COLLEGE TOWNSHIP COUNCIL
REGULAR MEETING AGENDA
Thursday, May 2, 7:00 PM
Hybrid Meeting (In-Person or via Zoom)

General Meeting Information
College Township offers both in-person and virtual meeting attendance for all public meetings. To attend in-person, meetings will be held at 1481 E. College Avenue, State College PA, 16801, 2nd floor meeting room. To attend virtually, please see the information below.

To Attend the LIVE Meeting Via Zoom on Computer or Smart Phone:
   • [Click HERE to REGISTER for the meeting via Zoom](#). Once registered, you will receive a confirmation email containing information about joining the meeting. See the College Township website at [www.collegetownship.org](http://www.collegetownship.org) for detailed instructions on how to participate via zoom.

Written public comments, for specific agenda items, may be submitted until 12:00 noon the day of the meeting by emailing jsnyder@collegetownship.org.

College Township is committed to making meetings accessible to everyone. If you require an accommodation or service to fully participate, please contact Jennifer Snyder at jsnyder@collegetownship.org or 814-231-3021.

COUNCIL MEMBERS:
Dustin Best, Chair .................................. COG Executive Committee
                                             COG Parks Capital Committee
                                             COG Climate Action and Sustainability Committee (CASC)
                                             Spring Creek Watershed Commission (SCWC)
Eric Bernier, Vice Chair ......................... COG Land Use Community Infrastructure Committee (LUCI)
                                             COG Facilities
                                             CC Metropolitan Planning Organization Coordinating Committee (CCMPO)
Rich Francke ........................................ COG Finance Committee
                                             COG Parks & Recreation Governance Committee
Susan Trainor ..................................... COG Public Safety
                                             CT Local Traffic Advisory Committee (LTAC)
                                             CT Industrial Development Authority (CTIDA)
Tracey Mariner .................................. Centre Area Cable Consortium
                                             COG Human Resources Committee

COLLEGE TOWNSHIP COUNCIL MEETING

CALL TO ORDER/PLEDGE OF ALLEGIANCE

PUBLIC OPEN DISCUSSION: For any item not on this agenda. Please limit comments to five minutes.
NEW AGENDA ITEMS: Majority vote of Council required to add business item(s) to the agenda.

SPECIAL PRESENTATION:  
SP-1 C-NET Annual Update; Cindy Hahn, Executive Director, Bill Caplan, College Township C-NET Board Representative

PLANS:  
P-1 Centre Hills Country Club Final Land Development Plan  
438 Scenery Drive State College PA – Tax Parcel 36-029-001  
Tabled from April 4, 2024/ (L. Schoch)

REPORTS:  
a. Manager’s Update  
b. COG Regional, County, and Liaison Reports  
c. Staff/P.C./Other Committee Reports  
d. Diversity, Equity, Inclusion & Belonging Reports (Public invited to report)  
To review CT’s DEIB Calendar, please scan:

CONSENT AGENDA:  
CA-1 Minutes  
CA-2 Correspondence  
CA-3 Action Items

OLD BUSINESS:  
OB-1 Attainable/Workforce Housing Ordinance  
a. Fundamentals  
b. Review of Council comments  
Discussion (L. Schoch)

NEW BUSINESS:  
NB-1 Resolution R-24-21 - Amendment to Thompson Woods Preserve Intermunicipal Agreement  
Discussion/Action (M. Bloom)  

NB-2 2025 Centre Region COG Capital Improvement Plan Review  
Discussion/Action (A. Brumbaugh)

STAFF INFORMATIVES (Informational Only)

COUNCIL/STAFF OTHER MATTERS (Informational Only)

ADJOURNMENT
CA-1 Minutes, Approval of
  a. April 18, 2024, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
  a. Email from Patricia Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
  b. Email from John and Sibyl Gorman, dated April 16, 2024, regarding moratorium on construction of pickleball courts
  c. Email from James Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
  d. Letter from Movin’ On, dated April 23, 2024, regarding Movin’ On Annual Penn State University student sponsored spring music festival

CA-3 Action Item, Approval
  a. Proclamation P-24-02 – EMS Week May 19 – 25, 2024
  b. Proclamation P-24-03 – CATA’s 50th Anniversary May 17, 2024
  c. Appointment of Mr. Stephen Spoonamore to the Mount Nittany Conservancy Board with a term expiration of December 31, 2024
  e. Letter from Community Diversity Group, dated March 3, 2024, regarding Community Diversity Conference Sponsorship request

Photo by Frank Scott, IV
2023 Highlights

- 469 Programs were produced by C-NET staff in 2023.

- New Cable Franchises were finalized between Shentel and State College Borough, Ferguson Township, College Township, Patton Township, Harris Township, and Bellefonte Borough.

- In the fall, CATA voted to join C-NET effective in 2024.
2023 College Township Programming

- 23 Council Meetings
- 17 Planning Commission Meetings
- 1 College Township Presentation for Stakeholders: “A Renewed Vision and Code for the Dale Summit Area”
- Total of 41 Programs
2023 College Township Programming

- 72 Bulletin Board Messages
- Increased by 9 over 2022
- Majority of messages are Agendas for Council and Planning Commission Meetings
- Messages are valued at $\frac{1}{10}$th of a program
- 72 Messages = 7.2 programs
2023 College Township Programming

- 40.25 Programs (as per funding formula)
+ 7.2 (72 BB messages)
47.45 Total Programs

- 2023 Programming
  - College Township sponsored 9.2% of all programming by C-NET members in 2023.
  - College Township sponsored 9.9% of all programming by C-NET members in 2022
College Township Programming 2019 - 2023

College Township Number of Programs (2019 - 2023)
College Township Programming 2019 - 2023

- College Township sponsored 9.52% of all programming by all C-NET members in 2019 – 2023

- Percentage of programming sponsored in 2018 - 2022 = 9.6%

- Funding Formula is determined by a 5 year rolling average (Programming in 2019 – 2023 will determine College Township’s 2025 C-NET dues)
All C-NET Member Programming 2019 - 2023

Total Member Usage
Percentage of Programming (2019 - 2023)
How and Where to Watch

- **C-NET Channel 7**
  - **Council meetings are:**
    - Televised LIVE on C-NET Channel 7
      - Thursday at 7 pm
    - Streamed LIVE on YouTube
    - Rebroadcast at the following times:
      - Sunday at 6 am
      - Monday at 1 am
      - Tuesday at 2 pm
  - Planning Commission meetings follow the same airing schedule on alternate weeks, but are not televised live

- **cnet1.org**
  - C-NET Channels 7 and 98 are Live Streamed on the website
  - Programs remain available to view “on-demand” with chaptered and “clickable” agenda items for minimum of 12 months
Youtube Channel

- Programs which are live streamed on youtube or cnet1.org.
  - Bellefonte Borough Council
  - College Township Council
  - Ferguson Township BOS
  - Halfmoon Township BOS
  - Harris Township BOS
  - Patton Township BOS
  - Patton Township Planning
  - State College Borough Council
  - State College Area Board of School Directors
  - Centre County Board of Commissioners
  - Centre Region COG General Forum

Over 1K subscribers!!
How and Where to Watch

Set-Top Box or Streaming Stick

Roku

Set-Top Box or Smart Phone

Apple TV

Streaming Stick

Fire TV
# Online Programming Data

## Average # of Views

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** Keep in mind these are only online views – cable television viewing data is not available **
Shentel Franchise

- **College Township Franchise with Shentel**
  - Franchises with the Centre Region municipalities were negotiated separately but are essentially identical.

- **Franchise agreement provides for**
  - Franchise fees to College Township are equal to 5% of gross revenue within the Township (No customers anticipated until perhaps 2024)
  - A lump sum capital grant to C-NET of $3,000 annually. Once subscriber pass-through revenue exceeds $3,000, the capital grant will change over to a subscriber pass-through (.17% of gross revenue within the Township).
  - Continued access to the Digital Guide to display C-NET programming on the Guide
Help Us Help You

- **Tips for Successful Meeting Coverage**
  - Speak directly and clearly into the microphone – The perfect distance between you and your mic is 6” to a foot.
  - Avoid leaning back away from your mic
  - Your mic should be directly in line with your mouth
  - Insist that all presenters and speakers come to and remain at the podium to speak
  - When participating in a meeting in person, mute your laptop microphone and speakers
Penn Terra Engineering on behalf of the applicant, Centre Hills Country Club, is proposing the development of a new pool and court facility at Tax Parcel 36-029-001 in the State College Borough. The property has an existing private access drive off of Scenery Drive in College Township. The review by College Township is limited to the private access, stormwater management, street lighting, and the proposed sidewalk leading to the property.

On Tuesday, March 19, 2024, at their regular scheduled meeting, the Planning Commission made a motion to recommend Council approve the plan. The motion passed with five votes in favor, one member abstaining, and one absent.

I recommend Council move to approve the Centre Hills Country Club Final Land Development Plan dated February 20, 2024 and last revised March 11, 2024 subject to the following conditions:

1. Within ninety (90) days from the date of approval by Council, all conditions must be satisfied, final signatures must be obtained and the plan must be recorded with the Centre County Recorder of Deeds Office. Failure to meet the ninety (90) day recordation time requirement will render the plan null and void.
2. Pay all outstanding review fees.
3. Address, to the satisfaction of the Township Engineer, any outstanding plan review comments.
4. Fully comply with College Township Code Section 180-12.
5. Post surety as approved by the Township Engineer prior to recordation.
6. Provide proof of NPDES approval.
7. Establish a road name for the Private Drive in order to have a proper addressing in place prior to occupancy.
8. All conditions must be accepted in writing within seven (7) days from the date of the conditional approval letter from the Township Engineer.

DRIVEWAY ACCESS
TO CENTRE HILLS COUNTRY CLUB AQUATIC AND COURT
FACILITY

Final Plan Narrative – College Township
February 20, 2024

The Centre Hills Country Club is proposing the development of a new pool & court facility at Tax Parcel 36-29-01 in the Borough of State College. The project site is approximately 11 acres of the Centre Hills Country Club’s 65 acres consisting mostly of the former Neff property. The property is in the Borough of State College with an existing private access drive R-O-W off Scenery Drive in College Township. The private driveway R-O-W was part of the Canterbury Crossing PRD and the driveway was added for the initial “Clark 9” golf course for the Centre Hills Country Club.

The proposed project will include the development of a new private 3,504 SF Swimming Pool with a 5,736 SF Pool House facility that includes separate changing areas/restrooms, golf simulator area, casual dining area and associated pool deck area. The site will also include two tennis courts, four pickleball courts, and associated infrastructure. All the proposed facilities will be located in the Borough of State College. The existing Clark 9 golf course and driving range will remain.

The site area has vehicular access via the existing 24-foot-wide private driveway directly off Scenery Drive in College Township within the 50-foot private R-O-W. Existing 10-foot Sidewalk and Utility Easements are located on both sides of the existing R-O-W. A trip generation analyst prepared by Wooster & Associates is included in the submittal to confirm that the development does not meet the warrant for a traffic impact study.

The proposed development in College Township includes a five-foot sidewalk along the east side of the entrance drive within the existing driveway R-O-W. New gas and sanitary sewer force main will also be installed within the right-of-way and proposed internet service from Scenery Drive will be installed within the existing 10-foot Sidewalk and Utility Easement on the east side of the driveway. One of the adjacent owners existing trees at the corner of Scenery Drive and the private driveway within the Sidewalk and Utility Easement will be removed and replaced with a new understory tree.

SANITARY SEWER
Due to a 20 foot+/- elevation drop into the site from Scenery Drive, where the nearest public sanitary sewer main is located, a private pressure sewer lateral and pump station will be required. An existing 1 ½” force main line that serves the existing facility will be replaced with a new 4” sanitary sewer force main that will be installed outside the west side of the entrance drive with the private entrance drive R-O-W and connect to the existing 6” sewer lateral stub. All sanitary sewer service shall be conveyed to the University Area Joint Authority’s, (UAJA’s) collection system.
TELECOM
To provide internet service to the site (2) 3" conduits will be run from the nearest Comcast connection point along Scenery Drive and along the east side of the entrance within the existing 10-foot Sidewalk and Utility Easement. Any sidewalk or driveway crossing will be directionally bored.

NATURAL GAS
Natural gas service will be provided by Columbia Gas which currently provides service along Scenery Drive. A lateral extension will be run into the site along the existing entrance drive R-O-W to the Pool House.
### Proposed Storm Drainage Structure Data

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### Central Hills Country Club

- **Final Land Development Plan**
- **Job No.: 1000**
- **Sheet Title:**
- **Sheet Number:** PC4
Good afternoon,

After reviewing the agenda for Tuesday's meeting, I saw that written public comments were to be sent to you. Although I have already sent this to Mr. Forziat via the Planning Department, I wanted to make sure that I have followed appropriate protocol. Hence, I am asking that the email below be considered a written public comment asking the College Township Planning Commission to review the information and to reconsider their approval of the Centre Hills Country Club Land Development Plan until all facts are clarified.

Thanks very much.

Angela Johnston

--------- Forwarded message ---------
From: Angela Johnston <angelakrugjohnston@gmail.com>
Date: Sun, Mar 31, 2024 at 7:52 PM
Subject: Communication re: Centre Hills Country Club Land Development Plan

You don't often get email from angelakrugjohnston@gmail.com. Learn why this is important

March 31, 2024
Respected Members:

I am residing temporarily at 442 Scenery Drive, State College, PA, on the east side of "Private Drive" in College Township, in a home owned by my sister and brother-in-law, Amy Sue and William Martin, pending closure on my own real estate purchase in May. I am not a lawyer, and I have limited legal training. I do have significant experience in governance, policies, law, and compliance.

I write regarding the Final Land Development Plan submitted to the State College Borough (Borough) and College Township by Centre Hills Country Club (Centre Hills) and PennTerra Engineering, Inc., regarding the country club’s property at 438 Scenery Drive. I have participated in both the College Township Planning Commission meeting on March 19, 2024, and the State College Zoning Hearing Board meeting on March 26, 2024. At the latter, it was explained to those in attendance that College Township and the Borough are working together on the request from Centre Hills as both municipalities have jurisdiction over the matter, so I am addressing this letter to both.

At the State College Zoning Hearing Board on March 26, I listened to Zoning Board Chair Donna Queeney swear in half-a-dozen-or-so witnesses present to testify, asking them to raise their right hand and to swear to "tell the truth, the whole truth, and nothing but the truth." I assume this is the same type of oath that one takes when agreeing to public service as a member of a municipal hearing board. It did surprise me, then, that when I addressed the Board to raise the issue of non-factual information being presented as part of the hearing (part of the public record), it was dismissed. I wish to raise these issues with all of you as I believe they are critical points to consider before making any further decision about this proposed project.

Centre Hills Country Club and PennTerra Engineering, Inc., submitted a Preliminary Land Development Plan to the State College Borough, dated August 18, 2023; a Final Land Development Plan, titled “Centre Hills Country Club Aquatics and Racquets Complex,” was submitted to the State College Borough and College Township, dated February 20, 2024. Additionally, at the State College Zoning Board Hearing on March 26, “Findings of Fact” were presented describing the project as a “new pool and court facility with associated pool house.”

Yet, when you examine Sheet Number 4, titled “Record Plan” in the Final Land Development Plan proposal, it shows not one, but two “proposed” pool houses — one that is 1,810 sq. ft. and another that is 4,126 sq. ft. However, according to the Preliminary Land Development Plan, Sheet Number A2.00, titled “Dimension Plan,” it clearly shows that the larger “proposed pool house” is not a pool house at all, but rather a dining/kitchen facility with a bar, outside terrace, and fire pit area along with a golfer’s lounge and two golf simulator rooms. If the request is for approval of an “Aquatics and Racquets Complex,” why is this building included in the Final
Land Development Plan being presented to both College Township and the Borough for approval? More importantly, why is it labeled as a “proposed pool house”?

Furthermore, if, in fact, Centre Hills Country Club is asking for approval for a second, 4,126 sq. ft. building ("proposed pool house") for which its use will be non-aquatic, non-racquet designated, one can assume that vehicular traffic to the property will be significantly higher than originally estimated when evaluated as only an aquatics and racquet facility. It is my understanding from the College Township Planning Commission Meeting that the firm Wooster & Associates was retained to assess potential traffic implications for the Scenery Drive area based on “aquatics and racquet facilities.” If there are immediate non-aquatic and non-racquet uses of the proposed facilities (beyond current use of the Clark 9 Golf Course), doesn’t that make their initial analysis null and void? Might that fact warrant further analysis by Wooster & Associates and possibly a full traffic study? Should the Planning Commission reconsider its decision to approve the Centre Hills plan for "Private Drive" in light of this? 

Does that additional usage (dining/kitchen/bar, etc.) have implications for the utilities, wastewater, and sewage infrastructure that was previously approved?

I have always followed – and applied – the “reasonable person standard” used in law when evaluating situations like this. What would a person “under any common set of facts…decide through reasoning of good practice or policy.” No one can dispute that existing Township and/or Borough laws and procedures must be followed in this matter and that the rights those laws extend to all parties in this matter cannot be denied. Therefore, as much as adjacent property owners – including my sister and brother-in-law – might dislike what Centre Hills Country Club wants to do with its own property, if its rights don’t infringe upon the rights of other property owners, and its plans don't violate current law, its plans should be approved.

However, before any further decisions are made, it would seem prudent for both College Township and the State College Borough to take a step back and ensure due diligence in this matter. Is it possible that Centre Hills Country Club and PennTerra Engineering, Inc., intentionally omitted information from their plan title and from their project narrative and intentionally mislabeled a second, proposed pool house when there is no intention to use it as such? Has College Township and the State College Borough gotten “the truth, the whole truth, and nothing but from the truth” from Centre Hills Country Club and PennTerra Engineering, Inc.? From a “reasonable person standard,” after reviewing the very materials that they have submitted, I certainly do question that. I hope both municipalities will question that, too, and ensure that answers to those questions will be shared at their respective public meetings regarding this matter.

Respectfully,

Angela Krug Johnston

C: Elizabeth A. Dupuis, Esquire
    Timothy Schoonover, Esquire
**Manager’s Update**

**May 2, 2024**

Status: (C) = Complete; (I) – Incomplete; (D) = Dropped; (R) - Rewritten

(I) **21-04 Dale Summit Small Area Plan (SAP)**

Comments: 2/6/24 Next PC/Council Special Meeting set for March 26 at 6:00 PM.
Comments: 4/1/24 CT Council to discuss potential remand of Form Based Code to PC.
Comments: 4/12/24 CTC to discuss remand letter to PC at April 18th meeting.
Comments: 4/23/24 Modified remand letter forwarded to the PC for the 5/7/24 PC meeting.

(I) **19-08 Solar Power Purchasing Agreement**

Comments: 3/5/24 CTWA to maintain commitment of 50% of its power through SPPA.
Comments: 4/1/24 Contract review has identified several “loose-ends”. Legal counsel working to resolve. Anticipated date of contracts to participants delayed accordingly.
Comments: 4/12/24 Still awaiting full contract documentation.

(I) **21-05 Path to Campus (East College Avenue Shared Use Path)**

Comments: 12/4/23 Announcement of grant recipients for the TASA and CFA-MTF programs are anticipated in early 2024.
Comments: 3/26/24  Ct notified by CFA that it will receive $500,000 in Multimodal Transportation Funding for project.

(I)  21-06  Nittany Casino at Nittany Mall
Comments: 2/22/23 Zoning permits for commercial alterations submitted for former Macy’s building by 2901 ECA Associates. Projected value of work was estimated at $33 million.
Comments: 9/12/23 Pending court cases in Commonwealth Court consolidated to State Supreme Court.
Comments: 4/1/24 Related Business in Our Sites (BIOS) grant submitted by developer to DCED.

(I)  24-01  Aspen: Non-payment of Obligations
Comments: 1/30/24 Solicitor letter to Aspen Heights Partners concerning non-payment of outstanding invoices totaling $273,731.66.
Comments: 3/1/24 No payment received as per solicitor letter on or before 2/29/24. Manager discussing next steps with solicitor.
Comments: 3/13/24 Municipal liens filed and surety bond companies notified.
Comments: 4/10/24 Manager met with new Aspen Property manager.
Comments: 4/12/24 Manager spoke with managing Director of Kayne Anderson regarding settlement of Township claims. Manager directed Kayne Anderson to Township Solicitor Glantz.
Comments: 4/23/24 Township Solicitor working with Aspen Solicitor in crafting settlement agreement./
April 23, 2024

Mr. Tom Fontaine, Borough Manager
243 S. Allen Street
State College PA 16801

RE: College Township Council comments on the Centre Hills Country Club Land Development Plan

Dear Mr. Fontaine,

Centre Hills Country Club submitted a Land Development Plan (Plan) for review on February 20, 2024, with a plan expiration of May 20, 2024. This Plan is unique because while the majority of the improvements are in the State College Borough, some elements fall within College Township’s jurisdiction. When College Township Staff reviewed the Plan, their focus was on elements inside College Township only, including stormwater, traffic impacts, ingress/egress, entrance lighting, and sidewalk development.

During the April 2, 2024, College Township Planning Commission meeting, a group of concerned College Township residents voiced their apprehensions about the Plan. Although the Planning Commission could only comment upon the elements in College Township, they listened to their concerns. Since the Plan met or exceeded the requirements in the Township Code, the Planning Commission recommended to Council that the Plan should be approved.

During the April 4, 2024, College Township Council review of the Plan, the resident concerns were raised. After a presentation of the Plan and a thorough discussion, CT Council tabled the Plan. The motion was made so that College Township Council’s concerns could be documented in a memorandum, and forwarded to the State College Borough staff for consideration prior to their final decision on the Plan. College Township Council has delayed action on the plan in order to forward these comments prior to the Plan expiration date of May 20, 2024.

It is no secret that pickleball has grown significantly in popularity in recent years and has been a trending topic not only in the United States but around the world. One of the proposed elements in the Centre Hills Country Club Land Development Plan includes the development of four (4) pickleball courts with associated lighting. Although the pickleball courts are not located within College Township, the impacts of the sounds and sites are apparent to College Township residents. Thus, College Township Council would like the Borough to incorporate some or all of the following best practices into the proposed Centre Hill Country Club Land Development Plan as pertains to mitigating pickleball impacts:

**CHOOSE LOCATION WISELY:** Consider areas that are already surrounded by noise barriers, such as trees, buildings, or natural topography. This can help contain the noise to the courts.

Gateway to the Centre Region
SOUND BARRIER FENCING: Install sound-absorbing fencing or barriers around the pickleball courts to help contain the noise. Materials such as dense wood, composite materials, or specialized acoustic fencing can help reduce noise transmission.

BUFFER ZONES: Create buffer zones between the pickleball courts and nearby residences or sensitive areas. Planting vegetation or installing landscaping features can act as natural sound barriers to help absorb noise.

NOISE-REDUCING SURFACES: Consider requiring pickleball court surfaces that absorb sound, such as cushioned or rubberized materials. These surfaces can help dampen the impact noise generated by player’s movements and ball bounces.

SCHEDULE USES: Implement scheduled playing times to limit the hours of operation for pickleball courts, particularly during early mornings and later evenings when noise may be more disruptive to nearby residents.

COMMUNITY ENGAGEMENT: Collaborate with residents to find mutually acceptable solutions, such as adjusting playing times or installing additional noise barriers.

EDUCATION AND ETIQUETTE: Educate pickleball players about the importance of respectful behavior and noise control. Encourage players to use softer paddles, avoid excessive shouting or cheering, and minimize unnecessary noise during play.

ENFORCE RULES: Enforce rules and regulations related to noise levels and court etiquette to ensure compliance and minimize disturbances to nearby residents. Signage should be in a place (consider the entrance to the Country Club), which outlines the rules clearly and obviously states the rules and regulations and hours of operation.

REGULAR MAINTENANCE: Maintain pickleball court surfaces, equipment, buffer zones, trees, fencing, and vegetation to minimize noise from worn-out or damaged components/areas. Regularly inspect and repair fencing, court surfaces, and surrounding infrastructure to prevent noise issues from worsening over time. These components should also be updated with technology improvements.

SOUNDPROOFING: If noise remains a significant concern despite other mitigation efforts, consider retrofitting nearby buildings or structures with soundproofing materials to help reduce noise transmission.

College Township Council requests the State College Borough staff take into the consideration the foregoing. If you have any questions, please do not hesitate to contact the Township Staff.

Sincerely,

Dustin Best, Chair
College Township Council

CC: Evan Myers, SC Borough Council Chair
Ed LeClear, AICP, EDFP, SC Borough Planning Director
The Coordinating Committee approved a revision to the CCMPO 2023-2026 Transportation Improvement Program (TIP), which was adopted in June 2022 and took effect on October 1, 2022. The revision will allocate $450,000 of the Carbon Reduction Program (CRP) line item to add a project to reduce congestion at the intersections of Atherton Street, University Drive, and East Branch Road.

The funds will advance a preliminary engineering phase to investigate existing conditions and identify improvements to reduce congestion and improve operation conditions and safety for vulnerable road users.

The Coordinating Committee authorized the advertisement of the draft Centre County 2025-2028 Transportation Improvement Program (TIP) for a 30-day public comment period. The TIP is a list of priority road, bridge and public transportation projects to be funded by federal and state capital dollars over the next four federal fiscal years. The TIP is prepared cooperatively by PennDOT, the CCMPO, the Centre Area Transportation Authority (CATA), and the Centre County Office of Transportation Services (CCOT). The TIP makes up the first four years of the Commonwealth of Pennsylvania’s Twelve Year Program (TYP), and is updated by PennDOT and the CCMPO every two years.

The public comment period will begin on April 29, 2024 and end at 5:00 p.m. on May 30, 2024. A public meeting will be held on Tuesday, May 14 from 6:00 to 7:00 p.m. in a hybrid meeting format. The public meeting will be held at the Centre Region COG Building, 2643 Gateway Drive, State College. Zoom options are also available. The CCMPO is expected to adopt the new 2025-2028 TIP in June. More information on the TIP can be found here: www.crcog.net/2025TIP

CENTRE COUNTY MPO STAFF

Mike Tylka
Centre Regional Planning Agency
mtylka@crcog.net

Jim Saylor
Centre Regional Planning Agency
jsaylor@crcog.net

Anne Messner
Centre Regional Planning Agency
amessner@crcog.net

Xochi Confer
Centre County Planning & Community Development Office
xcconfer@centrecounty.pa.gov

Greg Kausch
Centre Regional Planning Agency
gkausch@crcog.net

Pam Adams
Centre Regional Planning Agency
padams@crcog.net

Marcella Hoffman
Centre Regional Planning Agency
mhoffman@crcog.net

Learn more about the grassroots campaign to secure funding for major highway projects in Centre County.

Visit the CCMPO’s Facebook Page for project updates.
The Coordinating Committee approved the formation of the CCMPO Projects Committee and directed staff to solicit appointments. The Projects Committee is a newly formed committee that was created as a result of the CCMPO Strategic Plan effort that began in 2022. The CCMPO Coordinating Committee amended the MPO Bylaws in November 2023 to allow for the empanelment of the Projects Committee.

The Projects Committee is an advisory body that provides advice and technical recommendations related to the selection of transportation projects to the Technical Committee. As part of this responsibility, the Projects Committee may devise and maintain selection processes, collect information regarding transportation funding opportunities, and may review transportation-related studies and plans to determine regional priorities for the CCMPO.

The Projects Committee will be comprised of five voting representatives to be appointed by: Centre County Government, PennDOT District 2-0, CATA, the Centre Region municipalities as appointed by the Centre Regional Planning Commission, and the other planning regions included in the Coordinating Committee as appointed by the Centre County Planning and Community Development Office.

CENTRE COUNTY ACTIVE TRANSPORTATION PLAN

The Coordinating Committee received a presentation from staff regarding the Centre County Active Transportation Plan, which is an initiative that is intended to address multiple items related to improving mobility for bicyclists, pedestrians, and other forms of mobility such as horse and buggies and wheels (scooters and ATVs) to the extent that data is available in Centre County. The plan will utilize existing bicycle and pedestrian plans and other relevant information such as crash data, EJ populations, and gaps in the system. The plan is also intended to work toward addressing the data-heavy requirements of Safe Streets and Roads for All (SS4A), Vison Zero goals setting, Complete Streets, and the renewal of the Centre Region’s Bicycle Friend Community designation. The engagement phase of the plan is underway until May 3 - click here to provide your thoughts: https://ccatp-centrecog.hub.arcgis.com/
CA-1 Minutes, Approval of
   a. April 18, 2024, Regular Meeting

CA-2 Correspondence, Receipt/Approval of
   a. Email from Patricia Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
   b. Email from John and Sibyl Gorman, dated April 16, 2024, regarding moratorium on construction of pickleball courts
   c. Email from James Coates, dated April 16, 2024, regarding moratorium on construction of pickleball courts
   d. Letter from Movin’ On, dated April 23, 2024, regarding Movin’ On Annual Penn State University student sponsored spring music festival

CA-3 Action Item, Approval
   a. Proclamation P-24-02 – EMS Week May 19 – 25, 2024
   b. Proclamation P-24-03 – CATA’s 50th Anniversary May 17, 2024
   c. Appointment of Mr. Stephen Spoonamore to the Mount Nittany Conservancy Board with a term expiration of December 31, 2024
   e. Letter from Community Diversity Group, dated March 3, 2024, regarding Community Diversity Conference Sponsorship request

Photo by Frank Scott, IV
CALL TO ORDER: Chair Dustin Best called to order the April 18, 2024, regular meeting of the College Township (CT) Council at 7:03 PM and led in the Pledge of Allegiance.

ANNOUNCEMENT: Chair Best announced that Council met in an Executive Session prior to the start of this meeting to discuss a personnel matter.

PUBLIC OPEN DISCUSSION: No Open Discussion Items brought forward.

NEW AGENDA ITEMS: No New Agenda Items were added to the agenda.

REPORTS:

a. Manager’s Update

Mr. Adam Brumbaugh, Township Manager, reported the CT Council will discuss the remand letter to the Planning Commission (PC) regarding the Dale Summit Area Plan Form-Based code later in this meeting. Participants in the Solar Power Purchase Agreement continue to wait for a legal review of the contract. Mr. Brumbaugh offered that he met with the new Aspen Heights Property manager. Mr. Brumbaugh spoke with managing Director of Kayne Anderson regarding settlement of Township claims. He directed them to contact the Township Solicitor.

b. COG Regional, County, Liaisons Reports

CT Industrial Development Authority (CTIDA): Ms. Trainor offered the CTIDA met on April 17, 2024, and heard a report from the Executive Director. As a result of the Executive Director’s networking opportunities, the CTIDA is getting more direct contacts from potential clients. The CTIDA passed a
Loan Fund Qualification policy. The CTIDA approved $5,000 for grant funds to be provided to Happy Valley LaunchBox for sponsorship of a summer community season of the Idea Testlab.

**COG Finance Committee:** Mr. Francke reported the COG Finance Committee met on April 11, 2024, and reviewed the 2025 Capital Improvement Plan, discussed the Purchasing and Policy & Procedure draft, and discussed the Regional Parks loan draw extension.

**COG Executive Committee:** Mr. Best reported the COG Executive Committee met on April 16, 2024, and discussed the Solar Power Purchasing Agreement and held an Executive Session to discuss a personnel matter.

**COG Executive Director Search Committee:** Mr. Best reported the Executive Director Search Committee has been meeting regularly. GovHR will screen the initial applicants. The Search Committee and GovHR will screen the next round of applicants and determine who to interview.

c. **Staff/Planning Commission/Other Committees**

**CT Planning Commission:** Mr. Fenton, Planning Commission Liaison to Council offered that the PC did not meet on April 16, 2024

d. **Diversity, Equity, Inclusion & Belonging (DEI) Reports (Public Invited to Report)**

No additional items to report. Check the College Township website for a complete listing of DEIB events.

**CONSENT AGENDA:**

**CA-1 Minutes, Approval of**

a. March 26, 2024, Joint Council/Planning Commission Meeting
b. April 4, 2024, Regular Meeting

**CA-2 Correspondence, Receipt/Approval of**

a. Letter from A Soldier’s Hand, dated March 18, 2024, regarding request to sponsor 2nd Annual 5K walk to Remember Our Fallen
b. Email from Scott Stilson, dated April 4, 2024, regarding North Bank Flooding at Spring Creek Park
c. Letter from Constitution Day President, dated March 29, 2024, regarding Summary of outcomes from round-table deliberations at 2023 Constitution Day event
d. Email from Simba Zaffino, dated April 9, 2024, regarding Centre Hills Country Club Racquet and Aquatics Center
e. Email from Keith Bocchicchio, dated April 10, 2024, regarding moratorium on construction of pickleball courts
f. Email from Cheryl Davis, dated April 11, 2024, regarding moratorium on construction of pickleball courts
g. Email from David Zarling, dated April 11, 2024, regarding moratorium on construction of pickleball courts
h. Email from Thomas and Kristen Katancik, dated April 11, 2024, regarding moratorium on construction of pickleball courts
i. Email from Mary Reeder, dated April 11, 2024, regarding moratorium on construction of pickleball courts
j. Email from William Martin, dated April 11, 2024, regarding moratorium on construction of pickleball courts
k. Email from Glen Coates, dated April 11, 2024, regarding moratorium on construction
l. Email from Jean and Todd Brooks, dated April 12, 2024, regarding moratorium on construction of pickleball courts
m. Email from Danielle Mitchell, dated April 12, 2024, regarding moratorium on construction of pickleball courts
n. Email from Daniel Materna, dated April 14, 2024, regarding Casino
o. Email from Dona Oberheim, dated April 14, 2024, regarding moratorium on construction of pickleball courts
p. Email from John Johnson, dated April 14, 2024, regarding moratorium on construction of pickleball courts

CA-3 Action Item, Approval
a. Resolution R-24-17 – Recognizing May as Bike Month
b. Resolution R-24-20 – Recognizing May 13 – 17, 2024, as Mount Nittany Health Week
c. Resolution R-24-19 – Recognizing Mr. Robert T. Long for his service as College Township Finance Director

Ms. Trainor made a motion to approve the April 18, 2024, Consent Agenda minus CA-2.b.
Ms. Mariner seconded the motion.
Motion carried unanimously.

CA-2.b.: Council discussed the opportunity to build stormwater mitigation into the expansion and development of the Spring Creek Park Master Plan.

Mr. Bernier made a motion to accepted CA-2.b.
Mr. Francke seconded the motion.
Motion carried unanimously.

Mr. Kurt Kissinger, Chief Strategy and System Development Officer, Mount Nittany Health, thanked Council for passing Resolution R-24-20, recognizing May 3-17, 2024, as Mount Nittany Health Week. He discussed future plans for Mount Nittany which include a new outpatient center and the first Mount Nittany Express Care opening in College Township. Work on the new bed tower is moving forward. The crane on-site, only seven at which exist in the world, being the only one in the United States, will begin work on the new bed tower very soon.

On behalf of Council, Ms. Trainor, a twenty-two year employee of Mount Nittany, read the Resolution into the record and presented Mr. Kissinger with a copy.

OLD BUSINESS:

OB-1 Dale Summit Revitalization Form-Based Code Remand to the Planning Commission

Ms. Lindsay Schoch, AICP, Principal Planner, offered that before Council is the prepared DRAFT remand letter to the Planning Commission (PC) regarding the Dale Summit Form-Based Code for Council to discuss and review. The remand letter builds upon the themes that were discussed in the joint meeting with Council and the PC held on March 26, 2024.

Ms. Schoch asked Council to offer input on the: 1) Intent Statement; 2) Objectives; and 3) Recommended Process.

Council offered the following comments regarding the remand letter:
- Consider placing the Intent Statement before the objectives in the remand letter.
- Utilizing DPZ CoDesign, Township Consultants, as the subject matter experts, to guide the PC, Staff and Council through the process.
- Intent Statement item J – incorporated into a broader objective.
- After review of the process timeline, the PC should build out a proposed schedule of completion and present to Council.

Staff will implement these comments and submit the remand letter to the PC for their May 7, 2024, meeting.

**OB-2 Workforce Housing Ordinance Revisions**

Ms. Lindsay Schoch, AICP, Principal Planner, reminded Council that the Planning Commission (PC) reviewed the existing Workforce Housing Ordinance over the past few months. They are recommending a number of amendments to the document, which is to be considered as the Attainable Housing Ordinance in the future.

Ms. Schoch offered that House Bill 1386 sets forth opportunities for municipalities who meet certain criteria become an Attainable Housing Community, a designation by the Department of Community and Economic Development (DCED). When a community adopts an Attainable Housing Ordinance and meets other requirements, that community becomes eligible for the designation of an Attainable Housing Community.

In their review, the PC worked closely with the Director of the Centre County Housing and Land Trust (CCHLT) Executive Director. Additionally, the Township’s solicitor and the Centre Regional Planning Agency reviewed the draft ordinance. Ms. Schoch also noted that the PC reviewed the objectives outlined in the remand letter from Council as they worked through the ordinance.

Ms. Schoch walked Council through the proposed amendments as suggested by the PC. She emphasized that density remains the trigger to the requirement in the ordinance with the only exemption of developments that propose 10 or less dwelling units. Definitions related to this ordinance will be incorporated into Chapter 200.7 Zoning Definitions.

Looking at the ordinance through an equitable lens, the PC removed the opportunity for waivers of parkland and open space from the draft and added, workforce housing units within residential developments will have safe access via sidewalks, shared-use paths, or bike paths to parkland or open space located within or near the subject residential development.

Mr. Ara Kervandjian, representing HFL Corporation, offered he is familiar with building affordable housing, with over 200 units built in the last 10 years with 120 in College Township. He offered his support of attainable/affordable housing. He has some concerns with the modification in the proposed draft ordinance.

Mr. Kervandjian offered concerns in three distinct areas: 1) alternative methods of satisfying the ordinance were removed (fee-in-lieu, land donations, credits); 2) development assistance as an incentive (reduced municipal fees, reduced open space area, and reduced sidewalks); and, 3) method to administer the program and certify eligibility should be included. He also added that the minimum parking spaces requirement is a burden and more than necessary.

Council discussed the socio economic diversity in the community and the difference between affordable vs. attainable housing based on the Area Median Income (AMI).

Council discussed offsets vs. incentives. Mr. Brumbaugh offered the original workforce housing ordinance, created in 2007-2009, was created specifically to incentivize workforce housing developments...
of any kind. After the adoption of the ordinance, no one was utilizing the incentives to build workforce housing. Therefore, a few years later, Council changed the ordinance to no longer be an incentive program but made it a requirement with density as the trigger.

Ms. Schoch continued with her presentation. PC recommendations for incentives for Single Family House and Duplex:
- Reduced side yard setbacks.
- Remove the option to waive parkland and open space requirements and build sidewalks only on one side of the street.
- Increase AMI range from 80%-100% to 80%-120% to capture the missing middle.
- Permitting market-rate units in the development to have same lot requirements as the attainable units.
- Remove the ability for households making less than 80% of AMI to have one market-rate unit with similar requirements (Flagged by Staff review)
- For owner-occupied units with an existing Accessory Dwelling Unit (ADU), the gross rental income for the ADU can count toward calculation a household’s total income. (Point of discussion)
- Added waiver of internal review fees.

Council added the following comments:
- Add a waiver of outside review fees to offset costs to the developer.

PC recommendations for incentives for Townhouse and multi-family units:
- Remove option to waive parkland and open space requirement.
- Permitted height: The same percentage ranges that set forth the requirements for the density of a development, also set forth the ability to increase the height of buildings when they contain attainable units.
  - Townhouse and Multi-Family units can go up to a maximum of 45’ if 5-7% of the units are required to be workforce.
  - 8%-10% of units are required to be workforce units – maximum height is 55’.
  - Non-residential do not get a height bonus and remains at 35’.

Council added the following comments:
- Using a percentage, set forth in the underlying zoning district, for the maximum height rather than a fixed/strict number. A percentage offers some flexibility.

PC recommendations for Incentives for Planned Residential Developments (PRD):
- Remove the option to waive parkland and open space requirements
- Allow for height increases up to 75’ and 95” depending upon the percentage of workforce units required.

Council added the following comments:
- Council asked if the height increase is really an incentive to a developer.
- PRD developers can negotiate a waiver for parkland and open space requirements.
- What is equitable?

PC recommendations for Provisions of Workforce Housing:
- Remove Fee-In-Lieu (Point of discussion)
- Remove land donations
- Remove credits for existing Workforce Housing

Ms. Schoonover, Executive Director, Centre County Housing and Land Trust, opined that developers need the incentive of land donations and fee-in-lieu and these provisions should remain the ordinance.
Council added the following comments:
- Leaving these options in the ordinance allows Council to use these tools to work with developers.
- Have a clear intent statements so future Council use these tools appropriately.
- A developer cannot double count credits.
- Language in the current ordinance is cumbersome regarding credits and will need to be rewritten for clarity.
- Credit ratio needs to be further vetted.

PC recommendations for Supplemental Workforce Housing Regulations:
- Workforce Housing units may not differ from the market-rate units with regard to interior amenities and gross floor area. (Staff recommends the interior amenities differences be allowed.)
- Cost-offsets were removed and replaced with the ability to have in-house review fees waived.
- When certifying buyers who also have an ADU, gross rental income with proof of receipts is required.
- Calculations of Rental Prices, the AMI did not change, therefore, household who earn 65% or less of AMI are eligible.
- Housing Urban Development (HUD) is now referenced in the ordinance.
- Rent to Own: the initial lease time changed from 18 months to 12 months to be consistent with typical lease.

Council added the following comments:
- Agrees with Staff and would like to leave in the options for developers to provide differing amenities as long and the gross floor area is the same.
- Council asked if owners of the workforce housing units with lesser amenities will spend more money in the future on upgrades.

Ms. Schoonover offered the CCHLT advocates for Home Buyer Education so that people understand the real cost of home ownership.

PC recommendations for Provisions of Workforce Housing:
- Added a phasing clause: when phasing is part of a plan, if the first phase contains 50% or more non-residential uses, no workforce units are required in that phase.
- Any construction of additional phases shall contain a number of units equal to the percentage of total units required in the entire development.
- When a plan is phased, occupancy shall not be granted for the final 15% of market-rate units until all required workforce housing units for active phases are complete.

Staff recommends adding:
- No occupancy shall be granted in a subsequent phase until all workforce housing units are completed on the prior phase.

Council added the following comments:
- Future developers may not be as committed to the community.
- Bonding or Fee-in-Lieu are tools to assure that all phases of a plan is built.

Mr. Matthew Fenton, PC Liaison to Council, offered that PC is a recommending body and they reviewed the ordinance for at least seven public meetings. The PC would have appreciated comments from developers, bankers, etc. during their discussions. They worked diligently to make housing equitable in College Township with their review of the ordinance.
Mr. Brumbaugh offered that the Township has an agreement with the CCHLT to provide the income verification program with the current Workforce Housing units at Aspen Heights. Aspen Heights and the Township split the cost of the service.

Staff will take the discussion points and incorporate them into a revised ordinance and bring it back to Council to review.

NEW BUSINESS:

NB-1 Comments regarding Centre Hills Country Club Final Land Development Plan

Ms. Lindsay Schoch, AICP, Principal Planner, offered the Centre Hills Country Club Land Development Plan (LDP) was before Council for review at the April 4, 2024, CT Council meeting. Council review of the LDP included stormwater, traffic impacts, ingress/egress, entrance lighting and sidewalk development. The majority of improvements in the LDP fall within the boundaries of the State College Borough.

Council tabled the LDP at the April 4, 2024, in order to offer comments to the State College Borough regarding mitigating the impacts to College Township residents relative to the proposed Pickleball Courts. Council offered the Consent Agenda contained several letters from concerned residents.

Mr. Tom Katancik, College Township resident, offered that he is concerned about the pickleball courts being placed so close to his home. He is particularly concerned about the noise. He was able to speak to the light variance hearing at the State College Borough variance hearing.

Ms. Simba Zaffino, College Township resident, offered that she lives closest to where the Pickleball Courts are being proposed. She has spoken with Mr. Mike Tylka, CRCOG Planning Director. She asked to get a copy of the draft memorandum being sent to the Borough.

Council offered the following comments:
- Review CT’s current ordinances so that Council is not faced with the same set of circumstances.
- Add to the draft memorandum about regular maintenance on all variables; buffers, surfaces, vegetation and trees.
- Ask that the Borough stay informed of the latest technology to mitigate noise from the Pickleball courts.
- Signage be placed to enforce the rules of operation.

Ms. Trainor made a motion to authorize the Council Chair to execute the draft memorandum and send to the State College Borough manager regarding Council comments on the Centre Hills Country Club Land Development Plan.
Mr. Francke seconded the motion. Motion carried unanimously.

STAFF INFORMATIVES: No Staff Informatives were pulled for discussion.

OTHER MATTERS: No Other Matters brought forward for discussion.

ADJOURNMENT:
Chair Best called for a motion to adjourn the meeting.

Ms. Mariner moved to adjourn the April 18, 2024, Regular College Township Council Meeting.
Chair seconded the motion.

The April 18, 2024, Regular College Township Council Meeting was adjourned at 9:48 PM.

Respectfully Submitted By,

Adam T. Brumbaugh
Township Secretary
Subject: Please consider a moratorium on construction of pickleball courts on or near residential neighborhoods on an emergency basis.

To Whom it May Concern:

Lawsuits and complaints resulting from pickleball courts have been making headlines across the country, especially within residential areas. Attached are some recent headlines for your review. USA pickleball, which is the national governing body for the sport of pickleball in the United States, has acknowledged a pickleball noise problem. I wish to make it clear that I am supportive of outdoor activities in a proper and reasonable setting.

Centre Hills Country Club (CHCC) has proposed a development in State College Borough on their land adjacent to my home and includes lighted pickleball courts. I live in College Township close to the border of State College Borough. PennTerra Engineering has been hired by CHCC for this proposed development. At a recent state college borough meeting, the PennTerra rep, Mr. Toretti, testified that PennTerra has not successfully installed pickleball courts in any previous projects. From the testimony presented, it was clear that PennTerra and CHCC completely ignored the potential impact on the nearby residential communities and provided no effort to evaluate or mitigate the noise generated by the impact created between the rigid paddle and the semi-rigid ball and the noise from enthusiastic participants. This is very concerning to me as recent studies have shown the negative impact on the health and quality of life of nearby residents resulting from both the amplitude and frequency of the noise generated during play.

I have read that recently Patton Township permitted the conversion of existing tennis courts to pickleball only to subsequently relocate them due to nuisance/noise complaints from neighboring residents. It is reasonable to assume this was at significant cost to township residents. This scenario is playing out across the country.

Many localities across the country have enacted or are in consideration of enacting zoning regulations that ensure that location of this sport does not pose a health risk and nuisance to nearby residents. Unfortunately, College Township and State College Borough currently have no such regulations at this time.

I am asking that you consider enacting a moratorium on the construction of pickleball courts until such time as reasonable ordinances that would govern all of the Centre Region boroughs and townships and protect the health and wellbeing of residents who would otherwise be subjected to unreasonable disturbance from the location of pickleball facilities. The ordinances should consider the restrictions such as those enacted by the City of Centennial, Colorado. I am asking that this be done on an emergent basis so that myself and other residents in my neighborhood and other adjacent properties do not suffer the same impact as many of the people in the most recent headlines.

For your reference on 9/19/2023, The City of Centennial enacted a pickleball ordinance as a result of a similar scenarios. Please see the attached ordinance here.

Here is the ordinance summary:
"Permanent Outdoor Courts are prohibited within 250 feet of residentially zoned or used properties"

"An Outdoor Pickleball Court Permit is required for Permanent Outdoor Courts located between 250 to 600 feet of residentially zoned or used properties"

"Noise mitigation for Permanent Outdoor Pickleball Courts established from 250 to 600 feet of residentially zoned or used properties shall be required pursuant to a Noise Impact Assessment"

"Permanent Outdoor Courts (including lighting) can operate between 8 a.m.-8 p.m"

"Permanent Outdoor Courts can create no more than 47 decibels at the nearest residential property line"

The noise complaints are abundant across the US. Here is a sample of the most recent news:


Business Insider 11/21/2023, "The noise from pickleball courts is driving everyone crazy. Scientists are trying to come up with a solution."

NPR 6/9/2023, "Pickleball has a noise problem. He's trying to fix it"

George Washington University 3/2/2023, "Pickleball Noise, Explained by Dr. Sarkar"

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LA Times 3/3/2022, "Pickleball noise is fueling neighborhood drama from coast to coast"

Fox2 St. Louis News 10/16/2023 "Pickleball noise level exceeds ordinance; country club remains unable to play"

CNBC 9/25/2023 "Pickleball is loud. The people behind the trendy sport say they're trying to fix it"

Thank you for your consideration in this matter.

Your Name: Patricia Coates
Your Address: 144 Scenery Court
Your Phone #: (860) 837-4575
We would like to ask that there be an immediate moratorium on the development of pickleball courts - in and abutting College Township - until the township has studied the issue and developed a plan for such recreational facilities to co-exist with surrounding residential units. I also ask that you urge your peers in the State College Borough to do the same.

Respectfully

John and Sibyl Gorman
134 Scenery Ct
State College, PA 16801
814-450-8226
Subject: Please consider a moratorium on construction of pickleball courts on or near residential neighborhoods on an emergency basis.

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I am asking that you consider enacting a moratorium on the construction of pickleball courts until such time as reasonable ordinances that would govern all of the Centre Region boroughs and townships and protect the health and wellbeing of residents who would otherwise be subjected to unreasonable disturbance from the location of pickleball facilities. The ordinances should consider the restrictions such as those enacted by the City of Centennial, Colorado. I am asking that this be done on an emergent basis so that myself and other residents in my neighborhood and other adjacent properties do not suffer the same impact as many of the people in the most recent headlines.

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Fox2 St. Louis News 10/16/2023 "Pickleball noise level exceeds ordinance; country club remains unable to play"

CNBC 9/25/2023 "Pickleball is loud. The people behind the trendy sport say they're trying to fix it"

Thank you for your consideration in this matter.

Your Name: James Coates

Your Address: 144 Scenery Court

Your Phone #: (774) 208-7048
April 23, 2024

Dear Community Partner,

On April 26th, 2024, Movin’ On, the annual Penn State University student sponsored spring music festival, will take place on the Blue Band IM Field (adjacent to the Blue Band Building.) This year’s event will feature a free outdoor music festival beginning at 3:30 pm and ending at 10:30 pm. Sound checks for the event will occur between 12:00 pm to 3:00 pm Friday April 26th. Every effort will be made to strictly adhere to this schedule.

This event culminates a yearlong planning process for a large group of active students on the Penn State campus, and it is the only event of its kind. I hope you will support and understand the importance of holding events such as these for our students as they end the 2024 spring semester and celebrate their academic achievements as they head into finals.

We thank you for your continued support and welcome any thoughts you may have for making this experience a positive one for all involved. Please contact Sofia Moussan at exec.movinon@gmail.com or (973) 580-8417 should you have any questions.

Sincerely,

Sofia Moussan
Executive Director
Movin’ On

cc:
College Township
State College Borough
Patton Township
Ferguson Township
Congregation Brit Shalom
The Village at Penn State
Mt. Nittany Medical Center
Bryce Jordan Center
Penn State Blue Band
Intercollegiate Athletics
TO: Centre County Municipal Officials  
   President, Borough Council  
   Borough Mayor  
   Chairman, Township Supervisors

FROM: Tim Nilson, Executive Director  
Seven Mountains EMS Council

DATE: March 25, 2024

SUBJECT: EMS Week – May 19-25, 2024

I would like to take just a few minutes of your time to remind you that National Emergency Medical Services (EMS) Week will be celebrated May 19-25, 2024. EMS Week is an opportunity to recognize prehospital EMS practitioners for the many hours they spend both training for and delivering care to the residents of and visitors to your community. This year’s theme: EMS Week: Honoring our Past. Forging our Future.

Within Centre County, there are thirteen (13) EMS agencies licensed/recognized through the PA Department of Health with a total of 45 EMS vehicles – 31 Ambulances, 6 ALS Squad vehicles, and 8 QRS vehicles. Additionally, there is a medical transport helicopter available at the State College Regional Airport. Each of these agencies are a vital public health lifeline and highly skilled/knowledgeable emergency service agency within their community. The days of just ‘a ride to the hospital’ are gone; today’s EMS system will deliver quality emergency medical care – as needed, Anywhere/Anytime - and continue that care through transport & transfer to the appropriate facility. In calendar year 2023, there were approximately 18,400 EMS responses initiated within Centre County – with roughly 91% of those being for emergent, scene response.

EMS providers – whether career or volunteer – are a group of dedicated individuals who devote countless hours preparing for and responding to calls for help from throughout our communities – 24 hours a day, 7 days a week, 365 days a year. If there are currently no plans for an EMS Week proclamation signing, I encourage you to do so; if one is already being planned, thank you for that recognition. Enclosed is a sample proclamation for your consideration. Please feel free to reach out to Council, as shown above, or email Laura at lrompolski@smemsc.org to obtain a digital version of the proclamation. Please consider inviting your local EMS agency(ies)/providers to attend your signing event; Council staff will assist in recruiting their attendance if you reach out and ask.

If Council or I can be of any assistance, please feel free to contact me as indicated above. As always, thank you for your continued support of Emergency Medical Services.

Enclosure: Sample Proclamation
WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need of 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the College Township Council, in recognition of this event, do hereby proclaim the week of May 19 - 25, 2024, as

EMERGENCY MEDICAL SERVICES WEEK.

The 50th Anniversary of EMS Week theme is EMS WEEK: Honoring Our Past. Forging Our Future. The College Township Council encourages the community to observe this week with appropriate programs, ceremonies, and activities.

DULY ADOPTED, this 2nd day of May 2024, by the Council of the Township of College, Centre County.

COLLEGE TOWNSHIP COUNCIL:

ATTEST:

Adam T. Brumbaugh, Secretary                     Dustin Best, Chair
A PROCLAMATION HONORING
CENTRE AREA TRANSIT AUTHORITY’S 50TH ANNIVERSARY

WHEREAS, Centre Area Transit Authority (CATA) has been an integral part of our community for half a century, providing essential transportation services to residents and visitors; and

WHEREAS, CATA’s commitment to sustainability, accessibility, and efficiency has contributed significantly to the well-being of our region; and

WHEREAS, CATA’s orange and white buses have become iconic symbols of the Centre Region, connecting neighborhoods, campuses, and beyond; and

WHEREAS, CATA’s growth from its humble beginnings in 1974 to its current status as a joint municipal authority reflects its resilience and adaptability; and

WHEREAS, CATA’s dedication to serving Penn State University students, faculty, and staff has fostered a strong partnership between the university and the community; and

WHEREAS, CATA’s Park-and-Ride program, paratransit services, and innovative routes have enhanced mobility options for all;

NOW, THEREFORE, BE IT PROCLAIMED that the College Township Council, in conjunction with the surrounding townships and boroughs, hereby celebrates and honors CATA’s 50th Anniversary on May 17, 2024.

FURTHER PROCLAIMED, that the College Township Council commends CATA staff, drivers, and leadership for their unwavering commitment to excellence and their role in shaping our vibrant community.

THIS PROCLAMATION AUTHORIZED THIS 2nd Day of May, 2024, by the College Township Council, Centre County, Pennsylvania.

COLLEGE TOWNSHIP COUNCIL

ATTEST: Dustin Best, Chair

______________________________
Adam T. Brumbaugh, Secretary/Manager
Request Letter

To: College Township - Planning & Zoning Council

From: Eric and Karen Stoner - Owners Classic Cones Ice Cream Truck

April 23th, 2024

Our Requests are as follows in regards to 171-8 (A) (4)

We are a mobile ice cream truck that plays music to let people know we are in the area. Can you approve allowing us to play music in College Township for the 2024 season ending October 31, 2024?

Thanks,

Eric Stoner

Classic Cones
Dear Community Partner,

Building on the overwhelming success of our biannual conferences, the Community Diversity Group (CDG), the Borough of State College, our Penn State affiliates and many community members are pleased to announce our fifth Community Diversity Conference. This one day conference will be held on **Tuesday, June 25, 2024 at the Penn Stater Hotel and Conference Center**.

We invite you to attend and to bring friends and colleagues to participate in this unique opportunity to enhance community relations, increase awareness about diversity issues prevalent in our communities and to improve the overall social climate of Centre County/Central PA. Participating in these open discussions and learning what it takes to build a richer and more inclusive community for all will enhance your business practices and expand your networking capacity.

We have launched a fundraising campaign to support the Community Diversity Conference. As such we are seeking your participation and support through a financial contribution and/or donation of products or gift certificates. CDG is a 501(c) (3) organization, so your contributions are tax-deductible to the fullest extent allowable by law.

The Community Diversity Conference offers a valuable opportunity to promote your business, enhance your name recognition throughout the local community, and show your support for diversity and inclusion. Your generosity helps defray the cost and allows us to offer a qualify full-day conference, including lunch, at a reasonable price to participants. Please support the Community Diversity Conference by selecting your level of participation below:

<table>
<thead>
<tr>
<th>Sponsor Type</th>
<th>Contribution Range</th>
<th>Benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beyond Diversity Sponsor</td>
<td>$1000 or more</td>
<td>Large Logo and two conference registrations</td>
</tr>
<tr>
<td>Social Justice Sponsor</td>
<td>$500-$999</td>
<td>Medium Logo and one conference registration</td>
</tr>
<tr>
<td>Sustainability Patron</td>
<td>$100 - $500</td>
<td>Thank you in our program and on our website</td>
</tr>
<tr>
<td>Cultural Dexterity Donation</td>
<td>Donated items</td>
<td>Your organization identified on item, and as above, commensurate with value of your gift</td>
</tr>
</tbody>
</table>

Please note: With donations of $500 or more, your organization’s logo and website will be printed in the conference program, on the luncheon slide show, and on the CDG’s website with a link to your website. Email your logo to us: CommunityDiversityGroup@gmail.com

To participate as a sponsor, please call or email Kevin Kassab, 814-360-3326 or kkassab@statecollegepa.us, or send your completed sponsorship form and check to: Community Diversity Group, PO Box 933, State College, PA 16803-0933, attn: Community Diversity Conference.

Thank you in advance for your consideration and support of this worthy endeavor. Together, we are implementing inclusion.

Carol Eicher, CDC President

Kevin Kassab, Sponsorship Committee Chair

*The Community Diversity Group brings diverse peoples together to cultivate inclusive, engaged communities.*

The Community Diversity Group (CDG) is a 501(c)(3) non-profit coalition of Centre County community members with representatives from local businesses, municipalities, and non-profit organizations. All CDG members, including the board of directors, are volunteers. CDG offers training, consulting, programming professional and social networking, and publications, all designed to educate the community about the benefits of multicultural competence and to encourage inclusiveness. Open public meetings are held on the first Tuesday of each month. Attend a meeting; become a member; make a difference.

Visit our website for updates and more information: [www.CommunityDiversityGroup.com](http://www.CommunityDiversityGroup.com)
MEMORANDUM

To: College Township Council

From: Adam Brumbaugh, Township Manager

Re: Fundamentals Presentation – Attainable / Workforce Housing

Date: 05/02/2024

In an effort to ensure that all have a basis for understanding the intent of the DRAFT Attainable / Workforce Housing Ordinance, the Township Manager, with assistance from Lindsay Schoch, Principal Planner, will provide a 10-minute presentation of the concepts involved with making the proposed – and similar – programs work. Note that this is an updated version of a similar presentation delivered to the College Township Planning Commission that was very well received.

The attached PowerPoint presentation will be the basis of this presentation. Detail for each slide will be discussed during this portion of the broader agenda item.

End of memo
“CHALK TALK”

ATTAINABLE / WORKFORCE HOUSING IN COLLEGE TOWNSHIP

May 2, 2024
**Affordable Housing:** Affordable housing is generally defined as housing on which the occupant is paying no more than 30 percent of gross income for housing costs, including utilities. (Reference: www.hud.gov.)

**Housing Costs:** for homeowners include monthly mortgage principal and interest payments, plus property taxes, property insurance, utilities, and any HOA/condo/mobile home fees.
**Workforce Housing** focuses on housing built to serve families that have income levels between the true affordable housing options and market rate housing - between 60% to 120% Area Median Income.

They are middle-income households that seem to have gotten left behind in the housing market.
<table>
<thead>
<tr>
<th>Household Size</th>
<th>60%</th>
<th>65%</th>
<th>70%</th>
<th>80%</th>
<th>90%</th>
<th>100%</th>
<th>110%</th>
<th>120%</th>
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<tr>
<td>Household Size</td>
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<td>$2,575</td>
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<td>$1,808</td>
<td>$1,948</td>
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<td>$2,210</td>
<td>$2,378</td>
<td>$2,720</td>
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<td>$3,402</td>
<td>$3,740</td>
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</table>
Median Sale Price

[Bar chart showing median sale prices from March 2019 to March 2024]
Average Sale Price
Median vs. Average Sale Price
<table>
<thead>
<tr>
<th>Household Size</th>
<th>60%</th>
<th>65%</th>
<th>70%</th>
<th>80%</th>
<th>90%</th>
<th>100%</th>
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<th>120%</th>
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</thead>
<tbody>
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<td>$168,045</td>
<td>$180,630</td>
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<td>$232,120</td>
<td>$257,860</td>
<td>$283,604</td>
<td>$309,350</td>
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<tr>
<td>2</td>
<td>$177,342</td>
<td>$191,643</td>
<td>$206,375</td>
<td>$235,840</td>
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<td>$295,000</td>
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<td>$353,680</td>
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<td>$215,385</td>
<td>$232,400</td>
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<td>$297,500</td>
<td>$331,515</td>
<td>$393,870</td>
<td>$401,300</td>
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<td>$257,860</td>
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<td>$398,000</td>
<td>$437,630</td>
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<td>$257,430</td>
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<td>$384,430</td>
<td>$427,340</td>
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<td>$512,720</td>
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<td>$274,000</td>
<td>$296,900</td>
<td>$319,640</td>
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<td>$389,000</td>
<td>$437,635</td>
<td>$486,545</td>
<td>$534,900</td>
<td>$583,500</td>
</tr>
</tbody>
</table>
Centre County – Labor Shed

courtesy of CBICC
MEMORANDUM

To: College Township Council
From: Lindsay K. Schoch, AICP | Principal Planner
RE: Attainable Housing Ordinance Changes and Development Community Input
Date: April 28, 2024

Introduction:

When Council met on April 18, 2024, Staff presented the Planning Commission’s recommended changes to the Attainable Housing Ordinance. (Formerly known as the Workforce Housing Ordinance). These recommendations prompted a lot of discussion among Council, Staff, and representatives from the development community. The meeting involved a review of each recommendation and a discussion upon those recommendations. As a result of the Council meeting, staff met with representatives from the development community to review their suggested changes made at the Council meeting.

After the Council and development community discussions, staff has come up with fifteen (15) items which need Council’s input before staff can start incorporating suggested changes into the Ordinance.

The following is a table of Council and Development Community Comments. Staff requests Council review the following information including the input heard from the development community. Looking through an equitable lens, does Council feel the requested suggested changes from the development community meet the intent of the Ordinance?

<table>
<thead>
<tr>
<th>Discussion Topic</th>
<th>Council / Staff Comments</th>
<th>Development Community Comments/Concerns</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Ordinance</td>
<td>Council was okay with keeping Fee-in-lieu and land donations options. More discussion necessary on credits for existing units.</td>
<td>Ordinance has been proven to be strong, so why break it? Recommend using as a model.</td>
</tr>
<tr>
<td>Definitions: Fee-in-Lieu</td>
<td></td>
<td>Allow developers the options for fee-in-lieu, land donation, and credits for existing dwellings as options other than providing the actual units.</td>
</tr>
<tr>
<td>Definitions: Non-Residential</td>
<td>Staff noted an incompatibility of uses.</td>
<td>Why are fast-food restaurants excluded from the non-residential uses definition? Consider allowing drive-thru restaurants.</td>
</tr>
<tr>
<td>Calculating Density for Attainable Units.</td>
<td>Need guidance here. What was the intent behind this? HOA or Condo Assoc. common areas? Consider the application of this section. What land should not be included when calculating density?</td>
<td>Typo/unclear language “Density of a development containing residential dwelling units shall be equal to the number of the proposed dwelling units divided by the gross site area inclusive of proposed right-of-ways or any Township of Homeowners Association”</td>
</tr>
<tr>
<td>Feature</td>
<td>Description</td>
<td>Recommended Change</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Parkland and Open Space</td>
<td>Option should be removed. Consider future development with PRDs and waivers from Subdivision and Land Development Ordinance, rather than an incentive to build workforce units.</td>
<td>Parkland and Open Space – should remain an option / may statement.</td>
</tr>
<tr>
<td>Sidewalks</td>
<td>Option should be removed. Consider future development with PRDs and waivers from Subdivision and Land Development Ordinance, rather than an incentive to build workforce units.</td>
<td>Sidewalks – should remain as option / may statement.</td>
</tr>
<tr>
<td>Additional Bonus</td>
<td>This could remain as it or be changed to a 1:1 scenario.</td>
<td>Additional Bonus, For every two workforce housing units which are affordable to households with incomes between 80-120% of AMI, one market rate housing unit shall be permitted to have the same lot requirements noted above....Why wouldn’t this be one for one?</td>
</tr>
<tr>
<td>Waiver of Review Fees</td>
<td>Coordination with other local entities who would assist in the effort to cut back on fees for developers building attainable units.</td>
<td>Waiver of Review Fees should go beyond Township review fees.</td>
</tr>
<tr>
<td>Height</td>
<td>Recommending a percentage per the discussion at Council Meeting.</td>
<td>Height – consider increasing</td>
</tr>
<tr>
<td>Off-site developments</td>
<td>Reciprocity among regional municipalities.</td>
<td>Off-site developments should be permitted in other municipalities, not just College Township.</td>
</tr>
<tr>
<td>Phasing</td>
<td>Phasing in place to ensure workforce units are built and not pushed to a final, future phase.</td>
<td>Phasing – consider economic feasibility</td>
</tr>
<tr>
<td>Amenities</td>
<td>Interior Amenities Defined: Appliances, flooring, fixtures, heating and cooling systems, storage, technology, finishes, layout and design, safety features.</td>
<td>Amenities. Attainable unit should be permitted to differ with regard to interior amenities.</td>
</tr>
<tr>
<td>Certification of Buyers</td>
<td>Typically, after the unit is sold, the developer/seller is out. The responsibility to monitor future sales of units lies upon the Township/Designee.</td>
<td>Certification of buyers: the attainable housing agreement should be an entirely separate agreement between the municipality and the homeowner, signed by those parties and should be created by the Township at their cost.</td>
</tr>
<tr>
<td>Calculation of Sale Prices</td>
<td>Consider language.</td>
<td>Calculation of sales prices, should read: “other customary fees”</td>
</tr>
<tr>
<td>On-going Administration</td>
<td>Deed Restrictions</td>
<td>On-going administration should be a township responsibility.</td>
</tr>
</tbody>
</table>

**Next Steps:**

Staff anticipates a robust discussion regarding the foregoing fifteen (15) items. Once Council provides staff with direction, the ordinance will be updated with the information and will be presented to Council.
MEMORANDUM

To: College Township Council
From: Mike Bloom, Assistant Township Manager
Re: NB-1: Resolution to amend Thompson Woods Preserve Intermunicipal Agreement
Date: April 25, 2024

On September 15, 2022, College Township executed an Intermunicipal Cooperation Agreement with State College Borough establishing a new governance structure for the jointly-owned Thompson Woods Preserve property. This agreement allowed for creation of two committees, Governance and Advisory, to aid in management of the property. Further, it stipulated the structure of each of the committees and assigned their respective roles and responsibilities.

As approved, the agreement calls for the following appointments to the Governance Committee:

- Two (2) College Township appointees
- Two (2) State College Borough appointees
- One (1) Centre Region Parks & Recreation Authority (CRPRA) appointee, this appointee shall be a member of the CRPRA Board who is not a representative from the Township or Borough.

Given the small size of the CRPRA Board and the limiting factor that removes College Township or State College Borough representatives from consideration, the CRPRA appointment has proven to be challenging to fill from the Board.

As such, staff is requesting consideration of an amendment to the Intermunicipal Cooperation Agreement that would provide greater flexibility to CRPRA for their future appointment(s). The proposed amended language reads as follows:

- One (1) CRPRA appointee, this appointee should be a member of the CRPRA Board or a designee approved by the CRPRA Board, who does not represent or reside in either the Township or Borough.

Provided for Council’s review are the following documents:

- NB-1.a. – Draft Township Resolution R-24-21 – Resolution to amend “Article II: Committee Structure” of the Intermunicipal Cooperation Agreement between the joint property owners, College Township and State College Borough.

- NB-1.b. – Draft Amended Intermunicipal Cooperation Agreement – If agreed upon through adoption of Resolutions by both parties, this Amended Intermunicipal Agreement would replace the existing agreement.

**Action Requested:**

Staff is requesting that Council review and consider approval of Resolution R-24-21, to amend “Article II: Committee Structure” of the Intermunicipal Cooperation Agreement.
A RESOLUTION OF THE TOWNSHIP of COLLEGE, CENTRE COUNTY, PENNSYLVANIA, FOR THE PURPOSES OF AMENDING THE INTERMUNICIPAL COOPERATION AGREEMENT WITH THE BOROUGH of STATE COLLEGE, CENTRE COUNTY, PENNSYLVANIA, PURSUANT TO THE GOVERNANCE STRUCTURE FOR THE JOINTLY OWNED PROPERTY KNOWN AS THOMPSON WOODS PRESERVE

WHEREAS, The Intergovernmental Cooperation Act, 53 Pa C.S. Ch. 23 Subchapter A and Article IX, Section 5 of the Constitution of the Commonwealth of Pennsylvania authorize municipalities to enter into joint intermunicipal agreements with other municipalities in the exercise of the respective governmental functions, powers or responsibilities; and

WHEREAS, in on September 15, 2022, the Borough of State College and the Township of College (“Parties”), entered an Intermunicipal Cooperation Agreement (“Agreement”) pursuant to establishing the governance structure for the jointly owned property known as Thompson Woods Preserve; and

WHEREAS, the Parties have identified a need to amend the “Article II: Structure of Committees” section of the Agreement to provide the Centre Region Parks and Recreation Authority greater flexibility in making their appointment to the Governance Committee; and

NOW THEREFORE BE IT RESOLVED,

That the Council of the Township of College, Centre County, Pennsylvania does hereby authorize amendment of the “Article II: Structure of Committees” section of the Agreement to read as follows:

The Governance Committee shall be a separate, jointly appointed board comprised of the following five (5) members:

- Two (2) College Township appointees
- Two (2) State College Borough appointees
- One (1) CRPRA appointee, this appointee should be a member of the CRPRA Board or a designee approved by the CRPRA Board, who does not represent or reside in either the Township or Borough.

DULY ADOPTED this ___th day of ________. 2024, by the Council of the Township of College, Centre County, Pennsylvania.
NB-1.a.

TOWNSHIP of COLLEGE COUNCIL:

_________________________________
Dustin Best, Chair

ATTEST:

_________________________________
Adam Brumbaugh, Manager
INTERMUNICIPAL COOPERATION AGREEMENT AMENDMENT
THOMPSON WOODS PRESERVE GOVERNANCE

THIS INTERMUNICIPAL COOPERATION AGREEMENT (this “Agreement”) adopted on 15th day of September, 2022, and hereby amended on this ____ day of May, 2024, and is by and between the following parties holding joint ownership of the property known as the Thompson Woods Preserve (Preserve):

The Township of College, Centre County, Pennsylvania (“Township”), a political subdivision, with an address of 1481 East College Avenue, State College, PA 16801,

And

The Borough of State College, Centre County, Pennsylvania (“Borough”), a political subdivision, with an address of 243 South Allen Street, State College, PA 16801.

BACKGROUND

The Preserve consists of two forest parcels (eastern and western parcels) separated by a utility right-of-way. The primary appeal of the public preserve is its natural setting and the unique natural features that it contains in an area within walking distance of downtown State College and the Pennsylvania State University. Because of its location in the urban setting, this natural parcel of land is extremely vulnerable to perturbation and further disturbance. Therefore, the Preserve is restricted to passive outdoor recreation use, which implies that activities will minimize disturbance of natural plant and wildlife communities.

Since acquisition of the Preserve in November 2000, there has been minimal investment made in the property by the Township and Borough. Necessary repairs and maintenance have been completed primarily by the Centre Regional Parks and Recreation Authority (CRPRA), which identifies the Preserve as a regional facility. These efforts have been augmented occasionally by municipal staff. Clearwater Conservancy has continued to perform annual inspections of the Preserve to ensure consistency with the prevailing property management plan.

However, now 20+ years since its initial creation and following 2018 dissolution of the Thompson Woods Preserve Subcommittee, the property is in need of more directed management oversight.

WITNESSETH

WHEREAS, The Intergovernmental Cooperation Act, 53 Pa C.S. Ch. 23 Subchapter A and Article IX, Section 5 of the Constitution of the Commonwealth of Pennsylvania authorize municipalities to enter into joint intermunicipal agreements with other municipalities in the exercise of the respective governmental functions, powers or responsibilities; and

WHEREAS, in 1999, the Thompson Woods Residential Subdivision (Residential Subdivision) was initially proposed and The Clearwater Conservancy of Central Pennsylvania, Incorporated (Clearwater Conservancy) expressed an interest in acquiring the residual tract, immediately adjacent, but not included as part of, the Residential Subdivision; and,
WHEREAS, in January 2000, The Clearwater Conservancy secured a $500,000 Pennsylvania Department of Conservation of Natural Resources (DCNR) Land Trust grant for the acquisition of the residual tract; and

WHEREAS, The Township, the Borough and the general public contributed $232,000, $75,000 and $175,000 respectively toward the property acquisition; and

WHEREAS, in October 2000, the Residential Subdivision under the ownership of Charles H. Smith, James B. Smith and Thomas L. Smith Partnership (Smith Partnership) was approved; and,

WHEREAS, on November 13, 2000, a sales agreement was reached between the Smith Partnership and Clearwater Conservancy for the 43.36 acre residual tract remaining from the Residential Subdivision, identified and more fully described as Lots 46 and 47 on a Final Subdivision Plan known as Thompson Woods Preserve dated October 16, 2000; and

WHEREAS, the November 13, 2000 sales agreement between the Smith Partnership and Clearwater Conservancy included as a condition for closure the recording of a conservation easement for the property including a list of covenants which run with the land; and,

WHEREAS, on November 13, 2000, Clearwater Conservancy transferred the deeds of the Thompson Woods Preserve to the Township (36.61 acres) and the Borough (6.75 acres); and,

WHEREAS, the parties agreed to vest responsibility for decisions related to the maintenance of the Thompson Woods Preserve with the Centre Region Parks and Recreation Authority (CRPRA); and

WHEREAS, The CRPRA assigned the governance role for the Thompson Woods Preserve to the Millbrook Marsh Nature Center Advisory Community, who subsequently formed the Thompson Woods Preserve Subcommittee to fulfill this role; and

WHEREAS, in November 2003, the Thompson Woods Preserve Management Plan was prepared by Clearwater Conservancy to honor the obligations incumbent upon accepting the Land Trust Acquisition grant from DCNR and approved by all parties, with said plan subsequently updated in July 2013; and,

WHEREAS, the Thompson Woods Preserve Subcommittee continued to fulfill its obligations until October 2018, when the subcommittee was dissolved by the Millbrook Marsh Nature Center Advisory Community for lack of activity; and,

WHEREAS, with dissolution of the Thompson Woods Preserve Subcommittee, a new governance structure is required for Thompson Woods Preserve to ensure proper adherence to the property covenants and the Thompson Woods Preserve Management Plan; and,

NOW, THEREFORE, in consideration of the interests set forth herein, and intending to be legally bound hereby, the Township and Borough agree as follows:
ARTICLE I: PURPOSE & OBJECTIVES

This Intermunicipal Cooperation Agreement between the Township and Borough is intended to establish a new governance structure for the jointly owned property known as the Thompson Woods Preserve. This new governance structure shall consist of the following:

- A separate, jointly appointed Governance Committee with the purpose of:
  - Providing purpose-focused oversight of all Preserve matters;
  - Making requests for maintenance and repairs to the appropriate party(s);
  - Coordinating the work and initiatives recommended by the Advisory Committee;
  - Providing a forum for the public on matters related to the Preserve.

- An Advisory Committee, which is a strictly advisory body with the purpose of:
  - Identifying issues or potential projects within the Preserve for consideration by the Governance Committee;
  - Providing insight and/or technical recommendations to the Governance Committee on matters related to the stewardship of the Preserve consistent with the prevailing management plan and property covenants;
  - Responding to requests made by the Governance Committee.

The objective of this governance structure is to provide for more formal and consistent management oversight of the Preserve. Thus ensuring more proactive stewardship of the property in a manner consistent with the prevailing property management plan and covenants running with the land.

ARTICLE II: STRUCTURE OF COMMITTEES

The Governance Committee shall be a separate, jointly appointed board comprised of the following five (5) members:

- Two (2) College Township appointees
- Two (2) State College Borough appointees
- One (1) CRPRA appointee, this appointee should be a member of the CRPRA Board or a designee approved by the CRPRA Board, who does not represent or reside in either the Township or Borough.

The Township and Borough are solely responsible for appointment of their respective representatives and may designate an alternate for each appointee, if so required.

The CRPRA is solely responsible for the appointment of their representative and may designate an alternate for the appointee, if so required.

The Township, Borough and CRPRA have the discretion to remove their own respective appointee at any time for any reason.

A party requesting the removal of another party’s appointee must do so in writing and removal requires a majority vote of both the Township and Borough Councils.
The Advisory Committee shall be comprised of membership representing the following key stakeholders:

- One (1) representative from the Clearwater Conservancy
- One (1) representative from Centre Region Parks and Recreation
- One (1) representative from the Vallimont Home Owner Association
- One (1) representative from the Thompson Woods Property Owners’ Association
- Up to three (3) total representatives, with no more than one (1) from each, of the following:
  - Centre County Conservation District,
  - Penn State Department of Ecosystem Science and Management,
  - DCNR

Each of the stakeholders is solely responsible for the appointment of their representative and may designate an alternate for the appointee, if so required.

A party requesting the removal of any another stakeholder’s representative must do so in writing and removal requires a majority vote of both the Township and Borough Councils.

ARTICLE III: DURATION, CHANGES IN STRUCTURE AND TERMINATION

The term of office for appointees to the Governance and Advisory Committees shall be two (2) years with no limitation on the number of concurrent terms held by any individual appointee.

Members appointed to a vacancy shall serve for the remainder of the unexpired term.

The duration of this agreement and governance structure for the Preserve is perpetual unless and until terminated by a majority vote by the governing body of either party.

ARTICLE IV: AUTHORITY AND POWERS

By virtue of the authority set forth in Intergovernmental Cooperation Act, 53 Pa C.S. Ch. 23 Subchapter A and Article IX, Section 5 of the Constitution of the Commonwealth of Pennsylvania, the Township and Borough hereby create a governance structure for the Preserve consisting of the following committees with the assigned authority and powers described herein:

- **Governance Committee** is assigned the responsibility of:
  - Providing purpose-focused oversight of all Preserve matters;
  - Making requests for maintenance and repairs to the appropriate party(s);
  - Coordinating the work and initiatives recommended by the Advisory Committee;
  - Providing a forum for the public on matters related to the Preserve;
  - Referring issues and/or projects to the Advisory Committee.

- **Advisory Committee** is strictly an advisory body assigned the responsibility of:
  - Identifying issues or potential projects within the Preserve for consideration by the Governance Committee;
Providing insight and/or technical recommendations to the Governance Committee on matters related to the stewardship of the Preserve consistent with the prevailing management plan and property covenants;

- Responding to requests made by the Governance Committee.

The Township and Borough retain the following authority and powers related to the stewardship of the Preserve:

- Appointment of their respective representatives to the Governance Committee;
- Removal of representatives upon majority vote of the Township and Borough Councils;
- All financial responsibilities including, but not limited to:
  - Annual budgeting;
  - Purchasing of any and all materials or equipment;
  - Hiring and payment of staff;
  - Execution of contracts with and payment of contractors or vendors.

ARTICLE V: FINANCIAL OBLIGATIONS FORMULA

Collectively Funded Investments:
For investments that maintain, preserve, enhance or in any other manner benefit the entire Preserve, the following cost formula, which reflects the percentage of ownership in the 43.36 acre Preserve, shall be observed:

<table>
<thead>
<tr>
<th>Partner</th>
<th>Acreage Owned</th>
<th>Funding Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>College Township</td>
<td>36.61 acres</td>
<td>84.43%</td>
</tr>
<tr>
<td>State College Borough</td>
<td>6.75 acres</td>
<td>15.57%</td>
</tr>
</tbody>
</table>

Examples of projects that benefit the larger Preserve would include, but not be limited to:

- Management of Forest Resources and Invasive Species;
- Maintenance, enhancement or expansion of the trail facilities;
- Maintenance, enhancement or expansion of the support facilities;
- New or replacement of Preserve signage;
- Policing of the Preserve;
- Legal costs associated with the policing or stewardship of the Preserve.

Individually Funded Investments:
In the limited instances where an investment will maintain, preserve, enhance or in any other manner benefit only one of the individually owned portions of the Preserve, this investment shall be the sole responsibility of the property owner.

ARTICLE VI: SEVERABILITY

If any sentence, clause, phrase or section of this Agreement is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, phrases, sections or parts of this Agreement.
It is hereby declared as the intention of the Township and Borough that this Agreement would have been adopted had such unconstitutional, illegal or invalid sentence, clause, phrase, section or part thereof not been included therein.

ARTICLE VII: REPEALER

Any other Agreement or parts thereof inconsistent with this Agreement be and are hereby expressly repealed.

IN WITNESS WHEREOF, each of the parties hereto, intending to be legally bound, pursuant to proper authorization of and by its governing body, has caused this agreement to be executed by its duly authorized officers as of the day and year first written above.

COLLEGE TOWNSHIP COUNCIL:

_________________________________
Dustin Best, Chair

ATTEST:

_________________________________
Adam T. Brumbaugh, Manager/Secretary

STATE COLLEGE BOROUGH COUNCIL:

_________________________________
Thomas J. Fountaine, II, Manager/Secretary

ATTEST:

_________________________________
Dianna S. Walter, Assistant Borough Secretary
MEMORANDUM

To: College Township Council

From: Adam Brumbaugh, Township Manager

Re: Manager Comments – COG 2025-2029 Capital Improvement Plan

Date: 05/02/2024

The Township Manager has reviewed the proposed COG 2025-2029 Capital Improvement Plan and offers the following comments for Council’s consideration:

**COG Building –**

- Generally agree with CIP expenditures shown for 2025-2029. Support the plan for ongoing building studies, parking lot replacement and multi-year replacement of HVAC units.
  - Note of concern: COG parking lot scheduled to be repaved in 2025 at cost of $150k. This is a project that needs to be addressed, but it is anticipated that in 2027 $100k to be expended on updates to EV charging stations.
    - Is there a plan to anticipate location of charging station infrastructure scheduled for 2027 in the 2025 repaving of the parking lot? Can/do the parking lot repaving specifications incorporate future (under-pavement) – infrastructure to accommodate EV charging installations in 2027 and beyond?

**Fire**

- Generally agree with CIP expenditures shown for 2025-2029.
  - Note: Assume vehicle replacements noted are taken from Fire Vehicle Replacement Schedule.

**Emergency Management**

- Generally agree with CIP expenditures shown for 2025-2029.

**Library Capital**

- Generally agree with CIP expenditures shown for 2025-2029.
  - Note of concern: What is the current status of the scheduled 2024 rooftop HVAC replacement work, estimated at $525,000? Can/will this work be completed in 2024? Is there potential for some/all of these costs to spill into 2025? And, what would the impact be to the 2025 CIP if this work is pushed to 2025?
Planning:

- Generally agree with CIP expenditures shown for 2025-2029.

Code Agency:

- Generally agree with CIP expenditures shown for 2025-2029.
  
  o Note: Over 2025-2029 period, replacement vehicles are listed as “potentially hybrid/electric vehicles”. Is there or is there not a commitment to utilize hybrid/electric vehicles? Considering size of Code fleet, the answer to this questions has implications for COG Building CIP initiatives, specifically, the parking lot and need for charging station infrastructure.

Parks Capital:

- Generally agree with CIP expenditures shown for 2025-2029.
  
  o Note: The entire Parks Capital CIP is vehicle/machinery based. There is $0.00 funding identified for Parks other than what exists in Regional Parks Capital CIP. Issue is that there are any number of other “regional parks” – Spring Creek, Slab Cabin, etc. – within College Township and elsewhere within the Centre Region and there are ZERO dollars allocated to any capital project in any of those parks.

  While the Parks Governance Committee continues to work toward an eventual resolution of what is a maintenance cost (currently a COG responsibility) and what is a capital cost (currently a municipal responsibility), it should be pointed out that the numbers reflected in this CIP category could change dramatically based on the recommendations of the Parks Governance Committee.

Millbrook Marsh Nature Center –

- Generally agree with CIP expenditures shown for 2025-2029.
  
  o Note of concern: Based on today’s economic climate, the projected expenditure of $6.1 million in 2027 for Boardwalk Replacement Project is highly unlikely to be funded in full by COG municipal members. Work should begin immediately to secure federal funding in the form of earmarks to fund this necessity.

Pools:

- Generally agree with CIP expenditures shown for 2025-2029.

Regional Parks:

- Notes of concern:
  
  o Hess Field
    
    ▪ Narrative for 2025 reflects Hess Field lighting (Field #1) has no corresponding expenditure shown for 2025 in CIP. Rather, this same work on the same field is listed to be completed in 2026 at a cost of $200k.
    
    ▪ Insufficient narrative for understanding $600,000 NEW restroom facility.
  
  o Whitehall Road Regional Park
• All-Season Pavilion: Total of $850,000 ($350k from 2024 + $500,000 in 2025) is a likely non-starter with COG elected officials.

**General Comments:**

- Based on 2025 COG CIP numbers, College Township’s obligation totals $384,952, up from actual 2024 CIP obligations of $273,156, an $111,798 difference.
  - The $111,798 in 2025 represents the equivalent of a 0.30 mil increase in real estate tax in College Township.

- Regional Parks capital projects are the most costly projects undertaken by COG and each significant project to be undertaken requires COG municipalities to incur debt to fund. Two significant debt obligations – the COG building and the Pools debt – will be retired in 2028.

  It would be advisable for participating municipalities to consider “fixing” a total COG borrowing capacity – all debt across all COG programs – to which all COG projects would be subject. Each individual municipality operates with its own borrowing capacity. COG should be required to conform to a similar concept. Such a concept could assist in controlling the timing of big-ticket parks capital projects.

*End of memo*
CENTRE REGION COUNCIL OF GOVERNMENTS
CAPITAL IMPROVEMENT & REPLACEMENT PLAN
2025-2029

Kimberlee MacMullan
Finance Director, Centre Region Council of Governments
April 4, 2024
The Centre Region Council of Governments Executive Director, Agency Directors, and Finance Director are pleased to present the 2025-2029 Capital Improvement and Replacement Plan (CIP) for your review. To qualify for this CIP, the item to be purchased meets the definition of a capitalizable asset, and the cost at purchase or replacement is $10,000 or greater.

The CIP is presented in three distinct sections.

- Summary charts provide potential and existing funding sources in total including municipal shares, which are further presented by agency, program and by year within the CIP timeline.

- The second section includes detailed expenditures requested by agency from 2025 through 2029 and justification for each in narrative.

- Lastly, the projected CIP capital expense is presented in a series of charts by year, program and/or agency.

The goal of this information is twofold: to identify and explain proposed expenditures and to identify and quantify various funding streams. Additionally, the CIP includes fleet information for COG-owned vehicles, equipment and apparatus.

Agencies maintain a fund balance in some of the programs at the end of each year. This is necessary to begin funding future large expenditures and cover unanticipated expense. While the proposed CIP tracks information for the next five years, underlying calculations go out much further, in some instances greater than 25 years, to ensure COG is adequately funding its future facilities, apparatus, and equipment needs.

New this year, Finance consulted the existing COG Fixed Assets Policy, Environmental Purchasing Policy, and COG-wide Budget Priorities to draft this capital plan in accordance with our established mission and purpose.

If you have any questions regarding this DRAFT report, please contact the COG Finance Director, Kimberlee MacMullan, kmacmullan@crcog.net or 814.231.3062.
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## Centre Region COG
### ESTIMATED MUNICIPAL SHARES
#### Capital Expenditures 2025 through 2029

<table>
<thead>
<tr>
<th>TOTAL FUNDING SOURCES</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
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<tbody>
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<td>$3,474,918</td>
<td>$3,545,409</td>
<td>$2,768,527</td>
<td>$2,762,881</td>
<td>$3,490,129</td>
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</table>

<table>
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<th>MUNICIPALITIES</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
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</thead>
<tbody>
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<td>Borough of State College</td>
<td>538,723</td>
<td>561,571</td>
<td>585,708</td>
<td>611,230</td>
<td>638,241</td>
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<td>629,408</td>
<td>656,259</td>
<td>684,639</td>
<td>714,660</td>
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<tr>
<td>Halfmoon Township</td>
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<td>3,633</td>
<td>3,742</td>
<td>3,854</td>
<td>3,970</td>
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<tr>
<td>Harris Township</td>
<td>172,360</td>
<td>177,531</td>
<td>182,857</td>
<td>188,342</td>
<td>193,993</td>
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<tr>
<td>Patton Township</td>
<td>489,101</td>
<td>509,834</td>
<td>531,737</td>
<td>554,896</td>
<td>579,405</td>
</tr>
</tbody>
</table>

| FIRE ONLY:             |            |            |            |            |            |
| Benner Township        | 1,483      | 1,610      | 1,748      | 1,899      | 2,063      |
| Penn State University  | 137,047    | 148,264    | 160,412    | 173,569    | 187,820    |

<table>
<thead>
<tr>
<th>OTHER</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
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<td>$713,359</td>
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</table>

|                   |            |            |            |            |            |
| COG Interfund Transfers | 102,497   | 104,063    | 105,676    | 58,798     | 60,509     |
| Grants               | 390,000    | 427,500    | 55,000     | 10,000     | 210,000    |
| Contributions & Donations | 651,250   | 580,600    | 66,615     | 38,500     | 442,850    |
| Program Fees (specific to fund capital assets) | - | - | - | - | - |
| State & Federal Funding (not grants) | - | - | - | - | - |
| Loans & Long-Term Debt |            |            |            |            |            |

See Nature Center
Estimated Municipal Shares 2025 to 2029 ($11,922,092)

- State College Borough
- College Township
- Ferguson Township
- Halfmoon Township
- Harris Township
- Patton Township

<table>
<thead>
<tr>
<th>Year</th>
<th>State College Borough</th>
<th>College Township</th>
<th>Ferguson Township</th>
<th>Halfmoon Township</th>
<th>Harris Township</th>
<th>Patton Township</th>
</tr>
</thead>
<tbody>
<tr>
<td>2025</td>
<td>$603,978</td>
<td>$538,723</td>
<td>$489,101</td>
<td>$384,952</td>
<td>$172,360</td>
<td>$3,527</td>
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<td>2026</td>
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<td>$554,896</td>
<td>$437,155</td>
<td>$188,342</td>
<td>$3,854</td>
</tr>
<tr>
<td>2029</td>
<td>$714,660</td>
<td>$638,241</td>
<td>$579,405</td>
<td>$456,618</td>
<td>$193,993</td>
<td>$3,970</td>
</tr>
</tbody>
</table>
Actual Shares by Municipality for Capital Improvements 2020 to 2024

<table>
<thead>
<tr>
<th>Municipality</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
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<td>State College Borough</td>
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<td>$2,791</td>
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<td>$5,015</td>
<td>$5,060</td>
<td>$5,090</td>
<td>$5,100</td>
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<tr>
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<tr>
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<td>$227,135</td>
<td>$247,989</td>
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<tr>
<td>Patton Township</td>
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<td>$335,333</td>
<td>$375,296</td>
<td>$401,348</td>
<td>$427,825</td>
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</tbody>
</table>

ACTUAL in TOTAL
2024 $1,536,020
2023 $1,412,267
2022 $1,334,168
2021 $1,186,033
2020 $1,101,044
BOROUGH: $538,723
COLLEGE: $384,952
FERGUSON: $603,978
HALFMOON: $27,277
HARRIS: $172,360
PATTON: $489,101
BENNER: $1,483
PENN STATE: $137,047
TRANSFERS: $102,497
GRANTS: $390,000
DONATIONS: $390,000

CAPITAL FUNDING SOURCES 2025
7. Arrangements with the Borough and Townships

In 2002 and 2003, the CRCOG received $2.5 million from the Borough and Townships to finance a new building to house its offices. In May 2003, an agreement was entered into whereby the CRCOG will repay the amount received, with interest, in equal quarterly installments of $46,299 through May 15, 2028. The payments are distributed to the Borough and Townships based on their original contribution percentages. The total debt service to be paid yields an effective interest rate of 5.55%.

The outstanding principal is reflected as due to other governments on the statement of net position. Principal and interest payments for 2022 were $133,753 and $51,442, respectively. Debt service is charged to the individual funds based on square footage occupied in the building.

The annual debt service requirements to maturity are as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Principal</th>
<th>Interest</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023</td>
<td>$141,373</td>
<td>$43,822</td>
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<tr>
<td>2024</td>
<td>149,428</td>
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<tr>
<td>2025</td>
<td>157,942</td>
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<td>2026</td>
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<td>2027</td>
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</tr>
<tr>
<td>2028</td>
<td>61,024</td>
<td>708</td>
<td>61,732</td>
</tr>
</tbody>
</table>

853,160 $134,547 $987,707

133,753 Repayments made in 2022

$986,913 Balance December 31, 2021
7. Long-Term Debt

The Authority issued a Guaranteed Revenue Note in 2008 (Pool Note) to finance the renovation of Park Forest and Welch Community Swimming Pools. On November 21, 2012, the General Forum and Centre Region Parks and Recreation Authority completed the refinancing of the Pool Note with Jersey Shore State Bank which increased the balance of the loan from $6,067,000 to $6,128,000.

On June 30, 2021, the Authority approved the refinancing of its outstanding Pool Note. The refinanced Pool Note of $2,977,800 bears interest at a fixed rate of 1.23% and matures in December 2028. The outstanding balance of the note as of December 31, 2022 is $2,401,820.

The Pool Note is guaranteed by the participating municipalities discussed in Note 7. Municipal contributions are based on the funding formula in effect in 2019 for the remainder of the loan. Each municipality adopted an ordinance to accept their portion of the Pool Note.
Changes in the notes payable for the year ended December 31, 2022 are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Parks Note</th>
<th>Pool Note</th>
<th>Oak Hall Regional Park Note</th>
<th>Fire Protection Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, January 1</td>
<td>$ -</td>
<td>$ 2,785,090</td>
<td>$ 41,436</td>
<td>$ -</td>
</tr>
<tr>
<td>Draws</td>
<td>2,507,374</td>
<td>-</td>
<td>-</td>
<td>225,500</td>
</tr>
<tr>
<td>Repayments</td>
<td>(370,242)</td>
<td>(383,270)</td>
<td>(20,577)</td>
<td>(2,979)</td>
</tr>
<tr>
<td>Balance, December 31</td>
<td>$ 2,137,132</td>
<td>$ 2,401,820</td>
<td>$ 20,859</td>
<td>$ 222,521</td>
</tr>
<tr>
<td>Current portion</td>
<td>$ 375,210</td>
<td>$ 388,000</td>
<td>$ 20,859</td>
<td>$ 42,903</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Active Adult Center Note</th>
<th>Millbrook Marsh Note</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance, January 1</td>
<td>$ 55,503</td>
<td>$ 49,347</td>
<td>$ 2,931,376</td>
</tr>
<tr>
<td>Draws</td>
<td>-</td>
<td>-</td>
<td>2,732,874</td>
</tr>
<tr>
<td>Repayments</td>
<td>(10,767)</td>
<td>(16,020)</td>
<td>(803,855)</td>
</tr>
<tr>
<td>Balance, December 31</td>
<td>$ 44,736</td>
<td>$ 33,327</td>
<td>$ 4,860,395</td>
</tr>
<tr>
<td>Current portion</td>
<td>$ 10,929</td>
<td>$ 16,500</td>
<td>$ 854,401</td>
</tr>
</tbody>
</table>

Annual debt service requirements to maturity are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Principal</th>
<th>Interest</th>
</tr>
</thead>
<tbody>
<tr>
<td>2023</td>
<td>$ 854,401</td>
<td>$ 106,163</td>
</tr>
<tr>
<td>2024</td>
<td>844,905</td>
<td>94,477</td>
</tr>
<tr>
<td>2025</td>
<td>839,283</td>
<td>82,603</td>
</tr>
<tr>
<td>2026</td>
<td>850,667</td>
<td>71,244</td>
</tr>
<tr>
<td>2027</td>
<td>850,547</td>
<td>59,724</td>
</tr>
<tr>
<td>2028-2032</td>
<td>3,945,910</td>
<td>141,329</td>
</tr>
<tr>
<td>Total debt service</td>
<td>8,185,713</td>
<td>$ 555,540</td>
</tr>
<tr>
<td>Available to borrow</td>
<td>(3,325,318)</td>
<td></td>
</tr>
<tr>
<td>Outstanding</td>
<td>$ 4,860,395</td>
<td></td>
</tr>
</tbody>
</table>
## Centre Region COG
### Capital Expenditures 2025 through 2029

<table>
<thead>
<tr>
<th>BY AGENCY</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COG ADMINISTRATION</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>$5,000</td>
<td>-</td>
<td>75,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Improvements to Existing Structures &amp; Assets</td>
<td>$150,000</td>
<td>$20,000</td>
<td>$25,000</td>
<td>$25,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Replacement of Assets</td>
<td>$65,072</td>
<td>$180,264</td>
<td>$71,612</td>
<td>$86,239</td>
<td>$11,413</td>
</tr>
<tr>
<td><em>Total</em></td>
<td>$220,072</td>
<td>$200,264</td>
<td>$171,612</td>
<td>$111,239</td>
<td>$61,413</td>
</tr>
</tbody>
</table>

| **CODE AGENCY**                  | $145,500| $400,000| $10,000 | $252,000| -       |
| Replacement of Assets            | $145,500| $400,000| $10,000 | $252,000| -       |

| **FIRE & EMERGENCY MANAGEMENT**  | $1,150,500|$1,553,763| $323,438 | $166,000| $115,000|
| APPARATUS                        | -       | -       | 323,438  | -       | -       |
| Replacement of Assets            | $1,071,000| $1,474,263| - | $86,000 | $115,000|
| BUILDINGS & FACILITIES           | $79,500 | $79,500 | -       | -       | -       |
| Replacement of Assets            | -       | -       | 80,000  | -       | -       |

| **LIBRARY**                      | $197,439| $139,253| $374,000| $84,700 | $46,200 |
| Capital Additions                | -       | -       | 300,000 | -       | -       |
| Improvements to Existing Structures & Assets | $15,000 | $22,000 | $12,000 | $12,000 |
| Replacement of Assets            | $182,439| $117,253| $74,000 | $72,700 | $34,200 |

| **PLANNING-MPO-REFUSE**          | $10,000 | -       | -       | $63,000 | -       |
| Replacement of Assets            | $10,000 | -       | -       | 63,000  | -       |

| **PARKS & RECREATION**           | $2,130,756|$1,444,551| $7,297,969| $1,145,954| $1,892,403|
| PARKS CAPITAL                    | -       | -       | -       | 50,750  | -       |
| Replacement                      | $226,457| $307,582| $315,417 | $305,697| $335,403|
| REGIONAL PARKS                   | $1,100,000| $40,000 | -       | 65,000  | 750,000 |
| Additions                        | -       | 175,000 | -       | -       | -       |
| Replacement                      | $40,000 | $230,000| $36,250 | $10,000 | $10,000 |
| POOLS                            | $415,759| $416,429| $415,762| $415,757| -       |
| Additions                        | -       | 65,000  | -       | -       | -       |
| Replacement                      | $265,000| $135,000| $295,000| $135,000| $130,000|
| NATURE CENTER                    | -       | -       | 78,750  | 43,000  | -       |
| Additions                        | -       | 17,000  | 20,000  | -       | 14,000  |
| Replacement                      | $58,540 | $58,540 | $6,215,540| 85,000  | $610,000|

### TOTAL PLANNED EXPENDITURES
- 2025: $3,854,267
- 2026: $3,737,831
- 2027: $8,177,019
- 2028: $1,822,893
- 2029: $2,115,016

<table>
<thead>
<tr>
<th>BY CATEGORY</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additions</td>
<td>$1,520,759</td>
<td>$456,429</td>
<td>$490,762</td>
<td>$610,257</td>
<td>$793,000</td>
</tr>
<tr>
<td>Improvements</td>
<td>$190,000</td>
<td>$299,000</td>
<td>$668,438</td>
<td>$37,000</td>
<td>$76,000</td>
</tr>
<tr>
<td>Replacement</td>
<td>$2,143,508</td>
<td>$2,982,402</td>
<td>$7,017,819</td>
<td>$1,175,636</td>
<td>$1,246,016</td>
</tr>
</tbody>
</table>

### TOTAL PLANNED EXPENDITURES
- 2025: $3,854,267
- 2026: $3,737,831
- 2027: $8,177,019
- 2028: $1,822,893
- 2029: $2,115,016
The COG and participating municipalities have a lease agreement for the building located at 2643 Gateway Drive requiring the COG to pay quarterly to the municipalities in the amount of $185,000.
The current lease is set to expire in 2028 when the COG will own the building. Further detail provided in the COG Program Preface.

Municipal shares 2025-29 assume 3% inflationary increase year-over-year.
COG Building – Fund C51 – Common Assets
Capital Improvement Plan – 2025 through 2029

2024

IT – Telecom – Network Security ($30K)
- Wi-Fi Upgrade & Enhanced Security (password protection)
  - Site-wide Wi-Fi to be upgraded with enhanced security and bandwidth as recommended by the 2022 IT Study to improve data protection and performance
- Network Restricted Access
  - Infrastructure and password protection to restrict access to authorized personnel
- Zero-Trust architecture
  - Approved in 2022 for 2024 consistent with network improvements
  - MFA security budgeted for 2024 in operating expenses (cybersecurity)

Building Infrastructure ($45K)
- HVAC Replacement Design & Planning Specs ($25K)
  - Design requires reconfiguration of access to heat pumps through roofing
  - Replacement scheduled for 2025-27
- Exterior Renovations ($20K) – Deferred from 2023
  - Maintenance & renovations scheduled every 3-4 years per Facility Condition Assessments

Building Aesthetics ($87K)
- Common Area Furniture & Appliance Replacement ($21K)
  - Original approval $26.5K; 2024 estimate $21K
  - Furniture & appliances are original to the COG building; furniture is in good condition but kitchen appliances are reaching end of life
- Administration Office Renovation ($66K)
  - Deferred from 2022 ($40K); moved to 2023 and increased by $35K

2025

General Forum Electronic & System Support ($10K)
- Fully funded and installed in 2022
  - Equipment life is estimated to be between 7-9 years
  - Budget request is intended to cover unexpected maintenance on projectors, projection screen mechanisms or console and components necessary for successful audio/video operations
  - System replacements budgeted in future years as needed to maintain and/or replace critical components at end-of-life, and to identify improvements to system performance
**Building Infrastructure ($210K)**
- Parking Lot ($150K)
  - Parking lot was repaired and sealed in 2021 as temporary maintenance pending full resurfacing originally scheduled for 2025 in prior CIP
  - Consideration for lot to be split between public (front) lot and staff (back) lot, assigning costs over 2025 and 2026
- HVAC Replacement ($55K of total $165K, year 1/3)
  - Replacement of aging heat pumps allocated for three years (2025, 2026, 2027) at $55K per year
  - Pumps are original to the building and subject to failure
  - Replacement requires reconfiguration of access to heat pumps through roofing; based on results of the design plan in 2024, costs to create access to the units may escalate in 2025
- Telephone System ($5K)
  - Planning & development study to identify telecom system replacement
  - Current network was installed in 2014 and reaching the end of useful life; equipment is serviceable but is outdated and no longer provides the features of updated communication technology
  - Selection and implementation is scheduled for 2026 ($65K)

**2026**

**Building Infrastructure ($140K)**
- HVAC Replacement ($55K of total $165K, year 2/3)
  - Second installation of planned heat pump replacement
- Telephone System ($65K)
  - Selection and implementation of site-wide updated telecom system

**IT – Telecom – Network Security ($33K)**
- Back-up Server ($33K)
  - Regional backup server purchased in 2020 with estimated useful life to be 5-6 years
  - Cost to replace the server in 2026 is approximately $33K; to be adjusted in future CIP

**General Forum Electronic & System Support ($27K)**
- Budget request to cover unexpected maintenance on, performance improvements for, or replacement of critical audio and video components as needed

**2027**

**Building Infrastructure ($155K)**
- Electric Vehicle Installation ($100K)
  - Expansion of current electric vehicle (EV) charging capacity aligned with additions to the fleet proposed by CRCA ($75K)
  - Additional electric services for installation of charging bays ($25K)
- HVAC Replacement ($55K of total $165K, year 3/3)
  - Third & final installation of planned heat pump replacement
General Forum Electronic & System Support ($17K)
- Budget request to cover unexpected maintenance on, performance improvements for, or replacement of critical audio and video components as needed

2028
Building Infrastructure ($55K)
- Electric Vehicle Installation ($25K)
  - Additional electric services for installation of charging bays
- Heating System Replacement ($30K)
  - Closed loop boiler configuration estimated life 10 years; current system installed 2017-18

IT – Telecom – Network Security ($22K)
- Network Server
  - Current server was purchased in 2022 with an estimated useful life of 5-6 years
  - Cost to replace the server is estimated $22K; to be adjusted in future CIP

General Forum Electronic & System Support ($34K)
- Budget request to cover unexpected maintenance on, performance improvements for, or replacement of critical audio and video components as needed

2029
Building Infrastructure ($45K)
- Electric Vehicle Installation ($25K)
  - Additional electric services to support the installation of charging bays
- Exterior Renovations ($20K) – Deferred from 2023
  - Maintenance & renovations scheduled every 4-5 years per Facility Condition Assessments

General Forum Electronic & System Support ($11.5K)
- Budget request to cover unexpected maintenance on, performance improvements for, or replacement of audio and video components as needed
## APPARATUS

### BEGINNING FUND BALANCES - C31

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>2030</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted - Apparatus</td>
<td>$1,833,447</td>
<td>$1,501,644</td>
<td>$798,328</td>
<td>$1,190,145</td>
<td>$1,784,701</td>
<td>$2,408,019</td>
</tr>
<tr>
<td>TOTAL BEGINNING FUND BALANCE</td>
<td>$1,833,447</td>
<td>$1,501,644</td>
<td>$798,328</td>
<td>$1,190,145</td>
<td>$1,784,701</td>
<td>$2,408,019</td>
</tr>
</tbody>
</table>

### 2024 MUNICIPAL SHARES * & PENN STATE ***

<table>
<thead>
<tr>
<th>Description</th>
<th>Percentage</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>2030</th>
</tr>
</thead>
<tbody>
<tr>
<td>State College Borough</td>
<td>26.71%</td>
<td>$106,315</td>
<td>$114,820</td>
<td>$124,006</td>
<td>$133,927</td>
<td>$144,641</td>
<td>$157,504</td>
<td>$171,570</td>
</tr>
<tr>
<td>College Township</td>
<td>19.55%</td>
<td>$77,816</td>
<td>$84,041</td>
<td>$90,764</td>
<td>$98,026</td>
<td>$105,968</td>
<td>$114,082</td>
<td>$124,006</td>
</tr>
<tr>
<td>Ferguson Township **</td>
<td>29.20%</td>
<td>$116,226</td>
<td>$125,524</td>
<td>$135,566</td>
<td>$146,412</td>
<td>$158,124</td>
<td>$171,570</td>
<td>$187,000</td>
</tr>
<tr>
<td>Patton Township</td>
<td>24.21%</td>
<td>$96,364</td>
<td>$104,073</td>
<td>$112,399</td>
<td>$121,391</td>
<td>$131,102</td>
<td>$142,529</td>
<td>$154,942</td>
</tr>
<tr>
<td>Benner Township</td>
<td>0.33%</td>
<td>$1,314</td>
<td>$1,419</td>
<td>$1,532</td>
<td>$1,655</td>
<td>$1,787</td>
<td>$1,932</td>
<td>$2,111</td>
</tr>
<tr>
<td>Penn State University ***</td>
<td>24.90%</td>
<td>$131,972</td>
<td>$142,529</td>
<td>$153,932</td>
<td>$166,246</td>
<td>$179,546</td>
<td>$194,601</td>
<td>$202,972</td>
</tr>
</tbody>
</table>

### OTHER FUNDING SOURCES (excluding Interest)

<table>
<thead>
<tr>
<th>Description</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer In - MMNC Loan Repayment</td>
<td>$48,540</td>
<td>$48,540</td>
<td>$48,540</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Contribution from Relief Association</td>
<td>$160,650</td>
<td>$150,000</td>
<td>$48,515</td>
<td>$12,900</td>
<td>$17,250</td>
<td>0</td>
</tr>
</tbody>
</table>

| TOTAL REVENUES               | $739,197    | $770,947    | $715,255    | $680,556    | $738,318    |

| TOTAL EXPENDITURES BY YEAR   | $1,071,000  | $1,474,263  | $323,438    | $86,000     | $115,000    |

### APPARATUS EXPENDITURE

<table>
<thead>
<tr>
<th>Expense Type</th>
<th>Asset Class</th>
<th>Service Year</th>
<th>Prior Yr Funding</th>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replacement Vehicles 2002</td>
<td>Engine S-3 Pierce pumper (2025 chassis, 2026 upfitting)</td>
<td>960,000</td>
<td>80,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement Vehicles 2006</td>
<td>Special Unit Chevy from Penn State</td>
<td>111,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement Vehicles 2018</td>
<td>Rescue S - Spartan Rescue chassis and upfitting</td>
<td>-</td>
<td>1,394,263</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement Vehicles 2011</td>
<td>UTV S - Kubota from Penn State</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

| TOTAL EXPENDITURES BY YEAR   | $1,071,000  | $1,474,263  | $323,438    | $86,000     | $115,000    |

**FUNDING SOURCE KEY**

- C Contributions Third-Party
- F Fundraising & Campaigns
- G Grants
- M Municipal Shares
- P Program Fees
- R Relief Association
- SF State and/or Federal Funding (not Grants)
- T Interfund Transfer

---

* Municipal shares 2025-29 assume 13% inflationary increase year-over-year.

** Ferguson Township is considering the construction of a fourth fire station at this time. Should the project proceed, no additional apparatus is proposed, but there will be additional building capital costs not anticipated at this time.

*** Agreement with Penn State renegotiated April 2024
## BUILDING

### BEGINNING FUND BALANCES - C31

<table>
<thead>
<tr>
<th>Restricted - Building</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>2030</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$72,862</td>
<td>$49,754</td>
<td>$33,977</td>
<td>$105,983</td>
<td>$187,351</td>
<td>$279,296</td>
</tr>
</tbody>
</table>

### MUNICIPAL SHARES * & PENN STATE ***

<table>
<thead>
<tr>
<th>2024</th>
<th>MUNICIPAL SHARES * &amp; PENN STATE ***</th>
</tr>
</thead>
<tbody>
<tr>
<td>State College Borough</td>
<td>26.71%</td>
</tr>
<tr>
<td>College Township</td>
<td>19.55%</td>
</tr>
<tr>
<td>Ferguson Township **</td>
<td>29.20%</td>
</tr>
<tr>
<td>Patton Township</td>
<td>24.21%</td>
</tr>
<tr>
<td>Benner Township</td>
<td>0.33%</td>
</tr>
<tr>
<td>Penn State University ***</td>
<td>9.00%</td>
</tr>
</tbody>
</table>

### TOTAL REVENUES

<table>
<thead>
<tr>
<th>2024</th>
<th>TOTAL REVENUES</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024</td>
<td>$56,392</td>
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</table>

### ADJUSTED BEGINNING FUND BALANCE

<table>
<thead>
<tr>
<th>2024</th>
<th>ADJUSTED BEGINNING FUND BALANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2024</td>
<td>$129,254</td>
</tr>
</tbody>
</table>

## BUILDING EXPENDITURE

### EXPENSE TYPE

<table>
<thead>
<tr>
<th>EXPENSE TYPE</th>
<th>ASSET CLASS</th>
<th>SERVICE YEAR</th>
<th>PRIOR YR FUNDING</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addition</td>
<td>Building</td>
<td>None anticipated</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>Main Station HVAC (2-yr installation)</td>
<td></td>
<td>79,500</td>
</tr>
</tbody>
</table>

### 2025 ESTIMATED BUDGET

<table>
<thead>
<tr>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>79,500</td>
<td>79,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>M</td>
</tr>
</tbody>
</table>

### TOTAL EXPENDITURES BY YEAR

<table>
<thead>
<tr>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>79,500</td>
<td>79,500</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>M</td>
</tr>
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</table>

** FUNDING SOURCE KEY

- C Contributions Third-Party
- F Fundraising & Campaigns
- G Grants
- M Municipal Contributions
- P Program Fees
- R Relief Association
- SF State and/or Federal Funding (not Grants)
- T Interfund Transfer

---

* Municipal shares 2025-29 assume 13% inflationary increase year-over-year.
** Ferguson Township is considering the construction of a fourth fire station at this time. Should the project proceed, no additional apparatus is proposed, but there will be additional building capital costs not anticipated at this time.
*** Agreement with Penn State renegotiated April 2024
Fire – Fund C31  
Capital Improvement Plan – 2025 Through 2029

**Vehicles:**

**2024**

In 2024 take delivery of new Engine 5-1, a 2024 Pierce Pumper, ordered in 2021 to replace Engine 5-1, a 2005 Pierce Pumper. To secure significant discounts Engine 5-1 was pre-paid in 2021 at a cost of $875,000. This cost does not include equipment upfitting. Upfitting includes additional costs such as equipment acquisition and mounting, radio installation, etc. at an anticipated cost of $69,000. We anticipate new Engine 5-1 to arrive in April 2024.

**2025**

Replace Engine 5-3, a 2002 Pierce Pumper, in 2025. The pumper will be 23 years old and reaching the end of its useful life. The plan is for the pumper to be replaced with a new pumper. The estimated cost to replace the 2002 Pierce Pumper, without equipment upfitting, is $960,000. This cost was moved from 2023 to 2025 due to the lack of incentive to pre-pay as in the past. The new Engine 5-3, 2025 Pierce Pumper is anticipated to be delivered in December of 2025 at a cost of $960,000. The new Engine 5-3 upfitting includes additional costs such as equipment acquisition and mounting, radio installation, etc. Upfitting of the new Engine 5-3 is anticipated to occur in 2026.

Replace Special Unit 5, in 2025. Special Unit 5 is a 2006 Chevrolet 3500HD Utility Body truck with a removable water tank and pump. This unit was donated to the Centre Region by the Penn State University in 2010. The special unit has been used to support Penn State Football, Ag Progress Days and responses around the Region for wildfires and small nuisance fires. This vehicle will be placed in reserve to support HazMat response and football operations. The cost of new Special Unit 5 is estimated at $111,000. The new Special Unit 5 is anticipated to be a 2025 Jeep Gladiador Brush Truck purchase under COSTAR contract from 911 Rapid Response in Annville, PA.

**2026**

New Engine 5-3 upfitting to occur in early 2026 at a cost of $80,000.

Replace Rescue 5, a 2001 Spartan Rescue Truck, in 2026. Rescue 5 was originally to be replaced in 2021. The replacement was deferred due to changes in the tool development within the hydraulic rescue tool industry. Rescue 5 will be 25 years old at that point and the Fire Director and Assistant Chief – Field Services feel that it will be reaching the end of its useful life. The estimated cost to replace the 2001 Spartan Rescue Truck, minus equipment upfitting, is $1,292,377. New Rescue 5 upfitting of equipment acquisition and mounting, radio installation, etc. will occur in late 2026 at a cost of $101,886.
2027

Repurpose Chief 5, a 2020 Ford Interceptor, which will be 7 years old. The estimated cost to replace the 2020 Ford Interceptor is $94,481.

Repurpose Chief 55, a 2020 Ford Interceptor, which will be 7 years old. The estimated cost to replace the 2020 Ford Interceptor is $94,481.

Repurpose Command 5, a 2020 Chevy Tahoe, which will be 7 years old. The estimated cost to replace the 2020 Chevy Tahoe is $134,476.

2028

Repurpose Service 55, a 2018 Ford F350 Utility Body truck, which will be 10 years old. The estimated cost to replace the 2018 Ford Utility Body is $86,000.

2029

Replace UTV 5, a 2011 Kubota UTV Brush Unit, which will be 18 years old. The estimated cost to replace the 2011 UTV is $115,000.

Buildings:

2024

Patton Station HVAC improvements in 2024 are budgeted at $75,000.

Patton Station Roof Repairs in 2024 are budgeted at $50,000.

2025

Borough Station HVAC improvements – this plan splits the original 2023 request of $150,000, which was not approved in the 2023 budget, to perform the necessary HVAC improvements at the Borough Fire station over a two-year period splitting the cost evenly between 2025 and 2026. The new estimated cost is $159,000 which will be split between 2025 and 2026 at $79,500 each year.
## Emergency Management
### Capital Improvement Plan - 2025 through 2029

<table>
<thead>
<tr>
<th>EXPENSE TYPE</th>
<th>ASSET CLASS</th>
<th>SERVICE YEAR</th>
<th>PRIOR YR FUNDING</th>
<th>DESCRIPTION</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
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</thead>
<tbody>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2009</td>
<td></td>
<td>F150 - replace in 2028</td>
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<td>-</td>
<td>-</td>
<td>80,000</td>
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</table>

**TOTAL EXPENDITURES BY YEAR**

<table>
<thead>
<tr>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
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</thead>
<tbody>
<tr>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>80,000</td>
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</table>

**FUNDING SOURCE KEY**

- C Contributions & Private Donations
- F Fundraising & Campaigns
- G Grants
- M Municipal Shares
- SF State and/or Federal Funding (not Grants)
- T Interfund Transfer

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.
* Emergency Management assets are distinct from Fire due to participation of different municipalities.
### BEGINNING FUND BALANCES - S07

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committed - Building - Roll-Forward</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>Committed - Building</td>
<td>198,941</td>
<td>189,674</td>
<td>278,871</td>
<td>133,683</td>
<td>230,743</td>
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<tr>
<td>Committed - Community Rooms A/V</td>
<td>90,565</td>
<td>80,565</td>
<td>80,565</td>
<td>80,565</td>
<td>80,565</td>
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<tr>
<td>Restricted - Building - Door Replacements</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>TOTAL BEGINNING FUND BALANCE</td>
<td>289,506</td>
<td>270,239</td>
<td>359,436</td>
<td>214,248</td>
<td>311,308</td>
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### MUNICIPAL SHARES * & OTHER FUNDING SOURCES

<table>
<thead>
<tr>
<th>Source</th>
<th>2025 ESTIMATED BUDGET</th>
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<tbody>
<tr>
<td>State College Borough</td>
<td>24,505</td>
</tr>
<tr>
<td>College Township</td>
<td>14,968</td>
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<tr>
<td>Ferguson Township</td>
<td>28,316</td>
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<tr>
<td>Haffenreuth Township</td>
<td>7,889</td>
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<td>Patton Township</td>
<td>16,930</td>
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<td>Transfers In</td>
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<td>Grants &amp; Donations</td>
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<td>TOTAL REVENUES</td>
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### ADJUSTED BEGINNING FUND BALANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>2025 ESTIMATED BUDGET</th>
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<tbody>
<tr>
<td>TOTAL EXPENDITURES BY YEAR</td>
<td>197,439</td>
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</table>

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.

### EXPENSE

<table>
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<tr>
<th>EXPENSE</th>
<th>ASSET CLASS</th>
<th>SERVICE YEAR</th>
<th>PRIOR YR FUNDING</th>
<th>DESCRIPTION</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
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<tbody>
<tr>
<td>Addition</td>
<td>Building</td>
<td>2024</td>
<td>14,286</td>
<td>DOORS: 1 new entry/exit + hardware, software; ADA compliance</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<td>1%</td>
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<tr>
<td>Improvement</td>
<td>Building</td>
<td>2025</td>
<td>15,000</td>
<td>Digital Branch &amp; Integrated Library System (ILS) annual updates</td>
<td>15,000</td>
<td>12,000</td>
<td>300,000</td>
<td>12,000</td>
<td>12,000</td>
<td>LF-M</td>
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<tr>
<td>Improvement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Electric system upgrades &amp; maintenance</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Improvement</td>
<td>Building</td>
<td>2025</td>
<td>15,000</td>
<td>2nd Floor renovation addressing safety, security &amp; accessibility</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Improvement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Ductwork cleaning</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Book drops - replace aging installations</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>10,000</td>
<td>10,000</td>
<td>C-D</td>
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<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>32,200</td>
<td>Children's area remodel &amp; upgrade</td>
<td>32,200</td>
<td>32,000</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>IT/Telecom</td>
<td>2025</td>
<td>10,000</td>
<td>Community Rooms A/V components and consoles</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Replacement</td>
<td>IT/Telecom</td>
<td>2025</td>
<td>54,108</td>
<td>Internal computers &amp; network connections (replaced annually)</td>
<td>54,108</td>
<td>42,394</td>
<td>17,000</td>
<td>10,000</td>
<td>10,000</td>
<td>M</td>
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<tr>
<td>Replacement</td>
<td>IT/Telecom</td>
<td>2025</td>
<td>13,000</td>
<td>Public computing system (annual maintenance &amp; updates)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>13,000</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Public furniture, fixtures, shelves (annually as needed)</td>
<td>-</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td>10,000</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Security system &amp; camera updates or replacements</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement</td>
<td>IT/Telecom</td>
<td>2025</td>
<td>25,000</td>
<td>Telephone system and communication software</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>16,131</td>
<td>Contingency reserve for minor misc capital parts</td>
<td>16,131</td>
<td>12,659</td>
<td>34,000</td>
<td>7,700</td>
<td>4,200</td>
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<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>20,000</td>
<td>Exterior Windows - recaulking</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES BY YEAR</td>
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<td></td>
<td></td>
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<td></td>
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</tbody>
</table>

FUNDING SOURCE KEY
- C: Campaigns and Fundraising
- D: Private Donations & Contributions
- G: Grants
- LD: Library District
- LF: Schlow Library Foundation
- M: Municipal Shares
- P: Program Fees
- SF: State and/or Federal Funding (not Grants)
- T: Interfund Transfer
Data to Make Decisions:

Facility Audit:
- In 2018, Reese Engineering completed a comprehensive facility audit that documented the condition of the existing mechanical, electrical, plumbing, architectural, and structural systems and components. The audit provided recommendations and a timeline for component repair or replacement, which form the basis for the CIP.

Vendor Estimates:
- Whenever possible, staff work directly with vendors to provide project cost estimates.
- Staff acknowledge the difficulty in providing concrete cost estimates for projects far into the future and update costs as more information becomes available.

Technology Plan:
- All library IT assets are tracked in an inventory system that matches assets to industry-aligned depreciation schedules for the type of technology and the library’s strategic plan-informed use case.
- When something has fully depreciated but is still useful, it is often replaced but moved into a lower tier of service where it can still perform valuable functions until it has reached the end of life.
- Whenever possible, fully functioning systems are kept in service beyond the initially expected depreciation.

Contingency:
- COG facility coordinators recommend budgeting a contingency amount of approximately 10% with a minimum of $10,000 annually for unanticipated Capital needs, project cost overruns, or emergencies.

Notes:
- COG municipalities began making contributions specifically to the Library’s Capital Fund in 2016.
2024 Status Updates:

- 2nd Floor Renovation Addressing Safety, Security, and Accessibility. ($26,651)
  - $200,000 approved in 2020. Work scope realigned post-COVID-19 ($70,000) and distributed 2023-2024.
  - Space realignment includes reference desk service and security changes, IT staff workspaces, and the public’s request for additional small group meeting areas.
  - Status: Reference desk, shelter-in-place, and IT workspace complete. Modifications for small group meeting areas are ongoing and will continue until 2024.
- Digital Branch and Integrated Library System (ILS) Updates (annually). ($16,063)
  - Annual updates and security patches are required to protect library and patron account information.
  - Status: In process. Migrating to a new hosting provider.
- Public Furniture, Fixtures, and Shelves (annually, as needed). ($9,674)
  - Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is chosen.
  - Status: Budgeted from carryover from 2023.
- Internal Computers and Network Connections (annually, as needed). (2023 Carryover + $15,000, $30,398)
  - Schlow has a technology plan and replaces hardware on a rotating basis as needed
  - Status: 2024 replacements include several staff laptops and digital displays.
- Public Computing System (annual maintenance and updates). (2023 Carryover: $10,781)
  - Status: Current public computing vendor will end service in 2024 (originally 2023). Staff evaluating options available to replace the public computing system.
- Parking System - Fully Funded by Schlow Library Foundation. (2023: $42,845, 2024: $47,155)
  - Status: Installation of a new parking system is scheduled for Spring 2024.
- Exterior Windows Re-caulking. (Phase I 2024: All top floor windows and the joint between the masonry and the metal fascia $22,700)
  - Access to all top floor exterior windows of the 35,000 sq/ft building requires access to a lift and is labor-intensive.
  - Status: The project proposal process started in March 2024.
- Security System and Camera Updates or Replacements. ($10,000)
  - Status: Replacing two cameras and the full network recording system in 2024. Current vendor estimate for the Network Video Recorder (NVR) is $7,000, but dependent on the cost of camera replacements.
● Exterior Doors, ADA Push-button Operators, and Security Hardware as Needed. ($100,000)
  ○ Approved for 2022, deferred to 2024 due to vendor and equipment availability.
  ○ Replacement of ADA Push-buttons and accompanying doors for two sets of double doors plus replacement of two regular doors with ADA push-button doors. All doors are incorporated into the library security system sensors. Possible update of two proximity card readers. Potential replacement of underground parking garage gate.
  ○ Status: The project timeframe is for Late Summer/Early Fall 2024.
● Flooring - Children’s Department. (Three phases, 2024-2026; 2024: $10,000)
  ○ The estimated total cost for the Children’s Department re-carpeting is $74,400, including the labor of moving shelving.
  ○ The project will be completed in phases, with the first phase ($10,000) for the children’s activity room occurring in 2024. Phases two and three will be reviewed for completion in 2025 and 2026.
  ○ Status: Installation is scheduled for March 2024. The current bid ($3,154) will replace the Children’s Activity Room flooring with commercial-grade replaceable carpet squares and a cove base.
● Elevator Components (Two Elevators). ($131,060; Moved from 2025 to 2024)
  ○ Refurbish two elevators to continue to provide access to all three floors of the building.
  ○ Elevator One provides access to the first floor from the library’s underground garage parking area. Elevator Two provides access from the basement to the first floor for staff and volunteers and from the library’s first floor to the second floor for visitors.
  ○ Status: Otis COSTARS Pricing $131,060. Grant Submitted for ($65,530); Schlow Library Foundation ($32,765); Schlow Library Capital Reserves ($32,765).
● HVAC Rooftop Units in Full. ($525,000; Moved from 2026 to 2024)
  ○ Demo two (2) existing Carrier 60-ton direct exchange (DX) package rooftop units (RTU) on the Schlow Library roof. Provide and install two (2) new Carrier 60-ton DX package rooftop units in-kind, matching all existing features. The new refrigerant will have protocols that will follow EPA standards. This includes craning and rigging services in accordance with State College Borough regulations.
  ○ Status: Carrier Quote $525,000. Grant Submitted for ($325,000); Schlow Library Foundation ($100,000); Schlow Library Capital Reserves ($100,000).
● Contingency Reserve for Minor Required Capital Improvement/Replacement for 2024. ($23,700)
  ○ Status: Based on 10% of the total budget 2024, excluding the elevator and HVAC projects.
2025:

- **Digital Branch and Integrated Library System (ILS) Updates (annually). ($15,000)**
  - Alongside necessary security updates, the library will explore options in 2025 to reduce maintenance costs and improve the long-term sustainability of the library website.

- **Public Furniture, Fixtures, and Shelves (replaced annually as needed). ($10,000)**
  - Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is chosen.

- **Community Rooms A/V Components and Consoles. ($10,000 Approved for 2023, deferred to 2025 due to staff availability)**
  - The projection system will be nine years old in 2025 and ready for replacement. Used by both staff and the public, it is scheduled for replacement every eight years.

- **Internal Computers and Network Connections (annually, as needed). ($54,108)**
  - The Library replaces hardware on a rotating basis, following its technology plan.
  - The 2025 estimate includes replacing the network and equipment infrastructure at $54,108. Due to the availability and time constraints of network switch replacement, $30,500 of this project is carried over from 2023 to 2025, and the figure includes the scheduled replacement of 15 staff workstations.

- **Replace Flooring in the Children's Department. (Three phases, 2024-2026; 2025: $32,200)**
  - The estimated total cost for the First Floor re-carpeting is $74,400, including the labor of moving shelving.
  - This project will be completed in phases, with phases two and three reviewed for completion in 2025 ($32,200) and 2026 ($32,200).

- **Children's Department Remodel and Upgrade. ($15,000)**
  - Schlow plans to fundraise and write grants to establish a writing center to encourage children to develop their writing skills by focusing on one of the five Early Literacy Practices - Write, Read, Talk, Sing, and Play.

- **Exterior Windows Re-caulking. (Phase I 2025: Two lower floors $20,500)**
  - Second phase of window and joint re-caulking.

- **Replace Telephone System. ($25,000)**
  - The software will be nine years old in 2025, and much of the equipment will be even older (20 years), which merits hardware and software replacement. The estimated cost to replace the telephone system is $10,000.
  - Currently, staff extends the life of the phone sets by utilizing back-stock purchased on eBay.
• Contingency/Minor Required Capital Improvement/Replacement for 2025. ($16,131)
  ○ Based on 10% of the total 2025 budget.

2026:
• Digital Branch and Integrated Library System (ILS) Updates (annually). ($12,000)
  ○ Annual updates and security patches are required to protect library and patron account information.
• Public Furniture, Fixtures, and Shelves (replaced annually as needed). ($10,000)
  ○ Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is selected.
• Internal Computers and Network Connections (annually, as needed). ($42,394)
  ○ The Library replaces hardware on a rotating basis, following its technology plan.
  ○ Purchases in 2026 include updates to laptops, the library poster printer, and 3D Printers available to library patrons.
• Security System and Camera System Component Updates or Replacement. ($10,000)
  ○ The library plans to replace security cameras and sensors on a rolling basis.
  ○ In 2026, up to five key outdoor cameras exposed to weather will be evaluated for longevity and replaced as needed.
• Replace Flooring in the Children's Department. (Three phases, 2024-2026; 2026: $32,200)
  ○ The estimated total cost for the First Floor re-carpeting is $74,400, including the labor of moving shelving.
  ○ This project will be completed in phases, with phase three, scheduled for completion in 2026 ($32,200).
• Book Drops - Replace Aging Installations. ($10,000)
  ○ The popular remote book returns deteriorate after approximately six years of use, especially those that are outdoors. Each book return is reviewed for replacement or refurbishment every six years.
• Electric System Upgrades and Maintenance. ($10,000)
  ○ Lou Brungard, former COG Facility Coordinator, recommended replacing the breaker. No issues with the current breaker have been reported (2024), so the date was pushed out to 2026.
• Contingency/Minor Required Capital Improvement/Replacement for 2026. ($12,659)
  ○ Based on 10% of the total 2026 budget.
2027:

- Digital Branch and Integrated Library System (ILS) Updates (annually). ($300,000)
  - The library’s digital branch, which accounts for nearly half of our transactions with patrons, must necessarily be updated and even overhauled as web technology progresses and security must be maintained.
  - Schlow, with its Federation partner, will review options for a new ILS that runs the bibliographic and patron data for all Center County public libraries.
- Public Furniture, Fixtures, and Shelves (replaced annually as needed). ($10,000)
  - Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is chosen.
- Internal Computers and Network Connections (annually, as needed). ($17,000)
  - The Library replaces hardware on a rotating basis, following its technology plan.
  - With changing usage patterns and technology likely, planned purchases scheduled in 2027 include replacing several digital displays.
- Public Computing System (maintenance and system updates). ($13,000)
  - Software and supporting systems that manage public computing (authentication, scheduling, and federally-mandated internet filtering) will be evaluated for possible update or replacement.
- Contingency/Minor Required Capital Improvement/Replacement for 2027. ($34,000)
  - Based on 10% of the total 2027 budget.

2028:

- Digital Branch and Integrated Library System (ILS) Updates (annually). ($12,000)
  - The library’s digital branch, which accounts for nearly half of our transactions with patrons, must necessarily be updated and even overhauled as web technology progresses and security must be maintained.
- Public Furniture, Fixtures, and Shelves (replaced annually as needed). ($10,000)
  - Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is chosen.
- Internal Computers and Network Connections (annually, as needed). ($10,000)
  - The Library has a technology plan and replaces hardware on a rotating basis as needed on a rotating basis. With changing usage patterns and technology likely, planned purchases for 2028 might include manager laptops.
● Security System and Camera System Component Updates or Replacement. ($10,000)
  ○ The library plans to replace library security cameras and sensors on a rolling basis— in 2028, Indoor cameras and security sensors will be evaluated for longevity and replaced first, as needed.
● Exterior Painting and Facade Improvements - Wood and Metal ($25,000).
  ○ Recommended by Lou Brungard, former COG Facility Coordinator.
  ○ This will involve a lift that includes repointing brickwork on the building, assessing and potentially replacing exterior metalwork, painting, and replacing the CATA overhang.
● Replace Book Drops. ($10,000)
  ○ The popular remote book returns deteriorate after approximately six years of use, especially those that are outdoors. Each book return is reviewed for replacement or refurbishment every six years.
● Contingency/Minor Required Capital Improvement/Replacement for 2028. ($7,700)
  ○ Based on 10% of the total 2028 budget.

2029:
● Digital Branch and Integrated Library System (ILS) Updates (annually). ($12,000)
  ○ The library’s digital branch, which accounts for nearly half of our transactions with patrons, must necessarily be updated and even overhauled as web technology progresses and security must be maintained.
● Public Furniture, Fixtures, and Shelves (replaced annually as needed). ($10,000)
  ○ Staff and public furniture pieces are replaced as needed due to wear, damage, or inability to be cleaned. Whenever possible, staff choose to repair existing furniture. When replacement is necessary, cleanable commercial-grade furniture is chosen.
● Internal Computers and Network Connections (annually, as needed). ($10,000)
  ○ The Library has a technology plan and replaces hardware on a rotating basis as needed on a rotating basis. With changing usage patterns and technology likely, planned purchases for 2029 might include staff workstations.
● Replace Book Drops. ($10,000)
  ○ The popular remote book returns deteriorate after approximately six years of use, especially those that are outdoors. Each book return is reviewed for replacement or refurbishment every six years.
● Contingency/Minor Required Capital Improvement/Replacement for 2028. ($4,200)
  ○ Based on 10% of the total 2029 budget.
### Planning - CCMPO - Regional Refuse
### Capital Improvement Plan - 2025 through 2029

#### BEGINNING FUND BALANCES - C45 (Planning) C46 (MPO)

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committed - Vehicle Replacement - Planning</td>
<td>$22,314</td>
<td>$16,124</td>
<td>$19,996</td>
<td>$23,931</td>
<td>$(35,068)</td>
</tr>
<tr>
<td>Committed - Vehicle Replacement - CCMPO</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Committed - Vehicle Replacement - Refuse</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL BEGINNING FUND BALANCE**

<table>
<thead>
<tr>
<th></th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$22,314</td>
<td>$16,124</td>
<td>$19,996</td>
<td>$23,931</td>
<td>$(35,068)</td>
</tr>
</tbody>
</table>

#### MUNICIPAL SHARES *

<table>
<thead>
<tr>
<th>Township</th>
<th>2024 %</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>State College Borough</td>
<td>23.14%</td>
<td>$477</td>
<td>$491</td>
<td>$506</td>
<td>$521</td>
<td>$537</td>
</tr>
<tr>
<td>College Township</td>
<td>16.93%</td>
<td>349</td>
<td>359</td>
<td>370</td>
<td>381</td>
<td>393</td>
</tr>
<tr>
<td>Ferguson Township</td>
<td>25.26%</td>
<td>520</td>
<td>536</td>
<td>552</td>
<td>569</td>
<td>586</td>
</tr>
<tr>
<td>Halfmoon Township</td>
<td>4.11%</td>
<td>85</td>
<td>87</td>
<td>90</td>
<td>93</td>
<td>95</td>
</tr>
<tr>
<td>Harris Township</td>
<td>9.60%</td>
<td>198</td>
<td>204</td>
<td>210</td>
<td>216</td>
<td>223</td>
</tr>
<tr>
<td>Patton Township</td>
<td>20.96%</td>
<td>432</td>
<td>445</td>
<td>458</td>
<td>472</td>
<td>486</td>
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</table>

Refuse Program approved budget (enterprise) **

<table>
<thead>
<tr>
<th></th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1,750</td>
<td>1,750</td>
<td>1,750</td>
<td>1,750</td>
<td>1,750</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

<table>
<thead>
<tr>
<th></th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$3,810</td>
<td>$3,872</td>
<td>$3,935</td>
<td>$4,001</td>
<td>$4,069</td>
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</table>

**ADJUSTED BEGINNING FUND BALANCE**

<table>
<thead>
<tr>
<th></th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$26,124</td>
<td>$19,996</td>
<td>$23,931</td>
<td>$27,932</td>
<td>$(30,999)</td>
</tr>
</tbody>
</table>

#### EXPENSE ASSET SERVICE PRIOR YR DESCRIPTION

<table>
<thead>
<tr>
<th>EXPENSE</th>
<th>ASSET CLASS</th>
<th>SERVICE YEAR</th>
<th>PRIOR YR FUNDING</th>
<th>DESCRIPTION</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2020</td>
<td>-</td>
<td>Ford Escape shared between planning, MPO &amp; Regional Refuse</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>63,000</td>
<td>-</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>2025</td>
<td>10,000</td>
<td>Conference Room Technology</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>M</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES BY YEAR**

<table>
<thead>
<tr>
<th></th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$10,000</td>
<td>$-</td>
<td>$-</td>
<td>$63,000</td>
<td>$-</td>
<td></td>
</tr>
</tbody>
</table>

* Planning & CCMPO use two share calculations for municipal shares, Regional & Local. The Regional factor is used in the CIP. Municipal shares 2025-29 assume 3% inflationary increase year-over-year.

* Regional Refuse program is considered Enterprise and does not receive municipal funding. Values are not included in municipal share calculations.

** Regional Refuse program budgets $1,750 for CIP-Vehicles YOY since 2021.

** Funding Source Key

- **C** Contributions & Private Donations
- **F** Fundraising & Campaigns
- **G** Grants
- **M** Municipal Shares
- **SF** State and/or Federal Funding (not Grants)
- **T** Interfund Transfer

---

**NB-2.a.**
# Code Administration Agency

## Capital Improvement Plan - 2025 through 2029

### BEGINNING FUND BALANCES - C42

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committed</td>
<td>$717,419</td>
<td>$736,419</td>
<td>$505,548</td>
<td>$669,439</td>
<td>$596,228</td>
</tr>
<tr>
<td>Encumbered - Vehicles</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL BEGINNING FUND BALANCE</td>
<td>$717,419</td>
<td>$736,419</td>
<td>$505,548</td>
<td>$669,439</td>
<td>$596,228</td>
</tr>
</tbody>
</table>

### 2024 CODE REVENUE SOURCES *

<table>
<thead>
<tr>
<th>Description</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfers In from New Construction (assume 3% YOY growth)</td>
<td>133,900</td>
<td>137,917</td>
<td>142,055</td>
<td>146,316</td>
<td>150,706</td>
</tr>
<tr>
<td>Transfers In from Existing Construction (assume 2% YOY growth)</td>
<td>30,600</td>
<td>31,212</td>
<td>31,836</td>
<td>32,473</td>
<td>33,122</td>
</tr>
<tr>
<td>TOTAL REVENUES</td>
<td>$164,500</td>
<td>$169,129</td>
<td>$173,891</td>
<td>$178,789</td>
<td>$183,828</td>
</tr>
</tbody>
</table>

### ADJUSTED BEGINNING FUND BALANCE

<table>
<thead>
<tr>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$881,919</td>
<td>$905,548</td>
<td>$679,439</td>
<td>$848,228</td>
<td>$780,056</td>
</tr>
</tbody>
</table>

### EXPENSE ASSET SERVICE PRIOR YR DESCRIPTION

<table>
<thead>
<tr>
<th>EXPENSE TYPE</th>
<th>ASSET CLASS</th>
<th>SERVICE YEAR</th>
<th>PRIOR YR FUNDING</th>
<th>DESCRIPTION</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>FUNDING SOURCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2002</td>
<td></td>
<td>Fire Safety Trailer</td>
<td>-</td>
<td>290,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2014</td>
<td></td>
<td>Ford F-450 (2026 with Fire Safety Trailer)</td>
<td>-</td>
<td>100,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>P</td>
</tr>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2016</td>
<td></td>
<td>Ford Focus (3) replaced with Ford Escape</td>
<td>145,500</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Replacement</td>
<td>Building</td>
<td>2019</td>
<td></td>
<td>Conference Room Technology</td>
<td>-</td>
<td>-</td>
<td>10,000</td>
<td>-</td>
<td>252,000</td>
<td>-</td>
</tr>
<tr>
<td>Replacement</td>
<td>Vehicles</td>
<td>2019</td>
<td></td>
<td>4 Ford Escapes replaced over 2-yr period; 2024 est. $63K each</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>252,000</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>145,500</td>
<td>400,000</td>
<td>10,000</td>
<td>252,000</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>TOTAL EXPENDITURES BY YEAR</td>
<td>$145,500</td>
<td>$400,000</td>
<td>$10,000</td>
<td>$252,000</td>
<td>$-</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Code operations primarily funded via building, sewer management, well, rental housing & fire code permits. Code Agency does not receive municipal shares.

* New Construction transfer averages 6% total New Construction revenue; Existing Structure transfer fluctuates based on permit revenues.

### FUNDING SOURCE KEY

- **P** Program Fees (Transfers from New Construction & Existing Structures)
- **SF** State and/or Federal Funding (not Grants)
- **T** Interfund Transfer
2024
- Purchase of replacement vehicles ordered in 2020-22 is in progress to replace Ford Escape vehicles reaching end-of-life. The vehicles include 6 Ford Escapes and one Ford F150 in service between 2011-16 and donated in 2023. These replacements were previously budgeted and some unavailable due to supply chain issues resulting from the COVID pandemic, and at this time, verbal pricing from COSTARS to acquire hybrid vehicles is estimated at $321,000.

2025
- Replace three (3) Ford Focus vehicles purchased in 2016 with potentially hybrid/electric Ford Escapes. The cost to replace these vehicles is estimated at the 2024 average pricing of $48,500 each, totaling $145,500.

2026
- Replace Fire Safety trailer at an estimated cost of $290,000 to replace current trailer placed in service in 2002. The other trailer in service was purchased in 2016.
- Replace 2014 Ford F-450 with potentially hybrid/electric Ford similar model. The estimated cost of replacement is $100,000 based on current year pricing.
- Replace or update conference room technology.

2027
- Replace four (4) Ford Escapes placed in service in 2019 with hybrid/electric models over a 2-year period. The replacement cost based on 2024 pricing is approximately $63K per vehicle for a total of $252,000.
- Replace or update conference room technology.
### Parks Capital

#### Capital Improvement Plan - 2025 through 2029

<table>
<thead>
<tr>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>446,123</td>
<td>491,430</td>
<td>463,766</td>
<td>436,664</td>
<td>377,181</td>
</tr>
</tbody>
</table>

**Total Beginning Fund Balance**: $446,123

#### 2024 Municipal Shares & Other Funding Sources

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Source</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>24.13%</td>
<td>State College Borough</td>
<td>65,577</td>
<td>67,544</td>
<td>69,571</td>
<td>71,658</td>
<td>73,808</td>
</tr>
<tr>
<td>37.64%</td>
<td>College Township</td>
<td>47,939</td>
<td>49,977</td>
<td>50,859</td>
<td>52,385</td>
<td>53,956</td>
</tr>
<tr>
<td>26.36%</td>
<td>Ferguson Township</td>
<td>51,937</td>
<td>73,786</td>
<td>75,999</td>
<td>80,628</td>
<td>80,628</td>
</tr>
<tr>
<td>10.02%</td>
<td>Harris Township</td>
<td>27,231</td>
<td>28,048</td>
<td>28,890</td>
<td>29,756</td>
<td>30,649</td>
</tr>
<tr>
<td>21.85%</td>
<td>Patton Township</td>
<td>58,381</td>
<td>61,162</td>
<td>62,997</td>
<td>64,887</td>
<td>66,833</td>
</tr>
</tbody>
</table>

**Total Revenues**: $271,764

**Adjusted Beginning Fund Balance**: $717,887

---

### Expense Type

#### Expense Type

<table>
<thead>
<tr>
<th>Type</th>
<th>Year</th>
<th>Description</th>
<th>Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addition</td>
<td>2028</td>
<td>Ford F150 4x4 Pick-up - Natural Resource Mgr (Millbrook, WRMP, Misc)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2011/12</td>
<td>Truck - GMC Sierra (2 replacements)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2012</td>
<td>Mower - Toro Groundsmaster 360 (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2008</td>
<td>Sprinter Van w/ramps to replace Ford E350 Chassis box truck</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2009</td>
<td>Chevrolet Express Van</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2011</td>
<td>Mower - Toro Groundsmaster 360 (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2013</td>
<td>Truck - Chevrolet Silverado Extended Cab</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>Ballfield Machine - Toro SandPro</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2015</td>
<td>Trucks - Ford F250 4x4 (2 vehicles)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2007</td>
<td>TurfTop Dresser Unit</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2005</td>
<td>Tractor - Kubota</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2009</td>
<td>Truck - GMC Sierra 3500</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2011</td>
<td>UTV - Bobcat Utility Truck</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2013</td>
<td>Ballfield Groomer - Smithfield</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>Bobcat Skidsteer</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2015</td>
<td>Truck - Ford F150 Extended Cab 4x4</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2000</td>
<td>John Deere Skidsteer</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2005</td>
<td>Aerovator</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2011</td>
<td>Turf Aerator - Turfpro Prosaw</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2013</td>
<td>UTV - Bobcat 32000GT Utility Truck (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2013</td>
<td>UTV - Kubota RTV400 Truck (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>UTV - Bobcat Utility Truck (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>Mower - Kubota</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>Equipment - Kubota</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2014</td>
<td>Sprayer - Toro 1300 (electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2015</td>
<td>Truck - Ford F150 Short Cab 4x4 (2 trucks)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2005</td>
<td>Seeder - Landpride Silt seeder</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2013</td>
<td>Tractor - Kubota</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2015</td>
<td>Mower - Toro Groundsmaster 3280 (replace 4 mowers w/ electric)</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2016</td>
<td>Truck - Ford F150 Pickup</td>
<td>M</td>
</tr>
<tr>
<td>Replacement</td>
<td>2016</td>
<td>Equipment - Contingency Reserve at 3% annual estimated expenditure</td>
<td>M</td>
</tr>
</tbody>
</table>

**Total Expenditures by Year**: $226,457

---

Funding Source Key:

- **A**: Parks & Rec Authority
- **C**: Campaigns and Fundraising
- **D**: Private Donations & Contributions
- **G**: Grants
- **M**: Municipal Shares
- **P**: Program Fees
- **SF**: State and/or Federal Funding (not Grants)
- **T**: Interfund Transfer

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.
Vehicle Replacement Criteria:

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<th>Vehicle Type</th>
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<tbody>
<tr>
<td>Administrative Sedans</td>
<td>8-12 years</td>
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<td>Pickup Trucks</td>
<td>7-10 years</td>
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<td>Dump Trucks</td>
<td>15-20 years</td>
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<tr>
<td>Backhoe, Loader or Tractor</td>
<td>10-15 years</td>
<td>6,000-7,500 hours</td>
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Criteria is based on recommendations in the American Public Works Association (2021) “Planned Fleet Replacement” for gas-powered vehicles; electric vehicles will be considered in the fleet, as the infrastructure is in place. On average, the Ford Escapes (Admin Vehicles) accumulated 5,000-7,000 miles per year. In 2024, we added a 5% contingency on all fleet due to supply-chain delayed purchases and to reflect inflation. We do not anticipate supply chain delays in 2025, therefore we reduced the contingency to 3%. All vehicles and equipment are evaluated during and at the end of the year, as part of the Preventive Maintenance Program.

Potential Carry Over from 2024:
- Funds for the Mobile Concession remain ($107,000) and ought to be redistributed to other essential projects.
- There were several vehicles purchased in 2024 that have been on backorder since 2021, 2022, and 2023. This pushed purchases for new vehicles into 2025 and beyond.
- Robot Field Liner may push to 2025, depending on final fleet purchase costs.

2025-2029
- Replacement is based on the above criteria.
- We will continue to explore electric-powered equipment, alternative fuels, and potential grant opportunities. We’ve included an electric charging station to the Regional Parks CIP in the coming years and will need to consider location and the types of equipment that could be charged.
- As municipalities consider new amenities, expand parkland, and enhance facilities, the need for staffing and fleet increases. This needs to be considered when new amenities are added. Whitehall Road Regional Park is a new park that will open in 2024, and the demand for service will increase.
- We factored in a 3% increase year-to-year to cover unanticipated delays and changes to fleet. Supply chain issues have had an impact on our ability to purchase fleet in the past few years.
- A new F-150 is proposed for 2028 to accommodate additional staffing for Whitehall and additional park amenities.
- **Active Adult Center** - The Gaming Room floor tile needs to be replaced and the AAC currently has no Capital Budget. The project is contingent on grant funding.
## Millbrook Marsh Nature Center (MMNC)

### Capital Improvement Plan - 2025 through 2029

<table>
<thead>
<tr>
<th>EXPENSE TYPE</th>
<th>ASSET CLASS</th>
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<th>PRIOR YR FUNDING</th>
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<th>2028</th>
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### EXPENSE ASSET SERVICE PRIOR YR DESCRIPTION 2025 2026 2027 2028 2029 FUNDING

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### TOTAL EXPENDITURES BY YEAR

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### TOTAL EXPENDITURES BY YEAR

$83,540 $75,540 $6,235,540 $163,750 $667,000

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.

* MMNC splits municipal shares into "Additions" and "Replacement" funds. For this worksheet, amounts are combined and tie to 2023 & 2024 detailed budget.
2024 Impacts to 2025 Projects

- **Design/Engineering to Replace the Boardwalk** – This project may shift to 2025 depending on the status of other Agency capital projects and staff capacity.

- **Design/Engineering to Repair/Replace/Relocate Offices** – It is anticipated that this project will be pushed out to prioritize the Boardwalk replacement. Minor repairs will be made to extend the life of the building in the meantime. $25,000 was budgeted in 2024.

- **Bathgate Bridge Repair** – The bridge was evaluated by an engineering firm in 2022 which identified that repairs to some of the joists, beams, and piers are necessary; this estimate includes engineering and repair costs. The project may overlap 2025, depending on completion of Phase II SCEB and other park projects.

- **Code Loan** – Final payment is in 2024. The loan was for rubber coating on the barn roof.

- **Grants & Interest Earnings** - Anticipated in 2024, due to the closeout of the SCEB Phase II & Welcome Pavilion project. Funds are anticipated from DCNR and DCED. Interest earnings from private donations may be considered for future MMNC projects.

2025

- **Grants & Donations for Boardwalk** – To be explored in anticipation of the project starting in 2027.

- **Boardwalk Repairs to Existing Structure** – minor repairs anticipated.

- **Shelter Repairs and Improvements** – repairing beams, power washing, staining, and installing stone/concrete under Marboe Pavilion.

- **Contingency/Investment** – An investment of $100,000 is anticipated to support grant requests. Various grants are a dollar-for-dollar match; therefore, funding is needed. This investment strategy is seen over two years (2025-2026) leading up to the anticipated reconstruction of the Boardwalk.

2026

- **Grants & Donations for Boardwalk** – To be explored in anticipation of the project starting in 2027.

- **Power Washing and Staining the Barn** – Based on a 5-7 year preventative maintenance schedule.
• **Contingency/Investment** – An investment of $100,000 is anticipated to support grant requests. Various grants are a dollar-for-dollar match; therefore, funding is needed. This investment strategy is seen over two years (2025-2026) leading up to the anticipated reconstruction of the Boardwalk.

### 2027

• **Boardwalk Replacement** – Includes the replacement of the existing structure. Improvements will create better access for all while enhancing environmental educational opportunities, community outreach, and natural resource protection.

• **Spring Creek Education Building ADA Lift Replacement** – based on the 15-20 year life expectancy for this piece of equipment.

• **Parking Area Repair** – replace parking stops, resurfacing of stone, and repainting ADA spaces.

• **The Habitat Improvements** – improvements to the marsh habitat such as invasive species removal, native plantings, and stream restoration as identified in the Facilities Conditions Assessment; grants and donations will be explored to help support these improvements.

• **Fire Loan** – this loan funded the Boardwalk Feasibility Study Phase II; the final payment will be made this year.

• **HVAC Geothermal System Repairs and Replacement** – Staff will continue to evaluate the condition. Replacement based on age of the system. The EMC motor was replaced in 2021 (~$3,000) and the geothermal loop system was repaired in 2022 due to reduced pressure (~$1,000).

### 2028

• **Design/Engineering to Replace Offices** – Construction is anticipated for the following year. Grant funding and donations will be anticipated.

• **(NEW) Electric Charging Stations/Solar Panels** – Staff will explore grant opportunities and programs to help reduce energy bills and carbon emissions. We have one electric mower that is used at the Marsh, and there is currently no charging station. Grant funding opportunities will be explored.

### 2029

• **(NEW) Walkway and Parking Lot Solar Lighting Project** – Lighting fixtures for the parking lot and walkway leading from the parking lot to the Education Building and Barn to enhance the safety and security of the facilities. Grant funding opportunities will be explored.

• **Repair Existing Service Building/Build New/Relocate Offices** – This estimate includes a complete replacement if deemed necessary. The actual cost depends on the design, engineering, and Facility Conditions Assessment.

• **TSA Trail Maintenance and Repair** – regrading and resurfacing of pathways leading to the facilities, boardwalk, and bike path.
## Capital Improvement Plan - 2025 through 2029

### BEGINNING FUND BALANCES - R12

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**TOTAL BEGINNING FUND BALANCE**

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<td>$419,825</td>
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### 2024 Capital MUNICIPAL SHARES *

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<th>2023 %</th>
<th>2024 %</th>
<th>2025 %</th>
<th>2026 %</th>
<th>2027 %</th>
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<th>2029 %</th>
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</thead>
<tbody>
<tr>
<td>College Township</td>
<td>17.64%</td>
<td>17.64%</td>
<td>17.64%</td>
<td>17.64%</td>
<td>17.64%</td>
<td>17.64%</td>
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<tr>
<td>Ferguson Township</td>
<td>26.36%</td>
<td>26.36%</td>
<td>26.36%</td>
<td>26.36%</td>
<td>26.36%</td>
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<tr>
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<td>8.02%</td>
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**149,351**

### Debt DEBT SERVICE (2018 to 2028)

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<th>2018 %</th>
<th>2019 %</th>
<th>2020 %</th>
<th>2021 %</th>
<th>2022 %</th>
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<tbody>
<tr>
<td>State College Borough</td>
<td>23.34%</td>
<td>23.34%</td>
<td>23.34%</td>
<td>23.34%</td>
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<tr>
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<td>16.75%</td>
<td>16.75%</td>
<td>16.75%</td>
<td>16.75%</td>
<td>16.75%</td>
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<tr>
<td>Ferguson Township</td>
<td>27.88%</td>
<td>27.88%</td>
<td>27.88%</td>
<td>27.88%</td>
<td>27.88%</td>
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<tr>
<td>Harris Township</td>
<td>9.71%</td>
<td>9.71%</td>
<td>9.71%</td>
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<tr>
<td>Patton Township</td>
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<td>22.32%</td>
<td>22.32%</td>
<td>22.32%</td>
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**428,236**

### OTHER FUNDING SOURCES **

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<th>2026</th>
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<th>2029</th>
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<tbody>
<tr>
<td>Transfers In</td>
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**TOTAL REVENUES**

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<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
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</thead>
<tbody>
<tr>
<td>$577,587</td>
<td>$594,915</td>
<td>$612,762</td>
<td>$631,145</td>
<td>$650,079</td>
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### ADJUSTED BEGINNING FUND BALANCE

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<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
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<tbody>
<tr>
<td>$1,142,099</td>
<td>$1,056,254</td>
<td>$1,052,587</td>
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### EXPENSE

<table>
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<tr>
<th>Type</th>
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<th>Service Year</th>
<th>Prior Yr Funding</th>
<th>Description</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addition</td>
<td>Building</td>
<td>2024</td>
<td></td>
<td>LOAN - Pools renovation &amp; improvements (both locations)</td>
<td>415,759</td>
<td>416,429</td>
<td>415,762</td>
<td>415,757</td>
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<tr>
<td>Improvement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Welch - install soft surface under spray features</td>
<td>-</td>
<td>65,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Welch - pool concrete deck repairs</td>
<td>25,000</td>
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<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Welch - Leisure Pool plaster replacement</td>
<td>110,000</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Park Forest - domestic water heaters (2)</td>
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<td>35,000</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
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<td>BOTH - programmatic water features</td>
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<td>45,000</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
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<td></td>
<td>BOTH - pool pumps (2) contingent of condition assessment</td>
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<td>35,000</td>
<td>-</td>
<td>35,000</td>
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<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Park Forest - main pool filter tank</td>
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<td>-</td>
<td>200,000</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Park Forest - repair &amp; resurface parking lot</td>
<td>-</td>
<td>-</td>
<td>15,000</td>
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<td>Replacement</td>
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<td>-</td>
<td>-</td>
<td>60,000</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Welch - pool heater</td>
<td>-</td>
<td>-</td>
<td>80,000</td>
<td>-</td>
<td>M</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Park Forest - UV System Replacement</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>80,000</td>
<td>-</td>
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<tr>
<td>Replacement</td>
<td>Pools</td>
<td></td>
<td></td>
<td>Contingency</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>10,000</td>
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<tr>
<td>Replacement</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>10,000</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES BY YEAR**

<table>
<thead>
<tr>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>$680,759</td>
<td>$616,429</td>
<td>$710,762</td>
<td>$550,757</td>
<td>$130,000</td>
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</table>

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.

**FUNDING SOURCE KEY**

- A Parks & Rec Authority
- C Campaigns and Fundraising
- D Private Donations & Contributions
- G Grants
- M Municipal Shares
- P Program Fees
- SF State and/or Federal Funding (not Grants)
- T Interfund Transfer
Potential Carry Over from 2024
Welch Pool Bathhouse Resurface Floor – It is proposed to refinish the floor with tile in 2024 to reduce slips and falls. This project may be pushed to fall of 2024 or spring of 2025.

2025
- **Pools Loan** – The 20-year pool loan was added to this CIP document, to better reflect capital investments and to show when the loan will be paid in full. Please be mindful of this addition when looking at past expenditure history on the CIP document.

Welch Pool
- **Lap and Leisure Pool Plaster Replacement** – The plaster will be 15 years old in 2025 and is cracked and stained. The average life of pool plaster is approximately 10 years.
- **Pool Concrete Deck Repairs** – There has been some settling to the facility over the years, therefore, repairs are recommended to deal with worn and missing caulk in joints and cracks.

2026
Welch Pool
- **Soft Surface Installation Under Spray Features** – An overlay is proposed to the current concrete splash pad surface. This is an industry standard to emphasize safety and injury reduction, much like playground surfacing. It is intended to evaluate the Park Forest installation from 2024, prior to implementation of this project in 2026.

Park Forest Pool
- **Domestic Water Heater Replacement** – Water Heaters supply hot water for the bath house and were installed in 2009. The existing units are becoming obsolete and increasingly expensive to maintain and repair.

Both Pools
- **Programmatic Water Features Replacement** – Both spray-grounds feature modular equipment and can be replaced to change the user experience. We propose upgrades in 2026, due to the aging and deteriorating equipment.
• Two Pumps for Replacement (dependent on condition) – Every 2 years, pumps that drive filter systems and water features should be evaluated for replacement. This is dependent on the condition and average life expectancy of a pool pump, which is approximately 20-25 years. The caustic environment of the pool filter room may cause more rapid deterioration. Pumps are annually serviced. Pumps and motors that are replaced will be refurbished and kept as critical spares if possible.

Contingency/Reinvestment
• Contingency and reinvestment strategy will increase due to main pool filter replacement in 2028.

2027
Park Forest Pool
• Main Pool Filter Tank Replacement – This unit shows signs of corrosion and wear. Repairs have extended the lifespan; replacement is recommended prior to tank failure.
• Parking Lot Repair and Resurfacing – This is dependent on the condition of the surface. The Park Forest Pool opened in 2008 and minor repairs to the parking lot should be made to maintain appearance, enhance safety, and extend the useful life of the lot on a regular maintenance schedule.
• Pool Heater Replacement – The original pool heaters will be 18 years old at the time of replacement.

2028
Welch Pool
• Pool Heater Replacement – The original pool heaters will be 18 years old at the time of replacement.

Both Pools
• Two Pumps at Welch and Park Forest Pools to be Replaced (dependent on condition) – Every 2 years, pumps that drive filter systems and water features should be evaluated for replacement. This is dependent on the condition and average life expectancy of a pool pump, which is approximately 20-25 years. The caustic environment of the pool filter room may cause more rapid deterioration. Pumps are annually serviced. Pumps and motors that are replaced will be refurbished and kept as critical spares if possible.
• Pools Loan - The 20-year pool loan will be paid in full this year.

2029
Park Forest Pool
• UV Treatment Systems Replacement Park Forest – originally installed in 2013, the two UV treatment units at Park Forest should be replaced with newer, more energy-efficient models.

Contingency/Reinvestment: Contingency and reinvestment strategies will increase due to paying of the pool loan in the prior year.
### Regional Parks
#### Capital Improvement Plan - 2025 through 2029

**BEGINNING FUND BALANCES - R15**

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted - Gifts for Parks</td>
<td>$ 594,663</td>
<td>$ 142,034</td>
<td>$ 341,559</td>
<td>$ 927,501</td>
<td>$ 1,492,891</td>
</tr>
<tr>
<td>Restricted - WRRP Pavilion</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Committed - Hess Field</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Restricted - Playground &amp; Lighting</td>
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<tr>
<td>Unrestricted - Debt</td>
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<tr>
<td>Unrestricted - General Fund Parks</td>
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<td></td>
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<tr>
<td><strong>TOTAL BEGINNING FUND BALANCE</strong></td>
<td>$ 594,663</td>
<td>$ 142,034</td>
<td>$ 341,559</td>
<td>$ 927,501</td>
<td>$ 1,492,891</td>
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**2024 Hess Reg Pks MUNICIPAL SHARES * & OTHER FUNDING SOURCES **

<table>
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<tr>
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<th>Fund Type</th>
<th>Source</th>
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<th>2026</th>
<th>2027</th>
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<th>2029</th>
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<tr>
<td>2024</td>
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<td>D-G-M</td>
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<td>$ 143,215</td>
<td>$ 147,512</td>
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<td>M</td>
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</tr>
<tr>
<td></td>
<td>Ferguson Township</td>
<td>D-G-M</td>
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</tr>
<tr>
<td></td>
<td>Harris Township</td>
<td>M</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>Patton Township</td>
<td>M</td>
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<tr>
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<td>Transfers In</td>
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<td></td>
<td>Long-term Debt (loan All-Season Building - see Detailed Budget)</td>
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<td>House &amp; Ag Rental</td>
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<tr>
<td></td>
<td>Grants</td>
<td>D-G-M</td>
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<tr>
<td></td>
<td>shares &amp; Donations</td>
<td>D-G-M</td>
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<td></td>
<td><strong>TOTAL REVENUES</strong></td>
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<td>$ 644,525</td>
<td>$ 622,192</td>
<td>$ 640,390</td>
<td>$ 959,134</td>
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**ADJUSTED BEGINNING FUND BALANCE**

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<tr>
<th>Year</th>
<th>Fund Type</th>
<th>Source</th>
<th>2024</th>
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<th>2027</th>
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<th>2029</th>
</tr>
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<tr>
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<td>Regional Parks</td>
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<td>$ 963,751</td>
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**EXPENSE TYPE**

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<th>Prior Year Funding</th>
<th>Description</th>
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<th>2028</th>
<th>2029</th>
<th>Funding Source</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<td>WRRP All-Season Building &amp; Park Installation</td>
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<tr>
<td>Addition</td>
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<td>Hess Field - Restrooms &amp; required parking</td>
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<tr>
<td>Addition</td>
<td>Building</td>
<td>2025</td>
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<td>WRRP - public electric charging stations (2 ports)</td>
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<td>G-M</td>
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<td>Addition</td>
<td>Structure</td>
<td>2026</td>
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<td>Feasibility Study - relocate leased properties; maintence, AAC, Admin</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
<td>D-G-M</td>
</tr>
<tr>
<td>Addition</td>
<td>Structure</td>
<td>2029</td>
<td></td>
<td>Oak Hall Playground &amp; Pavilion</td>
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<td>-</td>
<td>-</td>
<td>750,000</td>
<td>-</td>
<td>D-G-M</td>
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<td><strong>TOTAL EXPENDITURES BY YEAR</strong></td>
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<td>445,000</td>
<td>36,250</td>
<td>75,000</td>
<td>760,000</td>
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</tbody>
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**EXPENSE SOURCE KEY**

A  Parks & Rec Authority
C  Campaigns and Fundraising
CC  Centre County
D  Private Donations & shares
G  Grants
M  Municipal Shares
P  Program Fees
T  Interfund Transfer

* Municipal shares 2025-29 assume 3% inflationary increase year-over-year.
** Municipal shares for 2023 include Regional Parks ($435,133), Code Agency 2017 loan ($21,190) and Hess Field ($24,885).
** Municipal shares for 2024 include Regional Parks ($435,118) and Hess Field ($120,000). The Code Agency loan is complete.
Regional Parks Capital – Fund R15  
Capital Improvement Plan – 2025 Through 2029

Potential Carry Over from 2024

Hess Softball Complex
- Engineering for Restrooms – This project may overlap 2025, depending on the start date and other projects.

Whitehall Road Regional Park
- The All-Season Pavilion was funded in 2024 at $350,000 and included grants/donations, primarily. This project will overlap into 2025.

2025
- Hess Softball Complex
  - Field #1 Lighting is reaching the end of its’ life and needs to be replaced. Lighting affects field playability in the evening hours and ensures safe exiting/entering for players/spectators.
  - Restroom Facility (NEW) - Construct new vault and waterless restroom facility in addition to required parking, sidewalks, interior amenities. An annual pumping fee of $4,500-$6,000 ($375-$500/month) is anticipated in addition to janitorial fees, routine maintenance, and utility costs.

- Whitehall Road Regional Park
  - All-Season Pavilion (NEW) - Project was funded in 2024 at $350,000. Anticipate an additional $500,000 to construct a modified version of the original building proposed for Phase I. Anticipate costs for design and engineering. We anticipate applying for additional grant funding and soliciting for donations once the Phase I project is complete. This project is under a time constraint due to current awarded grant funding.

- Oak Hall
  - Restroom/Concession interior painting and repairs. The drywall is deteriorating.

2026
- Oak Hall
  - Driveway/parking lot repair and paving is anticipated but may be delayed to future years depending on funding available. This is due to eliminating washout areas and ruts.
• Security fence is proposed around the maintenance area to better secure equipment and materials in the parks. This would provide a place to store yard materials, maintenance equipment, playground equipment, etc.

• ADA Trail Improvements – Complete up to 1 mile of paving at 3” depth to repair washout areas at Oak Hall and Whitehall. The main access trail at Oak Hall is frequently washing out. Some grading and paving would be anticipated. Additional improvements to Whitehall washout areas is anticipated.

• Whitehall Road Regional Park  
  o Public Electric Charging Stations are proposed in the parking lot, near the premier fields. One handicap accessible parking space is required. The charging station would include two ports.

• Hess Softball Complex  
  o Field #1 Lights are in poor condition and need to be replaced within the next 1-2 years.

2027

• Hess Softball Complex  
  o Security fence is proposed around the maintenance area to better secure equipment and materials in the parks. This would provide a place to store yard materials, maintenance equipment, playground equipment, etc.

2028

• Indoor Recreation Facility  
  o The agency has three leased properties for Parks Operations, Administration, and the Active Adult Center. A mini feasibility study should identify operational cost reductions, relocation plans, and potential sites for each of these areas.

2029

• Oak Hall  
  o Oak Hall Regional Park’s Master Plan proposes a playground and pavilion for use by park patrons. This project is contingent on grant/donor funding.
2025 Parks & Recreation Shares by Municipality
Parks Capital - Pools & Debt Service - Nature Center - Regional Parks

State College Borough: $374,340
College Township: $267,608
Ferguson Township: $422,776
Harris Township: $156,233
Patton Township: $345,397

Municipal Funding Level
Percent of All Parks Program Funding
2025 Parks & Recreation Municipal Shares by Program

- Parks Capital: $271,764
- Pools: $149,351
- Pools Debt Service: $428,236
- Nature Center: $145,232
- Regional Parks: $571,772

Parks Program Funding Level
Percent of Total Parks Funding

- 0%
- 5%
- 10%
- 15%
- 20%
- 25%
- 30%
- 35%
- 40%
Total CIP Expenditures - 2025-2029

- Nature Center: 36.65%
- Pools Capital: 13.64%
- Parks Capital: 7.82%
- Regional Parks: 12.46%
- Fire Building: 0.81%
- Fire Apparatus: 15.58%
- Library: 4.27%
- Emergency Management: 0.41%
- Planning-MPO: 0.37%
- Code: 4.10%
- COG Building: 3.88%

Total CIP Expenditures - 2025-2029

NB-2.a.
CIP Expenditures 2025 by Program

- Fire Apparatus - $1,071,000
- Regional Parks - $1,140,000
- Library - $197,439
- COG Building - $220,072
- Fire Building - $79,500
- Nature Center - $83,540
- Pools Capital - $680,759
- Code - $145,500
- Parks Capital - $226,732
- Planning/MPO - $10,000

Total CIP Expenditures 2025: $3,345,780
CIP Expenditures 2026 by Program

- Parks Capital: $307,720
- Fire Apparatus: $1,474,263
- Regional Parks: $445,000
- Library: $139,253
- Fire Building: $79,500
- Pools Capital: $616,429
- Nature Center: $75,540
- COG Building: $200,264
- Code: $400,000
- Regional Parks: $445,000
- Parks Capital: $307,720
- Fire Apparatus: $1,474,263
CIP Expenditures 2027 by Program

- Parks Capital - $315,565
- Fire Apparatus - $323,438
- Regional Parks - $36,250
- Library - $374,000
- COG Building - $171,612
- Pools Capital - $710,762
- Nature Center - $6,235,540
- Code - $10,000
CIP Expenditures 2029 by Program

- Regional Parks - $760,000
- Nature Center - $667,000
- Parks Capital - $335,403
- Fire Apparatus - $115,000
- Pools Capital - $130,000
- COG Building - $61,413
- Library - $46,200
Centre Region COG
Capital Expenditures 2025 & 2026
Value Proposition

PRIORITIZATION OF PRINCIPLES

<table>
<thead>
<tr>
<th>Principle</th>
<th>2025</th>
<th>2026</th>
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<tr>
<td>Safety</td>
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<td>Sustainability</td>
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<td>Care of Existing Assets *</td>
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<td>Recreation</td>
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<td>Community</td>
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<td><strong>$3,737,831</strong></td>
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ASSET CLASS

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<tr>
<th>Asset Class</th>
<th>2025</th>
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<tr>
<td>Buildings</td>
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<td>216,359</td>
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<td>Equipment</td>
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<td>Structures</td>
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<td>Technology</td>
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<td>Vehicles (Fire)</td>
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<td>Vehicles (Fleet)</td>
<td>327,452</td>
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SAFETY
- Fire Apparatus
- MMNC Boardwalk
- Parks Vehicles

SUSTAINABILITY
- Electric Vehicles
- Appliances
- EV Charging

* CARE OF EXISTING ASSETS
- COG Building
- Schlow Building
- Parks Fleet
- * Pools Loan
- Fire Stations

RECREATION
- Whitehall Road park
- WRRP Pavilion
- Oak Hall Park
- Hess Field
- * Park Forest Pool
- Welch Pool
- Millbrook Marsh

COMMUNITY
- Schlow Library
- Parks Equipment
- WRRP Pavilion
- Adult Activity Center
Asset Definitions:

- **Capital Asset**: A capital asset is defined as a piece of equipment or investment in infrastructure that has a value of $1,000 or more and has an expected useful life of more than one year. Statement 34 issued by the Governmental Accounting Standards Board (GASB) dictates how these assets are reported. The Finance Officer will maintain a listing of all Capital Assets and the accumulated depreciation.

- **Controllable Assets**: Certain purchases of equipment do not meet the criteria to be designated as a capital asset. However, they should still be monitored for proper use and disposal. Examples of such assets include but are not limited to large printers, cell phones, and radios. Agency Directors are responsible for maintaining adequate controls for these assets.

- **Capital Improvement Plan Assets**: To qualify to be listed on COG’s capital improvement plan, an asset will have to have a minimum life of five years and a cost in excess of $10,000. These assets should be tracked through the use of an assigned or committed fund balance, depending on the agency’s financial system set up. For example, Fire, Library and Parks and Recreation all have separate funds committed for the purchase of assets while Administration and Planning do not. The types of assets included in the capital improvement plan consist of, but are not limited to, buildings, improvements, vehicle purchases and other large pieces of furniture and equipment.

**Capitalization Threshold:**

All assets with an initial individual cost of $1,000 or more and a useful life of greater than one year shall be recorded as a distinct asset for the purposes of reporting asset values for the annual financial statements. The following information will be maintained: description of the asset, acquisition cost, acquisition date, purchase order number, asset custodian (Agency and person if applicable), location, and condition.
Where practical, costs for improving current assets will be added to the cost of the existing asset. In some cases, improvements may be identified separately. Normal maintenance and repair costs that do not add to the value of the asset or materially extend its life are not capitalized. Donated capital assets will be recorded at the estimated fair market value at the date of donation.

Leased assets will be capitalized if the lease qualifies as a capital lease. A capital lease is a long-term lease that transfers to the lessee most rights and obligations concerning the asset leased, and usually transfers ownership at the end of the lease. The leased asset will be depreciated over the life of the capital lease in accordance with generally accepted accounting principles.

Capital assets will be assigned to a class for the purposes of reporting in government-wide financial statements. These classes are defined in the next section.

Controllable assets shall be tracked by the custodial Agency, but are not part of the capital asset values as reported in the annual financial statements.

**Asset Classes:**

- Land and Land Improvements:
  - Land is not depreciated. It has an indefinite life, therefore it cannot be depreciated.
  - Land improvements shall be depreciated over 10 years. Land improvements include items that are fixed to the land and cannot be removed without permanent damage such as grading and landscaping, sidewalks, curbs and gutters, and parking lots.

- Buildings and Building Improvements:
  - This category includes structures that house persons or property and fixtures that are permanently attached to and are part of the structure. Costs that can be capitalized include purchase price, architect fees, attorney fees, appraisals, costs of attached fixtures or other expenditures to prepare the structure for its intended use.
  - Buildings shall be depreciated over a 40 year period.
  - Storage Buildings shall be depreciated over a 20 year period.
  - Swimming Pool Buildings and Swimming Pools shall be depreciated over a 40 year period.
  - Building Improvements (not maintenance and repairs) shall be depreciated over a period of 10 years.
• Equipment and Furnishings includes the following sub-classes:
  o Fire & EMS Equipment (specific to fire fighting and emergency medical, fire monitors, defibrillator, etc) shall be depreciated for 5 years.
  o Machinery & Tools (Gas burner, post hole digger, air compressors) shall be depreciated for 5 years.
  o Furniture and Appliances (desks, ranges, couches, refrigerators, etc.) shall be depreciated for 10 years.
  o Communications Equipment (telephone systems, portable radios, PA Systems) shall be depreciated for 5 years.
  o Computer Equipment (computers, printers, servers, copiers) shall be depreciated for 5 years. Computer Equipment is inventoried by the Regional Technology Coalition.
  o Computer Software shall be depreciated for 5 years.
  o Library Materials shall be depreciated for 5 years.
  o Grounds Maintenance Equipment shall be depreciated for 5 years. This includes such items as turf equipment, mowers, tractors, spreaders, etc.
  o Farm type tractors shall be depreciated for 5 years.
  o Playground equipment and structures shall be depreciated for 10 years.

• Vehicles:
  o Fire Protection Apparatus shall be depreciated for 20-25 years.
  o Other licensed vehicles shall be depreciated for 5 years.

• Construction in Progress:
  o Construction in Progress is not depreciated. When the asset is placed into service the amount is transferred out of construction in progress and into the proper fixed asset class. That fixed asset will be depreciated once it is recognized.
Property Accounting:

Useful Life Assessments

Normal useful life is defined as the number of years an asset is expected to be in a useful condition. Asset classes have been assigned an estimated useful life that will be used to determine depreciation. It is understood that some assets may be useful for longer than estimated and some may deteriorate sooner than estimated. An asset that is fully depreciated may still be useful.

Asset In-Service Date

The invoice date is used to determine the date of acquisition.

Fund Designations

For accounting purposes, assets are associated with the Agency and Fund that purchased the asset. If an asset is shared by 2 or more Agencies or Funds, the associated depreciation will be calculated on each Agency/Fund’s share of the asset. If the asset is subsequently sold, proceeds from the sale shall be allocated by the same method as the purchase.

Depreciation

Depreciation is the decrease in value of an item over its useful life. All assets with the exception of land (which does not depreciate) shall be depreciated using the straight-line method of depreciation. The straight line method is the original cost less any estimated salvage value divided by the estimated useful life.

Property Control:

Agency Responsibilities

Agencies should maintain all assets that are within their control in as good condition as possible in the asset’s working environment. The working environment should be appropriate and suitable for the asset. Assets should be used only for their intended purpose. They should not be misused or used for personal use or benefit.

Agencies must provide relevant information or documentation to the Finance Officer for any capital assets within their control (e.g. model and serial numbers). Agencies must report all additions, transfers and deletions of capital assets to the Finance Officer on a semi-annual basis.

Agencies shall develop and maintain a list of controllable assets in cooperation with the Finance Officer.
Finance Officer Responsibilities

The Finance Officer maintains a comprehensive list of capitalized assets. This list includes the acquisition date, purchase price, asset description, accumulated depreciation, and custodial Agency. The Finance Officer is responsible for the calculation and application of depreciation and any adjustments to the assets. The Finance Officer reports asset information in the financial reports.

Additions, Transfers and Deletions:

Agencies should provide the Finance Officer with detailed information on newly acquired capital assets on a semi-annual basis at a minimum. The information should include a description of the asset, location/funding source, acquisition date, purchase order number, serial number and asset cost.

In accordance with Article VIII of the COG Articles of Agreement, the Executive Director can approve the transfer or sale of surplus property from one agency to another agency. If an asset is to be sold to another agency, the Executive Director determines that the cost reasonably reflects the value of the asset. The gain, loss and/or consideration from the transfer of such an asset from one fund to another should be realized in the financial statement for each applicable fund.

When an Agency disposes of a capital asset, details of the asset and its disposition should be forwarded to the Finance Officer for recording the disposition at the time of disposition.

Methods of Asset Disposition

Assets can be deleted from the list of assets by various means as stated in Article VIII of the COG Articles of Agreement. Assets that are surplus (no longer needed but with some remaining value) may be sold at fair market value to a municipal government or a school district. If no municipal government or school district is interested, the surplus asset can be offered for sale to the general public by soliciting bids or at auction, subject to purchasing guidelines. Proceeds from the sale of personal property (tangible property other than land) shall be accredited to the program or agency offering the asset for sale.

Proceeds from the sale of real property shall be accredited to the participating municipalities in accordance with the COG formula in effect at the time of purchase.

Assets that have no remaining value may be properly recycled (if possible) or discarded. Computers, printers and related technological items’ hard drives should be removed and destroyed prior to disposition.