



TOWNSHIP OF FERGUSON

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**Parks and Recreation Committee
Meeting Agenda
Ferguson Township Conference Room 2
Monday, January 14, 2019
4:00 p.m.**

I. CALL TO ORDER

II. APPROVAL OF MINUTES

III. CITIZEN'S INPUT

IV. ELECTION OF OFFICERS

The Committee should elect a chairperson, vice-chairperson, and secretary.

1. Election of Chairperson

Ms. Tourscher, the 2018 Chair, will open nominations for chairperson.

2. Election of Vice-Chairperson

The Chair will open nominations for Vice-Chairperson.

3. Election of Secretary

The Chair will open nominations for Secretary.

V. ESTABLISHMENT OF MEETING DATES

The Committee should establish meetings dates and locations for 2019.

VI. DISCUSSION OF COMMITTEES GOALS FOR 2019

Narrative

The Committee should prioritize goals for ongoing discussions and activity that is consistent and pursues an agreed purpose that is member driven. Provided with the agenda is a copy of the relevant section, Creation and Membership, from the administrative code that outline the responsibilities of the committee.

VII. REPORTS

1. Staff Report
2. Centre Region Parks and Recreation Authority Report – Mr. David Pribulka

VIII. OPEN DISCUSSION

IX. ADJOURNMENT



**Staff Report
January 14, 2019**

1. Suburban Park Master Plan Update Study Committee held a Committee meeting on Wednesday, November 28, in the Township's Conference Room. Ms. Yost, YSM's Project Manager, reviewed how residents currently use the park, reiterated expressed concerns including the storm water runoff drainage issues and she highlighted the recreational interests shared by residents who attended the first public meeting. Ms. Yost also proposed a few park design scenarios for the Study Committee's consideration. Committee members commented on favorable and unfavorable features shown in each of the scenarios. YSM engaged the public for feedback, conducted a community background information and data analysis, completed a site information and analysis and assessed the on-site facilities and activities that take place on-site prior to their design consideration efforts. YSM is in the process of preparing the pre-final park design and presentation. The presentation and pre-final park design will be presented at the next public meeting, scheduled for 6pm on Thursday, January 17, at the Quality Inn Conference Room, located at 1274 North Atherton Street.
2. The Township Manager and the Assistant to the Manager will meet on Tuesday, January 15, to discuss updating the Recreation, Parks, and Open Space Plan (RPOS) for Ferguson Township. The tentative timeline includes issuing a Request for Proposals (RFP) for the RPOS Plan the week of February 25.
3. Centre Region Parks and Recreation (CRPR) formed a Steering Committee in August 24, 2017 to prepare a scope of work for the CRPR Regional Comprehensive Plan, issue a Request for Proposal (RFP) to solicit proposals for consulting services to prepare the Plan. In October 2018, the General Forum accepted the Steering Committee's recommendation and approved a contract for YSM Landscape Architect to prepare the Parks and Recreational Regional Comprehensive Plan. YSM has reviewed park plans and assess parkland needs for each municipality and is in the process of finalizing survey questions and the cover letter. The Steering Committee is working closely with YSM to host the first public meeting, scheduled for Wednesday, January 30, with a snow date for February 6, at the State College High School. The event is posted on the CRPR and COG's website.
4. The Township's GIS technician is preparing a 'no mow' designated area at Fairbrook Park.

§ 1-447. Creation and Membership. [Added by Ord. No. 1039, 11/20/2017; amended by Ord. No. 1040, 1/2/2018]

1. To help carry out the provisions established under Chapter 16 of the Code of Ordinances, a Parks and Recreation Committee is hereby created, which shall consist of seven members appointed by the Board of Supervisors. Each of the three wards of the Township shall be represented by at least one member so that, at the time when the Board of Supervisors considers an appointment, if the currently serving members of the Committee are not representative of each of the three wards, then the member or members must be from the ward or wards not represented. This is provided that there is a representative or representatives from the ward or wards not represented who are willing to serve. If there are no representatives from the wards not represented, the Board may appoint a person from the wards already represented.
2. The Ferguson Township representative to the Centre Region Parks and Recreation Authority Board shall be a liaison to the Committee, and shall not count toward the number required to reach a quorum of the members for the purposes of taking action. The representative is permitted to engage in all discussion topics of the Committee and to report on regional matters that are discussed by the Authority.
3. Each member of the Committee shall be appointed to four-year staggered terms. A vacancy on the Parks and Recreation Committee, which occurs for reasons other than the expiration of a term, shall be filled by the Board of Supervisors for the remainder of the unexpired term.
4. The Parks and Recreation Committee shall meet at least quarterly and shall adopt appropriate bylaws to conduct meetings and business. The Township Manager shall coordinate staff support for the Committee. Upon request, additional technical assistance may be provided by other Township departments.
5. The Committee's role is advisory to the Township Manager and the Board of Supervisors.
6. Committee members shall not be compensated for their activities.

§ 1-448. Organization, Records, and Meetings. [Added by Ord. No. 1039, 11/20/2017]

1. Members of the Committee shall elect a Chairperson, Vice Chairperson, and such other officers as they may deem necessary. All officers shall be eligible for reelection.
2. The Committee shall keep a written record of its meetings in accordance with the law. The Committee shall provide the Board of Supervisors with minutes, annual work plans or other reports of its activities, either written or oral, as may be requested or required. For the purposes of taking action, a quorum of three members must be present.

§ 1-449. Responsibilities. [Added by Ord. No. 1039, 11/20/2017]

The Committee shall advise the Township Manager and Board of Supervisors on matters pertaining to parks and recreation, including, but not necessarily limited to, land acquisition for the purposes of active or passive recreation, including open space preservation, parkland development, and programming. Such advice and responsibilities shall include:

- A. Alignment of local definitions of recreational amenities and services with regional definitions;
- B. Assistance in development of Park Master Plans;
- C. Periodic review of existing Park Master Plans as the needs of the community evolve;
- D. Recommending parkland development in accordance with established Park Master Plans;
- E. Facilitating community engagement on matters pertaining to parkland development, use/programming, and land acquisition for active or passive recreational purposes;
- F. Connectivity of parkland to existing and proposed bike paths and shared use paths;
- G. Reviewing programming needs for Township residents and recommending changes to programming through the liaison to the Centre Region Parks and Recreation Authority;
- H. Assisting Township staff and the Board of Supervisors in amending and updating the Ferguson Township Recreation, Parks, and Open Space Plan;
- I. Other duties relative to the betterment of active and passive recreational amenities and services in the Township.

FERGUSON TOWNSHIP PARKS AND RECREATION COMMITTEE
MEETING MINUTES
MONDAY, November 12, 2018
4:00 P.M.

I. ATTENDANCE

The Parks and Recreation Committee held its regular meeting of the month on Monday, November 12, 2018, at Ferguson Township in Conference Room 2. In attendance were:

Committee:

Niki Tourscher, Chairperson,
Shawna Doerksen, Vice-Chairperson
Kathie Vondracek, Secretary
Andrew McKinnon
Connie Puckett
Norris Muth

Staff:

David Pribulka, Township Manager

Others in attendance were: Laura Dininni, resident; and Jon Kauffman, resident.

II. CALL TO ORDER

Ms. Tourscher called the meeting to order at 4:00 p.m.

III. APPROVAL OF MINUTES OF SEPTMEBER 10, 2018 MEETING

A motion was made by Ms. Doerksen and seconded by Ms. Puckett to approve the September 10, 2018 meeting minutes. The motion carried 5-0.

IV. CITIZENS INPUT

Ms. Dininni announced that the Pine Grove Mills Small Area Plan Town Hall is scheduled for Wednesday, November 14, 2018 at 6:00 PM at the St. Paul Lutheran Church. Ms. Meyer stated that she will post an announcement on the Parent Teacher Association social media page.

V. LOW/NO MOW AREAS OF FAIRBROOK PARK

Mr. Pribulka stated that at the September 17 Board of Supervisors meeting, the Board referred a request to the Parks and Recreation Committee to review and provide recommendations on designating certain areas of Fairbrook Park as low- or no-mow areas. The Committee has been asked to consider the floodplain boundary which overlaps a portion of the park in their analysis. Sloped areas of the park may also be appropriate for consideration. Furthermore, the Committee has been asked to discuss and suggest criteria for maintenance of these areas. Provided with the agenda are several supplements including the request forward by the Board of Supervisors; Fairbrook Park Master Plan; a natural resources map; and delineation of the floodplain boundary.

Mr. Pribulka referred to the projector and showed the committee members an aerial image of the park as well as the areas of slopes and floodplains. Mr. Pribulka explained that FEMA has designated some of these specific areas as a Zone A, meaning there is a floodplain in this general area, however, there has not been a study to determine the exact boundaries of the floodplain.

Mr. Pribulka spoke to other areas where the Township utilizes low or no mow. He explained that he has heard some complaints about the unsightliness of the no mow area, specifically from property owners that abut the park property line.

The committee had a discussion regarding which areas of the park should be designated as no mow or low mow in addition to areas that could be designated with pollinator plots.

A motion was made by Mr. Muth and seconded by Ms. Doerkson that the Committee forward its recommendations on designating certain areas of Fairbrook Park as low mow and or no mow areas to the Board of Supervisors. The motion carried 5-0.

VI. REPORTS

1. **Staff Report:** Mr. Pribulka provided his staff report for the months of October and November, which are included in the agenda.

2. **Centre Region Parks and Recreation Authority:** Ms. Myer stated that Mr. Pribulka covered some her report regarding the Whitehall Road Regional Park sanitary sewer pump station. The land development plan is in the process of being development, but is still up in the air. The CRPRA has plans for fundraising to help with the cost of the development. She went on to say that the Authority discussed policies and procedures to be considered for 2019.

Ms. Dininni asked if staff can update the Parks and Recreation Committee on the Regional Comprehensive Plan. She would like to engage the Committee on the update to the Comprehensive Plan. She would also like input from the Committee regarding individuals they think would be beneficial to serve on the Steering Committee for the CRPR Regional Comprehensive Plan.

VII. ADJOURNMENT

With no further discussion, the Parks and Recreation Committee adjourned at 5:15 PM.

RESPECTFULLY SUBMITTED,

KATHIE VONDRACEK, SECRETARY
FOR THE PARKS AND RECREATION COMMITTEE