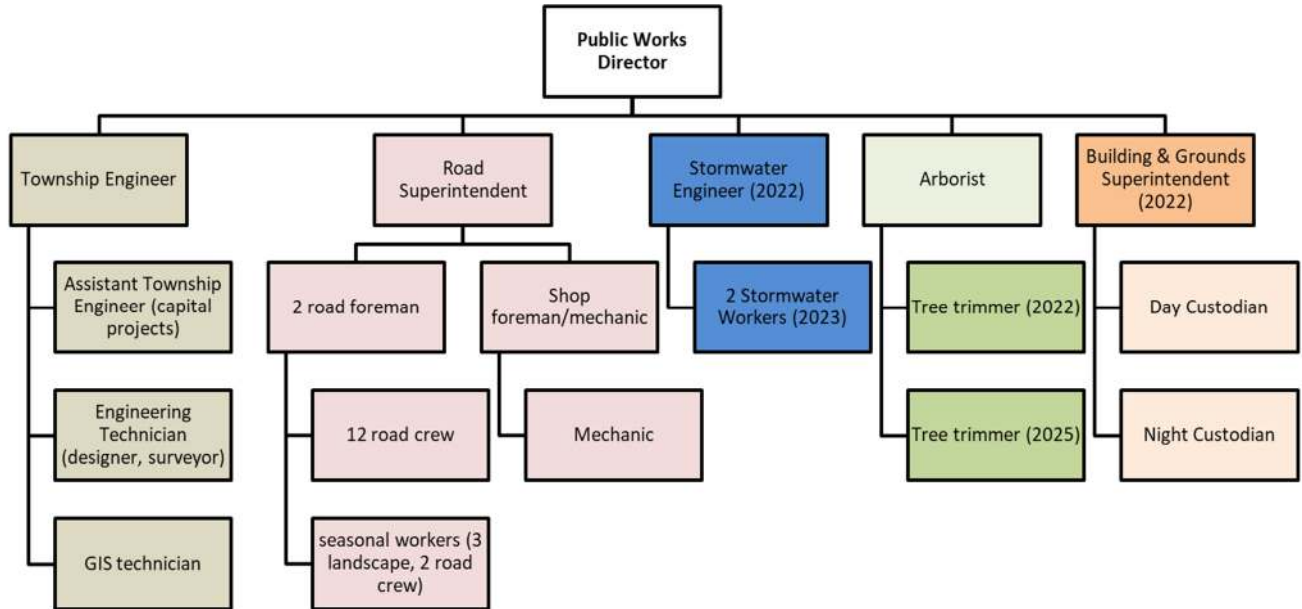
Great communities don't just happen. They require a guiding vision for the future and a sustained set of strategies for bringing that vision to reality. The goal of this Plan is to determine what the grown-up, built-out Ferguson Township ought to look like. The LRGMP should be a strategic roadmap for the Township to follow as it grows and matures over the next 25 years. Proper planning results in tangible benefits for the community as a whole and efficient use of tax dollars. This plan will be a detailed and wide-ranging effort that reaches beyond the typical 10-year planning horizon and looks ahead 25 years to ensure a sustainable future for the next generation. This plan will establish strategies to guide the future growth and development of the community, assess existing conditions and trends, provide recommendations for the use and development of land. The plan also establishes strategies for the extension and improvement of transportation services and infrastructure, the development of community facilities, expansion of the Township's economic base, and protect natural resources and open space.

2022-2026 Capital Improvement Plan

PUBLIC WORKS DEPARTMENT

PUBLIC WORKS STAFFING

The Public Works Department organizational chart is depicted below. The organizational chart reflects current and proposed staffing.



The Public Works Department consists of 5 sections, as shown in the organizational chart. These include Engineering, Road/Fleet Maintenance, Arbor Care, Buildings/Grounds and Stormwater.

2022-2026 Capital Improvement Plan

BUILDINGS AND GROUNDS SECTION

The total proposed capital costs for the Buildings & Grounds Section totals **\$3.80 Million or 46.1% of the Capital Reserve Fund Requests** for the five years.

The Public Works Capital Building Fund Appropriation for building systems saves for the future replacement of building systems such as HVAC, roofs, doors, windows, flooring, light fixtures, fire system and panels, and fixtures.

In 2021, the construction of a new public works facility was completed. This 13,753 square foot building includes truck lifts, vehicle mechanic bays, offices, break room and showers, bathrooms, a truck wash facility, and a fueling station. The new building accomodates vehicle washing on a daily basis which is proven to increase the life expectancy of snow-fighting equipment used to apply road salt. The new building provides separate facilities such as locker rooms, bathrooms, and showers for men and women. The building was designed and constructed to LEED requirements (Gold as the goal). In 2021 a contract was awarded to install a solar (photovoltaic) system on the building roof. A building automation system will monitor the energy production of the solar system vs the energy consumption of the building. The new building site does include a dual electric vehicle charging station to accommodate future Township owned electric vehicles. Site work is complete and provides additional parking and significant upgrades to the stormwater management system as well as low mow landscape and additional shrub and tree plantings.

This initiative is consistent with goal numbers 4) Environmental Stewardship, 5) Best Management Practices, 7) Promotion of Clean Renewable Energy of the Strategic Plan.

The Public Works Department requests the following buildings and grounds items for this planning period.

FERGUSON TOWNSHIP							
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS							
BUILDINGS & GROUNDS							
30.400.409.750							
Description	Department	2022	2023	2024	2025	2026	TOTAL
Fitness Equipment	ALL	2,000	2,000	2,000	2,000	2,000	10,000
Door FOBS (2) PW Bldg 1	PW	6,027					6,027
Door FOB PW Bldg 6 Wash bay	PW	2,100					2,100
Door FOB PW Bldg 4	PW	2,100					2,100
Cameras PW Bldg 1	PW	4,778					4,778
Cameras PW Admin Bldg	PW	4,631					4,631
Repave PW laydown area	PW	68,250					68,250
Structural Pallet Racks PW Bldg 4	PW	3,100					3,100
Precast concrete walls to store stone & materials	PW				46,620		46,620
New Fire Station Needs Assessment	Admin	25,000					25,000
New Fire Station Land Acquisition	Admin		100,000				100,000
New Fire Station Design & Engineering	Admin			427,500			427,500
New Fire Station Construction	Admin				2,850,000		2,850,000
	Total	117,986	102,000	429,500	2,898,620	2,000	3,550,106

2022-2026 Capital Improvement Plan

The Township established a Buildings & Grounds sinking fund for the replacement of major equipment. The proposed sinking fund activity is included in the following chart. The sinking fund was set up after the Township building was renovated in 2007 to save for the future replacement of building systems such as HVAC, roof, doors, fixtures.

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS						
BUILDING EQUIPMENT SINKING FUND						
30.400.409.760						
* YOP=Year of Purchase, YOR=Year of Replacement						
Description	YOP	AGE	YOR	Additions	Deductions	Balance
Beginning Balance 12/31/20						236,777
Annual Sinking Fund Contribution			2021	30,000		266,777
Replace water heater			2021		9,450	257,327
Replace 2 steel entry doors	1997	24	2021		2,100	255,227
Annual Sinking Fund Contribution			2022	30,000		285,227
Replace 2 steel entry doors	1997	25	2022		2,200	283,027
Replace Admin Building Carpet tiles	2007	15	2022		40,000	243,027
Replace Rubber Roof on Bldg #3			2022		76,700	166,327
Annual Sinking Fund Contribution			2023	30,000		196,327
Replace 2 steel entry doors	1997	26	2023		2,200	194,127
Replace Building Roofs	1997	26	2023		66,200	127,927
Annual Sinking Fund Contribution			2024	30,000		157,927
Replace 2 steel entry doors	1997	27	2024		2,300	155,627
Replace door security system			2024		17,400	138,227
Replace Simplex Fire System	2007	17	2024		11,600	126,627
Annual Sinking Fund Contribution			2025	30,000		156,627
Replace 2 steel entry doors	1997	28	2025		2,600	154,027
Replace HVAC system in computer room			2025		12,200	141,827
Replace Small Water Heater			2025		2,430	139,397
Annual Sinking Fund Contribution			2026	30,000		169,397
Replace 2 steel entry doors	1997	29	2026		2,550	166,847
Replace water heater			2026		11,500	155,347
			2026			155,347
Total				180,000	261,430	
				EXPENDITURES		
				2022	118,900	
				2023	68,400	
				2024	31,300	
				2025	17,230	
				2026	14,050	
				Total	249,880	

2022-2026 Capital Improvement Plan

ROAD PROJECTS

Road improvement projects make up the bulk of the capital expenditures for the Township. For the term of this CIP, road projects total **\$18.6 Million or 59.3% of the Capital Expenditures for All Funds.**

Roadway Improvements

Each year a roadway assessment is conducted of approximately half of the Township's 95 miles of roadway. PAVER software generates a condition index based on data collection from visual field observations. In the past, the condition index was used, in conjunction with geographic considerations and traffic volumes, with input from staff and elected officials to develop the plan of road improvements. At the request of the Board of Supervisors, and after deferred hot mix paving projects for 2021, staff investigated the use of PAVER to automatically develop the 5 year plan of road improvements based on input criteria rather than use the "worst first" approach which has served us in the past. The plan of road improvements put forth represents a budget constrained approach of approximately 1.8MM/year for hot mix paving and microsurfacing. Using this approach, the area weighted average condition of our roads remains steady starting at 84.68 after 2022 and ending at 84.34 after 2026. However, it becomes apparent that more road sections are in the fair, poor, very poor, and even failed condition. A backlog elimination scenario was run that eliminated the backlog of paving work within 5 years while maintaining the condition of the roadways. This scenario showed an increase in PCI after 5 years from 86.09 to 91.08 and all but 2 road sections were in good and satisfactory condition. The cost of this program averaged approximately 3MM/year. Both scenarios placed an emphasis on microsurfacing bolstering the importance of our microsurfacing program.

Candidates for paving are listed as line items in the CIP. Due to the specialized equipment used in paving operations, large paving projects are competitively bid. While the road crew has assisted with base repair and pavement preparation for contracted paving operations, a greater emphasis will be placed in future years on in house road maintenance.

The CIP lists roads proposed for capital improvements Depending on the severity of pavement distress or underlying base course failure; projects may include cold in-place recycling, select base repair, milling, or a combination of these techniques. In most all cases, the existing asphalt surface will then be overlaid.

A cost-effective method to preserve pavement life is microsurfacing, a cold-mix paving system. It is not a hot-mix pavement. The material consists of small aggregate, asphalt emulsion, water, and mineral fillers, and is generally applied in two lifts that total 3/8" in thickness. A durable asphalt seal is applied to roads that have begun to show signs of aging and minor distress. By retarding the surface's natural breakdown, this process extends the pavement's lifespan for approximately seven years. Microsurfacing adds no structural value to the pavement, and therefore, roadways that have deteriorated beyond a certain point are generally not good candidates for this process. Typically microsurfacing is placed in 2 lifts, back to back. Based on historical pricing and translated to an average price per linear foot of 26-foot wide roadway, microsurfacing can be placed for approximately \$12/linear foot of the road.

Based on historical Township pricing data and a condition rating of approximately 80, an existing rural road can be repaved for approximately \$45/linear foot of roadway, and an urban road can be repaved for approximately \$75/linear foot of roadway. This amount includes ancillary work and costs and assumes a 10% base repair of the existing roadway, milling the existing surface, placement of a scratch coat of bituminous asphalt and overlay with an asphalt wearing course. The Department maintains a cost database of historical paving pricing. This cost data was converted to SF unit pricing for PAVER. Should a new concrete curb be required, depending on type of curb and quantity, it adds approx. \$25/linear foot per side (\$50/linear foot for both sides) to the project cost. Needed stormwater system repairs could double the cost of a road project. Again depending on the quantity of pipe and size of the pipe, costs can exceed \$100/linear foot. When preparing the budget, a certain amount of funding is set aside to replace or reline existing corrugated metal pipe (CMP) under a road to be paved. Before repaving, pipe systems will be cleaned and video assessed to determine the extent of pipe system replacement and repair. Inlet tops are considered for replacement when roads are paved and are estimated at \$2,000/each.

2022-2026 Capital Improvement Plan

Comprehensive Township-Wide Traffic Study

This study is requested to help the Township understand the effects that development has had over the past years on the road network, and it will forecast development over the next 20 years, and using modeling software, predict impacts to the roadway network. The results of the study will provide information to help staff and elected officials plan and program funding for future capital improvements to the roadway system.

Background: In 1998, the Township completed a comprehensive transportation study that forecasted a 20 year horizon (2018) traffic condition based upon assumptions in development within the Township over those 20 years. Development was rapidly occurring and an understanding of the cumulative effects of the development was not known, nor how to fund improvements to maintain an efficient street network. Based upon that study, certain improvements were identified and a funding source known as the Transportation Improvement Fund (TIF) was created to fund the projects. This study, which was started in the early 90s, had not only assumptions about development patterns over the 20 years, it also modeled changes in traffic patterns with the then future completion of significant missing links in the network such as Blue Course Drive from North Atherton Street to West College Avenue, Old Gatesburg Road from Science Park Road to Blue Course Drive, and Bristol Avenue from West College Avenue to Blue Course Drive.

Ten years later, development within the growth area occurred, zoning changes occurred, and Blue Course Drive was completed. In 2009 an update to the study was initiated to consider these changes to land use and the street network. That study again considered a 20 year horizon with a future condition of 2030. Based upon that study, a list of updated projects was created for consideration for funding to maintain the network efficiency.

Now again, staff recommends the Township update the study sometime in this 5 year CIP. Again, changes in zoning and land use will be considered as well as the actual effects of completion of links such as Old Gatesburg Road and Bristol Avenue. When the Township becomes more linear or even static in development trends, an update to the study may not be warranted.

2022-2026 Capital Improvement Plan

FERGUSON TOWNSHIP								
2022 – 2026 CIP CAPITAL PROJECTS DETAIL-CASH BASIS								
PUBLIC WORKS ROAD PROJECTS								
FUND	CAT	DESCRIPTION	2022	2023	2024	2025	2026	TOTAL
R=road, D=stormwater, M=mobility, O=operating								
LF	R	Microsurfacing (Liquid Fuels)	318,000	328,000	338,000	348,000	358,000	1,690,000
LF	R	ADA Curb Ramp Replacements	95,000	98,000	101,000	104,000	107,000	505,000
LF	O	Road Materials & Supplies	27,000	27,000	28,000	29,000	30,000	141,000
LF	O	Pavement Markings	110,000	114,000	117,000	121,000	124,000	586,000
LF	O	Pavement Marking Eradication	21,000	22,000	23,000	23,000	24,000	113,000
LF	R	Mill & Fill in advance of microsurfacing	106,000	109,000	113,000	116,000	119,000	563,000
LF	O	Road Salt	128,000	132,000	136,000	140,000	144,000	680,000
LF	O	Comprehensive township-wide traffic study				232,000		232,000
TIF	R	Microsurfacing (TIF)	1,591,000	1,639,000	1,688,000	1,739,000	1,791,000	8,448,000
TIF	R	ADA Handicap Ramps for current years projects	74,000	76,000	79,000	81,000	84,000	394,000
TIF	D	Reline/Line CMP pipes for current years projects	212,000	219,000	225,000	232,000	239,000	1,127,000
TIF	D	Repair Stormwater inlets & replace tops for current years projects	64,000	66,000	68,000	70,000	72,000	340,000
TIF	R	Replace concrete curb for this years road projects	53,000	55,000	56,000	58,000	60,000	282,000
TIF	M	Sealcoat & Pavement Repairs for Bike Paths	32,000	33,000	34,000	35,000	36,000	170,000
TIF	M	Mobility Study Implementation (from planning)	250,000	250,000	250,000			750,000
TIF	M	Level of Service projections for intersections (with planning dept)				232,000		232,000
TIF	R	Potential Green Light Go intersection improvements	135,000	148,000	152,000	157,000	161,000	753,000
TIF	M	Pedestrian Improvements at Blue Course Drive & Martin Street		270,000				270,000
TIF	R	SR45 & SR26 & Nixon Road traffic signal & sidewalks	70,000	500,000				570,000
TIF	M	Audible Pedestrian signals at West College & Bristol	64,000					64,000
TIF	M	Shingletown Road & College Ave Pedestrian Accommodations	28,076					28,076
TIF	R	Research, Aaron, Park Crest, Allen	685,454					685,454
								0
Total			4,063,530	4,086,000	3,408,000	3,717,000	3,349,000	18,623,530
PUBLIC WORKS EXPENDITURES BY TYPE								
	D	Drainage Projects	276,000	285,000	293,000	302,000	311,000	1,467,000
	R	Road Projects	3,127,454	2,953,000	2,527,000	2,603,000	2,680,000	13,890,454
	M	MultiModal Projects	374,076	553,000	284,000	267,000	36,000	1,514,076
	O	Operating Expenses	286,000	295,000	304,000	545,000	322,000	1,752,000
Total			4,063,530	4,086,000	3,408,000	3,717,000	3,349,000	18,623,530
PUBLIC WORKS EXPENDITURES BY FUND AND TYPE								
CR	D	Drainage Projects-Capital Reserve	0	0	0	0	0	0
CR	R	Road Projects-Capital Reserve	0	0	0	0	0	0
TIF	M	MultiModal Projects-Transportation Improvement	374,076	553,000	284,000	267,000	36,000	1,514,076
TIF	D	Drainage Projects-Transportation Improvement	276,000	285,000	293,000	302,000	311,000	1,467,000
TIF	R	Road Projects-Transportation Improvements	2,608,454	2,418,000	1,975,000	2,035,000	2,096,000	11,132,454
LF	R	Road Projects-Liquid Fuels	519,000	535,000	552,000	568,000	584,000	2,758,000
LF	O	Operating Expenses	286,000	295,000	304,000	545,000	322,000	1,752,000
Total			4,063,530	4,086,000	3,408,000	3,717,000	3,349,000	18,623,530

2022-2026 Capital Improvement Plan

Americans with Disability Act (ADA) Handicap Accessibility Sidewalk Intersection Ramp Improvements

Per federal and state regulations, sidewalk intersection ramps are upgraded to current ADA standards. If upgrades are required, they are made whenever a road is paved or microsurfaced.

For roads to be paved or microsurfaced, the concrete work is included in the CIP as a line item. The cost varies for each ramp depending on the existing grades and number of sidewalk blocks that need to be removed to reconstruct the ramp to the proper grades. \$3,500 is budgeted for each ramp that needs to be replaced. Truncated domes are required at these crossings.

Traffic Signals and Transportation Studies:

Automated Red Light Enforcement (ARLE) Grant – Traffic Signal Optimization Project

Through ARLE, the Township will receive grant funding to improve performance and communication at all 20 of our traffic signals. The new system will monitor real-time traffic in the Township, and staff will be better equipped to fine-tune the signals to changing traffic demands. This project has been in review and under design for several years and is assigned contract number 2016-C11.

Green Light Go (GLG) Grant – Traffic signal vehicle detection upgrade

The Township has been consistently awarded funding through the GLG program to upgrade several traffic signals a year to digital radar vehicle detection. This technology replaces ground loops or video detection making the signal operations more reliable. Staff will continue to apply for these grants.

SR26/SR45/Nixon Road (aka flashing light in Pine Grove Mills)

This CIP includes funding for engineering, easement acquisition, utility relocation, and construction of a fully functional traffic signal at the intersection of Pine Grove Road, and Water Street, and Nixon Road. The budgetary figure does not include significant geometric improvements. Instead, it is for a non-traditional offset signal design.

Science Park Road/Sandy Drive intersection (North)

Funding to construct this traffic signal is included in the 2021 operating budget. Should construction work not start and finish in 2021, funding for this project will need to be rebudgeted for 2022.

Pine Grove Mills Mobility Study

Funding for a mobility study is included in 2021. This study is delayed due to reduced traffic counts during the coronavirus pandemic, which did not permit accurate traffic data collection. The study is scheduled for fall of 2021. Should the study not finish in 2021, funding for this project will need to be rebudgeted for 2022.

The preparation of the Road Improvement section of the CIP is consistent with goal 1a of the Strategic Plan - Financial Stability - Make realistic estimates of program costs.

Northland Area Mobility Study

Refer to the Planning and Zoning section for any set-aside funding for potential projects identified in the Northland Area Mobility Study completed in 2019. Many worthwhile projects were identified, including pedestrian crossing upgrades, lighting and safety improvements, bike path improvements, and transit improvements. Tier 1 projects range in estimated cost from \$25,000 to \$500,000.

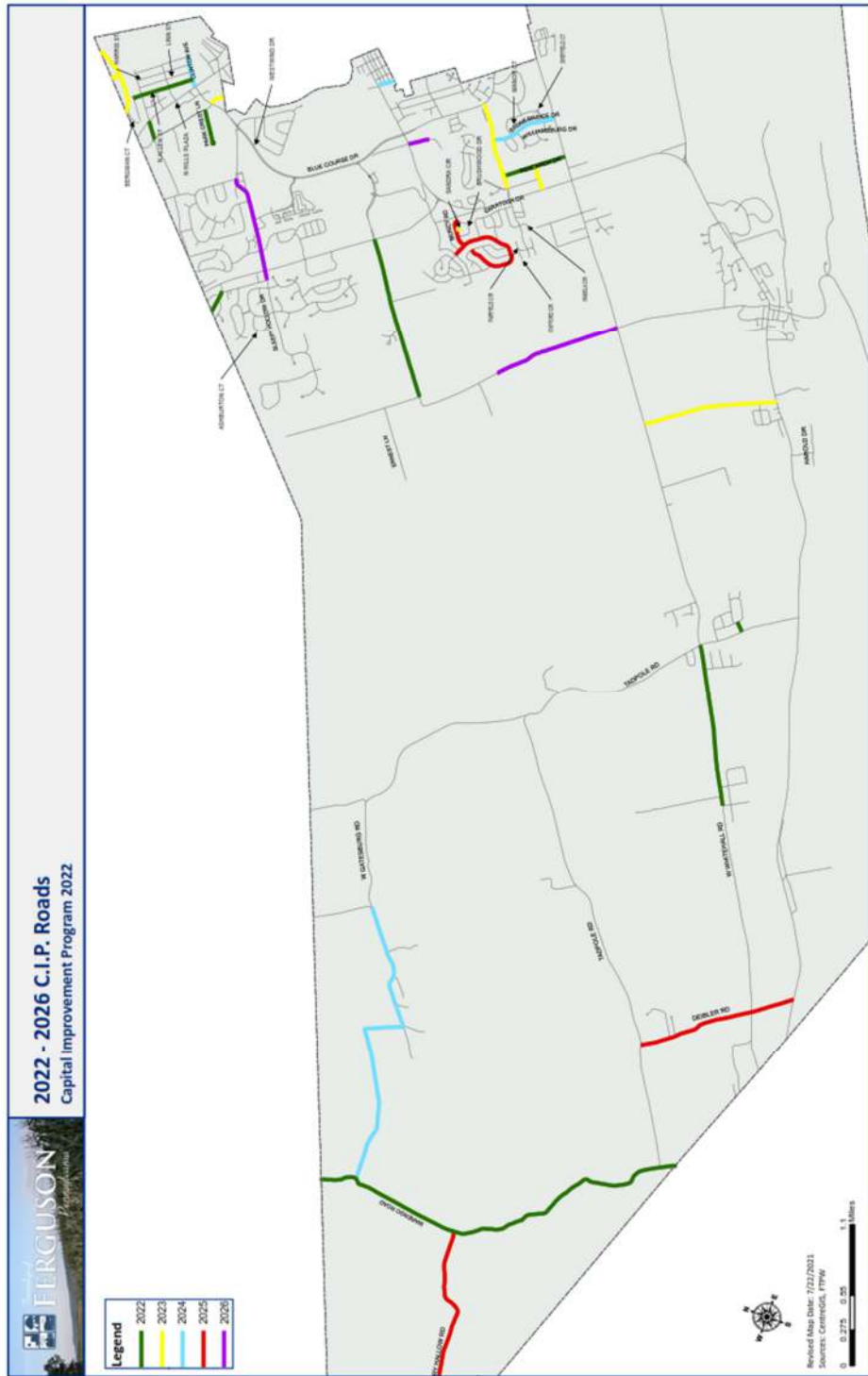
Storm Pipe Improvements associated with Road Projects

The condition of the inlets and storm pipe is assessed either visually or by a remote-controlled camera before a roadway is overlaid with new asphalt. This CIP reflects anticipated costs due to inlet and storm pipe replacement. Entire new inlets set in place can cost \$3,000 to \$4,000 each. The cost of storm pipe replacement varies based on the length of pipe to be replaced, the diameter of the pipe, the type of pipe material, and other work associated with the storm pipe replacement such as other utility relocation costs and if the above curb or sidewalk needs replaced. A typical 18-inch diameter high-density polyethylene

2022-2026 Capital Improvement Plan

(HDPE) pipe installed will add about \$75 to \$125/ linear foot to the project cost plus roadway and curb restoration. The structural lining of an old corrugated 18-inch diameter pipe could cost \$105/linear foot for long runs, more for small quantities. As you can surmise, the cost of replacing the storm pipe system can exceed the cost to repave the road.

ROADS 2022-2026



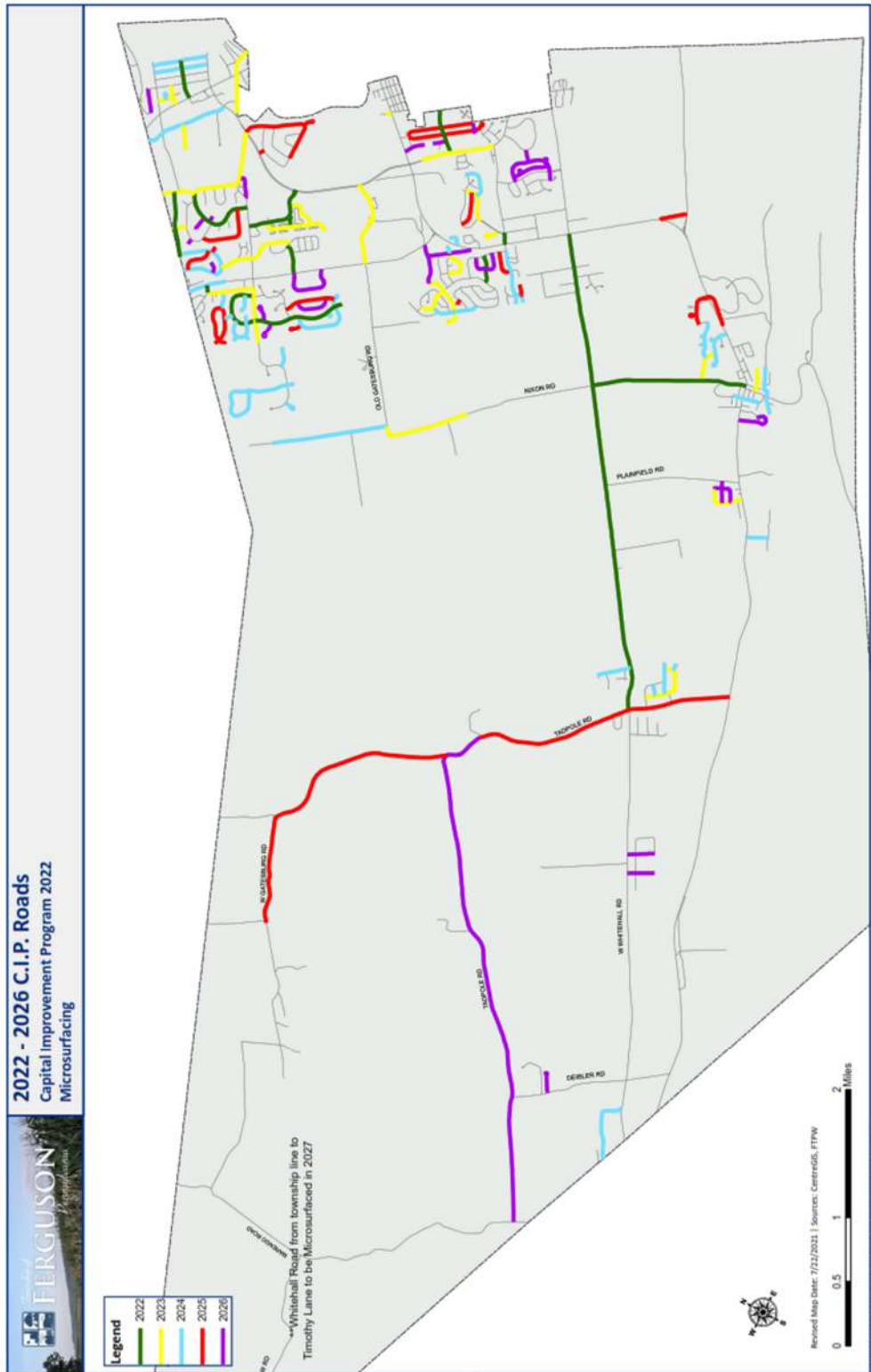
2022-2026 Capital Improvement Plan

PAVER PCI INDEX 2022-2026



2022-2026 Capital Improvement Plan

MICROSURFACING 2022-2026



2022-2026 Capital Improvement Plan

STORMWATER PROJECTS FUND 20

The Stormwater Projects Fund represents the cost of the program during the term of the capital plan. The stormwater fee is expected to provide funding for this program. The total proposed expenditures are **\$6.09 Million or 19.4% of the total Capital Projects Fund Requests**.

FERGUSON TOWNSHIP						
2022 – 2026 CIP CAPITAL PROJECTS DETAIL-CASH BASIS						
STORMWATER FUND PROJECTS						
DESCRIPTION	2022	2023	2024	2025	2026	TOTAL
MS4 Chesapeake Bay Pollutant Reduction Program	75,000	250,000	250,000			575,000
Park Hills drainage improvement	1,500,000					1,500,000
Line CMP pipes	315,000	330,750	347,288	364,652	382,884	1,740,574
Video assess and clean CMP pipes	110,250	115,763	121,551	127,628	134,010	609,202
New storm inlets	15,750	16,538	17,364	18,233	19,144	87,029
Community Partnership Program	52,500	55,125	57,881	60,775	63,814	290,095
Johnson Road Drainage Redesign & Metzger's Easement	78,750					78,750
Deerfield Drive roadside swale program		0				0
						0
	2,147,250	768,176	794,084	571,288	599,852	4,880,650

2022-2026 Capital Improvement Plan

Stormwater Fee

In 2021 the Board of Supervisors adopted a stormwater fee ordinance after years of study and deliberation. Starting in 2022, a dedicated funding source is utilized for stormwater repairs and projects not directly attributed to a road paving project. Stormwater improvement costs associated with a road paving project are included under TIF or LF expenses. The Stormwater fee will also be used for expenses related to compliance with MS4 requirements, replacing failing stormwater infrastructure not directly attributed to a road paving project, addressing flooding, labor and equipment expenses for stormwater maintenance, public/private partnerships to address maintenance issues such as stormwater basin repairs due to mostly public stormwater.

The CBPRP and stormwater fee implementation are consistent with goals 1) Financial Stability, 4) Environmental Stewardship, 5) Best Management Practices for Operations, 6) Increase Participatory Government, and 9) Partnerships and Regional Thinking of the Strategic Plan.

Storm Pipe Video Assessment Program

Funding is set aside each year to video assess the condition of our stormpipes. The Township owns and maintains 174,200 linear feet (or 33 miles) of stormwater pipe. 16 miles of this pipe are constructed of corrugated metal, some as old as 40 years. Additionally, there are 22 miles of privately owned stormwater pipe. Video assessment, preceded in some cases by pipe cleaning, is the first step in the asset management plan for stormwater pipe.

Storm Pipe and Inlet Improvements

After stormpipes are assessed by video, they are prioritized for replacement and repair. In some cases spot repairs are necessary due to compromised integrity by rusting, collapse, or penetration. In some cases the pipe failure is greater and sections of pipe are in need of repair. The NASSCO (National Association Of Sewer Service Companies) pipe rating system is used to assign priorities to pipe repair and help guide the type of repair. The two most common repairs for long sections of pipe are pipe replacement and pipe lining. Pipe replacement includes open cutting the ground surface, replacing the pipe, and restoring the surface. Pipe lining involves the insertion of a pipe liner material into the pipe and curing it with ultraviolet light.

The Township owns 2,352 storm inlets (aka catch basins). There are another 408 inlets owned by private property owners. The stormwater cost of service model includes the services of part time interns to help collect data, the first step in the asset management process. Inlets in need of repair, not associated with a specific road paving project, are funded through the stormwater fee.

Pollution Reduction Plan (CBPRP)

A condition of the Township's National Pollutant Discharge and Elimination System (NPDES) Municipal Separate Storm System (MS4) permit is the completion and implementation of a Chesapeake Bay Pollutant Reduction Plan, often now simply referred to as PRP. A specific plan was developed, showing how particular projects will reduce pollutant loads to the Chesapeake Bay. The plan shows pollutant reduction to impaired waterways (Slab Cabin Run and Spruce Creek). The Pollutant Reduction Plan was prepared in 2017/2018 on a regional basis with projects developed for each municipality. The CIP includes funding each year to design, acquire the right of way, and construct stream channel restoration projects as required by the above.

Park Hills Drainageway

Design work continues on this drainageway improvement project in Park Hills located between Devonshire Drive at the north end and Circleville Road at the south. This incised waterway (dry most of the year but handling a lot of stormwater during heavy rain events) is being designed to provide a natural type restoration using step pools. The project also includes utility coordination and relocation. The Township Arborist is involved in preparing a tree protection plan. Some trees will be impacted to construct the project. Steps were taken during design to mitigate the impact to trees. Some private property stormwater

2022-2026 Capital Improvement Plan

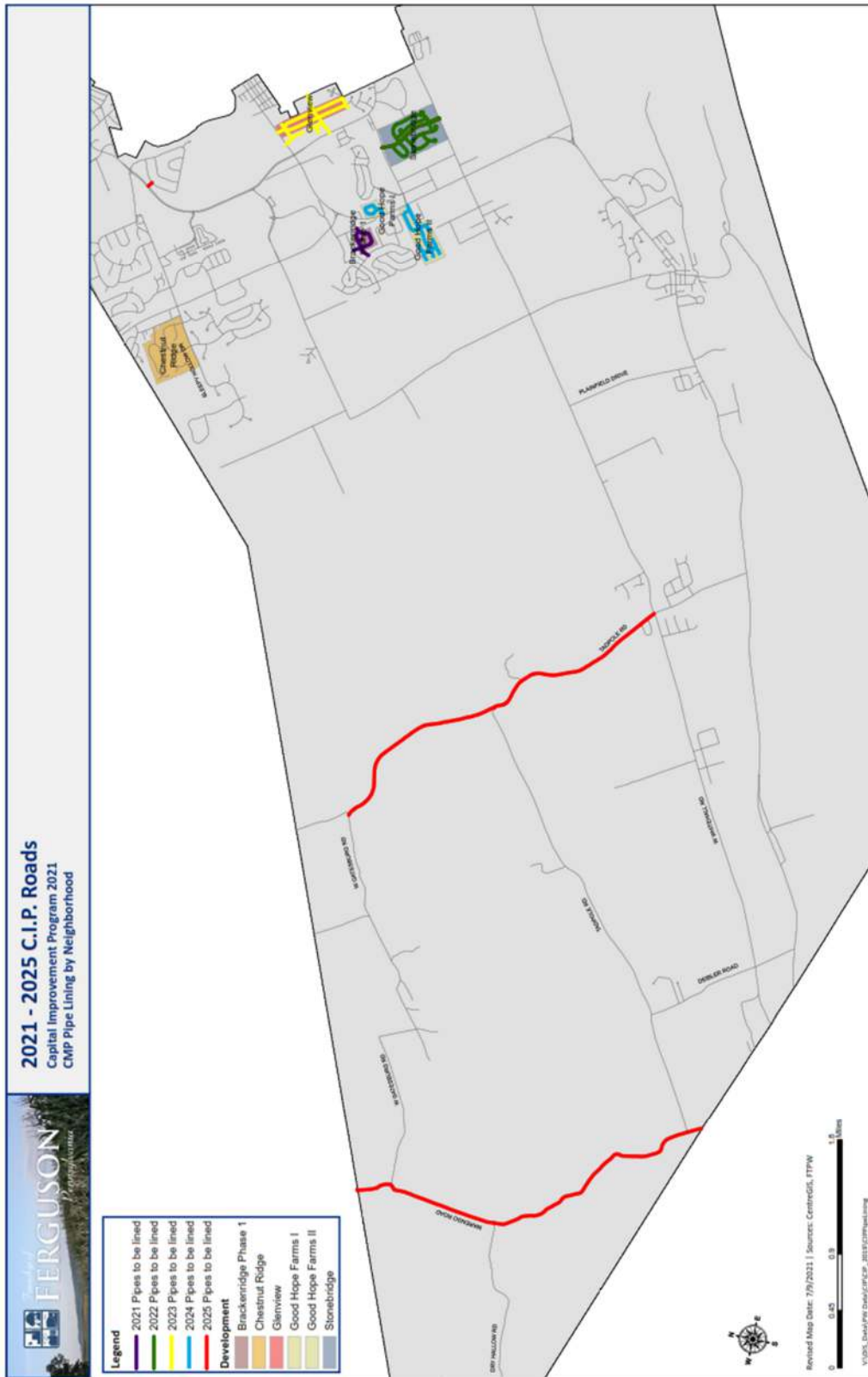
easements will be required. Design requires submissions and approvals by PaDEP and FEMA since work is being planned in a floodplain. Funding for construction is included in this 5-year CIP.

Community Partnership Program

Property owners needing assistance to repair stormwater infrastructure can request funding from the Township through this program. Candidate projects must show a need for improvement and demonstrate that public stormwater is being comingled with private stormwater. Since 2022 is the first year of the program, a ranking criteria will be developed to rank and prioritize projects requesting funding. Cost sharing will be based on the ratio of public to private stormwater determined by either the size of the contributing drainage area or quantity of estimated runoff.

2022-2026 Capital Improvement Plan

PIPELINING 2022-2026



2022-2026 Capital Improvement Plan

ROAD/FLEET SECTION - PUBLIC WORKS EQUIPMENT

The following charts depict the capital equipment requested by the Public Works Department during the term of the capital plan. Public Works equipment requests **\$2.46 Million or 29.9% of the Capital Reserve Fund Requests**.

Each year a condition report is generated by the mechanic and road superintendent to assist with the preparation of the equipment CIP. Based on the condition report and useful historical life of similar equipment, the CIP is prepared. The equipment fleet comprised of vehicles over \$25,000 has an estimated 2021 replacement value of \$2.4 million.

New Equipment/Vehicles or Replacement Equipment/Vehicles under \$25,000

FERGUSON TOWNSHIP								
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS								
NEW EQUIPMENT PUBLIC WORKS								
XX.400.430.XXX								
Description	Department	FUND	2022	2023	2024	2025	2026	Total
Traffic Signal UPS Battery Replacement (routine maintenance)	OPER	GF	3,000	3,100	3,200	3,300	3,400	16,000
Replace traffic signal LED bulbs (routine maintenance)	OPER	GF	5,513	5,788	6,381	6,078	6,078	29,838
Convert overhead Luminaire to LEDs	EQUIP	CR	9,450	9,925	10,420			29,795
Stump Grinder	EQUIP	CR	8,700					8,700
Automotive Scan Tool update	EQUIP	CR	4,200					4,200
Parts Cleaner for PW Building 6	EQUIP	CR	3,000					3,000
Snow Blower Attachment to clear sidewalks and paths	EQUIP	CR	5,300					5,300
Replace 2015 Wright Standing mower	EQUIP	CR		10,400				10,400
Replace 1997 Towmaster trailer	EQUIP	CR	16,300					16,300
Replace Survey Equipment	EQUIP	CR				30,400		30,400
Hydroseeder for mulch and earthwork projects	EQUIP	CR				21,900		21,900
Rock Hound attachment for JBL skid steer for removing rocks	EQUIP	CR					8,800	8,800
Replace 2003 tow behind compressor	EQUIP	CR					25,000	25,000
Install 18 additional LED street lights in Pine Grove Mills	ROADS	CR	324,000					324,000
Convert 35 street lights to LED in Pine Grove Mills	ROADS	CR	74,000					74,000
Total			453,463	29,213	20,001	61,678	43,278	607,633
	Department	FUND	2022	2023	2024	2025	2026	Total
	OPER	GF	8,513	8,888	9,581	9,378	9,478	45,838
	EQUIP	CR	46,950	20,325	10,420	52,300	33,800	163,795
	ROADS	CR	398,000	0	0	0	0	398,000
	Total	Total	453,463	29,213	20,001	61,678	43,278	607,633

2022-2026 Capital Improvement Plan

Replacement Equipment

Public Works has a separate bank account for equipment greater than \$25,000 original cost. The account activity and balance are included in the following table. The funding is based on estimated current costs and inflated annually by 5%. The costs do not reflect any trade-in value or sale value of the existing equipment, which could be substantial. The sale amounts are recorded as revenue in the capital reserve fund.

The details of the expenditures out of the sinking fund are itemized below.

FERGUSON TOWNSHIP							
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS							
PUBLIC WORKS EQUIPMENT SINKING FUND							
30.400.430.760							
Description	Grant Amount	DOP	Age	Year	Additions	Deductions	Balance
Beginning Balance 1/1/2021				2021			571,818
2021 Expenditures				2021	0	230,669	341,149
Annual Sinking Fund Contribution				2021	250,000	0	591,149
Annual Sinking Fund Contribution				2022	326,550		917,699
Replace used bucket truck with 70 foot		2008	14	2022		216,250	701,449
Annual Sinking Fund Contribution				2023	336,347		1,037,796
Replace International plow truck		2009	14	2023		231,500	806,296
Annual Sinking Fund Contribution				2024	346,437		1,152,733
Replace 2010 single axle plow truck		2010	14	2024		248,900	903,833
Annual Sinking Fund Contribution				2025	356,830		1,260,663
Replace 2001 Catapiller Backhoe		2001	24	2025		158,000	1,102,663
Replace 2004 ODB one person leaf collector		2017	8	2025		317,250	785,413
Annual Sinking Fund Contribution				2026	367,535		1,152,948
Replace 2002 linterstate trailer		2002	24	2026		37,000	1,115,948
Replace 2014 single axle plow truck		2014	12	2026		287,200	828,748
Replace rear steer brush collector (90% DEP grant)	194,130	2026	0	2026		215,700	613,048
Total	194,130				1,983,699	1,942,469	
					EXPENDITURES		
					2022	216,250	
					2023	231,500	
					2024	248,900	
					2025	475,250	
					2026	539,900	
					Total	1,711,800	

The preparation of the Equipment Replacement section of the CIP is consistent with goal 1a Financial Stability - Make realistic estimates of program costs of the Strategic Plan

2022-2026 Capital Improvement Plan

ARBORIST SECTION – PUBLIC TREE MAINTENANCE

A full-time municipal tree specialist was requested and the position was approved in 2020. Due to the pandemic, postponement of the purchase of a new bucket truck, and hiring conditions, the position has remained unfilled. It is anticipated this position will be filled in 2022.

Most arborists requests and Tree Commission initiatives are funded through the operating budget, including contracted tree trimming, removal, and injections. A bucket truck and stump grinder are included in the Fleet/Equipment portion of this CIP. No other new arbor care capital requests are included in this CIP.

Since 2020 tree planting are considered a capital expense and funding is requested in each year of the 5 year CIP for this activity.

FERGUSON TOWNSHIP							
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS							
NEW ITEMS ARBORIST							
XX.400.430.XXX							
Description	FUND	2022	2023	2024	2025	2026	Total
Street Tree Planting	CR	27,500	27,500	27,500	27,500	27,500	137,500
							0
							0
Total		27,500	27,500	27,500	27,500	27,500	137,500

30.455.375 Street Tree Planting 50 B&B trees by contract at \$350 per tree, 50 bare root trees by PW at \$200 per tree	\$ 27,500.00	2022	new and replacement trees
30.455.375 Street Tree Planting 50 B&B trees by contract at \$350 per tree, 50 bare root trees by PW at \$200 per tree	\$ 27,500.00	2023	new and replacement trees
30.455.375 Street Tree Planting 50 B&B trees by contract at \$350 per tree, 50 bare root trees by PW at \$200 per tree	\$ 27,500.00	2024	new and replacement trees
30.455.375 Street Tree Planting 50 B&B trees by contract at \$350 per tree, 50 bare root trees by PW at \$200 per tree	\$ 27,500.00	2025	new and replacement trees
30.455.375 Street Tree Planting 50 B&B trees by contract at \$350 per tree, 50 bare root trees by PW at \$200 per tree	\$ 27,500.00	2026	new and replacement trees

2022-2026 Capital Improvement Plan

PARKS AND RECREATION

The proposed five-year Capital Improvement Program Budget for Parks and Recreation (not including CRCOG) totals **\$1.88 Million or 6.0% of the Capital Reserve Fund Requests**. The following projects are recommended in the upcoming five years.

These projects represent the park improvements to meet the growing needs of the Township's residents and are consistent with the Township's Recreation, Parks and Open Space Plan, and each of the parks' master plans. The projects are proposed to be paid for through grant funds, parkland fee-in-lieu funds, and general funds. It should be noted that the Township is a partner in the Centre Region Parks and Recreation, Centre Region Parks and Recreation Authority, and in the various regional programs offered by the CRCOG. Long-term debt has been issued to renovate and expand the two regional pools and regional parks. The Township's portion of the repayment is now incorporated into the Township's annual operating costs.

The 2022-2026 CIP includes Suburban Park phase A improvements, Cecil Irvin Park improvements, Tudek Park Phase IIIA, and restroom facilities at Haymarket Park.

The CIP also includes two park master plan updates, Fairbrook and Greenbriar/Saybrook Parks, which may be included in the scope of work for the Recreation, Parks, and Open Space Plan update.

FERGUSON TOWNSHIP							
2022 – 2026 CIP CAPITAL EQUIPMENT DETAIL-CASH BASIS							
PARK IMPROVEMENT FUND 34							
34,400,452,750							
Description	Loan/Grant Amount	2022	2023	2024	2025	2026	TOTAL
Playground Safety & Updates		37,500	37,500	37,500	37,500	37,500	187,500
Community Orchard Program				10,000			10,000
Fairbrook Park Master Plan Update			25,000				25,000
Park Surveying Program		10,000	10,000	10,000	10,000	10,000	50,000
Suburban Park Offsite Trail Connection		operating budget					-
Suburban Park Phase 1A Construction	250,000	550,000					550,000
Greenbriar/Saybrook Master plan		30,000					30,000
Greenbriar/Saybrook playground equipment replacement		70,000					70,000
Landscape buffer at Whitehall Road regional park		40,360					40,360
Cecil Irvin Park Phase II	160,000		320,000				320,000
Restroom outside sewer service area in Township Park						25,000	25,000
Haymarket Restroom Facilities			165,000				165,000
Veterans Memorial @ Louis E Silvi Baseball Field	50,000		50,000				50,000
Compost Facility at Meadows Park						5,000	5,000
Tudek Park Phase IIIA					355,000		355,000
							-
Total	460,000	737,860	607,500	57,500	402,500	77,500	1,882,860

2022-2026 Capital Improvement Plan

Strategic Plan Alignment

The Capital Improvement Plan seeks to advance the goals, objectives, and action steps as outlined in the Ferguson Township Strategic Plan. Over the next five years, several of the Strategic Plan items will be accomplished through the proposed expenditures in the Capital Improvement Plan.

Objective 10.1: Promote environmental and social stewardship in parkland development.

2022	
Playground Safety and Contingency Program	\$37,500
This item provides funding for equipment upgrades and replacements to meet playground safety standards.	
Park Surveying Program	\$10,000
Staff recommends the Township initiate the Park Surveying Program to annually prioritize and budget 1 to 2 parks to be surveyed for purposes of identifying the park property boundary lines to install corner split rail fence. The recommended program will support and assist Township staff in responding with timely and accurate information concerning park boundary lines in response to yard waste dumpings, matters, dead trees, sinkholes, mowing, and related onsite issues. Fairbrook Park and Greenbriar-Saybrook Park would be considered for 2022.	
Suburban Park Construction of Phase 1A	\$550,000
The Suburban Park Master Plan Update was approved by the BOS May 2019. Staff recommends the Township initiate park improvements by budgeting for Phase A1 to allow for the drainage improvements, which will create a free-flowing drainage channel through the park. Also, part of this phase will include stormwater BMP's associated with the channel and the bridge/boardwalk crossings. The Township was awarded a DCNR C2P2 grant award in the amount of \$250,000. The Township's obligation will be 50 percent of the budgeted amount if awarded the grant.	
Saybrook/Greenbriar Park Master Plan	\$30,000
Saybrook/Greenbriar Park is an 8.39-acre public facility that offers a basketball court, play areas, pavilion, walking path, and parking facilities. The Township Playground Inspector recommends total replacement of playground equipment will soon be needed. The park offers the opportunity to convert some of the highly maintained turf areas to low maintenance as no-mow or pollinator areas. A revised master plan would evaluate the areas of the park for conversion as well as consider improving amenities.	
Saybrook/Greenbriar Park Playground Equipment Replacement	\$70,000
Park play equipment is near end of useful life and is considered outdated. This project will replace the main piece of play equipment with a new structure that is safe and designed for age-appropriate play. The estimate considers that the Township will complete the required site work in-house.	
Landscape Buffer at Whitehall Road Regional Park	\$40,360
In 2019, the Board of Supervisors reallocated the local allocation for solar panels on the concession stand proposed for Whitehall Road Regional Park to contribute toward the installation of the required landscape buffer to meet the Township's ordinance requirements. It is anticipated that this contribution will be addressed on a reimbursable basis and that the Centre Region Parks and Recreation Authority will submit proof of payment to the Township for the installation of the buffer, not to exceed the amount shown above. To date, construction contracts for the park have not been awarded.	

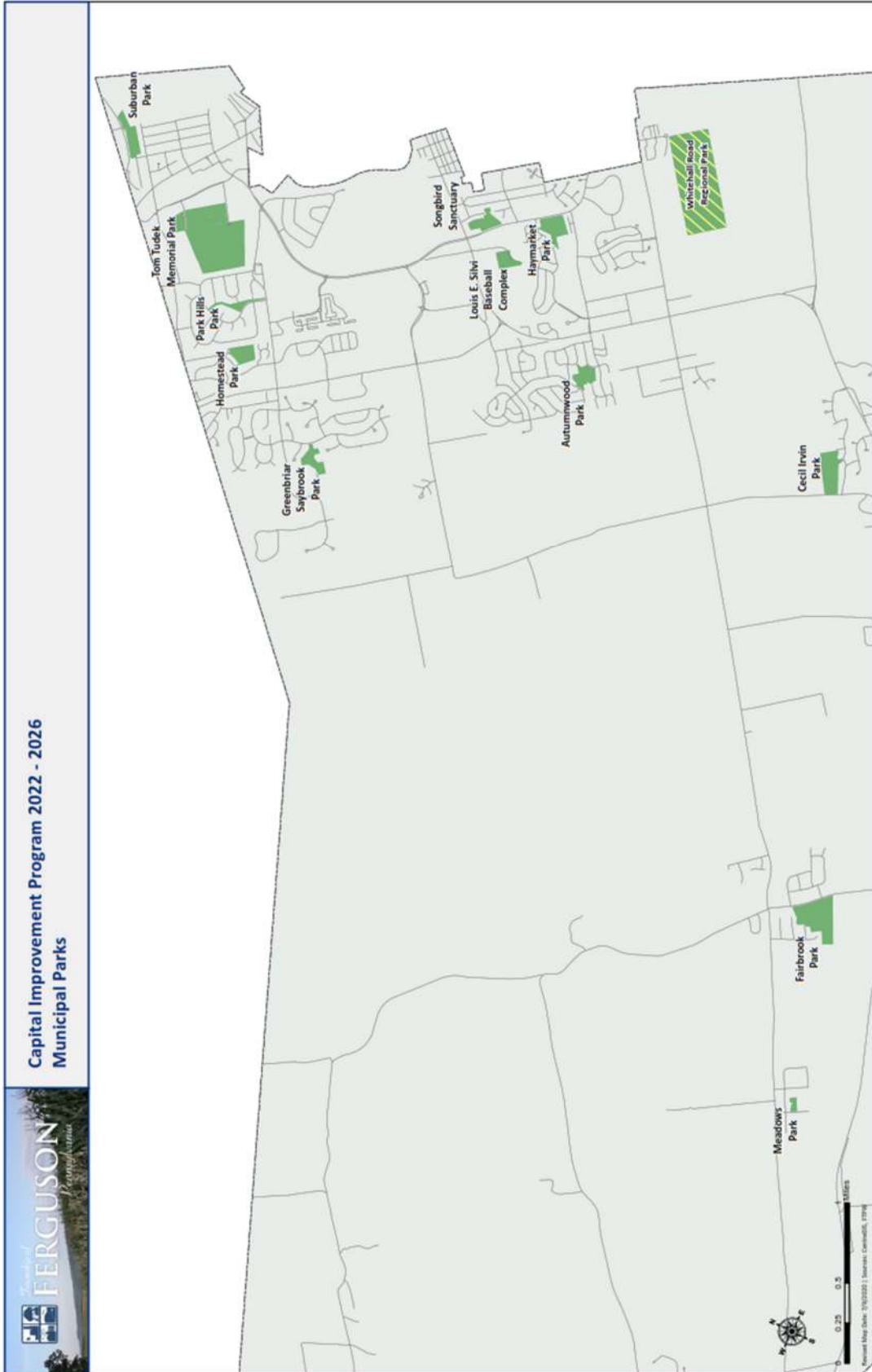
2022-2026 Capital Improvement Plan

2023	
Fairbrook Park Master Plan Update	\$25,000
<p>Fairbrook Park is a 23-acre public facility with playing fields, play areas, picnic facilities, perimeter walking path, hard court, and parking facilities. The park offers an opportunity to convert some of the highly maintained turf areas to low maintenance as no-mow or pollinator areas. A revised master plan would evaluate the areas of the park for conversion as well as consider improving amenities. The revised master plan is anticipated to be updated in 2022 to identify specific park improvements and a probable construction cost opinion to serve as a more accurate planning tool.</p>	
Cecil Irvin Park Phase II	\$320,000
<p>The Township plans to submit a grant application to the Department of Conservation and Natural Resources' Community Conservation Partnerships Program in 2022 to continue the development of Cecil Irvin Park. Planned Improvements include an amphitheater, a porous pavement parking area off of Nixon Road, a pavillion, and a connecting shared use path to the existing developed area of the park. The amount budgeted reflects the total cost of the project, but a 50 percent grant match will be requested.</p>	
Fairbrook Park Natural Landscape Areas	\$6,000
<p>The Board of Supervisors approved a Grow Zone and two designated native landscape areas at Fairbrook Park. This appropriation will support the removal of the existing brush, purchasing seed mix, and signage.</p>	
Haymarket Park Restroom Facilities	\$165,000
<p>The master plan for Haymarket Park includes the construction of restroom facilities. This park is a highly-used, centralized park. Currently, the only Township park where permanent restroom facilities are constructed is at Tom Tudek Memorial Park. This estimate represents the cost of a 2 stall turnkey restroom.</p>	
Park Surveying Program	\$10,000
<p>This is a continuation of the park surveying program mentioned in 2021. Parks that will be surveyed in 2023 have yet to be identified, and will depend on priorities and the ability of staff to complete any work in-house.</p>	
Playground Safety and Contingency Program	\$37,500
<p>This item provides funding for equipment upgrades and replacements to meet playground safety standards.</p>	
Veterans Memorial at Louis E. Silvi Baseball Field	\$50,000
<p>This appropriation is to install a memorial to honor military veterans at the Louis E. Silvi Baseball Complex. The request was submitted by the Louis E. Silvi Foundation to honor Mr. Silvi's service and commitment to remembering veterans' sacrifices from all branches. The funding for this installation is planned to come from the Louis E. Silvi Foundation.</p>	
2024	
Community Orchard Program	\$10,000
<p>Residents have requested in prior years that the Township install a community orchard at a local park. There are several concerns that accompany this request, and staff requires additional time to appropriately research and plan for this installation. This is budgeted as a placeholder for 2024.</p>	
Park Surveying Program	\$10,000

2022-2026 Capital Improvement Plan

This is a continuation of the park surveying program mentioned in 2021. Parks that will be surveyed in 2024 have yet to be identified, and will depend on priorities and the ability of staff to complete any work in-house.	
Playground Safety & Update Program	\$37,500
This item provides funding for equipment upgrades and replacements to meet playground safety standards.	
2025	
Compost Facility at Meadows Park	\$5,000
In collaboration with residents, staff recommends the Township designate a compost facility at Meadows Park.	
Park Surveying Program	\$10,000
This is a continuation of the park surveying program mentioned in 2021. Parks that will be surveyed in 2025 have yet to be identified, and will depend on priorities and the ability of staff to complete any work in-house.	
Playground Safety and Contingency Program	\$37,500
This is a continuation of the park surveying program mentioned in 2021. Parks that will be surveyed in 2025 have yet to be identified, and will depend on priorities and the ability of staff to complete any work in-house.	
Tom Tudek Memorial Park Phase IIIA	\$355,000
Completion of Tudek Park Phase 3a includes the construction of two pickleball courts, completion of remaining sidewalk connections, paving the remainder of the parking lot, and associated landscaping and stormwater improvements. Phase IIIA is located on land owned by the Tom Tudek Memorial Trust and is adjacent to the park entrance on Herman Drive.	
2026	
Park Restroom – Outside Sewer Service Area	\$50,000
This item is to install a restroom facility services by a conventional or unconventional treatment system for a park to be designated outside the Centre Region Sewer Service Area.	
Park Surveying Program	\$10,000
This is a continuation of the park surveying program mentioned in 2021. Parks that will be surveyed in 2026 have yet to be identified, and will depend on priorities and the ability of staff to complete any work in-house.	
Playground Safety & Update Program	\$37,500
This item provides funding for equipment upgrades and replacements to meet playground safety standards.	

2022-2026 Capital Improvement Plan



2022-2026 Capital Improvement Plan



Prepared For: **FERGUSSON** *Professional Services*

Prepared By: **YSIM** *YOUNG & RUBICAM*

Suburban Park Master Plan

Fergusson Township, Centre County, Pennsylvania

May 2019

2022-2026 Capital Improvement Plan



2022-2026 Capital Improvement Plan



TERRACED STREETSCAPE DISTRICT

Community Goals & Objectives

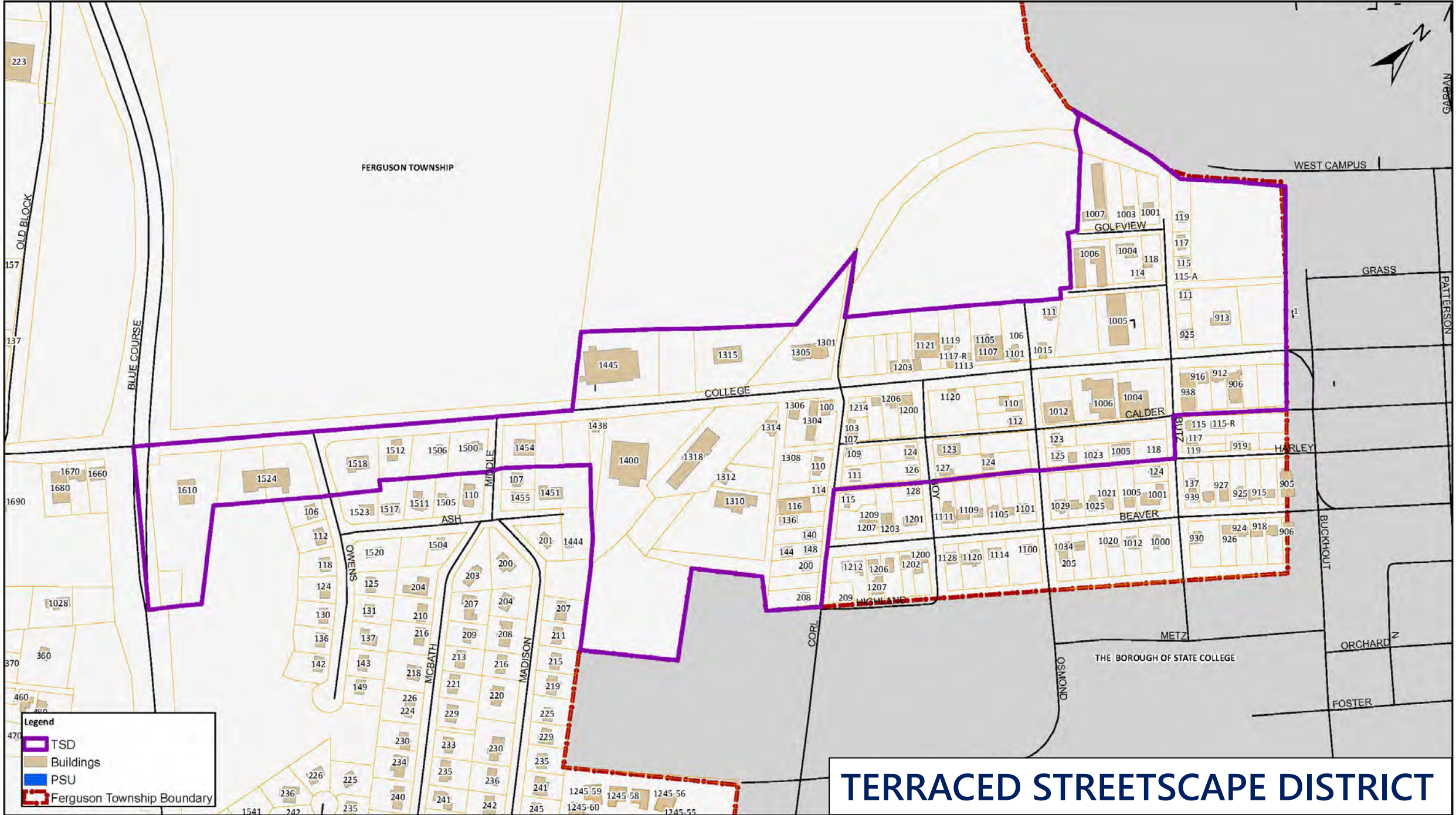
REVIEW.



2013 Centre Region Comprehensive Plan



2017 Ferguson Township Strategic Plan



Legend


- TSD
- Buildings
- PSU
- Ferguson Township Boundary

TERRACED STREETSCAPE DISTRICT

GOALS.

What are the intended  goals for this project?

GOALS.

What are the intended  for this project?

Transportation/traffic pattern studies

Sensitive location—environmental impacts

More neighborhood involvement

Pedestrian safety (bus stops)

Context sensitive buildings

Flexible Uses

Variety (use, design, etc.)

Buildings designed with two front yards

STAKEHOLDERS.

Who do you see as the stakeholders in this project?

STAKEHOLDERS.

Who do you see as the stakeholders in this project?

Residents

Borough of State College

Penn State

Centre Region Planning Agency

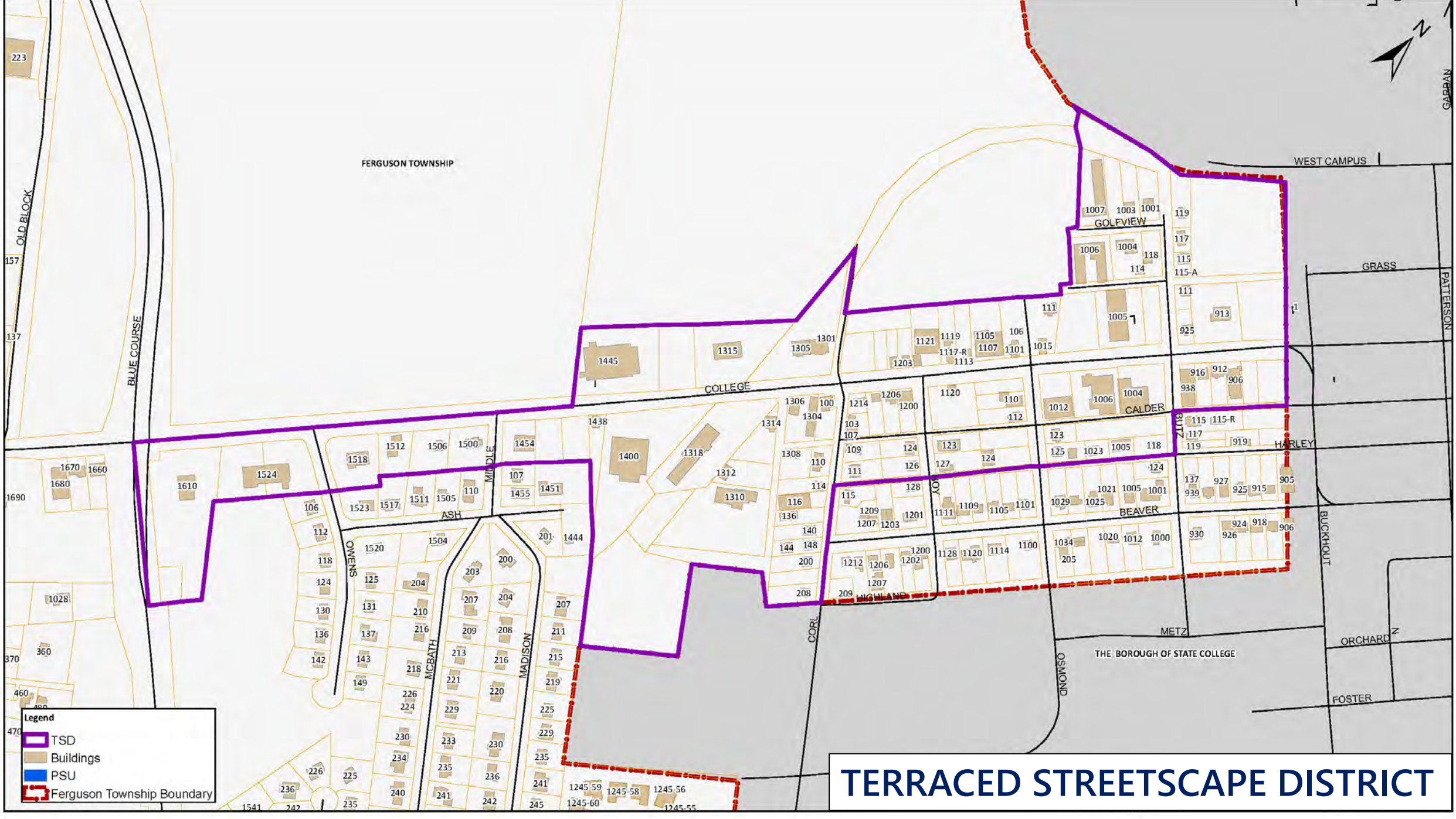
PennDOT

CATA

Business owners

Realtors

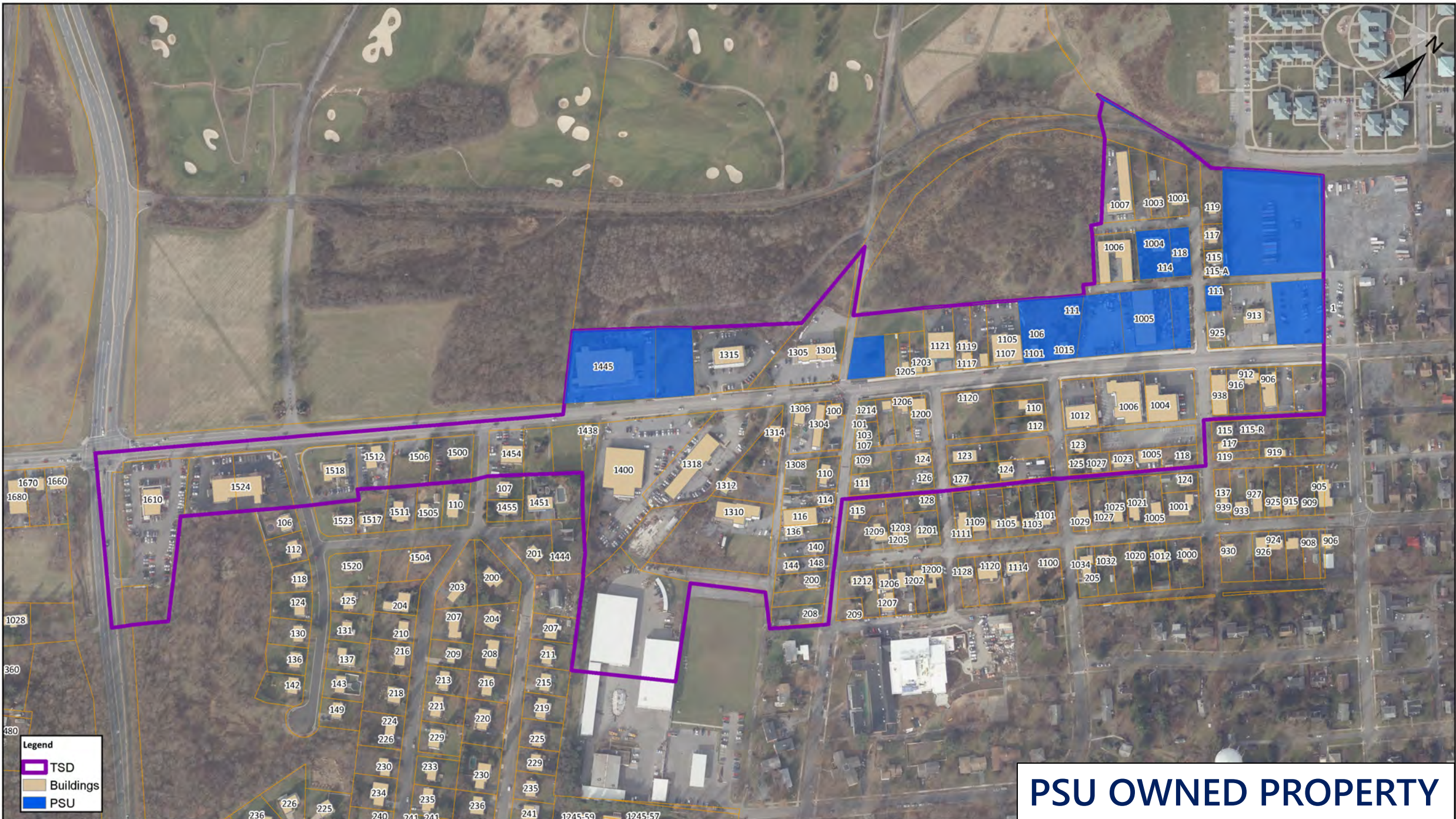
Commuters



Legend

- TSD
- Buildings
- PSU
- Ferguson Township Boundary

TERRACED STREETSCAPE DISTRICT



DEMOGRAPHIC.

What is the target demographic, if there is one, for this geographic area?

DEMOGRAPHIC.

What is the target demographic, if there is one, for this geographic area?

Young professionals

Young families

Graduate students

Commercial

Local Businesses

TYPE OF ZONING.

Is the Board interested in a traditional approach or a modern approach like a form-based code or hybrid zoning district?

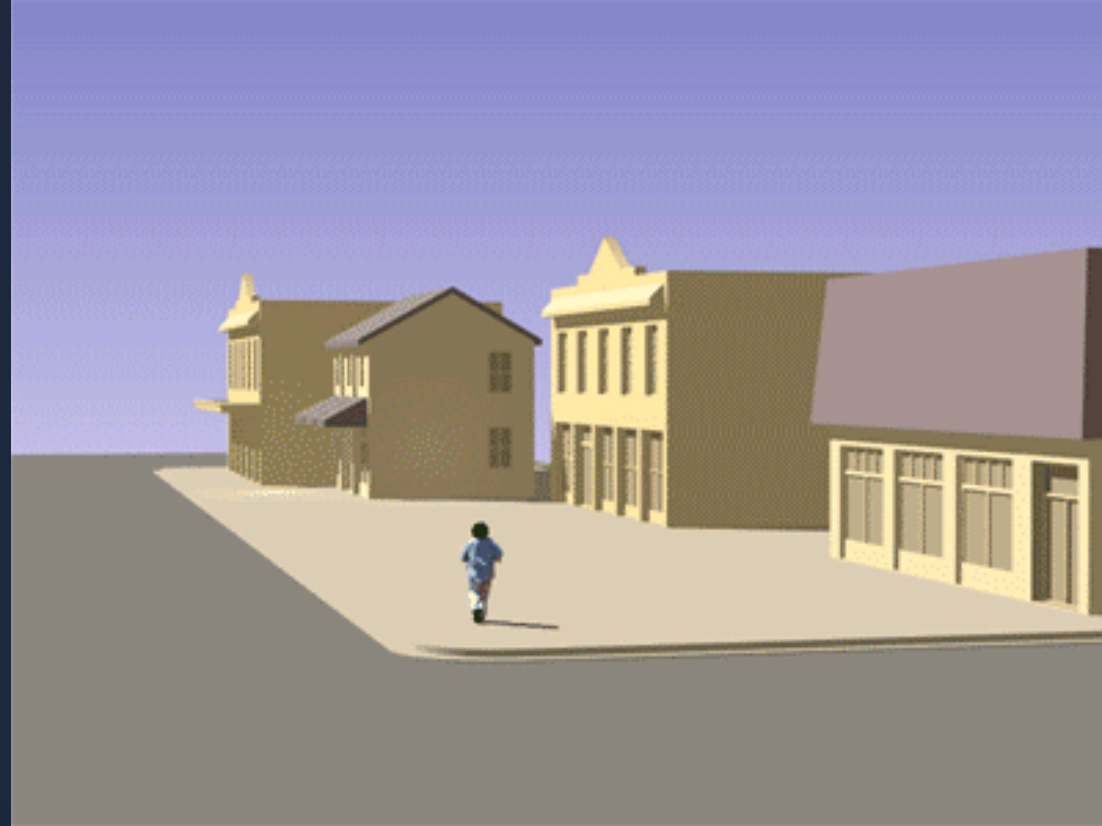
EUCLIDEAN.

- Most common form of land-use regulation
 - Segregates different land uses
 - Believed to be the most effective way to meet the health, safety, and welfare clause
 - Allowed cities to avoid unnecessary noise, glare, and pollution impacts
-
- Tendency to produce cities where most trips are made by vehicle
 - Mixed-use neighborhoods are discouraged

FORM-BASED.

- Regulates development by focusing on:
 - Scale, design, placement of buildings—their relationship with the street and/or public spaces
 - Focus on form influencing function
 - Promote walkability, transit-friendly development, and compact settlement patterns
-
- Highly prescriptive nature sometimes limits their effectiveness
 - Introduce new concepts that are unfamiliar to users and administrators—prompting criticism and confusion

FORM-BASED.



Input = Form
Output = Density

HYBRID.

- Contains elements of various approaches
 - Euclidean, Performance/Impact, Incentive, and Form-Based
- Traditional Euclidean zoning districts (single-family residential areas)
- Performance/Impact zoning standards to more intensely-developed neighborhoods
- Incentive zoning to reduce parking and create affordable housing
- Form-Based regulations in denser downtown areas

PARKING.

Should parking requirements be incorporated in this scope?

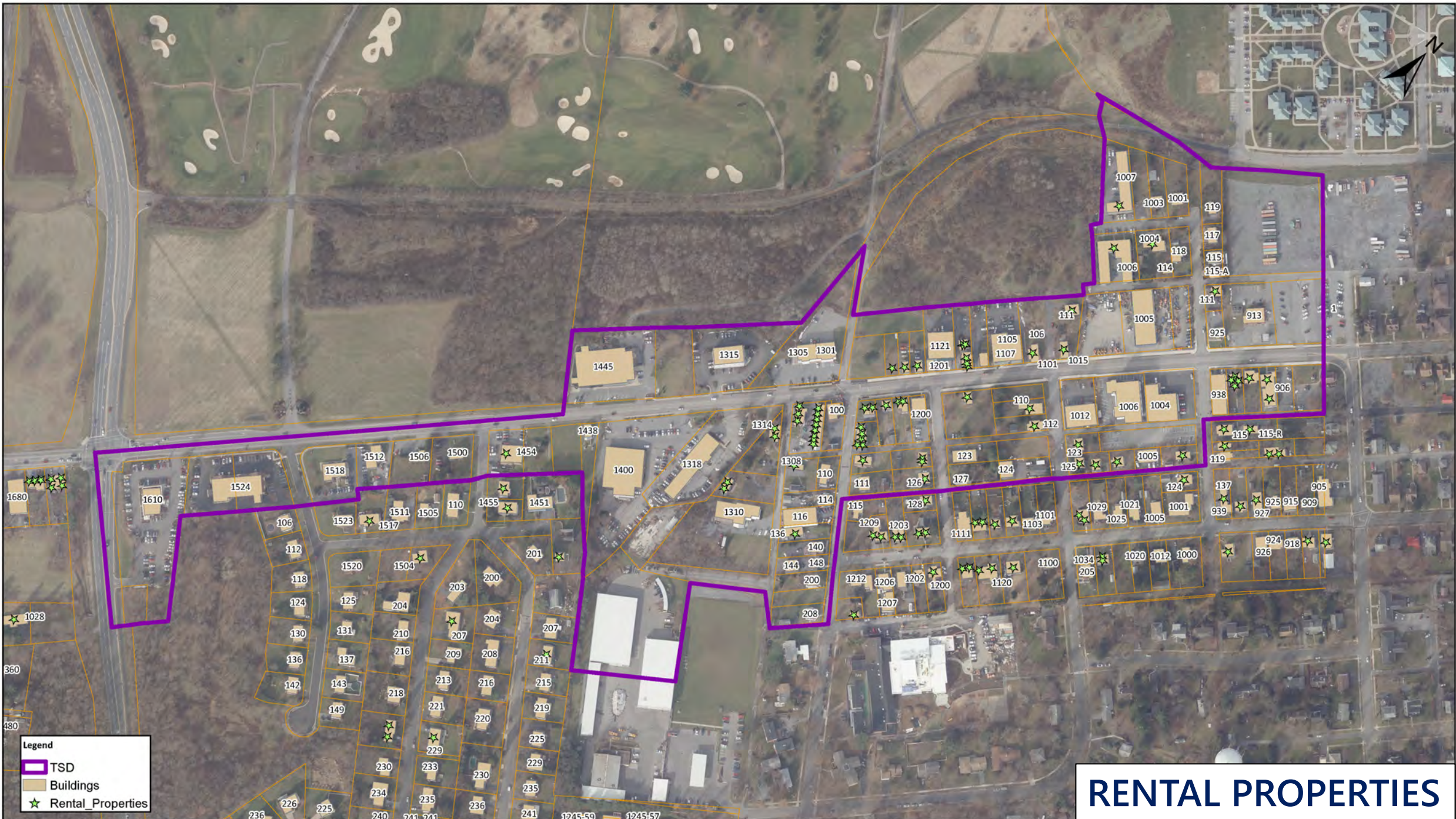
PARKING.

Should parking requirements be incorporated in this scope?

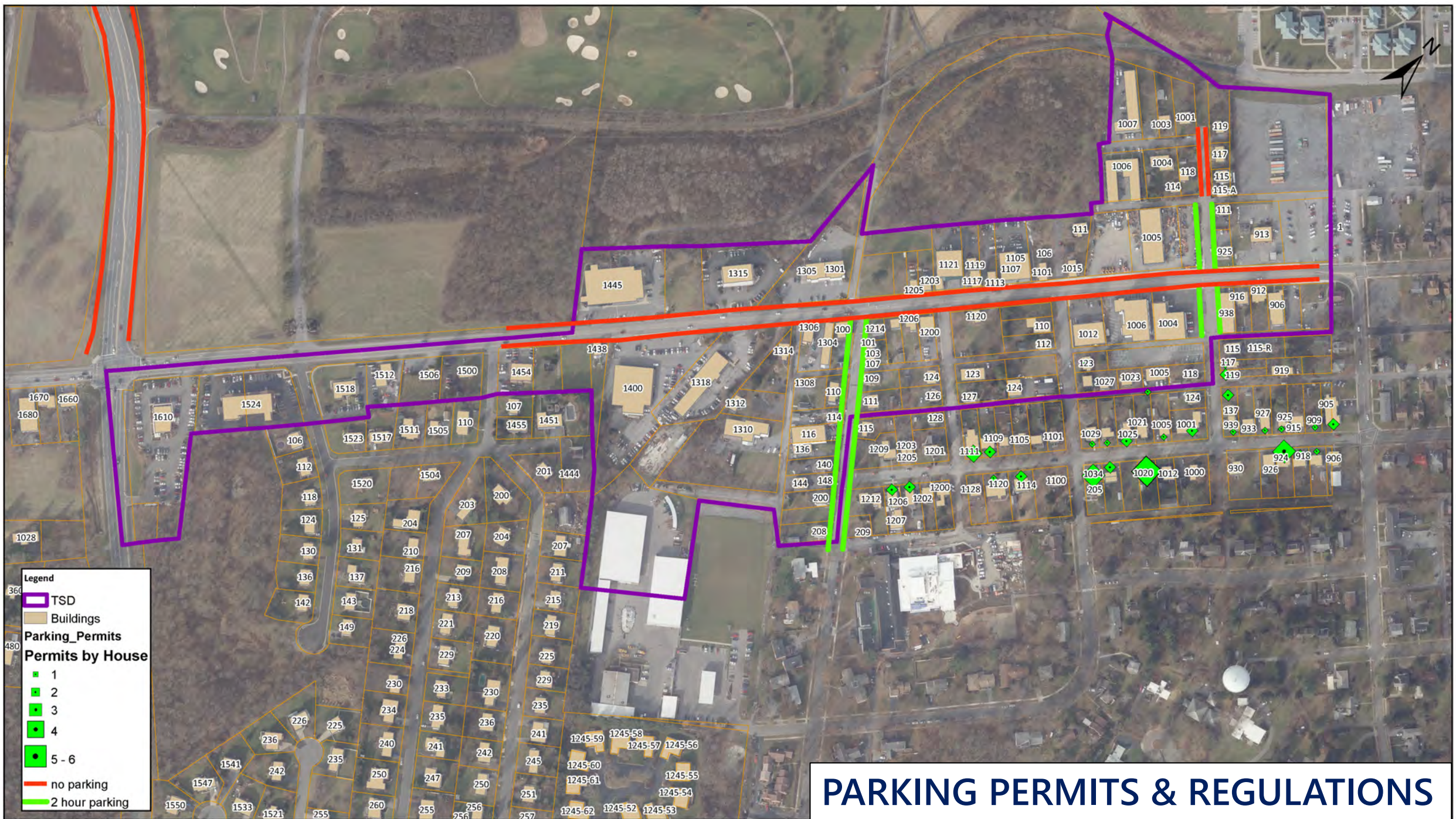
Municipal parking solution

Policy discussion

No parking in neighborhoods



RENTAL PROPERTIES



PARKING PERMITS & REGULATIONS

OTHER PLACES.

Do you know of other places that could be comparable to your vision for this district?

Clayton, NY

Bloomington, IN

Charlottesville, VA

Athens, GA

MOVING FORWARD.

Based on tonight's conversation, do you see this as a full rewrite or minor amendments?

MOVING FORWARD.

Based on tonight's conversation, do you see this as a full rewrite or minor amendments?

Full rewrite

NEXT STEPS.

- Staff will draft the RFP—April 2020
- Interview applicants
- Award a contract



July 26, 2021

Ronald A. Seybert, P.E., Engineer
Township of Ferguson
3147 Research Drive
State College, PA 16801

RE: Pine Grove Mills Transportation Mobility Study

Dear Mr. Seybert:

Please find attached, in accordance with our 2021 Municipal Open-End Agreement, are the project Scope of Work, Price Proposal, and Schedule requested for the Transportation Mobility Study in Pine Grove Mills, Ferguson Township, Centre County, PA.

Thank you for this opportunity.

Sincerely,
McCormick Taylor, Inc.

A handwritten signature in black ink that reads "Brian St. John". The signature is fluid and cursive.

Brian St. John, PE, PTOE
Director, Transportation Engineering

Authorized by:

David Pribulka, Township Manager
Township of Ferguson, Centre County, Pennsylvania

Date

Attachment 1:
SCOPE OF SERVICES

TOWNSHIP OF FERGUSON

Proposal for Professional Engineering Services

Pine Grove Mills Transportation Mobility Study

SCOPE OF SERVICES

The following scope of services is provided to Ferguson Township for the study of transportation mobility in Pine Grove Mills, Ferguson Township, PA. The study scope mirrors the mobility assessment framework utilized on previous studies and evaluates the functionality of street space in supporting personal mobility choices, structuring the community, and creating a sense of place. As communities evolve, the street environment requires attention to efficiently re-allocate space, address conflicts, and offer room for new priorities. The proposed Transportation Mobility Study addresses this evolution of street space and connectivity within the Study Area, with the goal of allowing users of all modes of travel to move more freely from place to place within and beyond Ferguson Township.

To this end, the scope of work includes the collection of traffic data collection, observations of field conditions, assessment of existing and proposed mobility, and development of mobility concept illustrations—including cost estimates and project priorities. The study is thoroughly infused with public outreach and agency coordination activities throughout the 8-month study process. The study documentation will support the findings of the study and be presented to the Township Supervisors for comment and acceptance.

The price proposal that accompanies this scope of work is detailed in Attachment 2. The scope and price are open to negotiation prior to establishing a contract. Tasks beyond the contract may be completed on a supplemental basis, according to a revised scope and cost proposal.

Task 1. Project Administration & Coordination

This task consists of the administrative effort required by the project manager and other coordination efforts that engage the consultant team and Project Working Group. (Public meetings and the scheduled meetings of the Project Working Group and are specified separately in **Task 6**.)

- a. Project Administration – This includes staff coordination, progress updates, and invoicing.
- b. Project Coordination – McCormick Taylor anticipates communicating regularly with the Ferguson Township Engineer and other Project Working Group members during the course of the study. This task includes the phone calls, emails, and other correspondence necessary to address project direction and keep the Township staff informed about the status and progress of the study.

Task 2. Assessments of Current Plans & Existing Conditions

- a. Identification of Pine Grove Mills Mobility Issues and Goals

As a part of the Pine Grove Mills Small Area Plan, key transportation issues and potential solutions were identified through community surveys and meetings.

Emerging from this previous work are the following starting points and transportation themes for consideration in this Mobility Study:

- Modal conflicts and safety at the Pine Grove Road/Water Street/Nixon Road intersection
- Pine Grove Road pedestrian and bicycle accommodations, including Complete Streets concepts
- Enhanced pedestrian/bicycle crossings of Pine Grove Road and Nixon Road
- Pedestrian and bicycle connectivity to State College
- Pedestrian and bicycle circulation within Pine Grove Mills
- Trail access and linkages to Rothrock State Forest

b. Vehicular Traffic Data Collection

Continuous, 24-hour counts of traffic will be completed using automatic traffic recorders (ATRs) placed at the following locations to collect vehicular volume, composition, and speed:

- Pine Grove Road, west of Ross Street
- Pine Grove Road, east of Meadowview Drive
- Nixon Road, south of Sunday Drive
- Water Street, south of Butternut Street

Each ATR will capture 7-days of data spanning a “typical” week and weekend when Penn State University and the State College Area School District are in regular session. We anticipate collecting this data in September or October 2021.

According to guidance from PennDOT Strike-off Letter 494-20-04, *COVID-19 Traffic Data Guidance*, a methodology for addressing the traffic volume impacts of the COVID-19 pandemic on peak hour volumes is scoped as part of the Traffic Signal Warrant Study for the intersection of Pine Grove Road (SR 0045/0026) & Water Street (SR 0026) / Nixon Road (T-334). According to the Township’s direction, a complementary methodology will be developed to factor the daily volumes.

c. Transportation Safety Assessment

McCormick Taylor will utilize the most recent five years of reportable and non-reportable crashes from Ferguson Township Police Department records to develop an evaluation of crash trends and summaries that feed into the mobility evaluation. We understand that the locations of crashes will be geo-located as points in GIS by the Township staff. The GIS database will also include the following parameters to be considered in the analysis:

- Location – Primary street, cross street, latitude, longitude
- Descriptive – Date, time, day of week, reportability, direction, collision type
- Environmental – Weather, illumination
- Severity – Number of injuries, injury severity (minor, major, fatal)
- Contributing factors – Driver actions, DUI, speed, etc.
- Mode – Bike/ped, heavy truck, transit vehicle

A series of crash “dot maps” will be created to visualize crash clusters and trends that may be targeted for mitigation measures.

d. Safety Audits

Two Safety Audits will be conducted – one for bicyclists and one for pedestrians. Members of the Township staff and Project Working Group will be encouraged to participate in these audits. Audits will be conducted during the AM and PM peak hours. Notes and photographs will be collected during the Safety Audits and the findings will be reviewed at the Working Group meeting to identify issues to be addressed by potential projects.

McCormick Taylor will adapt the following guidelines developed by the Federal Highway Administration (FHWA) for conducting Safety Audits:

- Bicycle Road Safety Audit
(https://safety.fhwa.dot.gov/ped_bike/tools_solve/fhwasa12018/)
- Pedestrian Road Safety Audit
(http://www.pedbikeinfo.org/pdf/PlanDesign_Tools_Audits_PedRSA.pdf)

The adapted audits will reflect input from the Township staff and Project Working Group about the mobility evaluation framework.

Task 3. Mobility Assessment

McCormick Taylor will conduct a mobility assessment of the following primary Study Area corridors within the same Study Area defined for the Pine Grove Mills Small Area Plan:

- Pine Grove Road (SR 0045/SR 0026)
- Water Street (SR 0026)
- Nixon Road (T-334)
- Plainfield Road (T-332)

The assessment process will develop an inventory of relevant knowledge and data that we will use to characterize mobility. The ultimate nature and content of the inventory and the types of data assessments performed will be vetted by the Project Working Group at the Kick-Off Meeting. The following mobility characteristics by mode are suggested for consideration:

- Walk
- Facility Type
 - Continuity
 - Connectivity
 - Crossing Locations
 - Trailheads
 - Destinations Served
 - Safety/Crash History

Bike

- Facility Type
- Continuity
- Connectivity
- Destinations Served
- Adjacent Traffic Flow
- Safety/Crash History

Vehicles

- Traffic Volume
- Traffic Composition
- Delay/Congestion Points
- Modal Interaction
- Safety/Crash History

Transit

- Route Paths
- Route Headway
- Ridership (Boardings/Alightings)
- Transit Stop Locations & Amenities
- Safety/Crash History

The inventory of mobility characteristics will include comprehensive data sets (area-wide comparisons and trend evaluations) and spot data (focus area studies of specific issues). For efficiency, we will seek to make best use of the transportation-related data available from the Small Area Plan. We expect that supplementary data will be desired to fill in knowledge gaps, add breadth to the characterization of mobility, and provide a deeper understanding of mobility issues. McCormick Taylor will coordinate with CATA, Centre Region, PennDOT, Ferguson Township, and other modal agencies to obtain data and discover additional datasets that may be available and relevant.

We will analyze the collected conditions data for bicyclists, pedestrians, transit, and motorized vehicles in light of the goals, objectives, and actions suggested in the Small Area Plan. We will evaluate issues, gauge the opportunities for enhancing mobility, and begin to identify strategies and project ideas. Presentations of the mobility assessment data will be made in a visual, GIS format (where practical) with illustrations, and graphical/tabular summaries created with a non-technical audience in mind.

We understand that the Township has received suggested crosswalk locations for the Pine Grove Mills area. The mobility assessment will locate these locations in a GIS layer and consider feasibility and relative need for the crossings at each location. We will research existing PA municipal policies and design guidance for establishing crosswalk locations.

Task 3. Concept Illustrations

McCormick Taylor will develop concept illustrations for the spatial mobility improvements under consideration for the Study Area. The concept illustrations may include plan views, typical sections, and elevations, as necessary for visualizing complex concepts. Plan views will be developed in MicroStation and may be shared in GIS, Google KML, or

PDF formats. The following corridor-based concept illustrations are anticipated based on the Small Area Plan:

- SR 0026/SR 0045 Intersection
- SR 0045/0026 east of Water Street (SR 0026), including an enhanced pedestrian crossing at Banyan Drive/Meckley Drive
- SR 0045 west of Water Street (SR 0026), including an enhanced pedestrian crossing at Deepwood Drive/Ferguson Township Elementary Driveway
- Nixon Road north of SR 0045/0026, including an enhanced pedestrian crossing at the shared path crossing between Chester Drive and Sunday Drive
- Shawver Lane/Alley Bike Facility, between Deepwood Drive and Meckley Drive.

Up to four (4) additional spot concepts may be developed, which may include short trail and bike connections, parking areas, transit stops, etc. Typical sections will be developed for corridor-level concepts. Concepts may also be illustrated by photos of similar built facilities. We will look to include Complete Streets concepts in the recommendations where appropriate. Pedestrian, bicycle and transit passenger amenities will be incorporated into the recommendations as appropriate. This may include relocated, consolidated, or upgraded transit stops with additional amenities.

This task will include a planning-level investigation of right-of-way along SR 0045 and SR 0026, according to PennDOT “as-built” roadway plans. We will request the as-built plans and incorporate them as references into the MicroStation design files used to create the concept illustrations. The right-of-way evaluation will identify sections where the right-of-way is reasonably consistent, summarize the right-of-way width into typical section graphics, and identify unique pinch points and discontinuities.

Task 4. Prioritized Project Listings

A prioritization framework and criteria will be developed in consultation with the Project Working Group to ensure that the priorities reflect the interests of the Township and are consistent with regional plans and goals. The prioritization criteria will be applied and projects will be ranked accordingly. Justification for each project and strategy will be drawn from the collection of project data and evaluation results. Concise project summary packets will be prepared and provided in the appendix as a resource for funding and implementation. Each project packet will include project scope, justification, planning cost estimate/quantities, and other key project considerations that may drive cost and impact project development.

Task 5. Study Documentation

The Mobility Study Report will be a graphics-centric document including maps, diagrams, tables, concept illustrations and other supporting materials, as necessary to describe the objectives, purpose, background, methodology, summary of results, recommendations, and next steps. This documentation will be presented in draft form to the Township staff and Project Working Group for review and comment. Based on comments received, the technical documentation will be revised into final form.

An Executive Summary will be generated as a standalone and non-technical summary of the project. The final Mobility Study Report and Executive Summary will be formatted into

a PDF document for publishing onto the Township's webpage. Up to ten (10) printed paper copies of the full document will be provided.

Task 6. Agency and Public Engagement

a. Project Working Group

During the project timeline, we expect to facilitate up to four (4) two-hour meetings with the Project Working Group (a.k.a., Working Group), as follows:

- Meeting #1: Project Kick-Off – At this early meeting, we will request input on project objectives, process, goals, and expectations associated with the recommendations. The nature and scope of the data inventories will be defined, and a rough Evaluation Framework will be suggested. We will also seek input on known issues and challenges that the Township is most interested in solving. The study team will reference this input during the data collection process.
- Meeting #2: Mobility Aspirations and Evaluation – This meeting will occur after the initial collection of mobility data is available for discussion and consideration by the Working Group. We will distribute a memo documenting this data approximately 2 weeks before the meeting. At the meeting, we will look for feedback on the relative importance of certain characteristics versus others and identify the remaining data to be investigated at spot locations so that projects and their effects can be understood. We will also conduct a tabletop planning exercise to envision the ultimate cross-section and aspirational goals for the study corridors—what they would look like, how they would be used, etc.
- Meeting #3: Preliminary Recommendations – The meeting will precede submission of the DRAFT Mobility Study and Second Public Meeting but will present much of the material to be included in the DRAFT, with a focus on the conclusions and recommendations. This meeting is intended as a checkpoint for reviewing/revising the recommended concepts and other materials in preparation for the Second Public Meeting.
- Meeting #4: Recommendations Review & Project Prioritization – The meeting will follow the Second Public Meeting and the submission and Project Working Group review period for the DRAFT Mobility Study. Feedback received from the public will be summarized and provided to the Working Group prior to the meeting. At the meeting, the Project Working Group will consider the public feedback and provide comprehensive comments on the DRAFT Mobility Study report document and prioritization of the recommended concepts. The Prioritized Project Listing will be included with the FINAL Mobility Study document.

b. Public Meetings

McCormick Taylor will plan and conduct two (2) public meetings during the project. For both meetings, an in-person and online option will be offered.

- The **First Public Meeting** will incorporate the transportation outcomes of the Small Area Plan as a starting point to create continuity in the planning process. The purpose of the meeting will be to establish expectations for the mobility study

and collect input about perceptions of the transportation system, mobility, and mobility issues in the Study Area. We anticipate a 90-minute meeting.

Meeting boards will include a Study Area Map, project goals, and project schedule/milestones. A one-page project information sheet and one-page feedback form will also be developed. Survey results from the Small Area Plan will be repeated for verification and discussion starters, and additional input will be sought. To direct and guide public input, we will organize the meeting space into a series of stations that build upon the following principal starting points and transportation themes identified in the Small Area Plan. Each station will feature display boards, feedback opportunities, and/or an interactive activity intended to engage the public in furthering the study process. The meeting will be staffed by representatives of the project Working Group, including up to two (2) McCormick Taylor employees.

- At the **Second Public Meeting**, the study process, findings, and mobility improvement recommendations will be presented, and feedback will be received. McCormick Taylor will prepare a “concepts-display” that explains the study process and illustrates recommended projects. The public will be invited to attend and provide insight on the recommendations. Input received at this meeting may lead to the refinement of the recommendations for improvement and aid in prioritization of improvements. We anticipate a 2-hour meeting.

Meeting boards will include the Study Area Map, project goals, project schedule/milestones, and survey results/input received. To organize the material, guide input, we will organize the meeting space into a series of stations that build upon the following principal starting points and transportation themes identified in the Small Area Plan. Each station will provide illustrations of preferred concepts and/or concept options on large format boards. Stations may provide direct feedback opportunities (i.e., draw on the board) or other interactive activities intended to garner public input on the study recommendations and projects. The meeting will be staffed by representatives of the project Working Group, including up to two (2) McCormick Taylor employees.

For each public meeting, McCormick Taylor will develop the following materials for use in advertising the meeting:

- Text appropriate for a press release.
- One-page flier suitable for advertising the meeting.
- Post-card size, graphics-designed meeting invitation to be shared through the Ferguson Township, CATA, and CRPA websites, newsletters, and social media pages.

We understand that the Township will prepare and distribute a direct mailing to all businesses and residents within the Study Area using the meeting invitation developed by McCormick Taylor.

We understand that Pine Grove Mills residents have formed a “committee” with standing at the Township level, for the purposes of implementing the Small Area Plan. We will coordinate with this committee and would consider scheduling the public meeting date and location to complement with the committee’s meetings. We will plan to hold the public meetings at St. Paul Lutheran Church or the Ferguson

Township Elementary School, and McCormick Taylor will coordinate a suitable meeting date, time, and location independently.

For the online meeting option, we anticipate creating a meeting-specific webpage where the meeting boards, the comment form, other materials will be made available to online participants. Materials will require adaptation for viewing on a computer monitor vs. large-format display boards. Since online participants will be navigating the page in a “self-serve” fashion, a basic but thoughtful webpage layout and text instructions in “Plain English” will be prepared to guide participants through the material. We assume that the meeting webpage will be hosted on the Township’s server, and the meeting link would be shared with the public according to Township guidance and policies. The link may be posted for access by anyone when the in-person Public Meeting commences, or participants may be asked to register before receiving the meeting link via email. If the registration method is desired, we assume that the Township will administrate that process.

With the proposed online meeting format, the in-person and online meetings may occur simultaneously, at different times, or both. For instance, the online meeting could go live when the Public Meeting commences, and then remain available for several days or until visits to the meeting site dwindle.

The meeting-specific webpage will be organized analogous to the arrangement used at the in-person meeting, and McCormick Taylor will prepare the webpage “front-end” materials including an online comment application, such as SurveyMonkey. All materials will be prepared to be fully translatable and accessible, with the capability to be viewed on mobile and tablet devices. For the or the purposes of this scope, we assume that the Township’s IT staff will handle all back-end operations, including set-up of the URLs, general administration of the webpage, etc.

Task 7. Presentation Meeting to the Board of Supervisors

Following Ferguson Township’s approval of the Final Pine Grove Mills Mobility Study, McCormick Taylor will develop a presentation to the Ferguson Township Board of Supervisors. We expect to develop a PowerPoint presentation that includes the study methodology, the recommendations of the study, and the suggested next steps. McCormick Taylor will have up to two (2) staff members attend the presentation.

PROJECT TIMELINE

McCormick Taylor expects to complete the Pine Grove Mills Mobility Study in conjunction with the SR 0045 / SR 0026 / Nixon Road Signal Warrant Study, and the schedule provided in Attachment 3 includes the Signal Warrant Study tasks. The following targets for the Mobility Study are noted:

- The traffic data collection would be completed by the end of September 2021.
- The First Public Meeting would be held in October 2021.
- The Second Public Meeting would be held in January 2021.
- The DRAFT Report would be submitted for Township review by February 25, 2021.
- The study would be presented at the April 4, 2021 Board of Supervisors Meeting.
- The FINAL Report would be submitted following acceptance by the Board of Supervisors.

Attachment 2:
Price Proposal



Proposal Summary

Pine Grove Mills Mobility Study

Job No. 5557

Work Order TBD

Billing Rate Total		\$ 60,680.00 (a)
Direct Costs Other Than Payroll		900.00 (b)
Direct Costs of Services and Work Performed by Others:		_____ (c)
Subtotal (a)+(b)+(c)		<u>61,580.00 (d)</u>
Total Cost		\$ 61,580.00 (f)
Total Estimated Man-Hours:	McCormick Taylor, Inc. Subs:	418 _____
Total		418
Engineer's Name:	McCormick Taylor, Inc. 1818 Market Street 16th Floor Philadelphia, PA 19103	
Fed. I. D. No.:	23-1683759	
Contact Person:	Robert Watts Project Manager (814) 409 - 7990	
Prepared By:	Robert Watts	



Name: Pine Grove Mills Mobility Study
 Work Order TBD
 Job #: 5557
 Date: July 22, 2021
 By: Robert Watts

TASK	Hours					Total Hours	Total Dollars
	Senior PM II	Project Manager	Engineering Tech Manager	GIS	Graphics		
	\$ 165.00	\$ 155.00	\$ 130.00	\$ 125.00	\$ 115.00		
						-	-
Task 1 Project Management & Coordination						-	-
a. Project Administration	8					8	1,320.00
b. Project Meetings -- Project Working Group	12	16				28	4,460.00
						-	-
Task 2 Inventory of Current Plans & Existing Conditions						-	-
a. Identification of Mobility Issues and Goals for Pine Grove Mills	2	2				4	640.00
b. Vehicular Traffic Data Collection & COVID Adjustments	2	4	4			10	1,470.00
c. Transportation Safety Assessment	6		16	2		24	3,320.00
d. Safety Audits	6	12				18	2,850.00
						-	-
Task 3 Transportation Mobility Analysis and Recommendations						-	-
a. Mobility Assessment	12	12				24	3,840.00
b. Concept Illustrations	8	4	64			76	10,260.00
c. Prioritized Project Listing	4	2	2			8	1,230.00
						-	-
Task 4 Mobility Study Documentation						-	-
a. Draft Report	16	16	4			36	5,640.00
b. Final Report	8	8				16	2,560.00
						-	-
Task 5 Public Involvement						-	-
a. Public Meeting #1	8	24		40	6	78	10,730.00
b. Public Meeting #2	8	24		42	4	78	10,750.00
						-	-
Task 6 Presentation to the Board of Supervisors						-	-
	6	4				10	1,610.00
						-	-
						-	-
						-	-
						-	-
TOTAL	106	128	90	84	10	418	\$ 60,680.00



Proposal Summary

Pine Grove Mills Mobility Study

Job No. 5557

Work Order TBD

1) Other Miscellaneous Costs (For deliverables only, to be billed at cost)

a. Tri-State Data Collection (8511)	=	900.00
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Subtotal		\$ 900.00
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TOTAL DIRECT COSTS OTHER THAN PAYROLL		\$ 900.00
--	--	------------------



184 Baker Road
 Coatesville, PA 19320
 P: 610-466-1469
 F: 610-466-1470
 www.TSTData.com

Serving Transportation Professionals Since 1995

Contract #: 8511

26-Feb-20

McCormick Taylor authorizes TRI-STATE TRAFFIC DATA, INC. to perform the following services as per the terms listed in this agreement:

DESCRIPTION OF WORK:

Location: Ferguson Twp, PA
 Hours: Weekday 5:30 AM - 6:30 PM
 Seven Day ATR Counts

LOCATIONS		ATRs	
1	Pine Grove Rd West of Ross St	1	
2	Pine Grove Rd East of Meadowview	1	
3	Nixon Rd South of Sunday Drive	1	
4	Water St South of Butternut St	1	
5			
6			
7			
8			
9			
10			
11			
12			
Total ATRs		4	0

Notes:

All counts will include directional class/speed/volume

COST OF SERVICES:

All directional turning movement counts will be completed at the rate of \$40 per hour.

SERVICES		COST	
4	Seven Day ATR Class/Speed/Volume Counts @ \$225 each	\$	900.00
Total Cost:		\$	900.00

TERMS:

Payment will be made within 30 days of receipt of invoice. Service charge of 1.5% per month, annual 18% added to past due amounts, plus any reasonable collection fees if required. The undersigned authorizes TRI-STATE TRAFFIC DATA, INC to commence work subject to the terms and conditions stated above.

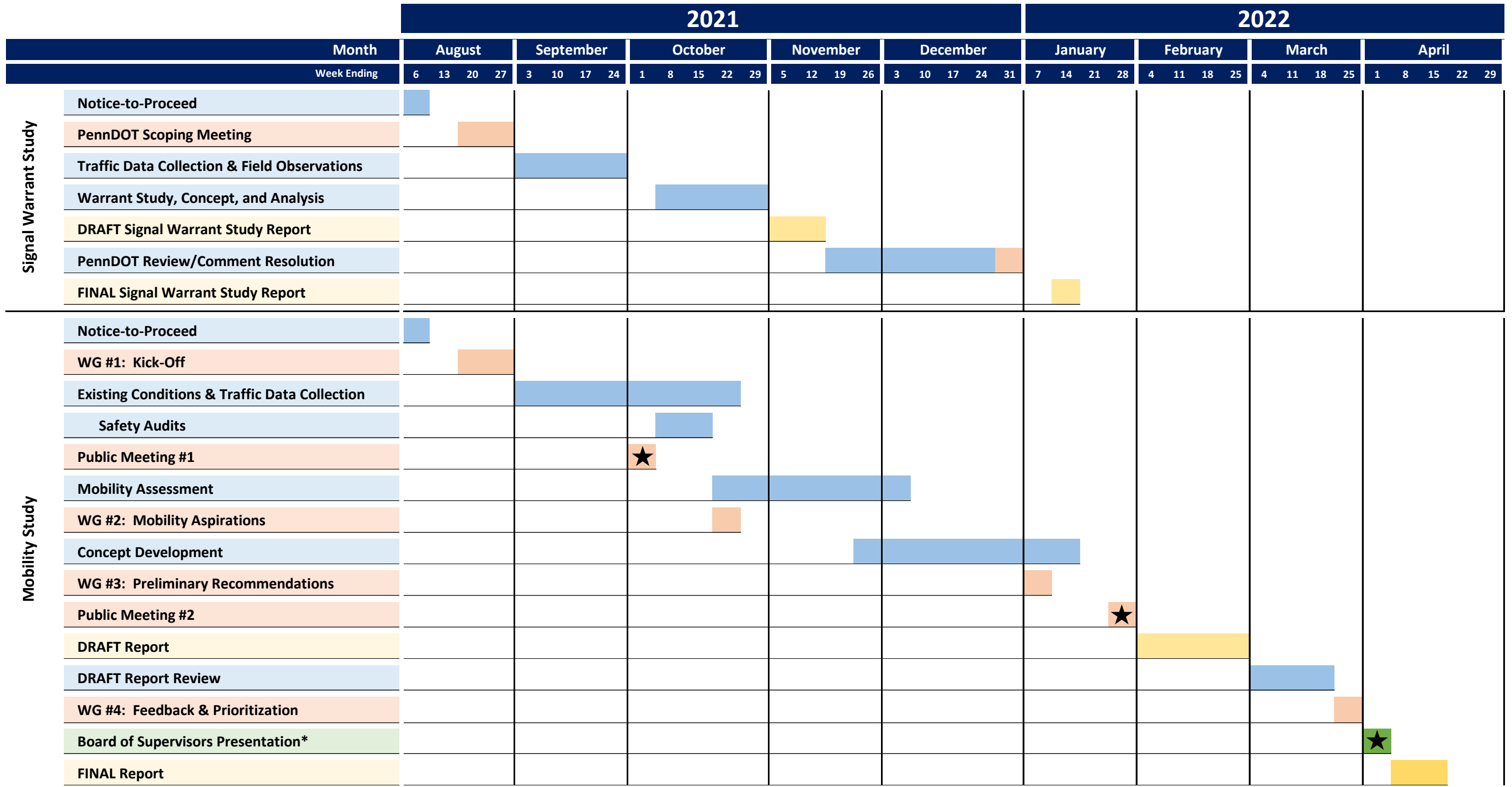
Robert Watts, PE, McCormick Taylor

Patrick Fiore, Tri-State Traffic Data, Inc.



Attachment 3:
Project Schedule

Consolidated Project Schedule Pine Grove Mills Mobility and Signal Warrant Studies



Notes:

* Board of Supervi: * Board of Supervisors Meetings -- First and Third Mondays; Following Tuesday if there is a Holiday on Monday.

Legend:

- Study Activity
- Project Meeting
- Deliverable
- ★ Public Meeting
- ★ Supervisors Meeting



July 26, 2021

Ronald A. Seybert, P.E., Engineer
Township of Ferguson
3147 Research Drive
State College, PA 16801

RE: SR 0045 / SR 0026 / Nixon Road Signal Warrant Study

Dear Mr. Seybert:

Please find attached, in accordance with our 2021 Municipal Open-End Agreement, are the project Scope of Work, Price Proposal, and Schedule requested for the SR 0045 / SR 0026 / Nixon Road Signal Warrant Study in Pine Grove Mills, Ferguson Township, Centre County, PA.

Thank you for this opportunity.

Sincerely,
McCormick Taylor, Inc.

A handwritten signature in black ink that reads "Brian St. John". The signature is written in a cursive, flowing style.

Brian St. John, PE, PTOE
Director, Transportation Engineering

Authorized by:

David Pribulka, Township Manager
Township of Ferguson, Centre County, Pennsylvania

Date

Attachment 1:

SCOPE OF SERVICES



TOWNSHIP OF FERGUSON

Proposal for Professional Engineering Services

Pine Grove Road (SR 0045/0026) & Water Street (SR 0026) / Nixon Road (T-334) Traffic Signal Warrant Study

SCOPE OF SERVICES

The following scope of services is provided to Ferguson Township for the study of traffic signal warrants at the subject intersection—i.e., Pine Grove Road (SR 0045/0026) & Water Street (SR 0026)//Nixon Road (T-334). The study scope incorporates traffic data collection and field observations needed to complete a comprehensive signal warrant study and operational traffic analyses. We will complete these studies to comply with Township requirements, PennDOT's most current guidelines, and the known agency preferences. Study documentation will support the findings of the warrant analysis, including resolution of comments received from the Township and PennDOT.

The price proposal that accompanies this scope of work is detailed in Attachment 2. The scope and price are open to negotiation prior to establishing a contract. Tasks beyond the contract may be completed on a supplemental basis, according to a revised scope and cost proposal.

Task 1. Project Administration, Coordination & Meetings

This task consists of the administrative effort required by the project manager and other coordination efforts that engage the consultant team.

- a. Project Administration – Including staff coordination, progress updates, and invoicing.
- b. Project Coordination – McCormick Taylor anticipates communicating with Ferguson Township and PennDOT staff during the course of the study, particularly during the review of the draft report and comments received. This task includes phone calls, emails, and incidental contact points for addressing project direction and keeping the Township staff informed about the status and progress of the study.
- c. Project Meetings – This task consists of the effort associated with one anticipated meeting and one anticipated conference call, including pre-meeting preparation, attendance, and creation of meeting summaries.

Study Scoping and Methodology Concurrence Meeting -- This meeting may be conducted in-person or via conference call and is anticipated to occur within 2 weeks of notice-to-proceed. The meeting will include the Township, PennDOT, and McCormick Taylor staff. The meeting is expected to be one (1) hour in length, with one (1) McCormick Taylor staff person participating.

Comment Resolution Conference Call -- This conference call is anticipated after receipt of comments from PennDOT District 2-0, to discuss comment resolution. The meeting will include the Township, PennDOT, and McCormick Taylor staff. The meeting is expected to last one (1) hour in length, with one (1) McCormick Taylor staff person participating.

Products/Services:

- ❖ Support to Ferguson Township in proactively establishing study scope of work, methodologies, and approach that will meet PennDOT expectations.
- ❖ Coordination with Ferguson Township and to schedule and facilitate the scoped meetings and conference calls.
- ❖ Preparation, circulation, and finalization of meeting summaries to document discussion and decisions.
- ❖ Coordination with Ferguson Township on comment resolution options and documentation via correspondence.

Task 2. Data Collection & Field Observations

a. Traffic Counts

We intend to conduct a new turning movement count (TMC) at the subject intersection to support the traffic signal warrant analysis and traffic capacity/LOS analysis. The count will be completed by Tri-State Traffic Data Collection (Tri-State). Based on the Township's previous ATR count on Water Street (SR 0026), a 13-hour TMC (5:30 AM to 6:30 PM) is proposed to capture the hours of significant traffic volume—including the Weekday AM, Midday, and PM peak hours.

During the TMC, vehicle queues on the Nixon Road and Water Street approaches will be observed for the purposes of estimating unmet demand during the peak periods—i.e., AM peak period (7:00 AM to 9:00 AM) and PM peak period (4:00 PM to 6:00 PM). Queue lengths will be recorded at the beginning of each peak period and at the end of each 15-minute interval, until the end of the peak period. Queues will only be observed during the peak periods, since meaningful queues are not anticipated during non-peak times, and unmet demand data are mostly relevant to the peak hour traffic analyses.

Using the Miovision video provided by Tri-State, we will observe the minor street right-turn delay to determine the volume of right-turns that enter the traffic stream with “minimal conflict” and should be excluded from the traffic signal warrant analysis, per PennDOT District 2-0 guidance.

We expect to conduct the TMC in September 2021, when Penn State University and State College Area School District are all in full session. Local events, roadway construction, and other known activities that may influence traffic volumes and patterns will be investigated before selecting the count date(s).

b. Traffic Volume Summarization, COVID Adjustments, and Forecasting

The turning movement traffic volumes will be summarized by 15-minute intervals for each movement, with breakouts of vehicle queues (unmet demand), heavy vehicles, and bicycles by movement, and pedestrian crossings by approach.

A spreadsheet summary of the turning movement volumes will identify the peak hour, calculate analysis parameters (peak hour factors, heavy vehicle percentages), and forecast traffic volumes.

According to guidance from PennDOT Strike-off Letter 494-20-04, *COVID-19 Traffic Data Guidance*, a methodology for addressing the traffic volume impacts of the COVID-19 pandemic will be developed for review and approval by PennDOT. The methodology will be summarized in a brief technical memo. Based on early

discussions with PennDOT in July 2021, we understand that it is not their typical practice to require a post-study. Instead, adjustment factors calculated using current and historic PennDOT traffic data have usually been accepted. Therefore, this scope provides for COVID Adjustments based on historic PennDOT traffic counts and the ATR data collected as part of this contract. An “after-study” is not included.

The traffic volume summaries will provide the existing “base year” and forecasts of “design year” traffic, according to the expected implementation date of the traffic signal or roundabout. For the purposes of this scope, we assume that forecasts will be based on PennDOT Growth Factors (tied to the count year, per PennDOT preference) or other local traffic growth rates provided by Ferguson Township with concurrence from PennDOT. Traffic associated with the Pine Hall TTD and Harner Farm Redevelopment may also be considered in the forecasts, according to the land development phasing and signal implementation timelines.

c. Intersection and Corridor Inventory

As part of the data collection program, McCormick Taylor will conduct a field view to evaluate the project intersection and corridor site conditions, including those items identified in PennDOT Publication 46 (page 4-33,34) to be part of the Traffic Engineering Study: roadway characteristics, prevailing vehicle speed (as collected by the ATRs as part of the Mobility Study), sight lines for signal heads, intersection sight distance, adjacent land use characteristics, presence of sidewalk, etc. The geometric review and sight distance evaluations will be completed per the guidelines provided in PennDOT Publication 212. Comprehensive photo documentation of conditions within 500 feet of the subject intersection will be provided in the Summary Report.

d. Crash Evaluation & Report

We understand that the relevant reportable and non-reportable crash data for the most recent 5-year period will be provided by Ferguson Township. McCormick Taylor will prepare and submit a crash report (under separate cover) with the appropriate confidentiality disclaimers per PennDOT guidance. The evaluation will include a collision diagram for the subject intersection and various crash data summaries, including date/time, direction, collision type, environmental factors, illumination, etc.

Products/Services:

- ❖ Manual turning movement counts and summaries of peak hour traffic data.
- ❖ COVID adjustments, according to PennDOT guidance.
- ❖ Traffic volume forecasting and summaries.
- ❖ Intersection and Corridor Inventory.
- ❖ Crash Evaluation Report.

Task 3. Traffic Signal Warrant Analysis

McCormick Taylor will complete the traffic signal warrant analysis according to MUTCD, and in compliance with the guidance found in PennDOT Publications 46 and 212. Nine (9) traffic signal warrants are listed in the MUTCD:

1. Eight-Hour Vehicular Volume
2. Four-Hour Vehicular Volume
3. Peak Hour
4. Pedestrian Volume

5. School Crossing
6. Coordinated Signal System
7. Crash Experience
8. Roadway Network
9. Intersection Near a [Railroad] Grade Crossing

We expect to evaluate all MUTCD warrants except #5, School Crossing and #9, Intersection Near a Grade Crossing, which are not applicable to the intersection. The following further define our approach to analyzing particular MUTCD signal warrants:

- The evaluation of #4, Pedestrian Volume will be not be evaluated where the total volume of pedestrians crossing any single approach does not exceed 75 pedestrians per hour for any hour studied.
- For the evaluation of Warrant #7, Crash Experience, the collision diagram and crash summaries from Task 2d will be utilized.

PennDOT Publication 46 and 212 provide two additional Pennsylvania-specific traffic signal warrants—described as PA-1 and PA-2 in Publication 46. We are not proposing to evaluate these warrants. The intent of PA-1 does not seem to fit the conditions to be evaluated in this project (see Publication 46, page 4-20). PA-2 is for Midblock Crossings and Trail Crossings, which is not applicable for the project intersections.

TE-150, *Traffic Signal Warrant Analysis, Engineering and Traffic Study* will be prepared and included as an appendix to the Traffic Signal Warrant Study Report. If the traffic signal is warranted, this scope of work includes preparation of the TE-160, *Application for Traffic Signal Approval*, which will be placed with the Township's Letter of Financial Commitment as an appendix to the Traffic Signal Warrant Study Report.

Products/Services:

- ❖ Signal warrant traffic volume development summaries.
- ❖ PennDOT Signal Warrant Analysis Workbook.
- ❖ Completed TE-150 and TE-160 (if signal is warranted).

Task 4. Intersection & Traffic Control Design

This task will develop a conceptual design for the subject intersection geometry and traffic control, assuming implementation of a traffic signal. For the purposes of this scope, we assume that a full Intersection Control Evaluation (ICE) will not be required, and the signal would be implemented with the existing offset configuration (no realignment).

- a. *Signal Interval Calculations* – According to PennDOT Publications 149 and 46, calculations of the appropriate change (yellow), clearance (all-red), and pedestrian crossing intervals will be completed using PennDOT's standard Traffic Signal Clearances Workbook.
- b. *Pedestrian Needs Accommodation* – The TE-672, *Pedestrian Accommodation at Intersections Checklist* will be completed to document intersection and corridor conditions that influence the need for pedestrian accommodations. The TE-672 will be provided as an appendix to the Traffic Signal Warrant Study Report.
- c. *Turn Lane Guidelines and Storage Lengths* – McCormick Taylor will investigate PennDOT's Turn Lane Guidelines for all approaches at the Science Park Road/Sandy

Drive (north) intersection to determine whether left-turn or right-turn lanes are justified and their design lengths. The warrants will be completed in accordance with PennDOT Pub. 46, Chapter 11.

The turn lane storage lengths, where warranted, will be estimated by comparing the calculated design lengths (Pub. 46) with queue length estimates generated from the traffic capacity analysis. Queue estimates will include percentile estimates from Synchro. This scope of work assumes that SimTraffic will not be used in the evaluation. Other concerns—such as the true benefit of minimally warranted lanes, impact on pedestrian crossings, queue blocking of through lanes, and lanes appropriate for deceleration/storage of larger vehicles—will be considered when evaluating the need for lanes and the storage length.

- d. *Signalization of Left Turn Movements* – According to Publication 149, left turn conflict factors will be investigated for all approaches to determine the appropriate left-turn phasing. According to Publication 46, the following criteria will also be assessed in considering the justified left-turn phasing type: Crash History, Delay and Queueing, Safety and Traffic Flow, Intersection Approach and Lane Geometry, Geometric Constraints, and Sight Distance.
- e. *Right-Turn on Red Restrictions* – The TE-118, *No Turn on Red Restriction, Engineering and Traffic Study* will be completed to document conditions where restricting right-turn on red would be appropriate or desirable. The TE-118 will be included as an appendix to the Traffic Signal Warrant Study Report.

Products/Services:

- ❖ PennDOT Traffic Signal Intervals Workbook.
- ❖ PennDOT Turn Lane Guidelines Workbook.
- ❖ Completed TE-672 and TE-118.
- ❖ Left-Turn Phasing Evaluation summary.

Task 5. Traffic Operations Analysis

Traffic analysis of the subject intersection will be completed using the Synchro version 10 software application. Traffic analysis will be completed for existing conditions (“base year”) and the forecasted year of traffic signal implementation (“design year”). McCormick Taylor will complete a comparative evaluation of peak hour traffic operations and performance assessment of the subject intersection under current (stop-controlled) conditions, with a traffic signal (with and without coordination). The assessment will investigate capacity, delay/level-of-service, and vehicle queues.

Traffic analysis results from the Highway Capacity Manual, 6th Edition (HCM-6th) will be reported for signalized and two-way stop-controlled intersections, unless a particular geometric or traffic control condition precludes the use of HCM-6th. In these cases, Synchro percentile delay will be reported, and interpreted into level-of-service (LOS) using the Highway Capacity Manual LOS definitions. Other traffic analysis coding, methodology, and results interpretation preferences of PennDOT and the Township will be sought during the Study Scoping and Methodology Concurrence Meeting. These preferences will be compiled to form the Study Methodologies section of the report.

We do not anticipate that traffic simulation is needed for the traffic signal warrant study, and the study scope does not include the use of SimTraffic. However, we suggest that the decision to use or not use SimTraffic be established/confirmed with PennDOT before

initiating the study, and if simulation results are desired, an appropriate scope of work for model calibration and collection of additional calibration data are addressed proactively. If SimTraffic is to be used, we would develop a separate scope of work and price proposal for that effort.

Products/Services:

- ❖ Synchro traffic analysis files and output reports for the Base Year (existing), Design Year (with and without signal).
- ❖ Traffic analysis summary exhibits for Capacity/Delay/LOS and Queues.
- ❖ Documentation of study methodologies

Task 6. Summary Reports

McCormick Taylor will prepare summary a summary report that fully documents the study approach, methodology, and findings/conclusions. The report will follow the general signal warrant report outline provided in PennDOT Publication 46, Chapter 4:

- Front Material (Table of Contents, Lists of Figures and Tables)
- Project Background
- Study Methodologies
- Existing Conditions
- Traffic Data Collection
- Alternatives Considered
- Traffic Capacity and Queuing Analysis
- Summary of Signal Elements
- Findings/Recommendations
- Appendices
 - TE Forms and Attachments
 - Study Area Photos
 - Traffic Analysis Output (capacity, queuing, turn lanes, phasing)
 - Signal Calculations (change, clearance, pedestrian)

We anticipate submitting one (1) DRAFT Report and one (1) FINAL Report in PDF format. Paper copies are not anticipated in our proposed cost but may be provided at cost.

The DRAFT Report will be submitted first to the Township Engineer for review and comment. Requested revisions will be incorporated prior to submitting the DRAFT report to PennDOT District 2-0. The FINAL Report will be prepared to resolve comments received from PennDOT, as far as they are related to items and issues addressed by this scope of work. McCormick Taylor will prepare “response to comments” documentation to accompany the FINAL Report and seek concurrence from PennDOT on the study recommendations. This scope provides one (1) comment resolution conference call for clarifying comments and reaching concurrence on the study recommendations.

McCormick Taylor will follow our established Quality Assurance/Quality Control Process in preparing the reports. The reports will be signed/sealed by the McCormick Taylor Project Manager, Robert J. Watts, as a registered Pennsylvania Professional Engineer (PE) and Professional Traffic Operations Engineer (PTOE).

Products/Services:

- ❖ DRAFT Traffic Signal Warrant Study Report.
- ❖ Coordination with the Township Engineer on revisions to the DRAFT Report.
- ❖ Summarization of PennDOT comments and how they were resolved.
- ❖ FINAL Traffic Signal Warrant Study Report.



Attachment 2:
Price Proposal



Proposal Summary

SR 0045/0026 & SR 0026/T-334 Traffic Signal Warrant Study

Job No. 5557

Work Order TBD

Billing Rate Total		\$ 17,490.00 (a)
Direct Costs Other Than Payroll		900.00 (b)
Direct Costs of Services and Work Performed by Others:		
		- (c)
Subtotal (a)+(b)+(c)		18,390.00 (d)
Total Cost		
		\$ 18,390.00 (f)
Total Estimated Man-Hours:	McCormick Taylor, Inc. Subs:	120
Total		120
Engineer's Name:	McCormick Taylor, Inc. 1818 Market Street 16th Floor Philadelphia, PA 19103	
Fed. I. D. No.:	23-1683759	
Contact Person:	Rob Watts Project Manager (814) 409 - 7990	
Prepared By:	Rob Watts	



Name: SR 0045/0026 & SR 0026/T-334 Traffic Signal Warrant Study
 Work Order TBD

Job #: 5557

Date: July 22, 2021

By: Rob Watts

TASK	Hours			Total Dollars
	Senior Project Manager II	Engineering Tech Manager	Total Hours	
	\$ 165	\$ 130		
			-	-
Task 1 Project Coordination and Management			-	-
a. Project Administration	4		4	660.00
b. Project Coordination	4		4	660.00
c. Project Meetings	6		6	990.00
			-	-
Task 2 Traffic Data Collection			-	-
a. Traffic Counts	2	4	6	850.00
b. Traffic Summarization, COVID Adjustments & Forecasting	4	10	14	1,960.00
c. Intersection & Corridor Inventory	2	2	4	590.00
d. Crash Evaluation & Report	3	7	10	1,405.00
			-	-
Task 3 Traffic Signal Warrant Analysis			-	-
a. Warrant Data Development	1	2	3	425.00
b. Warrant Analysis	1	4	5	685.00
c. Preparation of TE-150 & TE-160 Forms	2	4	6	850.00
			-	-
Task 4 Intersection & Traffic Control Design			-	-
a. Signal Interval Calculations	1	2	3	425.00
b. Pedestrian Needs Accommodation	1	2	3	425.00
c. Turn Lane Guidelines and Storage Lengths	1	3	4	555.00
d. Signalization of Left Turn Movements	1	1	2	295.00
e. Right Turn on Red Restrictions	1	2	3	425.00
			-	-
Task 5 Traffic Operations Analysis			-	-
Synchro Network Development	1	2	3	425.00
Scenario Analyses	1	3	4	555.00
			-	-
Task 6 Summary Reports			-	-
a. DRAFT Report	10	14	24	3,470.00
b. FINAL Report	4	4	8	1,180.00
c. Support for PennDOT Approval	4		4	660.00
			-	-
			-	-
			-	-
TOTAL	54	66	120	\$ 17,490.00



Proposal Summary

SR 0045/0026 & SR 0026/T-334 Traffic Signal Warrant Study

Job No. 5557

Work Order TBD

1) Travel

1) Other Miscellaneous Costs (For deliverables only, to be billed at cost)

a. Tri-State Data Collection (8504) = 900.00

TOTAL DIRECT COSTS OTHER THAN PAYROLL \$ 900.00



184 Baker Road
 Coatesville, PA 19320
 P: 610-466-1469
 F: 610-466-1470
 www.TSTData.com

Serving Transportation Professionals Since 1995

Contract #: 8504

26-Feb-20

McCormick Taylor authorizes TRI-STATE TRAFFIC DATA, INC. to perform the following services as per the terms listed in this agreement:

DESCRIPTION OF WORK:

Location: Ferguson Twp, PA
 Hours: Weekday 5:30 AM - 6:30 PM
 Directional Turning Movement Count

LOCATIONS		Weekday	Saturday
1	Pine Grove Rd & Water St/Nixon Rd (2 cameras)	13	
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
Notes:		Total Hours	
		13	0

All counts will include passenger vehicles, buses, heavy vehicles, bikes/peds on crosswalk and RTOR where applicable

COST OF SERVICES:

All directional turning movement counts will be completed at the rate of \$40 per hour.

SERVICES		COST
13	Weekday directional Turning Movement Counts @ \$40 per hour	\$ 520.00
2	Video set up/processing Fee @ \$125 per camera	\$ 250.00
13	Bikes on Roadway @ \$10 per hour	\$ 130.00
Total Cost:		\$ 900.00

TERMS:

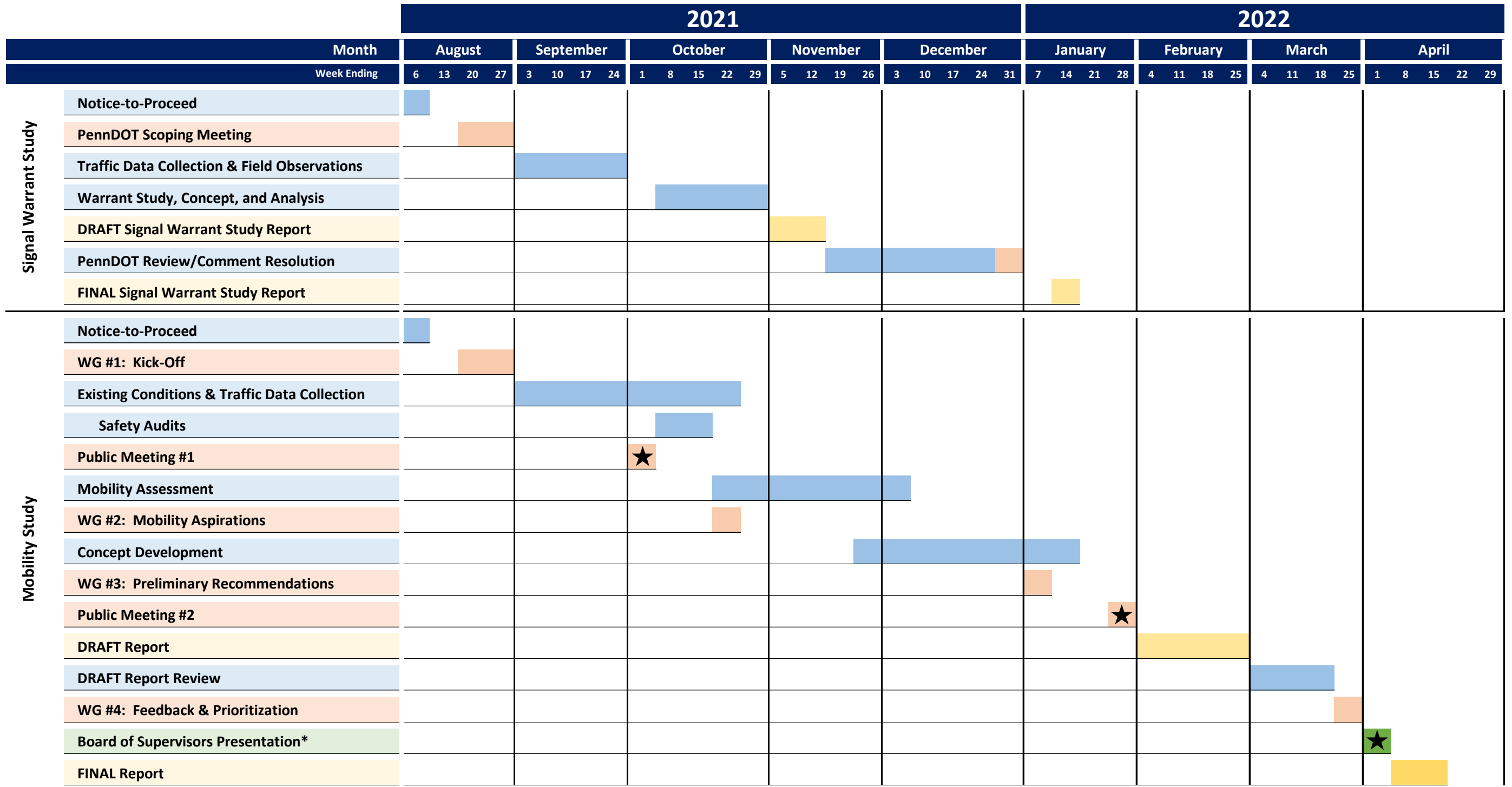
Payment will be made within 30 days of receipt of invoice. Service charge of 1.5% per month, annual 18% added to past due amounts, plus any reasonable collection fees if required. The undersigned authorizes TRI-STATE TRAFFIC DATA, INC to commence work subject to the terms and conditions stated above.

Robert Watts, PE, McCormick Taylor

Patrick Fiore, Tri-State Traffic Data, Inc.

Attachment 3:
Project Schedule

Consolidated Project Schedule Pine Grove Mills Mobility and Signal Warrant Studies



Notes:

* Board of Supervi: * Board of Supervisors Meetings -- First and Third Mondays; Following Tuesday if there is a Holiday on Monday.

Legend:

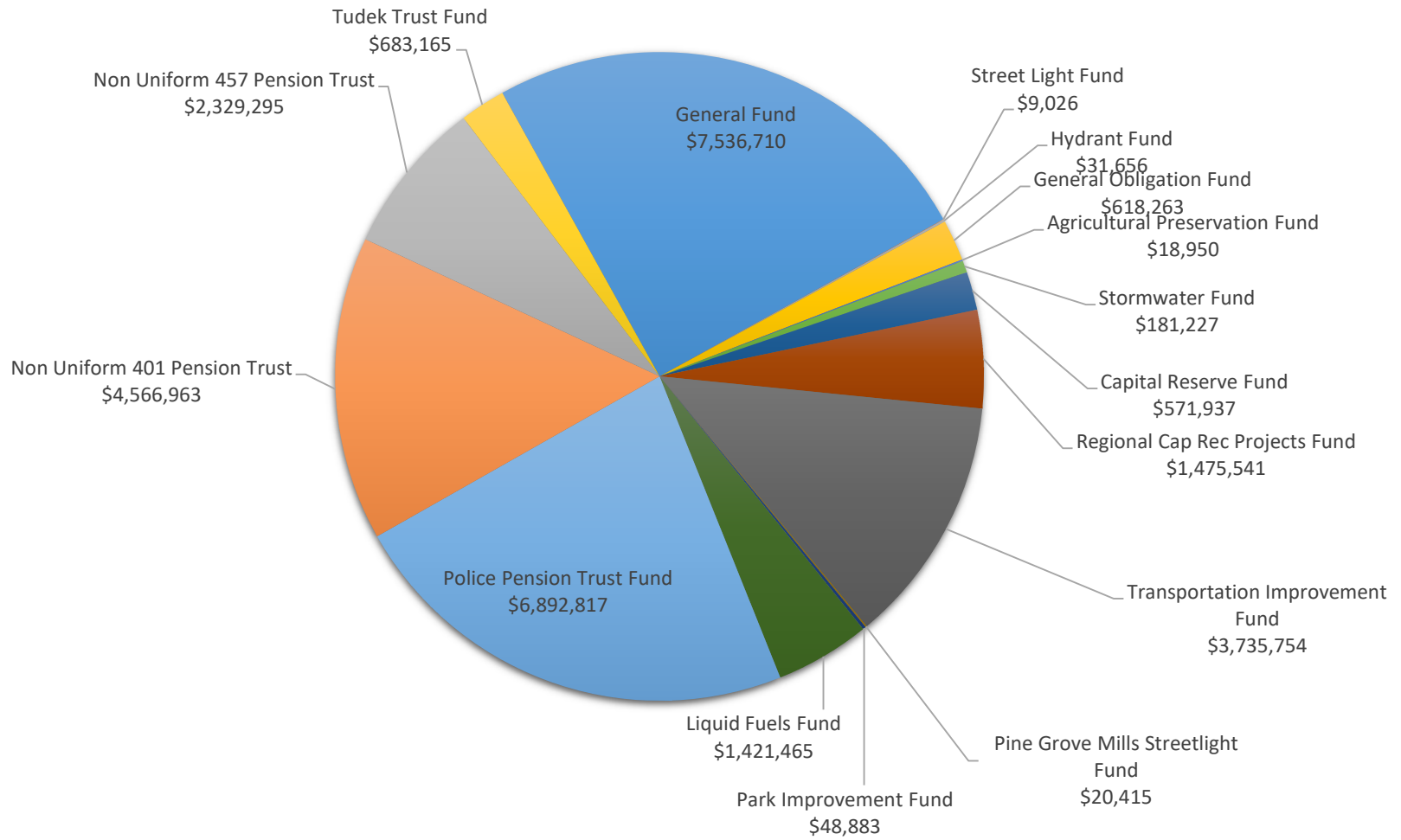
- Study Activity
- Project Meeting
- Deliverable
- ★ Public Meeting
- ★ Supervisors Meeting



MONTHLY TREASURERS REPORT

APRIL 2021

CASH BALANCES BY FUND - APRIL 30, 2021



Ferguson Township Treasurer's Report

April 30, 2021

Statement of Cash Balances

General Fund

Checking

Jersey Shore State Bank Operating Checking (3245)	3,442,662.35
Jersey Shore State Bank Investment Checking (5531)	2,318,630.18
JSSB Flex Plan Checking (8757)	61,029.80
Ameriserv Money Market 2602	263,260.97
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08
PLGIT General Fund Classs (3017)	380,006.01
PLGIT General Fund Prime (3017)	802,964.52

TOTAL GENERAL FUND

7,536,709.91

Other Funds

Fund 02 Street Lights

JSSB Checking (4836)	9,025.94
----------------------	----------

Fund 03 Fire Hydrant

JSSB Checking (4844)	31,656.38
----------------------	-----------

Fund 16 General Obligation

JSSB Checking (4852)	341,953.78
JSSB 2019 Bond Checking	276,308.95

Fund 19 Agricultural Preservation

JSSB Checking (4879)	18,950.30
----------------------	-----------

Fund 20 Stormwater Fund

JSSB Checking (1711)	181,227.37
----------------------	------------

Fund 30 Capital Reserve

Paypal Account	28,320.39
JSSB Checking (Employee Wellness Sinking Fund)(4909)	15,599.45
JSSB Capital Reserve Checking (3555)	(334,404.60)
JSSB Checking (PW Equipment Sinking Fund)(4895)	579,102.53
JSSB Checking (Bldg Equipment Sinking Fund)(4887)	283,319.49

Fund 31 Regional Capital Recreation Projects

JSSB Checking (3547)	944,124.29
Ameriserv Money Market 2818	263,260.97
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

Fund 32 Transportation Improvement

JSSB Checking (3539)	1,881,720.62
PLGIT Checking (Class & Plus)(3261)	315,510.19
PLGIT Checking (Prime)(3261)	1,007,105.86
Ameriserv Money Market 2693	263,260.97
Ameriserv CD (0210) (matures 12/3/21)(1/3 of total)	268,156.08

Fund 33 Pine Grove Mills Street Lights

JSSB Checking (4917)	20,415.25
----------------------	-----------

Fund 34 Park Improvement

Ferguson Township Treasurer's Report

April 30, 2021

Statement of Cash Balances

JSSB Checking (4925)	48,883.20
<u>Fund 35 Liquid Fuels</u>	
JSSB Checking (4933)	81,887.30
PLGIT Checking (Class) (3020)	938,052.86
PLGIT Checking (Prime) (3020)	401,524.59
<u>Fund 93 Tudek Memorial Trust</u>	
JSSB Checking (4976)	6,319.32
FNB Investments (@market)	170,221.74
Centre Foundation Investments	506,623.57
TOTAL OTHER FUNDS	8,816,282.87
TOTAL NON PENSION FUNDS	16,352,992.78
Employer Pension Trust Funds	
<u>Fund 60 Police Pension Trust</u>	
JSSB Checking (4941)	17,870.93
PNC Enterprise Checking (9642)	53,474.43
PNC Investments (@market)(includes accrued interest)	6,821,471.84
<u>Fund 65 Non Uniformed 401a Pension Trust</u>	
JSSB Checking (4968)	87.90
ICMA-RHS (801695) Employee Retirement Health Savings Trust (@ market)	101,812.61
ICMA-401 (108860) Employer Pension Investment Trust (@ market)	4,465,062.57
TOTAL PENSION TRUST FUNDS	11,459,780.28
GRAND TOTAL	27,812,773.06
Employee Pension Trust Funds	
<u>Fund 66 Non Uniformed 457 Pension Trust</u>	
ICMA-457 (300747) Employee Pension Investment Trust (@ market)	2,279,968.23
ICMA-ROTH IRA (706007) Employee Pension Investment Trust (@ market)	49,327.19
	2,329,295.42

Bank Reconciliation

Uncleared Checks by Fund

User: eendresen
Printed: 07/16/2021 - 11:33AM
Checks Before: 04/30/2021



Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
01	GENERAL FUND					
9001	08/22/2019	Uncleared	AP	10263	CORMANS MAIL SERVICE	2,873.11
9183	10/15/2019	Uncleared	AP	11593	HOME DEPOT CREDIT SERVICES	288.05
9272	11/15/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9297	11/15/2019	Uncleared	AP	11253	INFRADAPT LLC	3,221.44
9340	11/29/2019	Uncleared	AP	11855	ANDERSON INDUSTRIAL MACHINERY	769.80
9437	12/31/2019	Uncleared	AP	10035	ALS TECHNOLOGIES INC	1,145.00
9562	01/20/2020	Uncleared	AP	11173	WALKER & WALKER EQUIPMENT II LLC	43.19
9725	02/28/2020	Uncleared	AP	11248	CENTRO PRINT SOLUTIONS	100.17
9806	03/15/2020	Uncleared	AP	11797	LANDPRO EQUIPMENT LLC	759.15
9874	03/31/2020	Uncleared	AP	11877	RUSSIAN CHURCH OF CHRIST	78.11
9937	04/30/2020	Uncleared	AP	11219	COMMONWEALTH OF PENNSYLVANIA	50.00
10091	05/31/2020	Uncleared	AP	11490	RECONYX, INC	970.51
10331	08/14/2020	Uncleared	AP	10244	COMCAST	1,050.00
10444	09/15/2020	Uncleared	AP	10208	CENTRE REGION COUNCIL OF GOVERNMENTS	22.50
10471	09/15/2020	Uncleared	AP	10813	PARK TRAVIS	16.10
10602	10/15/2020	Uncleared	AP	10893	PRINT O STAT INC	1,849.00
10736	11/30/2020	Uncleared	AP	11918	HOOVER DEREK J.	121.42
10774	12/15/2020	Uncleared	AP	10346	ECOLAWN	90.00
10865	12/31/2020	Uncleared	AP	10881	PORT MATILDA FIRE COMPANY	3,500.00
10908	01/15/2021	Uncleared	AP	10846	PENNSYLVANIA MUNICIPAL LEAGUE	2,264.32
10915	01/30/2021	Uncleared	AP	11239	ASAP HYDRAULICS STATE COLLEGE, INC	42.99
10920	01/30/2021	Uncleared	AP	11930	BUDS ELECTRIC	437.01
10974	01/30/2021	Uncleared	AP	10493	THE HITE COMPANY	75.84
11001	02/15/2021	Uncleared	AP	10247	COMMONWEALTH OF PA	35.00
11005	02/15/2021	Uncleared	AP	11445	GIANT FOOD STORES LLC	35.00
11013	02/15/2021	Uncleared	AP	10673	MCCARTNEYS INC	86.16
11034	02/15/2021	Uncleared	AP	11192	WEST PENN POWER	955.52
11037	03/11/2021	Uncleared	AP	11702	BLUE KNOB AUTO	1,050.00
11067	03/14/2021	Uncleared	AP	11936	IMSA	530.00
11097	03/31/2021	Uncleared	AP	11702	BLUE KNOB AUTO	350.00

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
11098	03/31/2021	Uncleared	AP	10120	BORING COURT REPORTING	225.00
11100	03/31/2021	Uncleared	AP	10148	CALIBRE PRESS	1,518.00
11143	04/15/2021	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	490.05
11148	04/15/2021	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	32.00
11151	04/15/2021	Uncleared	AP	10142	CNET	6,998.75
11155	04/15/2021	Uncleared	AP	10247	COMMONWEALTH OF PA	50.00
11157	04/15/2021	Uncleared	AP	10297	DAVIDHEISERS INC	416.00
11165	04/15/2021	Uncleared	AP	11918	HOOVER DEREK J.	140.00
11170	04/15/2021	Uncleared	AP	10631	LEWIS DANIEL	8.56
11178	04/15/2021	Uncleared	AP	10784	PA CHAPTER OF APA - CENTRAL SECTION	15.00
11181	04/15/2021	Uncleared	AP	10845	PENNSYLVANIA MUNICIPAL HEALTH INSURANCE CO OF	73,934.19
11201	04/15/2021	Uncleared	AP	11205	WOODRINGS FLORAL GARDENS	46.95
11202	04/15/2021	Uncleared	AP	11262	X-PERT COMMUNICATIONS	150.00
11203	04/23/2021	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	876.59
11204	04/23/2021	Uncleared	AP	10870	PNC INSTITUTIONAL INVESTMENTS	10,639.11
11205	04/30/2021	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	1,471.94
11206	04/30/2021	Uncleared	AP	11239	ASAP HYDRAULICS STATE COLLEGE, INC	152.98
11207	04/30/2021	Uncleared	AP	11649	BABST CALLAND CLEMENTS AND ZOMNIR P.C.	1,848.00
11208	04/30/2021	Uncleared	AP	10085	BASTIAN TIRE & AUTO CENTERS	555.95
11209	04/30/2021	Uncleared	AP	10148	CALIBRE PRESS	1,518.00
11210	04/30/2021	Uncleared	AP	11885	CDI	338.33
11211	04/30/2021	Uncleared	AP	11221	CENTRE AREA TRANSPORTATION AUTHORITY	33,877.50
11212	04/30/2021	Uncleared	AP	10201	CENTRE COUNTY UNITED WAY	32.00
11213	04/30/2021	Uncleared	AP	10231	CLEARFIELD WHOLESALE PAPER COMPANY INC	269.47
11214	04/30/2021	Uncleared	AP	10243	COLUMBIA GAS OF PA INC	850.48
11215	04/30/2021	Uncleared	AP	10282	CUMBERLAND TRUCK EQUIPMENT CO	188.52
11216	04/30/2021	Uncleared	AP	10284	CUSTOM ALTERATIONS	22.40
11217	04/30/2021	Uncleared	AP	10345	ECKS GARAGE INC	179.84
11218	04/30/2021	Uncleared	AP	11934	ENFORCEMENT TECHNOLOGY GROUP INC.	3,519.21
11219	04/30/2021	Uncleared	AP	11336	F.O.P. LODGE #37	205.00
11220	04/30/2021	Uncleared	AP	10374	FEDERAL EXPRESS	114.75
11221	04/30/2021	Uncleared	AP	11217	FERGUSON TOWNSHIP POLICE ASSOCIATION	420.00
11222	04/30/2021	Uncleared	AP	10380	FERGUSON TOWNSHIP SUPERVISORS	109,007.13
11223	04/30/2021	Uncleared	AP	11483	FORCE AMERICA DISTRIBUTING LLC	168.55
11224	04/30/2021	Uncleared	AP	10405	FORESTRY SUPPLIERS INC	100.39
11226	04/30/2021	Uncleared	AP	10418	GALETON	187.53
11227	04/30/2021	Uncleared	AP	10491	HINTON & ASSOCIATES	23,417.00
11228	04/30/2021	Uncleared	AP	11286	HUNTER KEYSTONE PETERBILT, LP	442.70
11229	04/30/2021	Uncleared	AP	11497	ICMA MEMBERSHIP RENEWALS	602.00
11230	04/30/2021	Uncleared	AP	10642	INTERNATIONAL ASSOCIATION OF CHIEFS OF POLICE	525.00
11231	04/30/2021	Uncleared	AP	10561	JOHN DEERE FINANCIAL	98.14

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
11232	04/30/2021	Uncleared	AP	10568	K & S DISTRIBUTION	190.80
11233	04/30/2021	Uncleared	AP	10618	LAWSON PRODUCTS INC	43.70
11234	04/30/2021	Uncleared	AP	10644	LOWES COMPANIES INC	38.27
11235	04/30/2021	Uncleared	AP	11704	MADISON NATIONAL LIFE	2,291.29
11236	04/30/2021	Uncleared	AP	10762	MARCO	52.50
11237	04/30/2021	Uncleared	AP	11807	MODEL UNIFORMS	291.09
11238	04/30/2021	Uncleared	AP	10813	PARK TRAVIS	15.68
11239	04/30/2021	Uncleared	AP	11017	SOSMETAL PRODUCTS INC	333.64
11240	04/30/2021	Uncleared	AP	11029	STAHL SHEAFFER ENGINEERING LLC	6,806.36
11241	04/30/2021	Uncleared	AP	11045	STEPHENSON EQUIPMENT INC	417.85
11242	04/30/2021	Uncleared	AP	11133	U COMP	7,667.82
11244	04/30/2021	Uncleared	AP	11139	UNIVERSITY AREA JOINT AUTHORITY	39.76
11245	04/30/2021	Uncleared	AP	11847	VOYA FINANCIAL	3,000.00
11246	04/30/2021	Uncleared	AP	11192	WEST PENN POWER	3,686.11
41621	04/26/2021	Uncleared	AP	11847	VOYA FINANCIAL	15,484.43
42321	04/23/2021	Uncleared	AP	11847	VOYA FINANCIAL	30,816.20
20200910	02/26/2021	Uncleared	AP	10148	CALIBRE PRESS	1,656.00
20210331	03/31/2021	Uncleared	AP	11035	STATE COLLEGE BOROUGH WATER AUTHORITY	125.20
Fund 01 Total:						372,564.10
02	STREET LIGHT FUND					
143	02/15/2021	Uncleared	AP	11192	WEST PENN POWER	21.71
145	04/30/2021	Uncleared	AP	11192	WEST PENN POWER	184.04
Fund 02 Total:						205.75
20	STORMWATER FUND					
4	04/22/2021	Uncleared	AP	11676	WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS	4,333.11
6	04/30/2021	Uncleared	AP	11332	NTM ENGINEERING INC	731.00
7	04/30/2021	Uncleared	AP	11676	WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS	5,200.00
Fund 20 Total:						10,264.11
30	CAPITAL RESERVE FUND					
806	12/15/2020	Uncleared	AP	10755	THE HON COMPANY	18,730.00
854	04/15/2021	Uncleared	AP	11242	AMAZON CAPITAL SERVICES INC	38.49
859	04/30/2021	Uncleared	AP	10231	CLEARFIELD WHOLESALE PAPER COMPANY INC	145.00
860	04/30/2021	Uncleared	AP	10236	CMT LABORATORIES	458.75
861	04/30/2021	Uncleared	AP	10491	HINTON & ASSOCIATES	7,345.00
862	04/30/2021	Uncleared	AP	11881	LEONARD S. FIORE INC	366,099.96
863	04/30/2021	Uncleared	AP	11037	STATE COLLEGE FORD LINCOLN INC	1,480.00
864	04/30/2021	Uncleared	AP	11130	TURNER HYDRAULICS INC	2,085.80

Fund/Check No.	Check Date	Clear Date	System	Vendor/Employee No.	Vendor/Employee Name	Amount
					Fund 30Total:	396,383.00
32	TRANSPORT IMPROVEMENT FUND					
2017098	04/30/2021	Uncleared	AP	10236	CMT LABORATORIES	250.00
					Fund 32Total:	250.00
34	PARK IMPROVEMENT FUND					
60	04/15/2021	Uncleared	AP	10560	JMD COMPANY	1,675.00
63	04/30/2021	Uncleared	AP	10539	IRVIN FARMS	100.00
64	04/30/2021	Uncleared	AP	10644	LOWES COMPANIES INC	1,500.45
65	04/30/2021	Uncleared	AP	11080	T C TRANSPORT INC	1,682.00
					Fund 34Total:	4,957.45
60	POLICE PENSION TRUST FUND					
20	04/30/2021	Uncleared	AP	10255	CONRAD M SIEGEL INC	6,500.00
					Fund 60Total:	6,500.00
93	TUDEK PARK TRUST FUND					
20200914	02/15/2021	Uncleared	AP	11192	WEST PENN POWER	81.75
20200918	04/30/2021	Uncleared	AP	11139	UNIVERSITY AREA JOINT AUTHORITY	104.00
20200919	04/30/2021	Uncleared	AP	11192	WEST PENN POWER	23.49
					Fund 93Total:	209.24
					Grand Total:	791,333.65

Accounts Payable

Checks by Date - Detail by Check Number

User: eendresen
 Printed: 7/20/2021 8:23 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
9	11219 1200311	COMMONWEALTH OF PENNSYLVANIA MS4 INDIVIDUAL PERMIT	06/15/2021 VOID	500.00	
				Total for Check Number 9:	500.00
10	11332 11148	NTM ENGINEERING INC PARK HILLS DRAINAGEWAY RESTORATIO	06/15/2021		2,270.00
				Total for Check Number 10:	0.00
11	11676 H14210125 H14210150	WOOD ENVIRONMENT & INFRASTRU FT-SWU PHASE 2 FT-SWU PHASE 2	06/15/2021		0.50 4,127.50
				Total for Check Number 11:	0.00
12	10046 1	AMERON CONSTRUCTION DEVONSHIRE INLET BOX REPLACEMENT	06/30/2021		36,231.25
				Total for Check Number 12:	0.00
13	11537 1200311	COMMONWEALTH OF PA MS4 INDIVIDUAL PERMIT	06/30/2021		500.00
				Total for Check Number 13:	0.00
14	11676 H14210186	WOOD ENVIRONMENT & INFRASTRU FT-SWU PHASE 2	06/30/2021		2,212.50
				Total for Check Number 14:	0.00
68	11035 A-1869-000-0	STATE COLLEGE BOROUGH WATER A BABE RUTH FIELD WATER	06/02/2021		67.20
				Total for Check Number 68:	0.00
69	11332 11149	NTM ENGINEERING INC SUBURBAN PARK	06/15/2021		692.10
				Total for Check Number 69:	0.00
149	11192 1424-JUN21 3057-JUN21	WEST PENN POWER STREET LIGHTS STREET LIGHTS	06/15/2021		296.31 703.20
				Total for Check Number 149:	0.00
150	11192 1424-JUL21 3057-JUN21 3639-JUN21	WEST PENN POWER STREET LIGHTS STREET LIGHTS HAVERSHIRE BLVD LIGHTING	06/30/2021 01.433.036		308.89 750.71 165.85

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 150:	0.00	1,225.45
214	11035 C-1590-159-0	STATE COLLEGE BOROUGH WATER A DOG PARK WATER	06/02/2021		0.00
			Total for Check Number 214:	0.00	0.00
404	10034 55568	ALPHA SPACE CONTROL COMPANY I PAVEMENT MARKINGS	06/15/2021		88,466.94
			Total for Check Number 404:	0.00	88,466.94
405	10509 2237276	HRI INC 9.5MM M.3,3 15% RAP WMA	06/15/2021		504.91
			Total for Check Number 405:	0.00	504.91
406	10644 053121	LOWES COMPANIES INC INLET REPAIR	06/15/2021		512.00
			Total for Check Number 406:	0.00	512.00
881	10236 2105011	CMT LABORATORIES SOIL SCIENTIST	06/15/2021		37.50
			Total for Check Number 881:	0.00	37.50
882	10396 060121	FISHER AUTO PARTS MUDFLAP/ANTIFREEZE	06/15/2021		51.91
			Total for Check Number 882:	0.00	51.91
883	11675 053121	GREENFIELD ARCHITECTS LTD PW BUILDING	06/15/2021		1,106.88
			Total for Check Number 883:	0.00	1,106.88
884	11850 2104009	J C ORR & SON INC INSTALL BULLET RESISTANT GLASS/ADM	06/15/2021		11,436.00
			Total for Check Number 884:	0.00	11,436.00
885	10644 053121	LOWES COMPANIES INC PAINT/SCREWS/BUILDING SUPPLIES	06/15/2021		175.80
			Total for Check Number 885:	0.00	175.80
886	11881 FOURTEEN THIRTEEN	LEONARD S. FIORE INC NEW PW BUILDING NEW PW BUILDING	06/30/2021		30,000.00 39,463.57
			Total for Check Number 886:	0.00	69,463.57
887	11880 035120.001-16 035120.001-17	WHITMAN, REQUARDT & ASSOCIATE NEW PW BUILDING NEW PW BUILDING	06/30/2021		540.00 135.00
			Total for Check Number 887:	0.00	675.00
11364	11035 A-1530-095-11 A-1541-002-0	STATE COLLEGE BOROUGH WATER A Township Water Bills Township Water Bills	06/02/2021		9.62 136.80

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11364:	0.00	146.42
11365	10010 6016113038449	ADVANCE AUTO PARTS WINDOW VENTS	06/15/2021		61.43
			Total for Check Number 11365:	0.00	61.43
11366	11242 1KRR-GPDQ-1KMT	AMAZON CAPITAL SERVICES INC 2 BOOKS RECORD RULED BOOK	06/15/2021		93.50
			Total for Check Number 11366:	0.00	93.50
11367	11649 1504732 82046-1001	BABST CALLAND CLEMENTS AND ZC PINE HALL LAND USE APPEALS - CIRCLEV 2ND QTR RETAINER	06/15/2021		525.00 5,020.50
			Total for Check Number 11367:	0.00	5,545.50
11368	10085 148631	BASTIAN TIRE & AUTO CENTERS TIRES	06/15/2021		606.32
			Total for Check Number 11368:	0.00	606.32
11369	10100 091344 P82678 R17780	BEST LINE EQUIPMENT EQUIPMENT RENTAL FILTERS EQUIPMENT RENTAL	06/15/2021		2,348.95 144.91 256.15
			Total for Check Number 11369:	0.00	2,750.01
11370	10122 051421 051521 051921 052521	BOROUGH OF STATE COLLEGE DUI CHECKPOINT MAY DUI CHECKPOINT MAY DUI CHECKPOINT MAY DUI CHECKPOINT MAY	06/15/2021		195.27 570.40 195.27 65.09
			Total for Check Number 11370:	0.00	1,026.03
11371	10201 061121 062521	CENTRE COUNTY UNITED WAY U WAY U WAY	06/15/2021		32.00 32.00
			Total for Check Number 11371:	0.00	64.00
11372	10231 510249 510415	CLEARFIELD WHOLESALE PAPER CO VACUUM CHAIR MATS	06/15/2021		475.00 604.50
			Total for Check Number 11372:	0.00	1,079.50
11373	10244 124053921	COMCAST TOTAL ETHERNET DEDICATED	06/15/2021		1,134.00
			Total for Check Number 11373:	0.00	1,134.00
11374	11760 060321	COMCAST FAX LINES	06/15/2021		139.84
			Total for Check Number 11374:	0.00	139.84
11375	11537 1200311	COMMONWEALTH OF PA MS4 INDIVIDUAL PERMIT	06/15/2021		500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11375:	0.00	500.00
11376	10297 24403	DAVIDHEISERS INC STOP WATCH TESTED/VASCAR TESTED/SP	06/15/2021		416.00
			Total for Check Number 11376:	0.00	416.00
11377	11297 061521 061521	FAYE DRAWL 457 401	06/15/2021		100.58 517.24
			Total for Check Number 11377:	0.00	617.82
11378	11737 165631	ECO-MAXX REPAIR AND MAINT	06/15/2021		105.00
			Total for Check Number 11378:	0.00	105.00
11379	11217 061121 062521	FERGUSON TOWNSHIP POLICE ASSOC POLICE UNION DUES POLICE UNION DUES	06/15/2021		420.00 420.00
			Total for Check Number 11379:	0.00	840.00
11380	10396 060121 060121 060121 060121	FISHER AUTO PARTS WASHER FLUID SYMAR RUBBER 24X32 FUSE OIL DRY/SOAP	06/15/2021		29.28 39.98 14.62 47.94
			Total for Check Number 11380:	0.00	131.82
11381	11635 29516404	GREAT AMERICA FINANCIAL SERVICE COPIER LEASE 5052CI	06/15/2021		191.64
			Total for Check Number 11381:	0.00	191.64
11382	11264 PSO353852-1	GROFF TRACTOR & EQUIPMENT PIPE ASSY	06/15/2021		239.32
			Total for Check Number 11382:	0.00	239.32
11383	11951 061521	HOFFMAN LEAKEY ARCHITECTS LLC DRIVEWAY PERMIT REFUND	06/15/2021		100.00
			Total for Check Number 11383:	0.00	100.00
11384	11946 061521 061521	CHELSEA HUFFMAN CURB-426 CURB-426	06/15/2021		9.60 3,000.00
			Total for Check Number 11384:	0.00	3,009.60
11385	10565 233408	JOHN TENNIS TOWING TOW TRUCK #64	06/15/2021		300.00
			Total for Check Number 11385:	0.00	300.00
11386	10762 29431748 29431749	MARCO COPIER LEASE 3553CI COPIER LEASE 3550IDN	06/15/2021		330.06 119.21

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11386:	0.00	449.27
11387	10673 27485-0	MCCARTNEYS INC MARKER	06/15/2021		12.39
			Total for Check Number 11387:	0.00	12.39
11388	11807 1511584	MODEL UNIFORMS PW UNIF 6/3	06/15/2021		99.50
			Total for Check Number 11388:	0.00	99.50
11389	10373 695498&295499	NITTANY SUPPLY INC. CALIPER BRACKET	06/15/2021		66.78
			Total for Check Number 11389:	0.00	66.78
11390	11378 061621	P & A GROUP MONTHLY ADM FEE	06/15/2021		112.50
			Total for Check Number 11390:	0.00	112.50
11391	10882 22946	PORTAGE POWER WASH INC TRIGGER GUN/WAND	06/15/2021		401.75
			Total for Check Number 11391:	0.00	401.75
11392	10932 061521	RESERVE ACCOUNT POSTAGE BY PHONE	06/15/2021		1,000.00
			Total for Check Number 11392:	0.00	1,000.00
11393	10998 39673	SIGNAL SERVICE INC BBU EETHERNET CARD/BATTERY BACK U	06/15/2021		2,233.00
			Total for Check Number 11393:	0.00	2,233.00
11394	11476 109755416-001 109755416-001	SITE ONE LANDSCAPE SUPPLY SEED MIXTURE PRO CUT W/HANDLE	06/15/2021		230.31 123.66
			Total for Check Number 11394:	0.00	353.97
11395	11017 1442031	SOSMETAL PRODUCTS INC ULTRA MOLY BIT/WIRE TIES/BUTTON BAI	06/15/2021		249.21
			Total for Check Number 11395:	0.00	249.21
11396	11026 053121	SPRING TOWNSHIP SUPERVISORS DUI CHECKPOINT MAY	06/15/2021		431.44
			Total for Check Number 11396:	0.00	431.44
11397	11029 ES-409	STAHL SHEAFFER ENGINEERING LL ES-409	06/15/2021		2,605.00
			Total for Check Number 11397:	0.00	2,605.00
11398	11136 6184176	U S MUNICIPAL SUPPLY INC SIGNS	06/15/2021		1,558.36

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11398:	0.00	1,558.36
11399	11159	VERIZON WIRELESS	06/15/2021		
	9880988072	POLICE CELL USE			87.35
	9880988072	PZ & OEO CELL USE			92.62
	9880988072	AIRTIME CARD			40.09
	9880988072	PZ & OEO CELL USE			40.01
	9880988072	ADM CELL USE			42.34
	9880988072	POLICE CELL PHONE WITHHOLDING			10.00
	9880988072	CELL PHONE WITHHOLDING			-10.00
			Total for Check Number 11399:	0.00	302.41
11400	11199	WILLIAMS BROTHERS	06/15/2021		
	1109689-01	BOTLS/HEX FOR SIGNS			60.23
			Total for Check Number 11400:	0.00	60.23
11401	10771	WITMER PUBLIC SAFETY GROUP INC	06/15/2021		
	052721	SHIRTS/PATCH/TROUSERS			1,137.00
	2115713.001	BATONS/OPEN TOP CUFF TACO WITH PIST			189.00
			Total for Check Number 11401:	0.00	1,326.00
11402	10026	ALL IN ONE BACKFLOW SERVICES	06/30/2021		
	00786	ANNUAL INSPECTION AND TESTING BACI			75.00
			Total for Check Number 11402:	0.00	75.00
11403	10225	CINTAS CORPORATION # 536	06/30/2021		
	1901506041	GLOVES			250.00
			Total for Check Number 11403:	0.00	250.00
11404	10243	COLUMBIA GAS OF PA INC	06/30/2021		
	10006-JUN21	GAS			124.09
	10007-JUN21	GAS			49.90
			Total for Check Number 11404:	0.00	173.99
11405	10324	DONS POWER EQUIPMENT	06/30/2021		
	060821	HEAD			32.89
			Total for Check Number 11405:	0.00	32.89
11406	10374	FEDERAL EXPRESS	06/30/2021		
	7-402-51716	STNDRD OVRNGHT LEVI			60.88
			Total for Check Number 11406:	0.00	60.88
11407	10380	FERGUSON TOWNSHIP SUPERVISORS	06/30/2021		
	063021	TIF TRANSFER TAX APR 21			145,700.01
			Total for Check Number 11407:	0.00	145,700.01
11408	10565	JOHN TENNIS TOWING	06/30/2021		
	234201	WHEEL LIFT			100.00
			Total for Check Number 11408:	0.00	100.00
11409	10618	LAWSON PRODUCTS INC	06/30/2021		
	9308536470	HEX CAP SCREW/TORQ HEX CAP SCREW/I			125.86

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
			Total for Check Number 11409:	0.00	125.86
11410	11704	MADISON NATIONAL LIFE	06/30/2021		
	063021	VOL LIFE INS			395.01
	063021	LTD			647.22
	063021	BASIC LIFE AD&D			531.51
	063021	STD			593.85
			Total for Check Number 11410:	0.00	2,167.59
11411	10762	MARCO	06/30/2021		
	29516405	COPIER LEASE 3252CI			912.56
			Total for Check Number 11411:	0.00	912.56
11412	11332	NTM ENGINEERING INC	06/30/2021		
	11188	ES-405			264.24
	11188	ES-1119 WAS CLOSED NOW ES-0409			616.00
	11188	ES-420			82.75
	11188	ES-1117			82.75
	11188	ES-398			827.50
	11188	ES-341			1,554.58
	11188	ES-308			33.24
			Total for Check Number 11412:	0.00	3,461.06
11413	10916	R C BOWMAN INC	06/30/2021		
	8841	TRIAXLE LOAD SCREENED TOPSOIL/DELI			566.25
	8935	TRIAXLE LOAD SCREENED TOPSOIL/DELI			566.25
	8945	TRIAXLE LOAD SCREENED TOPSOIL/DELI			566.25
			Total for Check Number 11413:	0.00	1,698.75
11414	11716	ROD'S SALES & SERVICE	06/30/2021		
	938794	IGNITION COIL/AIR FILTER/FUEL FILTER/C			133.28
	938795	IGNITION COIL/AIR FILTER/FUEL FILTER/C			62.17
			Total for Check Number 11414:	0.00	195.45
11415	11665	TERMINAL SUPPLY COMPANY	06/30/2021		
	51749-00	ELECTRICAL TERMINALS			161.66
			Total for Check Number 11415:	0.00	161.66
11416	11668	CRAIG M. WALTERS, LCSW	06/30/2021		
	90834	EOB			20.00
			Total for Check Number 11416:	0.00	20.00
11417	11192	WEST PENN POWER	06/30/2021		
	0840-JUN21	WHITEHALL RD/RESEARCH DR	01.433.036		32.78
	0840-JUNE21	WHITEHALL RD/RESEARCH DR			34.33
	0873-JUN21	WHITEHALL RD/W COLLEGE			42.22
	1054-JUN21	W COLLEGE AVE	01.433.036		47.93
	2449-JUN21	WESTERLY PKWY BLUE CR	01.433.036		33.60
	2510-JUN21	225 SCIENCE PARK RD	01.433.036		39.11
	2510-JUN21	W CHERRY LN MARTIN ST	01.433.036		46.26
	2691-JUN21	SCIENCE PARK ROAD	01.433.036		37.15
	2711-JUN21	SCIENCE PARK ROAD	01.433.036		54.54
	3377-JUN21	BRISTOL AVE	01.433.036		34.05
	5290-JUN21	1901 CIRCLEVILLE ROAD	01.433.036		34.94

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Void Checks	Check Amount
	5727-JUN21	OFFICE COMPLEX	01.409.036		1,074.96
	5843-JUN21	1301 W COLLEGE AVE	01.433.036		41.85
	6113-JUN21	GARAGE/MAINT BLDG	01.409.036		222.38
	6150-JUN21	OLD GATESBURG ROAD			56.96
	6438-JUN21	1209 N ATHERTON ST	01.433.036		2.72
	6651-JUN21	BIKE TUNNEL	01.433.036		115.05
	6725-JUN21	BLDG #3	01.409.036		148.62
	6735-JUN21	N HILLS DR	01.433.036		33.20
	7595-JUN21	1282 N ATHERTON ST	01.433.036		51.59
	7920-JUN21	N ATHERTON ST	01.433.036		3.19
	8100-JUN21	2100 W COLLEGE AVE	01.433.036		38.37
	8136-JUN21	BLUE COURSE DR & HAVENSHIRE DR	01.433.036		33.18
	9110-JUN21	W COLLEGE AVE	01.433.036		35.98
	9608-JUN21	3147 RESEARCH DRIVE	01.433.036		1,127.06
	9975-JUN21	AARON DR MARTIN ST	01.433.036		37.13
			Total for Check Number 11417:	0.00	3,459.15
11418	11194 063021	WEX BANK FUEL	06/30/2021		125.00
			Total for Check Number 11418:	0.00	125.00
2017099	11910 51633	BARTON ASSOCIATES PGM LIGHTING	06/15/2021		3,760.00
			Total for Check Number 2017099:	0.00	3,760.00
20200922	11573 1544&1565	TRIANGLE CONSTRUCTION AND REM FARM HOUSE ROOF/REPLACE BOARDS	06/15/2021		14,412.00
			Total for Check Number 20200922:	0.00	14,412.00
20200923	11192 6563-JUN21	WEST PENN POWER 425 PARK CREST LANE	06/30/2021 93.454.249		11.88
			Total for Check Number 20200923:	0.00	11.88
			Report Total (79 checks):	500.00	428,019.81



PO BOX 530 - HAMMONTON, NJ 08037
 PHONE (609) 561-4161 - FAX (609)567-2824

PROJECT ESTIMATE #1

PROJECT NAME: Microsurfacing Contract 2021-C9
 APS PROJECT NO.: 212005
 OWNER PROJECT NUMBER: 2021-C9
 PROJECT OWNER: Ferguson Township

INVOICE DATE: 7/28/2021
 INVOICE #: 212005 -1
 WORK PERFORMED FROM: 7/7/2021 TO: 7/27/2021
 RETAINAGE: 0.0%

ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT PRICE	PREVIOUS QUANTITY	PREVIOUS AMOUNT	QUANTITY THIS EST.	AMOUNT DUE THIS EST.	TOTAL QTY TO DATE	TOTAL AMT TO DATE
4483-3214	Polymer-Modified Emulsified Asphalt Paving System (Micro Surfacing), Double Application, Type A, SRL M (Modified)	SY	\$ 4.32			63,960.18	\$ 276,307.98	63,960.18	\$ 276,307.98
4483-3215	Polymer-Modified Emulsified Asphalt Paving System (Micro Surfacing), Double Application, Type A, SRL L (Modified)	SY	\$ 4.32			29,909.00	\$ 129,206.88	29,909.00	\$ 129,206.88

EST #	DATE PAID	PAYMENT
TOTAL		\$ -

TOTAL DUE THIS ESTIMATE \$405,514.86
 LESS: RETAINAGE \$0.00
 TOTAL DUE THIS ESTIMATE **\$405,514.86**

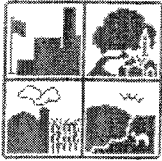
Make all checks payable to:
Asphalt Paving Systems, Inc.
PO Box 530
Hammonton, NJ 08037-0530

TOTAL EARNED TO DATE	\$ 405,514.86
LESS RETAINAGE	\$ -
TOTAL TO DATE	\$ 405,514.86
LESS PAYMENTS	\$ -
CURRENT AMOUNT DUE	\$ 405,514.86

Pay
RTS

2021-C9 Microsurfacing
 Pay App #1 (Final)
 Acct #: 35.438.610
 Pay: \$405,514.86

Ryan P. Scale



TOWNSHIP OF FERGUSON

3147 Research Drive - State College, Pennsylvania 16801
Telephone: 814-238-4551 Fax: 814-238-3454
www.twp.ferguson.pa.us
DEPARTMENT OF PUBLIC WORKS / ENGINEERING

Contract 2021-C9 Microsurfacing
Change Order Number 1
July 29, 2021

You are hereby directed to make the following changes in the contract documents to work items relating to the above referenced project.

The scope of this change order is to adjust quantities within only **Ferguson Township** for actual work completed verses the initial contract amount.

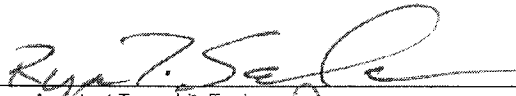
Adjusted Contract Items:

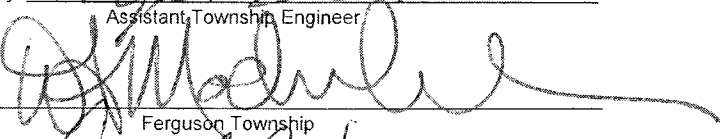
Item No. Unit	Description	Unit Price	Initial Quantities	Final Quantities	Quantity Change	Contract Adjustment
4483 3214 SY	POLYMER-MODIFIED EMULSIFIED ASPHALT PAVING SYSTEM (MICRO SURFACING), DOUBLE APPLICATION, TYPE A, SRL M (MODIFIED)	\$4.32	29,909	29,909	0	\$0.00
4483 3215 SY	POLYMER-MODIFIED EMULSIFIED ASPHALT PAVING SYSTEM (MICRO SURFACING), DOUBLE APPLICATION, TYPE A, SRL L (MODIFIED)	\$4.32	67,162	63,960	-3,202	-\$13,831.86
Total Change Order 1 (Adjustment Of Quantities)						-\$13,831.86
Contract Summary						
	Original Contract Total					\$419,346.72
	Change Order No. 1 Total					-\$13,831.86
	Revised Contract Amount					\$405,514.86

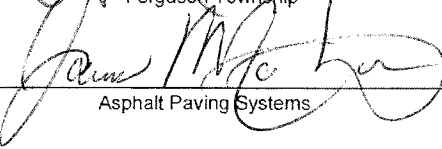
Budget \$ 414,000.00

The schedule for completion of this change order will not change the contract completion date.

All work to be done in accordance with Contract 2021-C9. All other requirements of the contract documents remain in full force and effect.

Recommended By: 
Assistant Township Engineer

Approved By: 
Ferguson Township

Approved By: 
Asphalt Paving Systems

2021-C9 Microsurfacing Final Construction Quantities

Road Name	From Street	To Street	Length (FT)	Width (FT)	Cul-de-sac or radii (SF)	Micro Total Area (SY)	Unit Cost	Extended Total
W. Gatesburg	Marengo	Boundary Oaks	11,200	24	380.00	29,908.89	\$4.32	\$129,206.40
Chelsea	W. College	Chelsea	1,737	24	340	4,669.78	\$4.32	\$20,173.45
Meadowview	East Pine Grove	Meckley	3,530	28	340	11,020.00	\$4.32	\$47,606.40
Treetops Dr	Meadowview	Meadowview	3,090	28	340	9,651.12	\$4.32	\$41,692.84
Meadowview Ct	Meadowview	Cul-de-sac	200	28	5170	1,196.67	\$4.32	\$5,169.61
Cypress Way	Blair	Birch	865	26	340	2,536.67	\$4.32	\$10,958.41
Blair	End	Birch	690	26	170	2,012.23	\$4.32	\$8,692.83
Juniper	Birch	Cypress	375	26	340	1,121.12	\$4.32	\$4,843.24
Birch	End	Blue Course	680	26	5,380	2,562.23	\$4.32	\$11,068.83
Shellers Bend	Blue Course	Blue Course	3,791	26	540	11,011.78	\$4.32	\$47,570.89
Fairchild	cul-de-sac	McBath	632	26	5,270	2,411.34	\$4.32	\$10,416.99
High Point Cove	Fairchild	Cul-de-sac	555	26	5,270	2,188.89	\$4.32	\$9,456.00
Broadmoor	Blue Course	High Point Cove	646	26	1,110	1,989.56	\$4.32	\$8,594.90
Cogan Circle	Broadmoor	Cul-de-sac	225	26	5,270	1,235.56	\$4.32	\$5,337.62
Pine Hall	Science Park	Old Gatesburg	2,879	26	170	8,336.00	\$4.32	\$36,011.52
Pine Hall Ct	Pine Hall	End	743	22	1,810	2,017.34	\$4.32	\$8,714.91
Harold	Ross	Intersection to western end	500	18	1,436	1,159.56		\$0.00
Ross	Harold	SR-45	902	20	340	2,042.23		\$0.00
FERGUSON TOWNSHIP SUB-TOTAL								\$405,514.86

Road Name	From Street	To Street	Length (FT)	Width (FT)	Cul-de-sac or radii (SF)	Total Area (SY)	Unit Cost	Extended Total
Shrineview Avenue	Boalsburg Pike	End	920	23		2,351.12	\$4.32	\$10,156.84
Oak Hall Street	Shrineveiw Avenue	End	370	20		822.23	\$4.32	\$3,552.03
Hemlock Street	Shrineveiw Avenue	End	290	20		644.45	\$4.32	\$2,784.02
HARRIS TOWNSHIP SUB-TOTAL								\$16,492.90

TOTAL CONTRACT PRICE	\$422,007.75
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RiteWay Sealing & Paving INC

PO Box 352

Selinsgrove, PA 17870 US

+1 5708479774



INVOICE

BILL TO

Ferguson Township Board Of Supervisors
3147 Research dr
State College, PA 16801

INVOICE # 4287

DATE 07/21/2021

DUE DATE 08/05/2021

Table with 6 columns: DATE, ACTIVITY, DESCRIPTION, QTY, RATE, AMOUNT. Row 1: sealer, -SEALER, Total Bike Path Area 15,470 SY, 15,479, 0.54, 8,358.66. Includes detailed description of sealer components.

Thank you for your business! Total due 15 days from date of service. Overdue accounts are subject to an interest fee of 1.5% every 15 days beyond due date.

BALANCE DUE

\$8,358.66

\$8,358.66 + \$700 Change Order = \$9,058.66

RTS Pay

2021-C10 Pay App #1

Pay: Ferguson Twp.: \$7,728.48 + \$700 Change Order = \$8,428.48

Harris Twp.: \$630.18

TOTAL Invoice: \$9,058.66

Acct#: 32.439.610

Handwritten signature of Ryan T. Seale

Note: This payment includes work completed in Ferguson and Harris Townships. Harris Township to be billed \$630.18. Send invoice to Don Addleman via email (maintenance@harristownship.org), cc me and mail hard copy to Harris Township, Attn: Don Addleman, 224 East Main Street, Boalsburg, PA 16827

We accept all major credit cards. IF YOUR INVOICE EXCEEDS \$5000.00, AND YOU USE A CREDIT/DEBIT CARD, YOU ARE SUBJECT TO PAY 3% ON TOP OF YOUR INVOICE.

RiteWay Sealing & Paving INC
PO Box 352
Selinsgrove, PA 17870 US
+1 5708479774



INVOICE

BILL TO

Ferguson Township Board Of
Supervisors
3147 Research dr
State College, PA 16801

INVOICE # 4289

DATE 07/21/2021

DUE DATE 08/05/2021

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	prep work	AS DISCUSSED Due to us having to come back for a second day due to loss time of prep work not being completed. -edging -cleaning -sweeping/blowing off bike paths	1	700.00	700.00

Thank you for your business!
Total due 15 days from date of service.
Overdue accounts are subject to an interest
fee of 1.5% every 15 days beyond due
date.

BALANCE DUE

\$700.00

We accept all major credit cards. IF YOUR INVOICE EXCEEDS \$5000.00, AND YOU USE A CREDIT/DEBIT CARD, YOU ARE SUBJECT TO PAY 3% ON TOP OF YOUR INVOICE.



TOWNSHIP OF FERGUSON

3147 Research Drive State College, Pennsylvania 16801
Telephone: 814-238-4851 Fax: 814-238-3454
www.twp.ferguson.pa.us
DEPARTMENT OF PUBLIC WORKS/ENGINEERING

Contract 2021-C10 Bike Path and Parking Lot Sealcoating
Change Order Number 1
July 21, 2021

You are hereby directed to make the following changes in the contract documents to work items relating to the above referenced project.

The scope of this change order is to provide compensation for additional prep work (i.e. edging, cleaning, sweeping, etc.) required by RiteWay Sealing at Fairbrook Park. All other items in contract 2021-C10 will remain unchanged.

Adjusted Contract Items:

Item No. Unit	Description	Unit Price	Quantity Change	Contract Adjustment
C.O.	Prep Work	\$700.00	1.00	\$700.00
Total Change Order 1 (Prep Work)				\$700.00
Contract Summary				
Original Contract Total (Only Ferguson Township)				\$ 7,728.48
Change Order No. 1 Total				\$700.00
Revised Contract Amount (Only Ferguson Township)				\$ 8,428.48
				Budget \$ 32,000.00

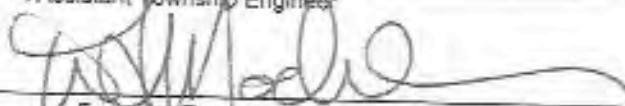
The schedule for completion of this change order will not change the contract completion date.

All work to be done in accordance with Contract 2021-C10. All other requirements of the contract documents remain in full force and effect.

Recommended By:


Assistant Township Engineer

Approved By:


Ferguson Township

Approved By:


RiteWay Sealing & Paving, Inc.

Subject: Consent Agenda - Board Member Request – Radio Park Elementary School Crossing Guard

From: Strickland,Lisa <lstrickland@twp.ferguson.pa.us>

Sent: Wednesday, July 28, 2021 11:05 AM

To: Pribulka,David <dpribulka@twp.ferguson.pa.us>

Cc: Stephens, Patty <pstephens@twp.ferguson.pa.us>; Dininni,Laura <ldininni@twp.ferguson.pa.us>

Subject: Consent Agenda

Hi Dave,

Patty and I would like to request the following be added to the next consent agenda: A discussion and recommendation on the hiring of a crossing guard at Radio Park Elementary school for the 2021-2022 school year. We have discussed this previously in conjunction with the painting of crosswalk markings and the addition of stop signs on Cherry Lane. This discussion will focus on determining the need for a crossing guard independent of these other safety measures. This discussion would pertain to a crossing guard hire for the 2021-2022 school year with continuation in future years to be reevaluated, potentially in cooperation with SCASD.

Thank you,

Lisa

SALDO Zoning Revisions 7-6-2021

Navigation Page

- § 22-202 Definitions.
- § 22-301 General.
- § 22-303 Review of Preliminary Plan.
- § 22-304 Review of Final Plan.
- § 22-306 Minor Subdivision, Minor Alteration Plan, and Minor Land Development Plan.
- § 22-5C01.C General Regulations.
- § 22-5C02 Bicycle Parking Regulations.
- § 22-515 Landscaping.
- § 27-302 Planned Residential Development (PRD) District.
- § 27-303 Traditional Town Development (TTD).
- § 27-304 Terraced Streetscape (TS) District.
- § 27-401 Corridor Overlay District Requirements.
- E. Landscaping Requirements to Apply. Any site located within the Corridor Overlay District...
- § 27-502 Standards for Specific Uses.

- § 27-719 Short-Term Rentals.
- § 27-723 Mobile Retail Food Facilities.
- § 27-1102 Definitions.

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

§ 22-202 Definitions.
[Ord. No. 1050, 11/18/2019]

LAND DEVELOPMENT

Any of the following activities: 1) the improvement of one lot or two or more contiguous lots, tracts or parcels of land for any purpose involving: i) a group of two or more residential or nonresidential buildings, whether proposed initially or cumulatively, or a single nonresidential building on a lot or lots regardless of the number of occupants or tenure; or ii) the division or allocation of land or space, whether initially or cumulatively, between or among two or more existing or prospective occupants by means of, or for the purpose of, streets, common areas, leaseholds, condominiums, building groups or other features; 2) a subdivision of land; or 3) development in accordance with § 503(1.1) of the Municipalities Planning Code, as amended.

1. Land Development, Major—A land development which does not qualify or classify as a minor land development;

2. Land Development, Minor—A development or a parcel of land which contains:

A. Not more than two detached single-family residential structures, whether developed initially or cumulatively;

B. The construction of a single*, nonresidential building or building addition with a footprint of not more than 1,000 square feet, whether initially or cumulatively; provided that the construction does not result in the following:

- (1). Installation of new vehicular access to or from a public right-of way;
- (2). Activities that would require the submission of a stormwater management site plan;
- (3). Development within a floodplain or Nolin Soils;
- (4). An increase in water consumption or sewage discharge exceeding 350 gallons per day;
- (5). Changes to utility services including new service laterals to increase capacity or provide fire protection;
- (6). Vertical expansions of more than two stories above existing structures; and
- (7). A requirement of additional parking.

C. Conversion of an accessory structure to a residential unit.*

D. The sole construction of a parking lot, as defined in this chapter.

SUBDIVISION

The division or redivision of a lot, tract or parcel of land by any means into two or more lots, tracts, parcels or other divisions of land, including changes in existing lot lines for the purpose, whether immediate or

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future, of lease, partition by the court for distribution to heirs or devisees, transfer of ownership or building or lot development; provided, however, that the subdivision by lease of land for agricultural purposes into parcels of more than 10 acres, not involving any new street or easement of access or any residential dwelling, shall be exempted.

1. Subdivision, Major—Any subdivision which does not qualify or classify as a minor subdivision.

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2. Subdivision, Minor—A subdivision of a parcel of land into not more than three lots, including the existing lot of record, which has direct access to and fronts upon any public street or road and does not require any expenditures for the extension of any street or the extension or creation of any public improvements. This includes adjustment of lot line between lots where no new lots are created, consolidation of lot lines, and survey corrections of property lines for townhouses and other attached dwellings after construction when in conformance with the previously recorded plan.

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§ 22-301 General.
[Ord. No. 1050, 11/18/2019]

Proposed subdivision and land development plans shall be reviewed by the Township Planning Commission and the Centre County Planning Commission, or its designated agent, and shall be approved or not approved by the Board of Supervisors in accordance with the procedures specified in this chapter. Following the recommended preapplication conference for sketch plan review, plans may be presented in two stages, preliminary and final, or simultaneously as a preliminary/final plan. If a plan is presented in one stage as a preliminary/final plan, then the plan must meet both the preliminary plan requirements and final plan requirements as if the plan were presented in two stages.

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1. Fees for Review.

The Supervisors shall establish, by resolution, a schedule of fees for applications for development, for the Township's review of the materials in connection therewith which are to be provided to the Township under the provisions of this chapter including, but not limited to, the payment of fees charged by the Township's professional consultants for their review. Such fee schedule shall be reproduced and made available upon request at the Township Building. The resolution providing for the various fees shall be periodically reviewed and amended, when necessary, by resolution of the Supervisors. Any approval for the issuance of any permits under this chapter shall be contingent upon payment of the proper fees as established by the resolution and the fee schedule.

A. Disputed Review Fees. In the event the applicant disputes the amount of any such review fees, the applicant shall, within 10 days of the billing date, notify the Township that such fees are disputed, in which case the Township shall not delay or disapprove a subdivision or land development application due to the applicant's request over disputed fees.

B. Review Fee Dispute Resolution. In the event that the Township and the applicant cannot agree on the amount of review fees which are reasonable and necessary, then the applicant and the Township shall follow the procedure for dispute resolution set forth in the Municipalities Planning Code (MPC) §510(g), 53 P.s. §10510(g).

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§ 22-303 Review of Preliminary Plan.
[Ord. No. 1050, 11/18/2019]

1. All applications for approval of subdivision and land development plans shall commence with the official submission of a plan and all required supplementary data to the Township Department of Planning and Zoning. All applications for preliminary review of a plan shall be acted upon by the Township within such time limits as established by the Pennsylvania Municipalities Planning Code. At any time during the review process the applicant may substitute an amended plan for that originally submitted solely for the purpose of correcting the original plan to the extent necessary to meet the requirements of this chapter. In the event that the applicant submits an amended plan to the Township, the owner or agent of the subject lot(s) must provide the Township with a written ninety-day time extension in a form to be supplied by the Township to review the plan. The 90 days will be measured from the date the revised plan is submitted to the Township. See § 22-303, Subsection 6D.
2. A plan shall be deemed to have been submitted for preliminary review when the applicant has furnished to the Township Department of Planning and Zoning the following documents:

A. One copy of a completed application for subdivision or land development, plus payment of all application and escrow fees.

B. ~~Seven-Ten~~ black (or blue) on white full-size prints, ~~one~~¹⁴ eleven-inch-by-seventeen-inch copies and one digital copy of the plan which shall fully comply with the provisions of this chapter.

C. One digital copy of all submitted documents.

§ 22-304 Review of Final Plan.
[Ord. No. 1050, 11/18/2019]

- ~~1.~~ ^{1.} A plan shall be officially submitted to the Township Department of Planning and Zoning for final Township review after all improvements, as defined by this chapter, indicated on the plan receiving preliminary approval have been installed or, in lieu of the completion of the improvements, after deposit with the Township of a corporate bond or other security acceptable to the Board of Supervisors in accordance with this chapter. All plans which have received preliminary approval shall be entitled to final approval in accordance with the terms of the approved preliminary application for a period of five years from the date of the preliminary approval.

A. A plan shall be deemed to have been submitted for final review when the applicant has furnished to the Township Department of Planning and Zoning the following documents:

(1) Seven black (or blue) on white full-size prints, one eleven-inch-seventeen-inch copies and one digital copy of the plan which shall fully comply with the provisions of this chapter.

(2) Payment of all application and escrow fees

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§ 22-306 ~~Minor Subdivision, and Minor Alteration Plan, and Minor Land Development Plan.~~
[Ord. No. 1050, 11/18/2019]

1. Minor Subdivision. Applicants are required to apply for and receive a minor subdivision approval from the Township in accordance with the following criteria:

A. Recommendations and Approvals.

- (1) A minor subdivision plan shall meet both the preliminary plan requirements and final plan requirements as if the plan were presented in two stages.
- (2) Application requirements as shown on the Subdivision and/or Land Development Requirements Table shall be submitted for all minor subdivisions.
- (3) The Township staff shall review and forward an application to the Planning Commission regarding minor subdivision. Township staff comment resulting from said review shall accompany the application forwarded.
- (4) The Planning Commission shall recommend application approval, approval subject to conditions, or denial to the Township Board of Supervisors regarding minor subdivision.
- (5) The Township Board of Supervisors shall be responsible for approving or denying minor land developments.

B. Conferences. A preapplication conference is highly recommended with the Township prior to the submission of a final application.

C. Applicants are required to provide an escrow fee for plan review and legal opinion of the Township Solicitor.

2. Minor Alteration Plan.

A. Minor alterations to a previously issued zoning permit may be made by the applicant submitting a revised application and land development plan, if applicable, to the Zoning Administrator for approval.

B. An alteration to a zoning permit and land development plan, if applicable, shall be considered minor if:

- (1) The building coverage will be increased or decreased by no more than 10%.
- (2) The impervious coverage will be increased by not more than 10%.
- (3) The change in use will not increase the parking requirements.
- (4) The stormwater management controls will not be changed.

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- (5) Any motor vehicle access to the property will not be added, deleted or relocated by more than 50% of its width.
- (6) The location for the construction of proposed structures from an approved plan will not be changed by more than 10% of the ground floor area.
- (7) ~~The landscaping plan will not be changed in more than 10% of the total pervious coverage area.~~ All landscaping alterations are permitted for compliance with the current §27-707. (§22-515.) Landscaping.
- (8) The changes to the proposed/existing sign(s), include changes in size, shape, height, location, orientation, lighting, or number of signs. A change in sign copy does not require minor alteration approval.

C. The revised minor alteration plan shall be a full-size copy of the latest recorded land development plan with the appropriate changes as required below:

- (1) Clear delineation of all proposed changes to the previously approved land development plan.
- (2) Revision of the existing plan notes to accurately reflect the current plan information.
- (3) Removal or strike-out of all previously executed signature blocks that are no longer applicable, including any signatures or certifications that were not specifically obtained in relation to the proposed change(s).
- (4) Provision of new notarized signatures of all landowners affected by the proposed change(s) and any certifications necessitated by these changes.
- (5) Provision of the following note:

This minor alteration plan revises the plan recorded in the Centre County Recorder's Office in Plat Book____, Page____, only in the manner identified herein. Such alteration(s) do(es) not meet the definition of subdivision or land development [Chapter 22] and is/are therefore exempted from the approval process set forth in Chapter 22 of the Ferguson Township Code of Ordinances. This represents a true and correct copy of the approved plan as of ____ (date).

- (6) Submission of sufficient documentation to demonstrate compliance with the minor alteration criteria set forth in this chapter.

D. ~~An~~ applicant/landowner shall be permitted to file more than one minor alteration plan to a previously issued zoning permit or land development plan based on any of these subsections of ~~Subsection 2B of § 22-306, Subsection 2 (3), (7), or (8).~~ More than one minor alteration plan may be filed for a site, but only one for each of the subsections listed.

3. Minor Land Development Plan

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A. A Minor Land Development Plan may be permitted where it can be demonstrated that the initial or cumulative impact of the activity or improvement will not result in the need for plan approvals typically associated with a land development plan approval process. Applicants undertaking a Minor Land Development Plan as defined in §22-202. Definitions, may submit a preliminary/final plan in one stage following a pre-application conference with Township staff, as per §22-302 and in accordance with the following requirements.

(1) A minor land development plan shall meet both the preliminary plan requirements and final plan requirements as if the plan were presented in two stages.

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(2) Application requirements as shown on the Subdivision and/or Land Development Requirements Table shall be submitted for all minor land developments.

(3) Township staff shall review and forward an application to the Planning Commission regarding minor land developments. Township staff comment resulting from said review shall accompany the application forwarded.

(4) Planning Commission shall recommend application approval, approval subject to conditions, or denial to the Township Board of Supervisors regarding the minor land development.

(5) The Township Board of Supervisors shall be responsible for approving or denying minor land developments.

(6) Applicants are required to provide an escrow fee for plan review and legal opinion of the Township Solicitor.

§ 22-5C01.C General Regulations.
[Ord. No. 1050, 11/18/2019]

C. Parking Lots. For the purposes of this chapter, parking lots are defined as facilities providing off-street parking space for five or more motor vehicles. All parking lots shall meet the design and maintenance standards specified below. All applications for a zoning permit to use land, in whole or in part, as a parking lot as herein defined shall be accompanied by a minor land development plan as stipulated in this chapter.

§ 22-5C02 Bicycle Parking Regulations.
[Ord. No. 1050, 11/18/2019]

1. Short-term and long-term bicycle parking spaces shall be required for all new development and major renovations.

A. Bicycle Parking Spaces Required.

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(1) Required Number of Bicycle Parking Spaces. All new development and major renovations shall provide at least the number of short-term and long-term bicycle parking spaces identified in the table in this subsection; however, the number shall not fall below a minimum of two short-term

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and two long-term bicycle parking spaces, regardless of other provisions herein, except that multifamily dwellings that have individual private garages (or equivalent separate storage space for each unit) are not required to provide any long-term bicycle parking spaces. Where the calculation of total required spaces results in a fractional number, the next highest whole number shall be used. Up to half of the required short-term bicycle parking spaces may be replaced with long-term bicycle parking spaces.

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General Use Category	Specific Use	Number of Short-Term Bicycle Parking Spaces Required	Number of Long-Term Bicycle Parking Spaces Required
Residential	Multifamily dwelling; more than 4 units:		
	(a) Without private garage or equivalent separate storage space for each unit:	0.05 spaces per bedroom or 1 per 20 units	0.5 spaces per bedroom or 1 to 4 per 4 units
	(b) With individual private garages or equivalent separate storage space for each unit:	0.05 per bedroom or 1 per 20 units	None
Commercial	Office building	1 per each 20,000 square feet of floor area	1 to 1.5 per 10,000 square feet of floor area
	General retail	1 per each 5,000 square feet of floor area	1 per 10,000 to 12,000 square feet of floor area
	Grocery	1 per each 2,000 square feet of floor area	1 per 10,000 to 12,000 square feet of floor area
	Restaurant	1 per each 2,000 square feet of floor area	1 per 10,000 to 12,000 square feet of floor area
	Parking garage	2 spaces	1 per 20 motor vehicle spaces
	Outdoor parking lot	1 per 20 motor vehicle spaces	2 spaces
Civic	Nonassembly cultural (e.g., library, government buildings)	1 per each 8,000 to 10,000 square feet of floor area	1 to 1.5 per each 10 to 20 employees
	Assembly (e.g., places of worship, theaters, stadiums, parks)	Spaces for 2 to 5 percent of maximum expected daily attendance	1 to 1.5 per each 20 employees
	Schools (K through 12)	1 per each 20 students of planned capacity	1 per each 10 to 20 employees and 1 per each 20 students of planned capacity for grades 6 through 12 to
	Colleges and universities	1 per each 10 students of planned capacity	1 per each 10 to 20 employees and 1 per each 10 students of planned capacity or 1 per each 20,000 square feet of floor area, whichever is greater
Industrial	Manufacturing and production, agriculture	2 spaces	1 per 20 employees

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§ ~~27-707-22-515~~ Landscaping.
[Ord. No. 1049, 11/18/2019]

9. ~~Preservation of Existing Vegetation. Existing site vegetative tree growth of four inches trunk diameter or larger is encouraged.~~

13. Purpose. ~~Flexible~~ Buffer yards are intended to aid the Township of Ferguson in protecting the community character of the Township by separating incompatible uses either within the same zoning district and/or between adjacent zoning districts. The purpose of the ~~flexible~~ buffer yard requirements is to alleviate problems which could be encountered by a single standard. The requirements of this section can reasonably accommodate the characteristics of each site and the range of land uses.

~~(2) Procedure. The following procedure shall be used to determine the type of buffer yard required between two uses located on separate but abutting parcels:~~

~~(a) Step One. Identify the land use classification of the proposed use and of all existing uses located on separate adjoining lots by referring to the land use intensity classification chart as follows:~~

Group I
Agricultural
Single family detached residential use(s)
Nonagricultural residential lot
Stormwater detention basin
Group II
Townhouses, multifamily housing, duplexes, quadplexes
Neighborhood civic, business or faith-based place of assembly
Community civic, business or faith-based place of assembly
Group III
All uses not identified in Group I or II

~~(b) Step Two. Determine the buffer yard required between uses by referring to the following:~~

~~A. All~~ Buffer yards shall include:

~~(1) A~~ required width of 15 feet;

~~(2) and A~~ a minimum of three canopy trees and four understory trees/evergreen trees per every 100 linear feet of distance along a site's perimeter;

~~(3) A~~ minimum of six shrubs per every 100 linear feet of distance along a site's perimeter;

~~(i)~~ Areas less than 100 linear feet and/or fractions thereof are to be landscaped with the corresponding ratio by 100 linear feet, rounded up to the nearest whole plant.

~~(4) Planting stock to be used as landscape materials for the buffer yard in question are included in~~

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the Township's Official Plant List.

(5) Village District. Within the required three-foot side yard setback ~~of the Village District only,~~ the Board of Supervisors may approve the use of a fence or wall in place of the buffer yard which would satisfy the buffer yard requirements as defined above. When landscaping is being provided to buffer against a different use group than is on the site, the required plant material must be evenly distributed within each 100-foot section of the buffer area. The even distribution of plantings is intended to screen objectionable views. When landscaping is being provided to buffer against the same use group as exists on the site, the required plant material may be grouped or unevenly distributed within each 100-foot section of the buffer area.

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(6) Corridor Overlay District Flexible Buffer Yard. In addition to the requirements of §27-401, including the buffer yard options set forth in illustrations adopted as part of this chapter and codified at the end of this section, any site located within the Corridor Overlay District shall comply with the following landscaped buffer yard requirements:

(i.) A minimum ten-foot-wide landscaped strip shall be planted with a minimum of one canopy tree or evergreen tree and 15 shrubs per 35 linear feet of frontage along the parking area (excluding driveway openings) (Figure 1).

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(ii) A berm/earth mound, the top of which is at least two feet higher than the elevation of the adjacent parking lot pavement. The slope of the berm shall not exceed 25% (4:1) for lawn areas. Berms planted with ground covers and shrubs may be steeper. However, no slope shall exceed 50% (2:1). Berms shall be graded to appear as naturalistic forms not causing any soil erosion problems and planted with a minimum of one canopy tree or evergreen tree and 15 shrubs per 35 linear feet of frontage along the parking area (excluding driveway openings) (Figure 2).

(iii) A six-foot-wide landscaped embankment strip and a minimum three feet grade drop from the required yard area into any adjacent parking lot pavement. The resulting embankment shall be planted with a minimum of one canopy tree or evergreen tree and 15 shrubs per 35 linear feet of frontage along the parking area (excluding driveway openings). At least 50% of the required shrubs shall be planted in the top half of the grade drop area (Figure 3).

(iv) A minimum of a five-foot-wide landscaped strip with a minimum three feet high brick, stone or finished concrete material wall to screen any parking lot. The wall shall be located adjacent to, but entirely outside, the minimum five-foot-wide landscaping strip. The strip shall be planted with a minimum of one canopy tree or evergreen tree and 15 shrubs per 35 linear feet of frontage along the parking area (excluding driveway openings) (Figure 4).

(v) A minimum twenty-five-foot-wide strip of existing woodlands or tree growth of sufficient trunk diameter or caliper of six inches if preserved between any parking lot or

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buildings and the corridor street (Figure 5).

(vi) For display areas consisting of a parking lot that will be used to display products for sale or rent such as cars, trucks, boats and recreational vehicles, the following buffer yard may be used:

(a) A landscaped planting strip shall be planted with a minimum of one canopy tree for every 50 feet of frontage along the display parking area. Each tree shall have a landscaped planting bed around its base. In addition, each end of the display area shall include a planting bed/mound which includes one canopy tree and 10 shrubs (Figure 6). As required but this chapter, a certain number of plants shall be planted per 35 linear feet. Within the specified length, the plantings may be staggered and do not have to be planted in a linear fashion.

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(b) The placement/configuration of much shall reflect best practices in horticultural and landscape maintenance standards, including but not limited to no placing of materials to be a minimum of two inches of mulch and not to create a formation indicative of a mulch volcano.

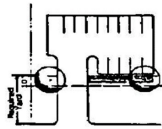


Figure 1

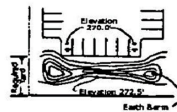


Figure 2

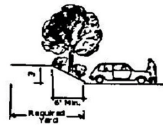


Figure 3



Figure 4

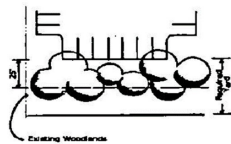


Figure 5

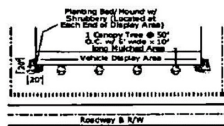


Figure 6

Corridor Overlay District Flexible Buffer Yard

(e) Step Three. Determine the planting stock to be used as landscape materials for the buffer yard in

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~~question by referring to the Township's official plant list.~~

- D. Placement of Buffer Yard Width. The landscaped buffer yard area shall be established along the length of, and contiguous to, any lot line or demarcation of land use, such as a leasable area. The width of the area determined from buffer yard of this section shall be measured at right angles to the lot line of the applicant's land development.

§ 27-302 Planned Residential Development (PRD) District.
[Ord. No. 1049, 11/18/2019]

7. Post Final.

- A. In the event that a development plan, or a section thereof, is given final approval and the landowner abandons such plan or the section thereof that has been finally approved, and so notifies the Board of Supervisors, in writing, or, in the event the landowner shall fail to commence and carry out the planned residential development within such five years after final approval has been granted, no development or further development shall take place on the property included in the development plan until after the said property is resubdivided and is reclassified by enactment of an amendment to this chapter in the manner prescribed for such amendments in Article VI of the Pennsylvania Municipalities Planning Code.

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- B. No changes may be made in the approved final development plan during the construction of the planned residential development plan except upon application to the appropriate agency under the procedure provided below.

- (1) ~~Minor~~ Changes in the landscaping, rearrangement of common open space that does not result in total amount of open space being increased or decreased, signage, relocating of lighting and rearrangement of bicycle parking locating, siting and height of buildings, structures and rearrangement of lots to not exceed a 10% reduction of overall dwelling units of the finally approved plan to follow the Township's lot consolidation procedure may be approved by the Township after authorization by the Planning Commission if required by engineering or other circumstances not foreseen at the time the final development plan was approved.

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- (2) All other changes in use, any rearrangement of lots, blocks, ~~and building tracts,~~ locating, siting and height of buildings, structures and rearrangement of lots to not exceed a 10% reduction of overall dwelling units of the approved final development plan, ~~any changes in the provision of common open spaces,~~ and all other changes ~~in the approved final development plan~~ must be made by the Board of Supervisors, under the procedures authorized for final plan approval. No amendments may be made to the approved final development plan unless they are shown to be required by changes in conditions that have occurred since the final development plan was approved or by changes in the development policy of the Township.

§ 27-303 Traditional Town Development (TTD).
[Ord. No. 1049, 11/18/2019]

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3. Site Plans.

A. Land Use Standards.

(1) Composition of Uses. A variety of uses are required to be provided within a traditional town development. This variety shall be comprised of a combination of the permitted uses as listed below in the percentages required by the diversity provisions of § ~~27-303, Subsection 1C(2);~~ 27-303.3.B.

D. Density and Setbacks.

(1) Standards.

(e) Fence Heights. Fence heights at the front of residential units and along the side to the front facade of the structure shall not exceed 3.5 feet and, for the balance of the lot, shall not exceed six feet. Piers, fence posts and gateways in the front yard may have a maximum height of five feet, and trellises and similar features may have a maximum height of nine feet. Fence height restrictions on corner lots shall be subject to the preservation of adequate clear sight per § ~~27-206, Subsection 1E.~~ 22-502.G.

**§ 27-304 Terraced Streetscape (TS) District.
[Ord. No. 1049, 11/18/2019]**

E. Conditional Uses. All of the following conditional uses shall be permitted only upon a lot, or combined lots, that total one acre or larger upon approval by the Board of Supervisors:

(4) Uses accessory to permitted principal uses, subject to the following criteria:

(a) The proposed accessory use is associated with a use specifically permitted in the district.

1) The proposed accessory use is complementary to the specific intent of the TS Zoning District and the West College Avenue streetscape.

2) Sufficient parking exists or can be established to support the proposed accessory use under the parking standards specified in this district.

3) Conformance with the criteria found in § ~~27-205.~~

G. Parking Requirements. The regulations set forth herein are intended to apply within the TS District and may differ from the provisions of Chapter 22.

(14) Surface parking space dimensions shall be in accordance with the provisions of §22-502.

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§ 27-401 **Corridor Overlay District Requirements.**
[Ord. No. 1049, 11/18/2019]

E. Landscaping Requirements to Apply. Any site located within the Corridor Overlay District shall comply with the landscaped buffer yard requirements set forth in ~~this e~~Chapter 22. Subdivision and Land Development.

H. Signage. Ground signage in the Corridor Overlay District shall be installed in accordance with Chapter 19§19-111.2. of the Sign Ordinance and applied to all uses. The ground pole shall not exceed 10 feet above grade except that the sign height is permitted to be an additional three feet higher with a landscaped base elevated with each mounding up to three feet tall. The placement of building-mounted signs is permissible in accordance with the applicable sections of the Sign Ordinance (Chapter 19) for the relevant use.

§ 27-502 **Standards for Specific Uses.**
[Ord. No. 1049, 11/18/2019]

33. Water Production Facilities. Water production facilities in the vicinity of their potable water wells shall be permitted as a conditional use if the following standards and criteria are met:

A. An ambient sound-level study is provided and the ambient sound level at all points along the boundary line of the property upon which the water production facility is located shall be no more than 55 decibels (dBA).

B. A land development plan shall be prepared in accordance with § 22-403. Subdivision and Land Development~~27-1003 of this chapter.~~ An elevation drawing of any structure to be constructed on the property shall be provided as part of the land development plan.

§ 27-719 **Short-Term Rentals.**
[Ord. No. 1049, 11/18/2019]

1. The dwelling must be the permanent address of the owner or lessee and the owner or lessee must occupy the dwelling for at least six months of the calendar year and provide certification that the property is the principal place of residence by providing a driver's license, voter registration or other documentation to prove residency.

2. All activity at the short-term rental shall be subject to enforcement of the Township's noise-, nuisance- and property maintenance-related ordinances including but not limited to performance standards and property maintenance. The owner shall include a copy of their rental permit from the Centre Region Code Office at the time of application or a Rental Permit Application from the Centre Region Code Office.

§ 27-723 **~~Food Trucks~~Mobile Retail Food Facilities.**
[Ord. No. 1049, 11/18/2019]

1. ~~Food trucks~~General. Mobile retail food facility shall be a permitted use in every zoning district in

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Ferguson Township under the following conditions:

A. Time Limits.

(1) This permitted use is for the sale of food and nonalcoholic beverages between the hours of 6:00 a.m. to 2:00 a.m. in the General Commercial (C), General Industrial (I), and Industrial, Research and Development (IRD) Zoning Districts unless otherwise permitted by this chapter.

(2) In all other zoning districts, food trucks are permitted between the hours of 7:00 a.m. and 7:00 p.m.

(3) Mobile retail food facilities cannot be located on a premises permanently for no more than 13 weeks and must be moved off site daily per calendar year. All food trucks are required to conform to the following criteria:

B. Location.

(1) ~~Food trucks~~ Mobile retail food facilities shall only be located on a lot containing a principal building(s).

(2) ~~Food trucks shall not be parked in the public right of way or on the road itself~~ The mobile food peddler shall first obtain permission from the Board of Supervisors prior to selling its products within a Township public right-of-way. The Board shall be permitted to establish conditions restricting specific streets, location, or time of day as to which products may be sold.

(a) The vending of food from a mobile food facility shall be prohibited from the street side of the facility or in a way where customers will be positioned to impede vehicle traffic in a parking lot.

(3) ~~The Centre Region Parks and Recreation Authority is solely responsible for the permitting and regulation of food trucks in public parks.~~ The mobile food peddler may be permitted to sell its products on public property, such as parks, under the following conditions:

(a) The mobile food peddler shall first obtain permission from the Board of Supervisors; and

(b) The mobile food peddler shall follow all regulations contained herein.

(4) ~~Food trucks shall be located a minimum of 100 feet from the closest property line of any brick and mortar eating establishment.~~ The mobile food peddler shall submit written consent of the property owner where the mobile retail food facility is to be located at the time of application and the mobile food peddler shall prominently display the property owner's consent on the mobile retail food facility.

(5) ~~The number of food trucks~~ mobile retail food facilities per property is dependent upon the approval of the property owner. Written permission from the property owner is required.

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(6) The mobile retail food facility must be located at least 15 feet from fire hydrants or any other fire department connection.

(7) Mobile retail food facilities shall be prohibited from utilizing or blocking handicapped-accessible parking.

C. Noise. No audio amplification, including, but not limited to, megaphones or speaker systems, shall be permitted as part of the mobile retail food truck facility vending operation.

D. Sanitation and Safety.

(1) The ~~food truck~~mobile food peddler vendor is responsible for the proper disposal of trash and waste associated with the operation. Vendors shall remove trash from their approved locations at the end of each day as needed to maintain the health and safety of the public. No liquid waste or grease is to be disposed of in landscape areas, storm drains, onto sidewalks or streets or other public spaces. Specific plans for disposal of liquids shall be included in the permit application. ~~Food trucks~~Mobile retail food facilities shall utilize recyclable products for portable food storage to minimize packaging to the best of their ability.

(2) The ~~food truck operator~~mobile food peddler shall obtain a ~~food truck~~mobile retail food facility operation zoning permit and applicable health permit; both shall be displayed in the food truck~~mobile retail food facility~~. Each person obtaining a zoning permit shall pay all applicable fees set forth in the Township fee schedule. The permit required will be for a period of one year and shall be renewed on an annual basis. Prior to the issuance of a zoning permit, the vendor shall provide evidence of a Pennsylvania Department of Agriculture Bureau of Food and Laboratory Services retail food facility permanent license, or a division of health and neighborhood services permit with facilities plan review and the following:

(a) A plan for refuse and recycling containers.

(b) Proposed seating (if applicable).

(c) The ~~food truck~~mobile retail food facility shall be subject to all code requirements in Chapter 10 (Health and Safety) of the Township Code of Ordinances.

(3) The mobile food peddler or his/her designees must be present during operating hours, except in the case of emergencies.

(4) Vehicle registration for all vehicles being used shall be provided as part of the zoning permit application.

(5) A twenty-four-inch-by-thirty-six-inch sandwich board sign is permitted and shall be contained within five feet of the ~~food truck~~mobile retail food facility. No off-site signs shall be permitted.

E. If the office for the ~~food truck~~mobile retail food facility business is located within the owner's home in

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Ferguson Township, a home occupation permit shall be required.

F. The requirements of this subsection are not subject to the provisions of temporary uses.

§ 27-1102 **Definitions.**
[Ord. No. 1049, 11/18/2019]

Unless a contrary intention clearly appears, the following words and phrases shall have a meaning given in this section. All words and terms not defined herein shall be used with a meaning of standard usage as defined in Merriam Webster's Collegiate Dictionary, Eleventh Edition. Definitions found in the Subdivision and Land Development Ordinance (Chapter 22) shall be applicable to this chapter.

FOOD PEDDLER, MOBILE

Any person, firm, corporation, vendor, or operator within the Township engaging in the peddling, selling, or taking orders, either by sample or otherwise, of food items to be used or sold for immediate human consumption, in serving size packages using a mobile unit either in a stationary position on private or public property or in a moving position on public streets. This definition shall apply to any mobile unit who dispenses food items to the public which are prepackaged, or are cooked, prepared and/or assembled and served from within the mobile unit.

FOOD TRUCK-RETAIL FOOD FACILITY, MOBILE

A licensed, self contained, motorized vehicle or mobile food unit (unit that does not travel under its own power) which is temporarily permitted to park in a designated area of an established use in permitted zoning district within Ferguson Township in a location approved by the property owner. Ice cream trucks are exempted from this chapter. Mobile units including food trucks, trailers, stick stands, carts, and other similar structures that are mobile/transitory by design from which food is stored, prepared, processed, distributed, or sold. A Mobile Food Facility is synonymous with the term Retail Food Facility as defined in PA State Regulation, Title 7, Chapter 46, PA Food Code. Ice cream trucks are exempted from this chapter.

2022 Program Plan Municipal Comments Guide

July 26, 2021

Page #	Statement	Municipal Comments
General Non-fund Specific Comment(s)		
	<p>Note: The annual cost of living adjustment (COLA) for COG employees is calculated following the COG COLA policy. Using this formula, the COLA for the 2022 COG budget will be 2.3% (rounded to the nearest 0.1%) plus a 1.5% merit increase for an anticipated wage increase of 3.8%.</p>	
Office of Administration Budget		
19	<p>Should COG hire a Human Resources Administrator and a Finance Administrator as supported by the Finance and HR Committees? The estimated first-year cost (based on a project April start date):</p> <ul style="list-style-type: none"> • Finance Administrator: \$67,500 • HR Administrator: \$63,024 	
20	<p>Should \$45,000 be budgeted for the first COG-wide classification and compensation study in 15 years, as recommended by the HR Committee?</p>	
20	<p>Note: The cost of the IT Study/Five-Year Plan will exceed the funds budgeted in 2021. The Finance Committee has recommended delaying the start of the IT Study until later in 2021 so that additional funds that are needed may be budgeted in 2022. Contingent on the General Forum approval of the Study Contract in August should the balance of the contract amount be budgeted in 2022.</p>	
20	<p>Should \$10,000 be budgeted to implement the initial recommendations of the IT study (to be completed in the first quarter of 2022)?</p>	
COG Building Capital Budget		
26	<p>Should \$15,000 be budgeted to complete the final recommended phase of improvements to the General Forum Room (\$13,500 AV-Over IP would update the original basic matrix video routing by adding multiple IP endpoints for video ingestion and distribution. Video captured through these HDMI inputs will be able to be distributed to remote hybrid participants via the USB connection from the I/O USB Bridge. (\$1,500 to provide security access controls for an exterior door to the General Forum room to better manage meeting room use by outside groups?</p>	

26	Should \$40,000 be budgeted to improve the Administration Offices to provide workspaces for the proposed two additional staff?	
27	Should \$17,500 be budgeted to re-lamp the COG building and parking lot light fixtures with LED lamps in 2022 to yield an estimated \$34,000 in energy savings over 10 years?	
27	Should improvements to the COG HVAC systems be funded to improve indoor air quality to benefit staff and visitors? (Estimated cost: \$47,000; possibly funded with Insurance Reserve Funds. See below and in the Program Plan.)	
Office of Administration – Insurance Reserve Fund Budget		
31	<p>Should the higher than anticipated reimbursement from PHMIC be utilized to fund:</p> <ul style="list-style-type: none"> • Other healthcare-related costs, including continued premium offset and a premium holiday (\$13,000/each month), evaluation of the dental/vision program and possible alternatives for possible implementation in 2023 (no cost in 2022 for evaluation), and/or to support and encourage the use of the FSA program (up to \$10,000)? • COG Wellness Program expansion (classes, incentives, or other initiatives) at a cost of up to \$7,500? • Safety and wellness improvements at COG facilities (including HVAC and trip/fall repairs? (The scope and costs for these items will be further defined as plans are developed and presented to the Facilities Committee.) 	
Emergency Management Operating		
36	Note: An After-Action Review (AAR) of COVID-19 response and recovery effort may identify short and long-term gaps that require funds to make program changes. The Emergency Management Coordinator will make recommendations to address any short-term gaps identified by AAR to be appropriated using EM Contingency. Long-term gaps may be added to the EM Capital Improvement Plan.	
Centre Region Code Administration – Overall Program Budget		

40	<p>Note: As a result of the two-year regional software study, the Working Group recommended that TRAIRS be selected for use as the regional software package going forward. TRAIRS is a division of McMahon Associates based in Fort Washington, PA. Implementation cost will be \$290,000. After implementation, the second-year cost for TRAIRS will be \$124,000, a savings of \$30,432 over the current annual operating cost.</p> <p>In 2022 the TRAIRS team would work with the regional partners to implement the system, import current data files, test the system setup, and go live on January 1, 2023.</p> <p>Implementation of the TRAIRS software will come with Fleet and Facility management modules that will benefit municipalities and other COG agencies.</p> <p>For more, please refer to the Program Plan.</p>	
41	<p>Should CRCA proceed with plans to move to electronic equipment in the field? If so, a preparatory phase is to begin converting plans and design documents to electronic format and implement Laserfiche software for content management. First-year cost for implementation (scanning/data conversion and configuration) will be \$25,000. The annual service cost will be \$6,180 (covered by savings noted above).</p>	
42	<p>Note: During spring, 2021, the Commonwealth approved the adoption of the 2018 International Code Council (ICC) family of codes and the accessibility provisions of the 2021 International Building Code. Local implementation does not involve any legislative action from the local municipalities. Educational opportunities for the code officials, builders, design professionals, and do-it-yourselfers will take place in the second half of 2021 and into 2022.</p>	
	<p>Note: Staff will be implementing an electronic customer survey to assist in gauging the level of customer service in conjunction with COG Administration staff. The results of the survey will help to identify opportunities to make service enhancements or improve efficiencies.</p>	

43	<p>Note: COG Administration and CRCA staff are developing draft fleet management policies and a plan to use the Fleet Central and Asset Central modules included in the TRAIRS software purchase for managing the CRCA and other COG fleets in the future (see details in the Program Plan). These modules will be available to all Centre Region municipalities.</p>	
Centre Region Code Administration – New Construction Program Budget		
46	<p>Note: CRCA plans to continue to implement additional recommendations as identified in the 2010 Code Evaluation Study that was approved by the General Forum, including: Implementation of a citizen access system to allow permit applicants access to review comments and inspection records. These functions will be features of the TRAIRS system.</p>	
47	<p>Note: With a focus on sustainability and green technologies, the CRCA will continue to investigate green building options and the application to the building code. This includes proposed updates to the Uniform Construction Code and the Centre Region Building Safety and Property Maintenance Code.</p>	
45	<p>Note: Code and Finance staff will continue to monitor the cost of a building permit, operational costs of the Agency, and the Agency’s fund balance.</p>	
Centre Region Code Administration – Existing Structures Program Budget		
49	<p>Note: CRCA staff will offer the Rental Housing Maintenance Training Program quarterly to the realtors, owners, and operators of the Centre Region and Bellefonte Borough rental housing stock and assist them in pre-inspecting their units and maintaining them between inspections.</p>	
49	<p>Note: Code and Finance staff will continue to monitor operational costs of the Agency and the cost of a rental housing and fire permit to ensure that all expenses for conducting the inspection are being recovered.</p>	
Centre Region Code Administration – Capital Budget		
42/52	<p>Should CRCA proceed with plans to move an electric vehicle fleet? If so, it is proposed that a pilot phase is to begin in 2022 with an initial installation of charging capabilities and</p>	

	four plug-in hybrid vehicles. The cost for the pilot program charging stations would be up to \$35,000) and will use the existing electrical distribution capacity of the COG building.	
51	<p>Note: New and replacement vehicles planned for purchase in 2020 and 2021 were deferred as a result of the pandemic and for economic savings. As a result, the accumulated vehicle purchases planned for 2022 are:</p> <ul style="list-style-type: none"> • Replace six Ford Escapes used for the New Construction Program with: <ul style="list-style-type: none"> ○ Two plug-in hybrid Escapes (est. cost is \$32,250/each) * ○ Three Escapes + (est. cost is \$29,712/each) ○ One F150 pickup truck for use in the SEO program (\$37,500). • Replace two Ford Escapes used by fire inspection staff in the Existing Structures Program replaced with two plug-in hybrid Escapes (est. cost is \$32,250/each). * • Add two Ford Escapes to be assigned to the new Commercial Fire Inspector and the Code Services Manager. The estimated cost is \$32,250/each. • Add a Ford Explorer+ to be used by the CRCA Agency Director and to transport groups of employees to training programs and events. The estimated cost is \$41,600. This was previously approved and deferred. <p>(* Note these plug-in hybrid Escapes will be part of the pilot charging program at the COG building during next year as described in the Program Plan (page 42) and as supported by the Facilities Committee.)</p> <p>(+ Other vehicles will be either regular hybrid or conventional depending on availability.)</p>	
Schlow Centre Region Library Operating Budget		
53	Note: State and District Aid will remain the same. County Aid remains unknown. There is no annual inflation factor or guarantee for these forms of aid.	
54	Note: The library is pursuing emergency and other grant applications. Funding for public libraries is earmarked in the American Rescue Plan Act of 2021 with the distribution likely happening through the Office of Commonwealth Libraries. To date the funds and spending parameters available to SCRL through the program are unknown.	

54	<p>Should: The library material budget be increased to meet patron demand for best sellers and eBooks and eAudiobooks while aiming to meet the state standard to devote 12 percent of expenditures to collections? The library anticipates an increase (\$7,500-10,000) in its Electronic Resources budget as demand grows for streaming and online tutoring.</p>	
55	<p>Should: The library invest in remote library material pickup lockers (\$5,000-\$10,000) and associated increases in delivery service fees for remote locations (up to \$5,000) to expand library service options throughout the service area?</p>	

Schlow Centre Region Library Capital Budget

58	<p>Note: Except for a cost-of-living adjustment, no change in the \$84,800 level of municipal contributions to the Library Capital Budget is proposed for 2022. A number of capital items were delayed during the pandemic, and some have been reassessed as operations have changed following the reopening of the library. All the proposals below are included in the 2022-2026 Capital Improvement Plan:</p> <ul style="list-style-type: none"> • Complete the balancing of the HVAC system based on the 2020 commissioning study (\$41,000) and indoor air quality improvements. Estimated cost for replacement components/parts (\$30,000). • Complete repairs/replacement of exterior doors and related hardware (\$100,000). • Book Drops (\$10,000). At least one remote book return needs to be increased in size due to age and usage trends. • Second Floor Renovation: Phase One (evaluation and development of design documents to establish reliable schedules and costs for future budget discussions - \$100,000) – Planned for 2021, delayed to 2022. Changing patron usage of the facility remains to be seen post-COVID-19, so this project is being divided into multi-year phases. Public and staff office use and needs have changed in 15 years. New security concerns have also been identified. Space realignment includes reference desk service model changes, IT 	
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	<p>staff workspaces, and the public’s request for additional small group meeting areas.</p> <ul style="list-style-type: none"> • Baseboard repairs and replacements (\$17,000). There is extensive baseboard damage throughout the building from public use and book carts. • Replacing or modifying worn furniture (\$10,000). • Paint Basement Patron Entrance and First to Second Floor Staircases (\$10,000), planned for 2022. Painting is necessary after 17 years of heavy wear. • Computer / Network replacements (\$78,145). This is for the scheduled replacement of outdated equipment. • Virtual Library updates (\$10,000). This covers annual adjustments—including website security updates and bug fixes—for this vital service access portal that is responsible for a large percentage of our annual transaction, making security and usability critical to SCRL’s success. • Replace Meeting Room A/V (\$26,800). The built-in meeting room projector equipment--used by both staff and the public--is scheduled for replacement every eight years. It was shifted two years earlier to accommodate the post-pandemic need for hybrid remote/in-person meetings. 	
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Centre Regional Planning Agency

61	<p>Should a half-time Communications Manager be hired in 2022 to assist with developing a communications strategy, assist with print and broadcast media, and strengthen social media platforms in the Agency as recommended by the Climate Action and Sustainability Committee. Salary and benefits estimated for this proposed position are \$41,000.</p>	
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62	<p>Should the Agency hire a consultant to assist in the development of the following work to support implementing the goals of the Climate Action and Adaptation Plan:</p> <ul style="list-style-type: none"> • Solution capacity analysis: assess the capacity for greenhouse gas reductions on residential and commercial properties through improvements in energy conservation, renewable energy, and regenerative landscaping. • Evaluate funding models to implement & scale: map out funding and financing opportunities for residential and business projects energy conservation, renewable energy, and regenerative landscaping. • Develop a strategy for homeowner and business engagement: develop strategies and tools for effectively communicating resources and incentives to residents and for building stakeholder engagement. <p>This is a one-time cost and is estimated to not exceed \$75,000.</p>	
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Centre County Metropolitan Planning Organization

66	<p>Note: CRPA staff will continue expanding its work with PennDOT associated with new data-driven transportation planning and programming processes as part of the federal Performance-Based Planning and Programming (PBPP) initiative. The PBPP requirements are intended to help PennDOT and the CCMPO invest scarce resources wisely. The focus on performance measures and asset management will require greater coordination between the CCMPO staff and PennDOT Engineering District 2-0 as part of the preparation of the 2022-2026 Centre County Transportation Improvement Program (TIP) scheduled to be adopted in June 2022.</p>	
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67	<p>Note: No additional staff is proposed for the CCMPO for 2022, though it is anticipated that the CCMPO would fund 10 percent of the Communications Manager proposed for CRPA. Additionally, the Principal Transportation Planner will retire in 2022 and CRPA proposes to budget for six to eight weeks of salary and benefits for a successor to overlap with the incumbent and will budget for accrued benefits disbursement to the current Planner.</p>	
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Refuse & Recycling Program Budget		
70	<p>Note: It is proposed that the Refuse and Recycling Program budget increase to develop opportunities for residents and businesses to recycle their organic (yard and food waste) materials. This will include advertising, public education, and the purchase of equipment.</p>	
Regional Fire Protection Program		
71-72	<p>Note: In accordance with the recommendations of the recently completed and accepted RFPP study by ESCI, the Program seeks to add a third career Assistant Fire Chief: "Assistant Chief, Special Operations." This position will manage equipment and training for technical rescue services, emergency medical and law enforcement support, and HazMat. In addition, the Fire Director plans to retire at the end of 2022. It is recommended that these positions be filled using assessment centers. Accordingly, Should:</p> <ul style="list-style-type: none"> • Assistant Chief, Special Operations be hired at an estimated first-year cost of \$136,555 (including onboarding)? • \$24,000 be budgeted for Assessment Center for the Director recruitment? 	
72	<p>Should a part-time Administrative Assistant be hired as recommended by the ESCI study? (Estimated first-year cost of \$34,600.)</p>	
Regional Fire Protection Program Capital Budget		
75	<p>Should \$880,000 be expended to replace Engine 5-3 in 2022 in accordance with the Capital Improvement Plan for the Regional Fire Protection Program? This is a 2002 Pierce Engine.</p>	
75	<p>Should \$29,220 be expended to purchase UTV 5-2 in 2022 in accordance with the Capital Improvement Plan for the Regional Fire Protection Program? This is a new vehicle, that is set up for EMS and general utility support.</p>	

77	<p>Should Funds be budgeted for restriking the block and brick at the Borough Fire Station over the next two years as recommended by the Facility Coordinator and Fire Director? 50% of the work will be completed prior to the Atherton Street project and the remaining 50% of the work completed after the project commencement and possibly project completion. The estimated cost of the project is \$25,000, split evenly (\$12,500) between 2022 and 2023.</p>	
Parks & Recreation Operating Budget		
	<p>Note: Program revenue for the Agency has generally exceeded forecasts for midway through 2021. Participation in programs and events has been strong as the region recovers from the pandemic.</p>	
81	<p>Note: During 2021, CRPR began direct mailing of the Active Guide as recommended in the Parks, Recreation, and Open Space Comprehensive Study. The summer edition of the Active Guide was highly successful – generating increased revenue and expanded participation from wider segments of the community. The mailed guide has also been well-received by the public. Ad sales help offset mailing and postage costs. The fall edition is currently being prepared. Accordingly, a Spring 2022 edition of the Active Guide is planned.</p>	
79	<p>Note: Like most sectors of the economy, filling part-time and seasonal positions has been difficult with increased hourly wages paid in other sectors. Park maintenance staffing with the seasonal staff has been a challenge this year. Staff will review options with the HR Committee in August and recommendations may be forthcoming in the detailed budget.</p>	
Parks Capital Budget		
85	<p>Note: Replacement of old Windows 7 PCs began in 2021 and will continue in 2022. In addition, due to the need for remote work and flexibility as a result of the pandemic, retired Microsoft Surfaces were temporarily repurposed by Parks and Recreation staff. Accordingly, the two Surfaces will need to be replaced with Dell Tablets. In addition, the point-of-sale system for the Oak Hall</p>	

	Regional Park concession stand will need to be replaced with a system compatible with RecDesk.	
86	<p>Note: For details about capital equipment purchases that are planned in the CIP, please see the detailed description in the Program Plan. A number of items were deferred during the pandemic, so the equipment replacement schedule was reworked for 2022, 2023, and 2024.</p> <p>Should the following replacement vehicles and maintenance equipment be purchased at a combined cost of \$248,920 as proposed in the 2022 to 2026 Capital Improvement Plan?</p> <ul style="list-style-type: none"> • Repl. 2011 Toro Groundsmaster #234 \$29,800 • Replace 2007 Chevy Silverado #215 \$31,675 • Purchase a new Ford Transit 15 passenger van for programming \$41,695 • Purchase a new utility vehicle with attachments for WRRP \$26,275 • Purchase a new 6' Turf Mower for WRRP \$28,925 • Purchase a new 10' Turf Mower for WRRP \$65,550 • Replace Morbark Cyclone 8 Brush Chipper #212 \$25,000 	
Aquatics - Operating Budget		
89	Note: Revenue and expenditures for aquatic operations are performing better than budgeted projections through June, primarily due to the faster-than-anticipated recovery from the pandemic.	
89	Note: The Authority has annually adjusted the pool entry fees to better match comparable facilities across Pennsylvania. This will be evaluated in conjunction with the need to recover from financial shortfalls in 2020 due to the pandemic.	
90	Note: In 2019, the Agency proposed 1-2% seasonal staff salary increases over two-to-three years to remain competitive with other hiring agencies. The first increase was implemented in the 2019 operating budget; followed by a 1-2% increase in seasonal staff wages in 2020 and 2021. In the hopes that better pay will attract and retain quality personnel, another small 1% increase is planned for in 2022 if the budget can support	

	it. This is crucial for continued operational success and to remain competitive with other seasonal employers in the Centre Region.	
Aquatics - Capital Budget		
	Note: The COG Facility Coordinator completed facility condition assessments of Welch and Park Forest Pools in 2021, in conjunction with the Aquatics Supervisor and Parks Manager. Several recommendations were implemented in 2021 and more are recommended below.	
92	Note: The pool pump replacement program will continue with four of the seven pool pumps being replaced at an approximate cost of \$50,000. This program will continue over the next two years. (There are 11 pumps total between the two pools – 4 at Park Forest and 7 at Welch)	
92	Should the water slide and pool feature refurbishment and power washing/gel coating project (slated for Park Forest Pool in 2021) be continued at Welch Pool in 2022? (\$28,000)	
92	Should concrete slab repairs that were started in 2021 for both pool sites be completed at an estimated cost of \$15,000.	
93	Should the Park Forest Pool parking lot repairs and resurfacing be completed at an approximate cost of \$15,000?	
93	Note: Storage at both pool sites is inadequate. It is proposed that a solution be developed in 2022 at \$10,000 for proposed installation in 2023.	
93	Should the interior finish upgrades within the restroom facilities at both pools be completed? This will include floor tile, door handles, sink and shower fixtures, etc. This is projected to be \$25,000.	
93	Should \$30,000 be budgeted to purchase and retrofit a concession truck to serve the pools, other Agency facilities, and special events? The current operation at Welch Pool does not accommodate a concession stand. A mobile option provides services to not only the pools, but it covers other Agency needs. The concession truck would be modeled after the successful operation at Oak Hall Regional Park.	

93	Should \$10,000 annually to cover unplanned capital replacements as needed as recommended by the Facility Coordinator and CRPR staff?	
Active Adult Center - Operating Budget		
96	Note: The agreement between Centre County and the Centre Region Parks and Recreation Authority for the Active Adult Center operation is on course to be renewed for another three years (2022-2024).	
Millbrook Marsh Nature Center - Operating Budget		
99	Note: As of mid-May 2021, staff had achieved 112% of the 2021 operational fundraising goal. Centre Foundation Endowment Funds, community support, plus gifts from ongoing donors have contributed to this operational support. Staff has been actively rebuilding programs, classes, and activities following the pandemic.	
Millbrook Marsh Nature Center - Capital Budget		
104	Note: The design contract has been approved for Phase II of Spring Creek Education Building at the Millbrook Marsh Nature Center (MMNC). The Phase II expansion is estimated at \$1,742,400. Construction is planned to start in 2022; with completion in 2023. More details about the project may be found in the Program Plan.	
104	Note: An 860 square-foot Welcome Pavilion will include four ADA family restrooms, a water fountain with a bottle filling station, benches, educational and way-finding signage, and a brochure rack is planned for MMNC at an estimated \$466,800. A \$300,000 pledge for matching funds for the project was received from a local foundation in April 2022. With those matching funds, a grant proposal was submitted to PA DCNR in April 2021 and included a \$166,800 funding request. If awarded, construction of the Welcome Pavilion could begin in 2022. More details about the project may be found in the Program Plan.	
105	Should lighting for the parking area and walkways to increase safety for visitors and during events at the Nature Center be installed at an estimated cost of \$36,500?	

105	<p>Note: Part I of the Boardwalk Feasibility Study was completed in July 2021. From those results, a design recommendation with a choice of materials was selected and supported by the Feasibility Study Working Group, MMNC Advisory Committee, Parks Capital Committee, COG Finance Committee, and the COG Facilities Committee. The Centre Region Parks and Recreation Authority has approved the study and the recommendation of Option 3, plus recommended alternatives selection in July 2021. The Part II study will include additional site testing and surveys, streambank stabilization analysis, 30% design documents, detailed construction cost estimates, permitting requirements, and possible funding sources. A proposal for professional services was received in June 2021 for \$225,513. The next steps will be to review with the COG Committees.</p>	
106	<p>Note: The Service Building, which houses the full-time staff offices and workspace for seasonal and part-time staff, needs careful consideration for 2022. The Service Building is an original building to the property when it has served as a rabbit pen and as a calf barn. The building needs a new floor and windows. The heating source is inefficient electric baseboard heat, there is cracking plaster in the rear section, there is no air conditioning and there are no restrooms in this office/work area. The CIP includes \$20,000 for design services to plan a safe and reliable alternative for staff offices and workspace.</p>	
Regional Parks Capital Budget		
108	<p>Note: In May 2021, the General Forum voted to approve the refinancing of the Pools loan and Regional Parks loan as a bundle to secure a lower interest rate, as well as to finance necessary funds to complete the Phase I project as budgeted and a contingency for any shortfall and any unfunded items. This loan contingency provides almost \$1.6 million in additional funding for this Phase I project – \$770,180 as savings through lower interest rates and \$816,670 as additional capital for construction costs – provided there unanimous approval of the General Forum at a later date to release those funds. The prior</p>	

	<p>loans were paid off and the new loans closed on June 30.</p> <p>Pre-construction stages of the WRRP Phase I are now underway. Anticipated phases for the remainder of 2021:</p> <ul style="list-style-type: none"> • Conduct a second bidding process. • Review and award the construction bids. • Begin construction of the park in late-Fall 2021. 	
109	<p>Note: Oak Hall Regional Park’s parking lot and the road continue to see washout and runoff of the parking lot gravel, washout from the parking lot affecting a section of trail surface aggregate(TSA), and pitted areas related to constant patterns of driving and parking. Additionally, the grassy section of the parking lot is unusable whenever heavy rains occur and the driveway asphalt is breaking down into the drainage swale along one side of the access road. Should \$45,000 be budgeted to hire an engineering consultant to assess the situation and to create construction documents for improvements to the parking lots and driveway, while continuing to manage stormwater runoff?</p>	
109	<p>Note: The fencing conditions at Hess Softball Complex are poor and there are safety issues with a curled chain-link fence that could puncture or tear a player’s skin. As a result, a phased project began in 2021 to replace the entire outfield fence from dugout to dugout one field per year at \$15,000/year. Funds were allocated to begin in 2020 but postponed due to the pandemic. That phase and the next will be complete this year. So, should \$15,000 be budgeted in 2022 for the third phase and again in 2023, to complete the project?</p>	
110	<p>Note: After the completion of Whitehall Road Regional Park’s Phase I, the completion of the MMNC Spring Creek Education Building, and completing the majority of the task list from the Centre Region Parks, Recreation, and Open Space Comprehensive Study, the Parks Capital Committee and the CRPR Authority should consider hiring a consultant to review the Master Plans and Phase II plans for John Hess Softball Complex,</p>	

	<p>OHRP, and WRRP, using a combination of public input meetings, public surveys, facility inventory, and evaluation of current user data from the Centre Region. Taking the opportunity to evaluate current plans and the study results will allow COG and the Authority to amend these plans, if needed, to reflect current priorities and new information. After the General Forum approves the Phase II plans, the Parks Capital Committee, Finance Committee, and Authority should develop a long-term funding plan for implementing the next park development phases.</p>	
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From: [Mitra, Prasenjit](#)
To: [FergBoard](#)
Cc: [Pribulka, David](#)
Subject: Update
Date: Monday, July 19, 2021 11:11:38 PM

Hello all,

I wanted to let you know that I have to resign as of August 21st, 2021 because I will be moving out of where I live now. I tried to find a 2BR apartment in Ward 2, Ferguson Township so that I could continue on the board but unfortunately, I did not find any. I will be putting a deposit on an apartment in Toftrees, where I found an apartment available.

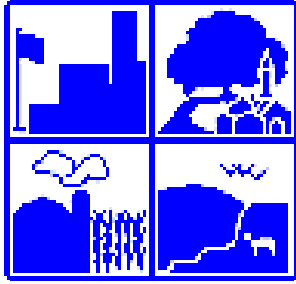
Part of the reason is that I started searching for someone to rent my place and an apartment quite late in the last month or so, after the meeting where we discussed the grass ordinance. That meeting sort of tipped the balance of costs and benefits. I was continuing living in Saybrook despite having hostile neighbors because I did not want my daughter to move. She had suffered from changes in my life. She graduated this year. But, I was still not thinking of moving until that meeting. Contemporaneous posts on the FaceBook Saybrook group on the issue made me realize that I am better off moving. In effect, that convinced me that this neighborhood is not very inclusive and that there is no point in living amidst hostile, intolerant people. Then, I started to look for an apartment. Unfortunately, I did not find anything that would fit my needs in Ward 2. So, I have to move. And, thus I have to resign.

I regret any inconvenience this may be causing you. I am very sorry to have let people down by not being able to complete my term. I really thought I would serve a full four years.

I have tried to do whatever I thought was right even though I have perhaps made mistakes along the way. Sorry about that. I really enjoyed serving and will do the best in the next two meetings to serve my constituents.

Best,
Prasenjit

p.s. Having said that, I am thinking I will skip the CIP meetings since I will not be there to vote for things in the long run. And, if this meeting is informative only, then my attending is not of much use. If my opinion and vote is useful to get things going and resolving policy issues, then I will attend Tue and Wed meetings, given that I have not resigned yet and am drawing a salary. Maybe Laura can let me know if there is value in my attending? -p.



Ferguson Township
3147 Research Drive
State College, PA 16801
Telephone: 814 – 238 – 4651
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www.twp.ferguson.pa.us

Memo

To: Board of Supervisors
From: David Pribulka, Township Manager
CC: Centrice Martin, Assistant Township Manager
Betsy Dupuis, Township Solicitor
Date: July 28, 2021
Re: Board of Supervisors Vacancy Process

With the pending resignation of Supervisor Mitra from the Board, I wanted to provide the Board with a review of the process to appoint a successor to complete Mr. Mitra's unexpired term. The Pennsylvania Election Code (P.L. 1333, No. 320) Section 628 and Section 629, and the Ferguson Township Home Rule Charter (Section 2.09 – Vacancies; Section 2.10 – Filling of Vacancies) describe the process for appointing and, where necessary, conducting special elections to fill a vacancy on the Board of Supervisors. Depending on the timing of the resignation, and the amount of time remaining on the Supervisor's term, the process may vary somewhat with each circumstance. For this application, the Township will need to adhere to the following procedure:

Mr. Mitra's resignation letter will be placed on the Regular Meeting agenda for August 2nd to be accepted by the Board of Supervisors. Upon acceptance, the Board will have thirty (30) days from the effective date of the resignation to appoint a qualified individual as provided in Article II of the Home Rule Charter to fill the seat until the next municipal election. Should the Board fail to agree to an appointment, the Township's Vacancy Board will convene and have fifteen (15) days to fill the vacancy. The Township's Vacancy Board consists of the four remaining Board members and an appointed elector from within the Township who presides over the Vacancy Board. Josh Potter was appointed in 2021, and I have notified him that there is a pending resignation.

If the Vacancy Board is unable to make an appointment, the Board may petition the Centre County Court of Common Pleas to fill the vacancy. It is important to note that, while the Board's responsibility is to appoint a qualified appointee who resides in Ward II, the Court of Common Pleas may appoint a qualified individual from anywhere within the Township. This has not been necessary for any of the Board's recent resignations, and only one appointment during my tenure required the Vacancy Board to convene.

Concurrently, per the PA Election Code, Centre County will notify the political parties and request a nominee from each to face off in the November General Election (Section 979). This means that this year's election will include two vacant At-Large seats, and one vacant Ward seat. The winner of the Ward vacancy will serve the remainder of Mr. Mitra's unexpired term (two years) and will then be eligible to seek re-election to serve for an additional full term. The Election Code prohibits the parties from nominating a candidate who has already won nomination in the Primary Election. *I am proposing the following timeline:*

- August 2nd – The Board accepts Mr. Mitra's resignation effective August 21, 2021.
- August 3rd – Township staff posts the vacancy announcement and opens and application period for interested applicants.
- August 27th – Last day for prospective candidates to apply.
- August 30th to September 3rd – Board members interview applicants.
- September 7th – Board members appoint a candidate at a Regular Meeting (if consensus is reached).
- September 20th – Second opportunity for Board to appoint a candidate at a Regular Meeting. This is also the deadline for the Board of Supervisors to decide on an appointee.
- September 20th to October 1st – Vacancy Board convenes and conducts interviews, if necessary, to select an appointee.
- October 4th – Board petitions Court of Common Pleas at a Regular Meeting.

I believe this schedule will permit sufficient time for interest candidates to apply for consideration, as well as for Board deliberation on an appointee. After the resignation of Mr. Mitra is accepted by the Board, with an effective date of August 21st, staff will post the vacancy announcement and application immediately.

Thank you.

Sincerely,
Township of Ferguson

A handwritten signature in black ink, appearing to read "D. Pribulka", written in a cursive style.

David Pribulka
Township Manager

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

EXECUTIVE COMMITTEE

Hybrid Meeting

July 20, 2021

12:15 PM

GENERAL MEETING INFORMATION	
<u>RSVP</u>	To ensure an overall quorum of members, please let us know how you intend to participate: https://us02web.zoom.us/meeting/register/tZEkd-yopzMpHdKzC66XIuknuuyAETABaAao
Remote Participants	To attend via Zoom: https://us02web.zoom.us/meeting/register/tZEkd-yopzMpHdKzC66XIuknuuyAETABaAao To attend this meeting by phone: +1 929 205 6099 Meeting ID: 859 0509 8376
In-Person Participants	COG Building – Forum Room 2643 Gateway Drive, State College, PA 16801
Meeting Contact: Scott Binkley email: sbinkley@crcog.net 814-235-7818	
<p style="text-align: center;">Click HERE to locate the AGENDA and ATTACHMENTS <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 with 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. For additional information on COG Voting Procedures, 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 Executive Committee on our website, please click [HERE](#).

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Phone: (814) 231-3077 Fax: (814) 231-3083 Website: www.crcog.net

EXECUTIVE COMMITTEE

Hybrid Meeting
July 20, 2021
12:15 PM

Written public comment or requests to speak to the Executive Committee for items not on the agenda, and requests to comment to specific agenda items listed below, may be submitted in advance by emailing sbinkley@crcog.net.

AGENDA

1. CALL TO ORDER AND ROLL CALL

Mr. Hameister will convene the meeting. Mr. Binkley will take 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 minutes per person time limit please). Comments relating to specific items on the agenda should be deferred until that point in the meeting. Submitted comments will be read into the record by the Recording Secretary at the appropriate time in the meeting.

3. CONSENT AGENDA

The following items listed on the Consent Agenda portion of the Executive Committee agenda may be approved with a single motion by the Executive Committee unless a Committee member or member of the public requests that an item is removed from the Consent Agenda for a question or further discussion.

CA-1 APPROVAL OF MINUTES

A copy of the minutes of the June 22, 2021, Executive Committee meeting are **enclosed**.

CA-2 2021 TRICK OR TREAT NIGHT

This item requests that the Executive Committee recommend that the General Forum designate October 31, 2021, as Trick-or-Treat Night for the Centre Region municipalities, with a rain date of Monday, November 1, 2021. Since 1980, the General Forum has

recommended a date for the Centre Region municipalities to designate as Trick-or-Treat night. Consistent with that tradition, the Centre Region Parks and Recreation Director asked the Centre Region Police Chiefs for a recommended date. They recommend that Sunday, October 31, 2021, be designated as Trick-or-Treat night in the Centre Region with the times to be 5:30-8:30 PM for Halfmoon Township, and 6-8 PM for all other Centre Region municipalities. Penn State will be playing an away game on October 30th at Ohio State and the Penn State Women's Volleyball team will be playing games at home on Friday and Saturday.

Additionally, staff is working with the SCASD to have the Annual Halloween Parade return to Memorial Field and downtown State College this year. The tentative date at this time is Tuesday, October 26, and as soon as SCASD can confirm that, staff will begin the permitting process. The latest route used included South Burrows Street (line-up area), east on College Avenue, south on Allen Street, and then West Foster Street to Memorial Field where judging takes place. This date has been selected based on various athletic schedules leading up to a SCASD home football game on October 29.

“That the Executive Committee approves items CA-1 – CA2 as listed on the July 20, 2021, Executive Committee Consent Agenda.”

All municipalities should vote on this motion.

4. 2022 COG PROGRAM PLAN – Presented by Eric Norenberg and Joe Viglione

This agenda item asks the Executive Committee to forward the draft 2022 Program Plan to the General Forum for discussion and referral to the Centre Region municipalities for comment.

During its July 8, 2021, meeting, the Finance Committee met with the COG Agency Directors to review the draft 2022 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 is **enclosed**.

This will be the 19th Program Plan presented to the General Forum. The documents have been well received by the elected officials and COG Staff as an effective planning tool that identifies proposed budgetary and program changes. Additional time to consider those changes is provided prior to the preparation of the detailed budget.

Last year, due to the pandemic, there was agreement to produce a condensed Program Plan for 2021 that was focused on the future, with less historical background information. However, at the time, there was feedback that the background information should not be lost, and that COG should consider presenting both future and background information every two years to coincide with newly elected officials taking office.

After review of options with staff and Agency Directors, the Program Plan will be accompanied by a companion document named the Program Preface. The Preface document will include the historic and background documentation that was previously included in the Program Plan. Other benefits from a separate Program Preface document include being able to share with new COG staff as part of orientation, newly elected or appointed General Forum members, and candidates for office. In addition, staff plan to explore how sections of the Preface can serve as a historic record for important COG projects with links to important documents. As with last year, both documents would be primarily available electronically, but able to be printed for those who request hard copies.

The Program Plan document will be accompanied by a Comment Guide matrix (provided with the July General Forum agenda packet) listing the preliminary budget changes proposed by the Agency Directors for the upcoming year in a format for municipal review and discussion. The Agency Directors will be in attendance to present and respond to their Program Plan proposals.

The Executive Committee is asked to decide whether to forward the 2022 COG Program Plan to the General Forum for consideration and referral to the municipalities for comment.

To proceed with the review of the Program Plan, the Finance Committee unanimously agreed to ask the Executive Committee to refer the following motion to the General Forum for consideration:

“That the Executive Committee recommends 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.”

All municipalities should vote on this motion.

5. 2022 TO 2026 COG CIP – Presented by Eric Norenberg and Joe Viglione

This agenda item asks the Executive Committee to forward the draft 2022 to 2026 Capital Improvement Program to the General Forum for discussion and referral to the Centre Region municipalities for comment.

During its July 8, 2021 meeting, the Finance Committee forwarded the **enclosed** draft 2022 - 2026 CIP for the Centre Region COG.

This document is intended to provide information about:

- Proposed COG capital expenditures over the next five years.
- Proposed COG capital expenditures that have a value of at least \$10,000.
- Proposed revenue sources for COG capital expenditures.

The Executive Committee is asked to decide whether to forward the 2022 - 2026 COG Capital Improvement Plan to the General Forum for consideration and referral to the municipalities for comment.

To proceed with the review of the CIP, the Finance Committee unanimously agreed to ask the Executive Committee to refer the following motion to the General Forum for consideration:

“That the Executive Committee recommends 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.”

All municipalities should vote on this motion.

6. MANAGER REVIEW OF THE LIBRARY FUNDING FORMULA – Presented Joe Viglione

At the May 24th 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 29th have decided to keep the two usage-based formulas (for the Active Adult Center and Library) unchanged.

The Municipal Managers 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).

At its July 8 meeting, the Finance Committee referred this item to the Executive Committee. The Executive Committee is asked to:

- Receive this information; and
- Determine if the item should be:
 - Forwarded to the General Forum as a Matter of Record.
 - Forwarded to the General Forum as an Agenda item for further discussion.
 - Referred back to the municipal managers for further discussion.

7. COMMUNICATIONS PROCEDURE TO OUTSIDE ENTITIES – Presented by Eric Norenberg

This item asks the Executive Committee to review and provide feedback based on a request that had arisen during the February 16, 2021, Executive Committee meeting to:

Create a procedure to provide a framework and guidance for COG committees proposing to send advocacy letters to other governments or agencies, to submit feedback or opinions as a result of requests from other local, state, or national organizations, to release surveys to the public, or submit opinion columns to publications or other media.

Due to a lack of existing guidance on this item and to address the request made at the February 16, 2021, Executive Committee meeting, staff has drafted the **enclosed** procedure to provide a framework and guidance for COG committees proposing to send advocacy letters to other governments or agencies, to submit feedback or opinions as a result of requests from other local, state, or national organizations, to release surveys to the public, or submit opinion columns to publications or other media.

During the April 20, 2021, Executive Committee meeting, members expressed their consensus in support of developing this procedure.

Members noted that the guidance of the Executive Committee and COG Executive Director is necessary to help guide that the subject matter goes before the appropriate audience(s) before it is distributed to ensure that the messaging reflects a consensus position of the COG and its members.

It should be noted that once finalized this procedure will be included for reference with other COG governance documents for review by elected officials, COG staff, and others at the COG governance SharePoint site.

The Executive Committee is asked to review the provided procedure and provide any additional comments on this item.

If the Executive Committee is in consensus to support the procedure a possible enacting motion could be:

“That the Executive Committee approves and endorses the COG committee communication procedure and asks that the Executive Director distribute the procedures to COG Committees and Agency Directors.”

All municipalities should vote on this motion.

8. MEETING PROCEDURES DRAFT DOCUMENT – Presented by Eric Norenberg

At its June 22, 2021, meeting the Executive Committee requested that staff begin to develop a draft list of meeting procedures. This file is intended to be a living document and will be useful as a reference for everyone, but will be especially helpful for newly elected officials, new staff, and the public. The meeting procedures document may need to be updated and added to over time especially as COG works through the first few months of hybrid meetings. The Executive Committee should commit to reviewing this document at least every two-three years. This document has been updated to include recent legislation and a recent opinion from the COG Solicitor (see item 10.J.). Staff plans to distribute the procedures document to the Committee before the end of the month and the Committee will be asked to provide any feedback or comments about this document so that a detailed conversation may take place during the August Executive Committee meeting.

9. EXECUTIVE DIRECTOR'S REPORT

The Executive Director will update the Executive Committee on other items of current interest.

- Should the Executive Committee move their August meeting date from Tuesday, August 17 to Thursday, August 19 at 12:15 pm after the Finance Committee has met?
- Does the Executive Committee want to test out using a consent agenda at the July General Forum meeting for consideration of the June minutes and the scheduling of Trick-or-Treat night?

10. OTHER BUSINESS

- A. Matter of Record - The next meeting of the Executive Committee is *tentatively* scheduled to be a hybrid meeting on Tuesday, August 17, 2021, at 12:15 PM.
- B. Matter of Record - A repository of COG governance policies, procedures, and other related documents has been created ([here](#)) using SharePoint for use by the elected officials and COG staff. Staff will continue to develop and update this site and educate the elected officials of its existence. Please contact Eric Norenberg with feedback and suggestions.
- C. Matter of Record - A repository of information related to the Whitehall Road Regional Park has been created to facilitate easy access to documents, resources, and current information about the project. Staff continues to develop and update the site which can be found at <https://www.crcog.net/wrrpinfoguide>. Please contact Eric Norenberg with feedback and suggestions.
- D. Matter of Record - A facility condition assessment (FCA) **enclosed** has been completed at the Millbrook Marsh Nature Center. The preliminary report will review findings and recommendations regarding all aspects of the Millbrook Marsh

Nature Center including the Service Building condition. The COG Facility Coordinator is in the process of preparing FCAs for other COG facilities.

- E. Matter of Record - At its July 8, 2021, meeting the Finance Committee discussed the status of the COG IT study. It was noted that the two proposals that were received are significantly over the budget of \$25,000. The Committee moved to support the following pathway forward:
- 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.*
- F. Matter of Record - The calculation for the cost-of-living adjustment to be used in the development of the 2022 budget is 2.3% plus a merit increase of 1.5%.
- G. Matter of Record - The loan work associated with the refinancing of the Parks and Pools loans was completed on June 30th.
- H. Matter of Record - We received 5 proposals on June 29 for our RFP for an Energy Services Consultant, several of which were very solid. After reviewing them separately, the microgroup met on Friday, July 9 to review the proposals collectively.
- The microgroup intends to interview the top 2 firms by the end of July.
 - We are on schedule to have the tentative selection of the firm complete by July 30.
 - Proposal costs came in higher than estimated, but in the ballpark. We estimated \$65,000 total and the 2 finalist's proposals are under \$90,000. We believe there is room for negotiations to reduce the price. (Attached is a draft revised cost estimate allocation based on the maximum cost of \$90,000.)
 - SCASD staff is currently setting up the interviews.
- I. Matter of Record - At its April 20, 2021, Executive Committee meeting, members requested the COG Executive Director to begin developing a process and procedure regarding the selection process for retaining the COG solicitor. Since the April 20, 2021 meeting, samples have been gathered from several sources, and more information is expected to be presented to the Committee in August.
- J. Matter of Record - Recently, several questions related to the Sunshine Act and Open Records have arisen during various situations within COG. To be sure staff were properly guiding COG meetings (including the Library Board of Trustees and the Centre Region Parks and Recreation Authority) and to understand the differences, if any, between COG and these Boards, a series of questions were posed to the COG solicitor. **Enclosed** is the response as was submitted, along with a Centre County court decision on a similar matter.
- K. Matter of Record - The reports of the Centre Region Sustainability Survey and the community forum on Addressing Climate Impacts in the Centre Region are now

available. The Executive Summary and full reports are available on the COG website: <https://www.crcog.net/sustain-survey> and <https://www.crcog.net/climate-forum>.

- L. 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 8:30 am. The rain date is July 30, 2021, at 8:30 am. 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.
- M. Matter of Record - **Enclosed** is a press release outlining a discount pass promotion for CATA OnePass and Youth Passes which is set to begin on August 1.
- N. Matter of Record - The COG Organizational Strategic Plan is progressing. Listed below are the working Mission and Vision statements and Values:

Mission: The Centre Region Council of Governments supports the residents who live, work, and play in the diverse communities that make up the Centre Region by providing cost-effective, consistent, and high-quality public services.

Vision: By maximizing the benefits of shared services through municipal partnerships, the Centre Region Council of Governments will continue striving to have a positive impact on the quality of life of those living, working, and playing in the Centre Region.

Values:

- P** We are **Public-focused** in all that we do.
- A** We are **Adaptable** and able to respond to the changing needs of all those we serve.
- R** We **Respect** each other, and all of those within our communities, and the leadership provided by the Centre Region elected officials and work tirelessly to earn their Respect.
- T** **Transparency** is essential to forging and sustaining trust with our residents, customers, and elected officials.
- N** While honoring our commitments and agreements, we will be **Nimble** in responding to emergencies and changing conditions.
- E** The resources entrusted to the COG are used with **Efficiency** to deliver cost-effective, quality services and solutions.
- R** The COG and its staff are dedicated to being **Reliable** and dependable in our service to others.
- S** The **Safety** of every resident, visitor, and coworker is a priority as we do our jobs, as we respond to emergencies, and as we review and inspect every building project.

- H** Trust is a critical element in all of our relationships, we pledge that **Honesty** and **Integrity** will guide every transaction and decision we make to earn and retain that trust.
- I** Each voice and every member of our community is important to us, so our organization promotes **Inclusion** in COG programs, events, operations, and employment.
- P** Our decision-making is **Participatory** because the opinions and perspectives of all parties have value and collaboration results in better decisions and a stronger COG.

The following are **Draft Goals**. Agency Directors will be meeting soon to start developing objectives, strategies, and tactics related to these goals.

Goal 1: Maximize cost-effective and consistent public services.

Goal 2: Maximize high-quality public services.

Goal 3: Maximize benefits of shared services through municipal partnerships.

Goal 4: The CRCOG will impact the quality of life positively on those living in the Centre Region.

A presentation on the Strategic Plan, including all the above items, is planned for the August General Forum meeting.

- O.** Matter of Record - At its June 22, 2021 meeting, the Executive Committee, discussed the process that was used during the recent hiring of the Library Director with the COG Executive Director. Mr. Norenberg and Ms. Pettitt have received feedback on the process and recommendations from the Schlow Library Board of Trustees Governance Committee based on feedback from Trustees. The Executive Committee provided direction to the Executive Director and he later met with the Governance Committee again. This topic will now be on the July 21, 2021, Library Board of Trustees agenda for discussion with Mr. Norenberg.

11. CALENDAR

A calendar with upcoming COG committee, General Forum, and municipal meetings can be found by clicking the following link: [COG and Municipal Meeting Overlay Calendar](#).

12. ADJOURNMENT

ENCLOSURES

<u>Item #</u>	<u>Description</u>
CA-1	Executive Committee Meeting Minutes: June 22, 2021
04	2022 Program Plan
05	2022 to 2026 CIP
07	COG Draft Communications Procedure

- 10D Millbrook Marsh Nature Center Facility Condition Assessment (FCA)
- 10J-1 Solicitor Opinion - Sunshine Act/Open Records
- 10J-2 Decision of Court of Common Pleas of Centre County
- 10M CATA Discount Pass Promotion

Spring Creek Watershed Commission

July 2021

Via Zoom

July 2021 SCWC Meeting

Time: July 21, 2021 07:00 PM Eastern Time (US and Canada)

Zoom Connection:

<https://us02web.zoom.us/j/89897415182?pwd=QU5uRVp1UWhKRTRVSkZPUStCd1NIQT09>

- 1) Call to Order:** Joanne Tosti-Vasey, Chair will call the meeting to order
- 2) Introduce members:** – Establish which municipalities are present and who the new/returning representatives/alternates are for each municipality. Circulate membership list for confirmation and any needed updates.
- 3) Approval of minutes,** Approve May 2021 minutes
- 4) Citizen Comments:** The public is invited to address the Commission on items not on the agenda. (5 minutes per commentary). Electronic copy of comments should be submitted to SCWC & will be added to meeting minutes.
- 5) Educational Topic:**
Title: Centred Outdoors Presenter: Clearwater Conservancy
- 6) Old Business:**
 - a. One Water Report:**
 - **Powerpoint Presentation Status – Paul Takac**
 - b. Caitlin Teti Master’s Project Plan – Caitlin Teti**
 - d. Atlas Project – Bob Carline**
 - Current Status
 - Award proposal from the Atlas Workgroup
 - e. Education Committee – Educational Topics for 2021**
 - September 15th, Lara Fowler, "Understanding and Stewarding Water Quality, a Legal Perspective"
 - November 17 – Clearwater Conservancy – Riparian Buffers of Clearwater Conservancy
 - f. SCWC Facebook Page – Izen Lingenfelter**
 - g. Microplastic Pollution in the Spring Creek Watershed – presentation** by Jasmine Fields on possible educational solutions
 - i. Invoicing Municipalities for memberships in 2022 – updates if any on** whether we will be using 2010 or 2020 Census data for invoicing. Invoices to be sent out by September 1.

7) New Business:

- a. George Harrigan, Harris Township representative has resigned from the Commission. Replacement to be made next month.
- b. **Kaywood Estates Development on Cedar Run in Harris Township –** Speaker pending

8) Financials -UPDATE

- a. **Report:** April – June – Bill Sharp, Jon Eaton

(LAST REPORT)

Memberships received for 2021: Bellefonte Borough, State College Borough, Benner Township, Halfmoon Township, Patton Township, Potter Township, Spring Township

April 2021

Project Fund: Debit:	\$0.00	Credit:	\$00.00	Balance:
\$2,150.63				
General Fund: Debit:	\$79.45	Credit:	\$0.00	Balance:
\$28,014.63				

May 2021

Project Fund: Debit:	\$0.00	Credit:	\$00.00	Balance:
\$2,150.63				
General Fund: Debit:	\$124.99	Credit:	\$0.00	Balance:
\$27,889.64				

June 2021

Project Fund: Debit:	\$0.00	Credit:	\$00.00	Balance:
\$2,150.63				
General Fund: Debit:	\$1900.00	Credit:	\$0.00	Balance:
\$25,989.64				

Note: the debit is a docketed estimate of expenses and is pending final approval.

9) Once Around the Watershed: Members are asked to share relevant water related news from their municipality.

10) Remaining Meetings for 2021:

- September 15, 2021
- November 17, 2021

The July 21 Spring Creek Watershed Commission Meeting is being sponsored by State College and will appear on cnet1.org and air on CGTV (cable channel 7):

Wednesday, July 28 - 9:00 p.m.
Friday, July 30 - 2:00 a.m.
Saturday, July 31 - 8:00 a.m.
Sunday, August 1 - 4:00 p.m.

Joanne Tosti-Vasey is inviting you to a scheduled Zoom meeting.

Joanne Tosti-Vasey is inviting you to a scheduled Zoom meeting.

Topic: SCWC Meeting

Time: July 21, 2021 07:00 PM Eastern Time (US and Canada)

Every other month on the Third Wed, until Nov 17, 2021, 4 occurrence(s)

May 19, 2021 07:00 PM

Jul 21, 2021 07:00 PM

Sep 15, 2021 07:00 PM

Nov 17, 2021 07:00 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/89897415182?pwd=QU5uRVp1UWhKRTRVSkZPUStCd1NIQT09>

Meeting ID: 898 9741 5182

Passcode: 766784

One tap mobile

+13126266799,,89897415182#,,,,*766784# US (Chicago)

+19292056099,,89897415182#,,,,*766784# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 898 9741 5182

Passcode: 766784

Find your local number: <https://us02web.zoom.us/j/kc57EC1zIL>



Manager's Report August 2, 2021

1. Provided with this report is a letter from the Centre County Commissioners conveying their support for the Township's application to the PennDOT Transportation Alternatives Grant Program for streetscape improvements in Pine Grove Mills. Also included in the letter is a commitment of \$50,000 from the Centre County Liquid Fuels Grant Program to offset the local match required for the project. The preliminary application is due on August 13th.
2. Route 45 Getaways! kicked off on July 31st and runs this week through August 8th. Radio spots with Forever Media, Seven Mountains Media, and WPSU have been promoting the event, as well as other media and social media campaigns. The event features local food, spirits, art, and entertainment, and will take place at over twenty establishments along and near the Route 45 corridor. The Township sponsored the event with a commitment of \$4,500 and the Happy Valley Adventure Bureau provided a \$9,000 grant to assist with promotion, planning, and marketing.
3. The Manager and Planning Director met with representatives of Centre County Housing and Land Trust, State College Community Land Trust, Housing Transitions, Mid Penn Legal Services, and others to discuss the potential sale of the Knob Hill Trailer Park.
4. Township staff met with COG staff to discuss milestones and timelines associated with the approved final land development plan for Whitehall Road Regional Park.
5. The Managers and Solicitors of State College Borough, Bellefonte Borough, and Ferguson Township met to discuss the proposed Discrimination Ordinance and Regional Human Relations Commission. Concerns expressed by the Solicitors have temporarily paused movement on the ordinance until they can be adequately addressed. More information will be forthcoming, and a Board member may be requested to represent the Township in a multi-municipal meeting to review the outstanding item.
6. The Manager attended the Zoning Hearing Board meeting on Tuesday, July 27th to support the requests for variance from the University Area Joint Authority to upgrade the Scott Road Pump Station. All variances requested were granted by the Zoning Hearing Board.
7. The Pine Grove Mills Small Area Plan Advisory Committee met on July 29th. The primary agenda item was a walking tour of the Village to assess conditions including availability of on-street parking, streetscape amenities, multimodal transportation opportunities, neighborhood aesthetic, and scale.



TOWNSHIP OF FERGUSON

3147 Research Drive • State College, Pennsylvania 16801

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

Public Works Director's Report to the Board of Supervisors (BOS) for the regular meeting on August 2, 2021

- 1. Capital Improvement Plan 2022 - 2026** – The Public Works Director presented a revised plan of road improvements to the Board at a worksession on July 20th based on feedback received during the work session and road tour with the Board on July 14th. The revised plan focuses on using Paver software to prioritize road paving and microsurfacing projects within a constrained budget as well as Public Works Directors recommendation of paving projects to help eliminate backlog work based primarily but not solely on road sections with the lowest pavement condition index. (Follow up note on proposed Johnson Road/Whitehall Road intersection stormwater improvement project: an existing leach field may make the flow path to the pond challenging).
- 2. Public Works Road Crew Activities** – Road crew work for the week of August 2nd includes brush collection, leaf collection, and roadside mowing. Planned work for the week of August 9th includes culvert flushing and repairs, street sweeping, test pits in sidewalk in Pine Grove Mills, and roadside mowing.
- 3. Arborist and Tree Commission Activities**- The July 19th meeting of the tree commission included a driving tour of trees slated for removal in advance of the public hearing in October. Most trees are replacement of small dead trees. Our part time arborist has agreed to stay until September. He is busy responding to tree concerns and complaints from residents, preparing for FTTC meetings, preparing a tree planting plan, finding tree planting opportunities, inspecting land development plan plantings, and is preparing a tree preservation plan and investigating tree impacts, public and private, due to the Park Hills Drainageway Improvement Project. The FTTC meets again on August 16th.
- 4. Stormwater Fee** – Fillable application forms for credits and exemptions using Laserfish are now available to property owners via our website. All property owners will soon receive an educational mailing from the Township. 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 is now available on our website to allow property owners to click on a parcel and view information such as the assigned fee. Educational videos and articles are posted on our web page and released via various media platforms. A work session hosted by the Public Works Director and Township Engineer is planned for the evening of August 17th to provide information on eligibility and how to apply for credits and exemptions.

5. **Contract 2016-C11 Traffic Signal Performance Metrics** – The design is complete and being reviewed by PennDOT and our consultant. We anticipate a bid letting in August for award in September.
6. **Contract 2018-PWGGGS Rooftop Photovoltaic on FTPW Building 6** – Work was awarded to Envinity. A pre-construction meeting is scheduled for Monday August 2nd.
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. Work continues on the utility relocation and coordination with West Penn, Comcast, and homeowners.
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 scheduled in the next 2 weeks.
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 reauthorization of an agreement between the Township and McCormick Taylor is on the agenda. Work is anticipated to start in August.
11. **Contract 2020-C21 Pine Grove Road & Water Street/Nixon Road Signal Warrant Study** – A reauthorization of an agreement between the Township and McCormick Taylor is on the agenda. Work is anticipated to start in August.
- 12.
13. **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. Work is in design. Expect to let bid August or September.

14. **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. Expect to advertise for bid August 10th for work to be done this year. This information will be used to help prioritize pipe repairs and pipe lining in the future.
15. **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.
16. **Contract 2021-C9 Microsurfacing** – This work was awarded. Work is complete.
17. **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 in Ferguson Township is complete. COG parking lot to be sealed the week of August 2nd.
18. **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 30th to complete work themselves, after which time work will be completed by our contractor.
19. **Contract 2021-C12 Traffic Signal Cabinet Installation** – Work includes upgrading the cabinet at the intersection of Science Park Road and West College Avenue. Foundation complete, cabinet will be reset this fall. Waiting for material delivery for the pole under separate contract to finish this contract.
20. **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.
21. **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. Sent notice of intent to enter to property owners in project area. NTM is preparing a scope and price proposal to do the design and permitting.
22. **Contract 2021-C17 Guide Rail Replacement** – Quotes are obtained to replace certain sections of guiderail as needed.
23. **Contract 2021-C18 Homestead Park Play Equipment Installation** – FTPW will procure equipment through COSTARS and solicit quotes for installation. Work is in design. FTPW will perform the site work before and after the install.
24. **Contract 2021-C19 Louise E. Silvi Baseball Field Fence Installation** – Work includes replacement of a section of ball field fence. Obtained quotes. Notice to Proceed issued to Nastase Construction and Supply. Waiting on materials. Expect work to be completed in one month.

25. **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.
26. **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. Purchase order processed and contract signed for installation. Anticipate work in October by Stouse Electric. Awaiting material delivery.
27. **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. Awaiting pole delivery.
28. **Asset Management and Work Order Software** – FTPW will utilize TRAISR software for both asset management and work orders subject to the Centre Region Code entering into a contract with this vendor for permitting software since we will have access to the software for no additional cost. Implementation may not occur until the end of 2022. The Public Works Director will investigate opportunities for FTPW to start using the software sooner.
29. **Traffic Calming Study for sections of Havershire Boulevard, Circleville Road, and Rushcliffe Street** – Work is pending. Data collection to start in the fall after study area defined after determination of eligible traffic calming.
30. **Traffic Study at the Intersection of Cherry Lane and Martin Street** – The crosswalk study is complete. (see attachment). The cross walk is scheduled to be striped in the next 2 weeks. A work order is submitted to trim branches obstructing signs and install new signage. The Township Engineer recommends overhead lighting. The Manager and/or Board are asked to consider this request at some time in the future and provide direction to proceed as an order to WPP and bill adjoining property owners per the fee schedule, fund as a capital project in the CIP, or not pursue overhead lighting at this location. Once traffic resumes after school is in session, the Township Engineer will collect the necessary traffic data and review the intersection stop controls and provide any recommendations on stop conditions at this intersection.

MID-BLOCK CROSSWALK ENGINEERING AND TRAFFIC STUDY

PLEASE TYPE OR PRINT ALL INFORMATION IN BLUE OR BLACK INK



A - LOCATION INFORMATION	
COUNTY Centre	MUNICIPALITY Ferguson Township
STREET NAME Cherry Lane at Martin Street - uncontrolled	TOWNSHIP ROAD # T-342
SR# n/a	SEGMENT n/a

B - REFERENCE INFORMATION	
REFERENCE Chapter 212	SECTION(S) 212.5(b)(1)(v)(T) <i>Crosswalk markings are municipal responsibility</i>
REFERENCE MUTCD	SECTION(S) 3B.17 <i>Guidance for crosswalk markings.</i>
REFERENCE PUB 46	SECTION(S) Chapter 11.9 <i>PennDOT Guidance for studies on state highways</i>
REFERENCE Vehicle Code Title 75 P.a. C.S.	SECTION(S) § 3542 <i>Establishes right of way for pedestrians in crosswalks</i>
REFERENCE TC-8600	SECTION(S) Sheet 4 of 8 <i>Provides details of crosswalk markings</i>

C - STUDY ELEMENTS	
FROM PUB 212 APPENDIX:	
<input type="checkbox"/> Crash Analysis (1)	<input checked="" type="checkbox"/> Sight Distance (16)
<input checked="" type="checkbox"/> Geometric Review (8)	<input type="checkbox"/> Speed Data (17)
<input checked="" type="checkbox"/> Pedestrian Volumes (12)	<input checked="" type="checkbox"/> Traffic Volumes (20)
<input checked="" type="checkbox"/> Other: <u>Reference FHWA-SA-17-072</u> <i>Guide to Improving Pedestrian Safety at Uncontrolled Crossing Locations</i>	

D - ATTACHMENTS LISTING		
Check those that apply and attach to this form in the order listed below:		
<input type="checkbox"/> 1. 10-Day Response Letter	<input type="checkbox"/> 7. Crash Extract	<input type="checkbox"/> 13. Traffic/Pedestrian Volumes
<input type="checkbox"/> 2. Letter or Memo Requesting Study	<input type="checkbox"/> 8. Crash Rate	<input type="checkbox"/> 14. STAMPP Identification Data
<input type="checkbox"/> 3. Location Map	<input type="checkbox"/> 9. Collision Diagram Plot	<input type="checkbox"/> 15. Speed Limit
<input type="checkbox"/> 4. Straight Line Diagram	<input type="checkbox"/> 10. Speed Study	<input type="checkbox"/> 16. Traffic Signal Permit Plan
<input checked="" type="checkbox"/> 5. Photographs	<input type="checkbox"/> 11. Warrant Analysis	<input checked="" type="checkbox"/> 17. Other <u>Sign Details</u>
<input checked="" type="checkbox"/> 6. Field View Drawing or Condition Diagram	<input type="checkbox"/> 12. Multi-Way Stop or Truck Restriction Worksheet	

Confidential - Traffic Engineering and Safety Study

This document is the property of the Commonwealth of Pennsylvania, Department of Transportation. The data and information contained herein are part of a traffic engineering and safety study. This safety study is only provided to those official agencies or persons who have responsibility in the highway transportation system and may only be used by such agencies or persons for traffic safety related planning or research. The document and information are confidential pursuant to 75 Pa. C.S.3754 and 23 U.S.C. 409 and may not be published, reproduced, released or discussed without the written permission of the Pennsylvania Department of Transportation.

E - SITE OBSERVATION CHECKLIST

Operational Checklist:

1. Do obstructions block a driver's view of pedestrians or approaching vehicles? YES NO N/A
2. Do drivers respond correctly to signals, signs, or other traffic control devices? YES NO N/A
3. Is there evidence of crashes (*skid marks, property damage, tree/bush damage, broken glass/vehicle parts, etc.*)? YES NO N/A
4. Are there violations of parking or other traffic regulations? YES NO N/A
5. Do drivers appear confused about routes, street names, or other guidance information? YES NO N/A
6. Have you observed the location during peak hours for volume, crashes, and traffic operations? YES NO N/A
7. Are there traffic flow deficiencies or traffic conflict patterns associated with turning movements? YES NO N/A
8. Are there significant delays and/or congestion? YES NO N/A
9. Are there vehicle/pedestrians conflicts? YES NO N/A
10. Are there other traffic flow deficiencies or traffic conflict patterns? YES NO N/A

Physical Checklist:

1. Can sight obstructions be removed or lessened? YES NO N/A
2. Do the street alignments or widths adequately accommodate the type of traffic using the roadway? YES NO N/A
3. Are curb radii adequate for turning vehicles? YES NO N/A
4. Are pedestrian crosswalks properly located? YES NO N/A
5. Are signs adequate as to usefulness, message, size, conformity, and placement? YES NO N/A
6. Are traffic signals adequate as to placement, visibility, glare, conformity, number of signal heads, and timing? YES NO N/A
7. Are pavement markings adequate as to their conformance to standards and location? YES NO N/A
8. Is channelization (islands or pavement markings) adequate for reducing conflict areas, separating traffic flows, and defining movements? YES NO N/A
9. Does the existing legal parking layout affect sight distance for through or turning vehicles? YES NO N/A
10. Is the pavement condition free of potholes, washboard, slick surface, etc.? YES NO N/A

F - SITE DATA

DATE DATA COLLECTED	PERSON CONDUCTING STUDY	TITLE
July 20, 2021	Ron Seybert	Township Engineer
<ol style="list-style-type: none"> 1. What is the posted speed limit? <u>25</u> MPH 2. What is the total width of the roadway? <u>24</u> feet 3. What is the number of travel lanes at the proposed crosswalk? <u>2</u> 4. Are sidewalks present? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO 5. Is parking permitted in the area of the proposed crosswalk? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO What distance is the parking area from the proposed crosswalk? _____ feet 6. Is angle parking present? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 7. Is curbing present? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If yes, does curbing include a curb extension? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO 8. Is the distance to the nearest marked crosswalk greater than 300 feet? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO 9. What is the exact location of the proposed crosswalk (be as specific as possible)? <u>East side of intersection at location of current sidewalk curb ramps</u> 10. Is the traffic volume on the roadway 10,000 ADT or less? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If no, is the two-lane traffic volume 15,000 ADT or less? <input type="checkbox"/> YES <input type="checkbox"/> NO 		

This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. 3754 and 23 U.S.C. 409 and may not be disclosed or used in litigation without written permission from PennDOT.

F - SITE DATA (CONTINUED)

11. What is the total number of pedestrians crossing the street within 150 feet of the proposed crosswalk? _____
12. In the table below, indicate the four highest one hour periods that pedestrians will use the crosswalk and how many pedestrians will cross.

	TIME	NO. OF PEDESTRIANS CROSSING
Example:	7:00 – 8:00 AM	40
1.)	_____	_____
2.)	_____	_____
3.)	_____	_____
4.)	_____	_____

The number of crossings is not known. The school TIS did not identify crossings at the intersection, just pedestrians on the sidewalks. A volume criterion is required to be met on state routes.

13. Is there a high concentration of children, elderly, or disabled pedestrians crossing the roadway in the vicinity of the proposed crossing? YES NO
 If yes, how many? _____ **The pedestrian crossing connects to the Radio Park Elem School, but also extends across the school property to the Tudek Trail. The mix of users is unknown.**
14. Does the available sight distance between an approaching driver and a person anywhere within the proposed crosswalk satisfy the following minimum values where both driver's eye and the pedestrian are assumed to be 3.5 ft above the roadway? YES NO

Speed Limit (mph)	Minimum Sight Distance for a Corresponding Grade (feet)		
	-6%	level	+6%
25	215	200	184
30	271	250	229
35	333	305	278

G - REMARKS

Using FHWA Guide; Cherry Lane is a 2 lane street with an ADT less than 9,000 VPD and a speed limit <30mph, therefore recommended countermeasures include high-visibility crosswalk markings, nighttime lighting, and crossing warning signs. Other measures to be considered include; raised crosswalk, in-street pedestrian sign, curb extension, and pedestrian refuge island. The crossing is also access to an elementary school. Each is discussed in next section.

H - ENGINEERING JUDGEMENT

The recommended treatment is high-visibility markings (piano-key style) and crosswalk warning signs since the approaching traffic does not have to stop. These signs should be coordinated with the School signs per the attached sketch. If possible, nighttime lighting should also be installed through a fixture mounted on a WPP pole adjacent to the crossing location. Other potential countermeasures are not recommended based upon the roadway geometry.

I - APPROVALS

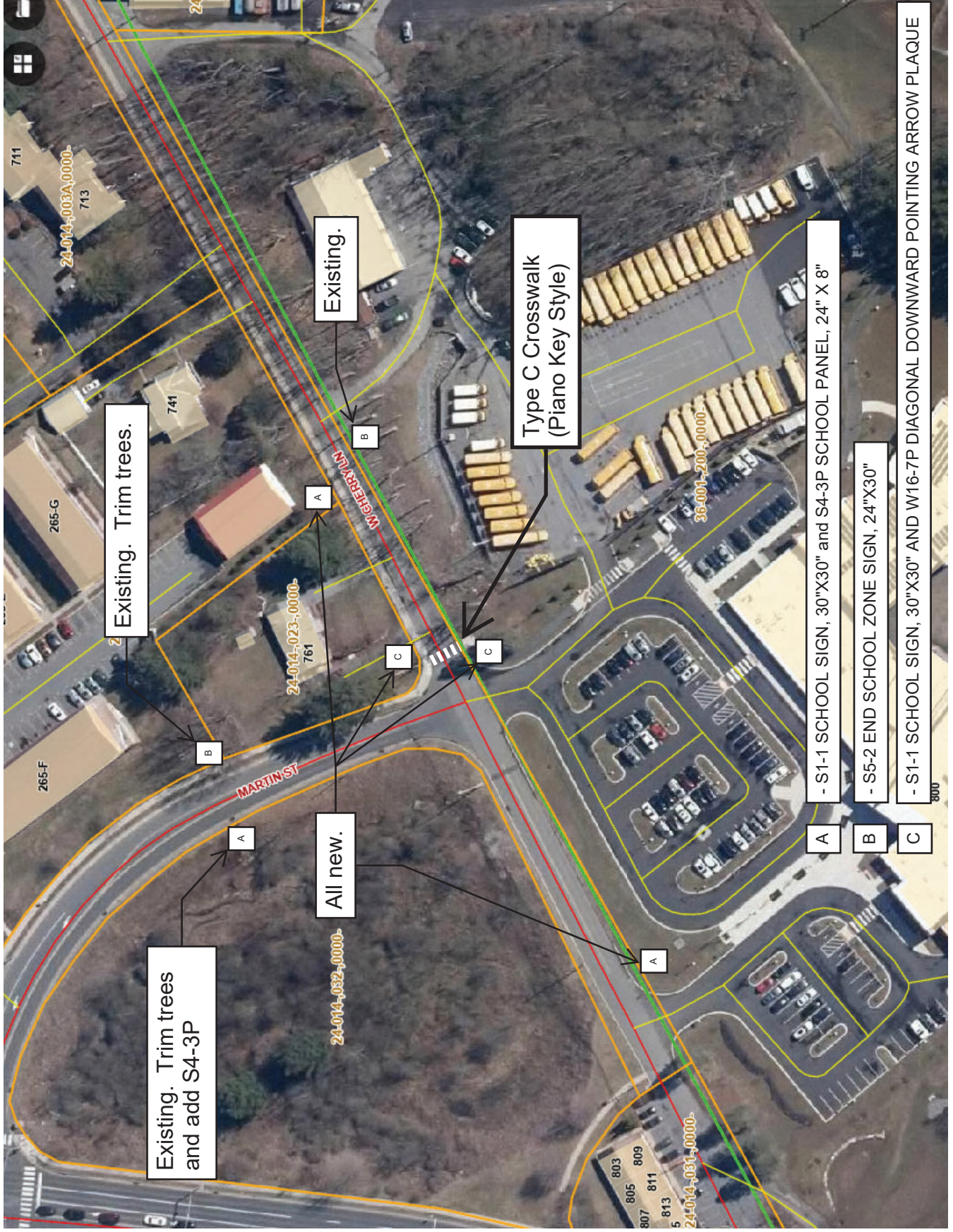
Comments:

Public Works Director to review intersection lighting recommendation with Township Manager.

Reviewed and Approved by Signature Digitally signed by Ron Seybert Date: 2021.07.28 10:34:27-04'00'	Name/Title Ron Seybert / Township Engineer	Date
Reviewed and Approved by Signature David J Modricker <small>Digitally signed by David J Modricker DN: G=David J Modricker, C=US United States, E=dmodricker@wp.ferguson.pa.us, OU=Ferguson Township, O=Ferguson Township, L=US United States, CN=David J Modricker Date: 2021.07.28 10:39:29-04'00'</small>	Name/Title David Modricker / Public Works Director	Date

This traffic engineering and safety study is confidential pursuant to 75 Pa. C.S. 3754 and 23 U.S.C. 409 and may not be disclosed or used in litigation without written permission from PennDOT.

CHERRY LANE CROSSWALK STUDY CONDITION DIAGRAM
SIGNING & MARKING PLAN



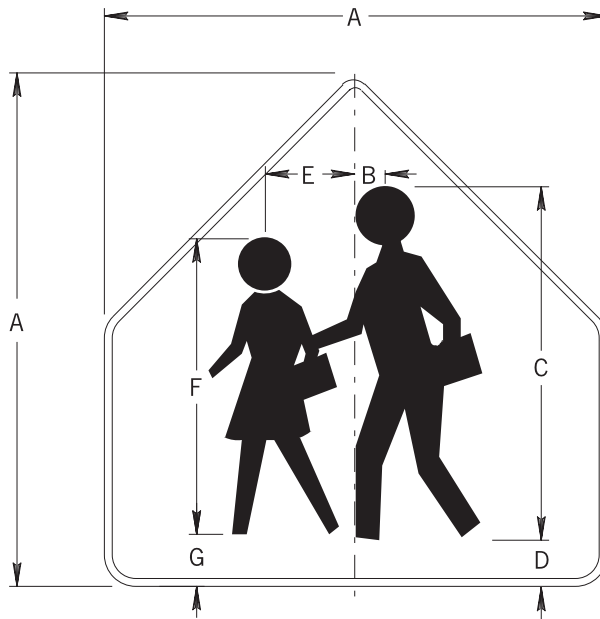
S1-1

SCHOOL SIGN

The School Sign (S1-1) shall be authorized for use on a street or highway adjacent to school buildings or grounds and from which children have direct access to the school. An S1-1 sign may be supplemented with a SCHOOL (S4-3P) plaque.

The S1-1 sign may be placed at a marked school crosswalk. If used, the School Crossing assembly shall be installed at the school crossing, or as close to it as possible, and shall consist of an S1-1 sign supplemented with a Diagonal Downward Pointing Arrow Plaque (W16-7P) to show the location of the crossing. A School Advance Crossing assembly shall be used in advance of the first School Crossing assembly that is encountered in each direction as traffic approaches a school crosswalk and shall consist of an S1-1 sign supplemented with an Ahead Plaque (W16-9P) or a Distance Ahead Plaque (W16-103P). The School Advance Crossing assembly may be omitted where an S1-1 sign is installed to identify the beginning of a school zone in advance of the School Crossing assembly.

The 30" x 30" size is for use in urban areas and the 36" x 36" size is for use in rural areas. The 48" x 48" size should be used on roadways that have four or more lanes with posted speed limits of 40 MPH or higher.



DIMENSIONS - IN									
SIGN SIZE A x A	B	C	D	E	F	G	MAR- GIN	BOR- DER	BLANK STD.
30" x 30"	2	20	3	4.5	16.5	3.8	0.4	0.8	B8-30
36" x 36"	2.5	24	3.5	5.4	20	4.5	0.6	0.8	B8-36
48" x 48"	3.3	32	5	7.2	26	6	0.8	1.2	—

COLOR:

SYMBOL AND BORDER:
BLACK (NON-REFLECTORIZED)

BACKGROUND:
FLUORESCENT YELLOW GREEN
(REFLECTORIZED)

APPROVED FOR THE SECRETARY OF TRANSPORTATION

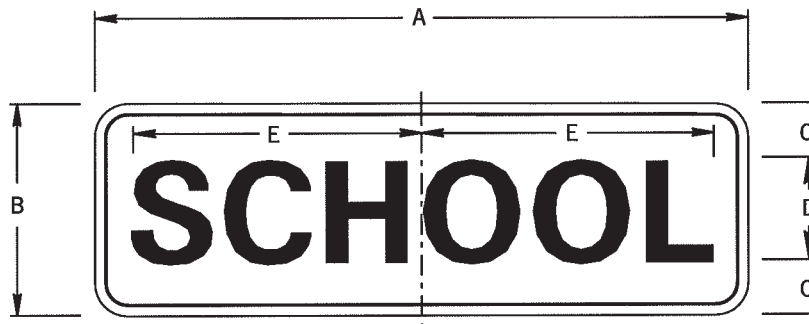
By : *John C. Rowe* Date : 11-07-13
Chief, Traffic Engineering and Permits Section
Bureau of Maintenance and Operations

S4-3P

SCHOOL PANEL

(a) Justification. The School Panel (S4-3P) shall be used in conjunction with the Speed Limit Sign (R2-1) in accordance with Department regulations. The S4-3P panel shall be mounted directly above the R2-1 sign. The School Panel (S4-3P) may be used to supplement the School Sign (S1-1). When used with the S1-1 sign, the S4-3P panel shall be mounted below the S1-1 sign.

(b) Size. The 36" x 12" size should be used on roadways that have four or more lanes with posted speed limits of 40 MPH or higher.



DIMENSIONS - IN						
SIGN SIZE A x B	C	D	E	MAR- GIN	BOR- DER	BLANK STD.
24" x 8"	2	4D	10.1	0.4	0.6	—
36" x 12"	3	6D	15.2	0.6	0.8	—

COLOR:

LEGEND AND BORDER:
BLACK (NON-REFLECTORIZED)

BACKGROUND:
FLUORESCENT YELLOW GREEN
(REFLECTORIZED)

APPROVED FOR THE SECRETARY OF TRANSPORTATION

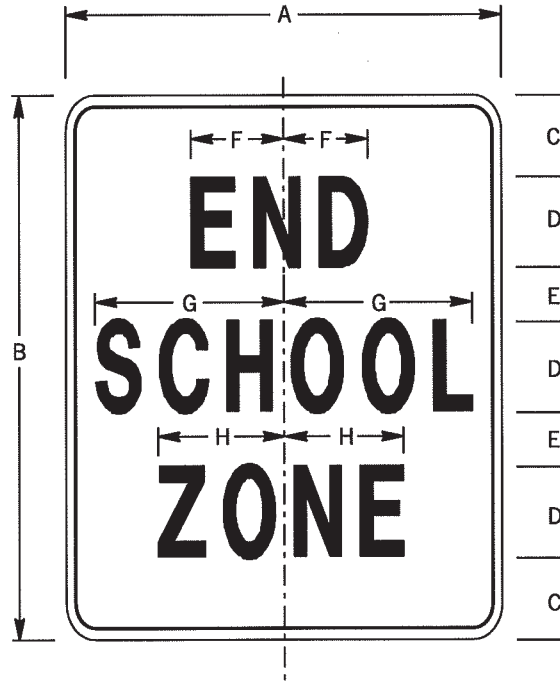
By : *Sh C Rowe* Date : 02-29-12
Chief, Traffic Engineering and Permits Section
Bureau of Maintenance and Operations

S5-2

END SCHOOL ZONE SIGN

(a) Justification. The End School Zone Sign (S5-2) shall be authorized for use at the end of a school zone which is indicated by the School Sign (S1-1), the School Panel (S4-3P) or the Variable School Speed Limit Sign in accordance with Department regulations.

(b) Size. The 36" x 48" size should be used on roadways that have four or more lanes with posted speed limits of 40 MPH or higher.



DIMENSIONS - IN									
SIGN SIZE A x B	C	D	E	F	G	H	MAR- GIN	BOR- DER	BLANK STD.
24" x 30"	6	4C	3	4	8.5	5.6	0.4	0.6	B5-3024
36" x 48"	10	6C	5	5.9	12.7	8.3	0.6	1	B5-4836

COLOR:

LEGEND AND BORDER:
BLACK (NON-REFLECTORIZED)

BACKGROUND:
WHITE (REFLECTORIZED)

APPROVED FOR THE SECRETARY OF TRANSPORTATION

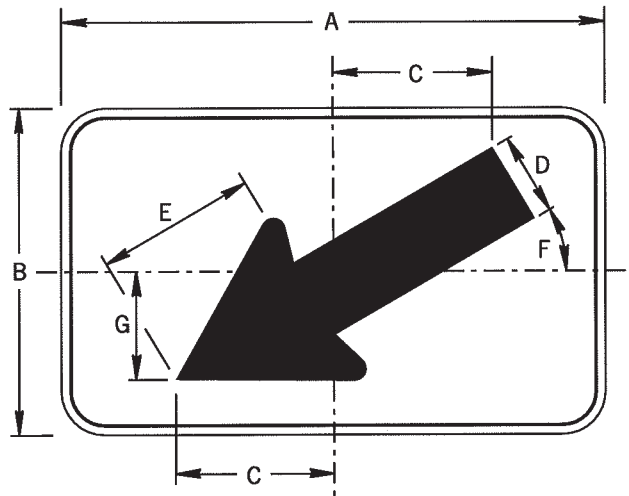
By : Sh C Row Date : 02-29-12
Chief, Traffic Engineering and Permits Section
Bureau of Maintenance and Operations

W16-7P

DIAGONAL DOWNWARD POINTING ARROW PLAQUE

The Diagonal Downward Pointing Arrow Plaque (W16-7P) may be used below the Pedestrian Sign (W11-2), the School Sign (S1-1) and other crossing signs when the crossing sign is installed at the crossing location.

The W16-7P sign may be used below any standard warning or regulatory sign. When used with a warning sign, the W16-7P sign shall have the same legend, border and background color as the warning sign with which it is displayed. When used with a regulatory sign, the W16-7P sign shall have a black legend and border on a white background.



DIMENSIONS - IN									
SIGN SIZE A x B	C	D	E	F	G	MAR- GIN	BOR- DER	BLANK STD.	
24" x 12"	5.8	3	5.9	30°	3.9	0.4	0.6	B5-2412	
30" x 18"	8.7	4.5	8.8	30°	5.9	0.6	0.8	B5-3018	

COLOR:

ARROW AND BORDER:
BLACK (NON-REFLECTORIZED)

BACKGROUND:
~~YELLOW OR FLUORESCENT~~
YELLOW GREEN (REFLECTORIZED)
~~OR WHITE (REFLECTORIZED)~~

APPROVED FOR THE SECRETARY OF TRANSPORTATION

By : *Shirley C. Rowe* Date : 02-29-12
Chief, Traffic Engineering and Permits Section
Bureau of Maintenance and Operations



TOWNSHIP OF FERGUSON

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PLANNING & ZONING DIRECTOR'S REPORT

Monday, August 2, 2021

PLANNING COMMISSION

The Planning Commission met July 26, 2021 to discuss the Terraced Streetscape (TS) District rewrite and will be meeting August 9, 2021 to review a waiver/modification request.

LAND DEVELOPMENT PLANS AND OTHER PROJECTS

1. Active Plans are listed below for the Board of Supervisors (07/27/2021).
 - **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)
 - **JL Cidery Observation Deck**
(24-004-092B-0000)
2. PZ Director and Community Planner attended the CRPA/Municipal Staff Meeting and the Pine Grove Mills Small Area Plan Committee meeting.
3. PZ Director attended the Leadership Team meeting and 2022-2026 CIP Work Session meeting.
4. PZ Director and Township Manager attended a meeting on the Knob Hill Mobile Home Park and met with a resident regarding voting district boundaries.
5. PZ Staff and Township Manager met with Centre Region Parks & Recreation to discuss the Whitehall Road Regional Park.
6. PZ Director and Assistant Manager met to discuss Songbird Sanctuary Park.
7. Zoning Administrator conducted site inspections for the Cottages.

ZONING HEARING BOARD

The Zoning Hearing Board met 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. The Zoning Hearing Board **granted** the variance request.

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.). The Zoning Hearing Board **granted** the variance request.