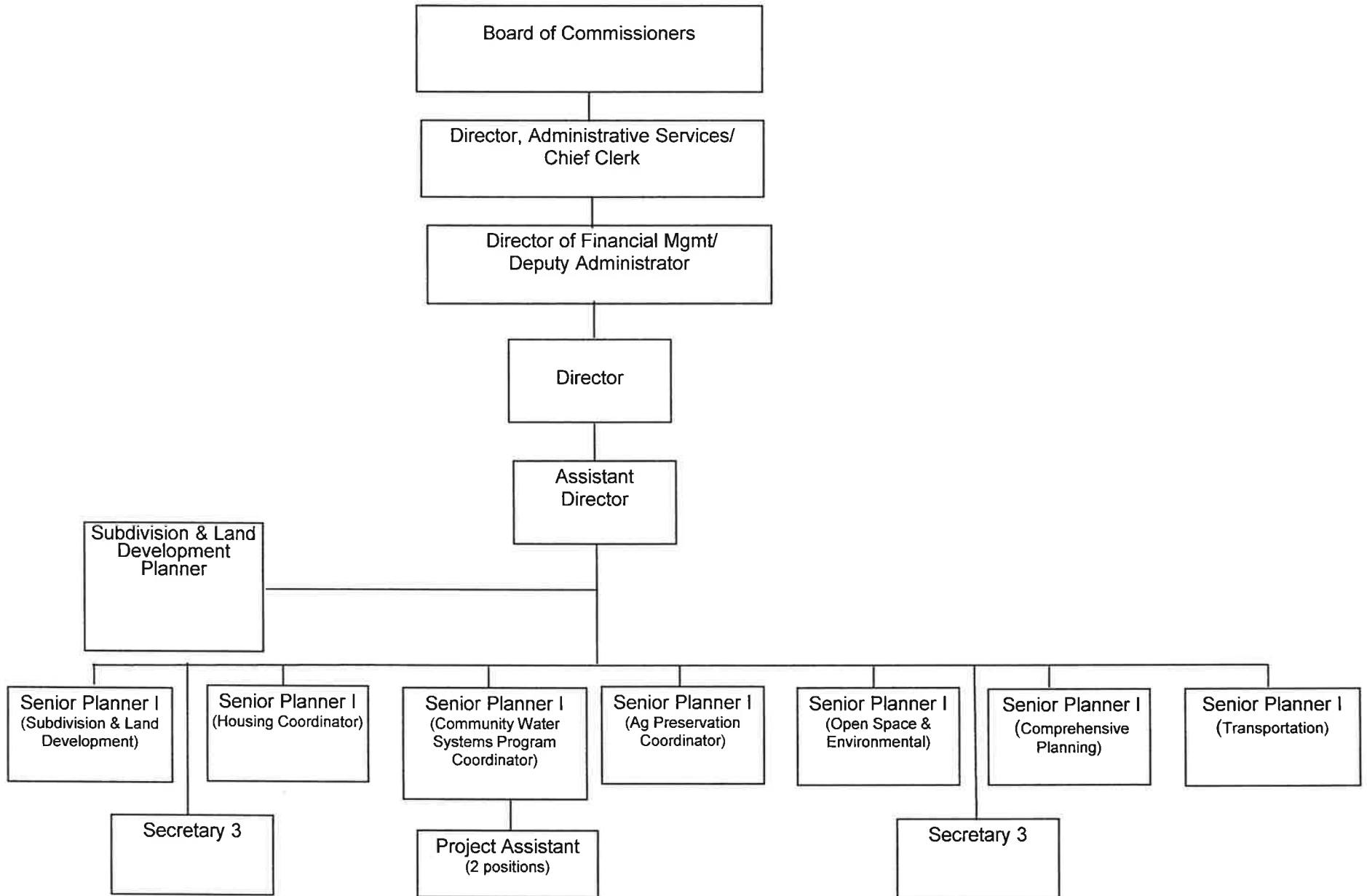


# Planning Office



**CENTRE COUNTY GOVERNMENT  
2016 BUDGET**

<p><b>Function: General Government - Administrative</b></p> <p><b>Fund Type: General Fund</b></p>	<p><b>Department: Planning &amp; Community Development</b></p>
<p><b>Description:</b></p> <p>The Planning Office's required responsibilities, in accordance with the Pennsylvania Municipalities Planning Code, Act 247 (PA MPC), are to develop and implement the County Comprehensive Plan, administer the Centre County Subdivision/Land Development Ordinance, and provide technical support to the County Commissioners and the 35 municipalities within the County. This support includes attending municipal meetings, as well as providing information and recommendations on planning, zoning, transportation, demographics, community facilities/infrastructure, housing, agricultural preservation, the environment, and recreation. The Planning Office staffs and administers the County's Agricultural Land Preservation Program, the Centre County Farmland Trust, the West Nile Virus Program, and the First-time Homebuyer Program.</p> <p>The Planning Office is responsible for the administrative operation of the following commissions, boards, and authorities: Centre County Planning Commission, Centre County Agricultural Land Preservation Board, Centre County Farmland Trust, Centre County Uniform Construction Code Board of Appeals, Centre County Board of Commissioner's Housing Cabinet, Centre County Natural Gas Task Force, and the Centre County Industrial Development Authority.</p>	<p><b>Highlights/Goals:</b></p> <ul style="list-style-type: none"> <li>• The Planning Office coordinated and provided staff support for the multi-municipal planning efforts in the Nittany Valley, Penns Valley, Upper Bald Eagle Valley, Mountaintop, Moshannon, and Lower Bald Eagle Valley regions. In 2015, staff continued assisting various municipalities in the development and adoption process of local zoning ordinances and official maps. As the implementation process continues, staff has been shifting its focus to other planning needs such as sewer and water infrastructure, public safety, housing rehabilitation, and recreation on a regional level which will save tax dollars for the municipalities and their residents.</li> <li>• The Small Community Water System Assistance Program continues with the Circuit Rider Program, in which a staff planner, a Certified Water Operator, works with communities whose public water systems are in need of technical assistance. This program is sustained through user fees from contracts with the various community water systems.</li> <li>• The Planning Office continues work on the West Nile Virus Program with funding support from the PA DEP. This program is expected to continue and is solely supported with state grant funding. The Planning Office provides support services to the program administrator and one program assistant.</li> </ul>

**CENTRE COUNTY GOVERNMENT  
2016 BUDGET**

<p><b>Function: General Government - Administrative</b></p> <p><b>Fund Type: General Fund</b></p>	<p><b>Department: Planning &amp; Community Development</b></p>
<p><b>Description:</b></p> <p>As an affiliate member of the PA State Data Center, the Planning Office is providing United States Census 2010 information with regular updates to the municipalities and public. In 2015, staff received and updated census information from the Census 2010 and ACS for the regional and municipal profiles.</p> <p>The Centre County Metropolitan Planning Organization (CCMPO), which is comprised of 19 elected and appointed officials, is responsible for the planning and funding of the County's transportation needs. Staffing for this organization is provided by the Centre Regional Planning Agency and the County Planning Office. Assistance is also provided to the municipalities with their transportation needs through the CCMPO, PennDOT's 12-Year Program, road maintenance, road studies, and transportation project funding. Recent technical assistance included the update to the County Long Range Transportation Plan, traffic study reviews for major land development activity, along with local bridge and local road inventory and inspection. In addition, the transportation staff continued with direct municipal assistance, multi-municipal comprehensive planning, and transportation enhancements activities that include pedestrian and bicycle trails.</p>	<p><b>Highlights/Goals:</b></p> <ul style="list-style-type: none"> <li>• Planning staff has also provided a leadership role in providing support for the planning and development of work force/affordable housing, consistent with the Centre County Affordable Housing Needs Assessment. A staff planner is assigned to duties as the Housing Coordinator in the Planning Office and is also responsible for the administration of the County's First Time Home Buyer Program (Act 137). Staff is also an active participating member of the Centre County Affordable Housing Coalition and its various committees, along with the Commissioner initiated Centre County Housing Cabinet.</li> <li>• In 2015, the Planning Office continued to work with the County's economic development organizations. This work included staff support for grant funding and administration, GIS mapping requests, federal appropriations, developing marketing materials, conducting business recruitment activities, and continued updating inventory of vacant and underutilized land and building sites throughout the County.</li> <li>• In 2015, the Planning Office continued with administration responsibilities for the Centre County Community Development Block Grant (CDBG) program. Planning staff is responsible for recommending project selection to the Board of Commissioners, planning/programming, environmental assessments, income surveys, and project monitoring.</li> </ul>

**CENTRE COUNTY GOVERNMENT  
2016 BUDGET**

<p><b>Function: General Government - Administrative</b></p> <p><b>Fund Type: General Fund</b></p>	<p><b>Department: Planning &amp; Community Development</b></p>
<p><b>Description:</b></p> <ul style="list-style-type: none"> <li>• The Planning Office continues to provide mapping services to county departments, municipalities, economic development organizations, consultants, and residents. With use of the geographic information system (GIS) software, the Planning Office is capable of providing a variety of maps for land use, infrastructure, transportation, agricultural, recreation, and conservation analysis. A GIS Planner/Technician provides the staff capabilities within the Planning Office which compliments the County's GIS Department. The County's GIS program is one of the most important programs because it provides invaluable mapping and analysis support to the County and its communities.</li> <li>• In 2015, staff continued and provide support to the Commissioner initiated Centre County Natural Gas Task Force. This Task Force consists of volunteer citizens interested in promoting economic development activities related to the natural gas industry along with protecting our natural resources. The mission statement of the Task Force is: <i>To address public and private sector impacts and opportunities of natural gas drilling in Centre County.</i> The Task Force has produced numerous documents that provide unbiased information about the benefits, issues, and concerns related to the natural gas industry.</li> </ul>	<p><b>Highlights/Goals:</b></p> <ul style="list-style-type: none"> <li>• This program complements current planning activities such as sewer and water infrastructure development, economic development, and work force/affordable housing.</li> <li>• In 2015, the Planning Office continued staff support in the Upper Bald Eagle/Halfmoon Council of Governments. This COG consists of Halfmoon, Huston, Taylor, and Worth Townships, along with Port Matilda Borough. The objectives of the COG are to cooperate and coordinate the funding of municipal services such as road maintenance, public safety, and recreation activities.</li> <li>• In 2015, the Planning Office continued its staff support to the Nittany Valley municipalities which includes municipal services. Similar in scope to the Upper Bald Eagle municipalities, activities include public safety, recreation and other cost sharing activities.</li> </ul>

## CENTRE COUNTY GOVERNMENT 2016 PROGRAM SUMMARY

	<u>STATUTORY AUTHORITY</u>	<u>COMMISSIONERS INITIATIVE</u>	<u>MANDATED PROGRAMS</u>
<b><u>Planning PROGRAMS</u></b>			
Agricultural Land Preservation	Act 43		X
Centre County Water Survey	Act 247		X
County Comprehensive Plan	Act 247		X
Environmental Studies-County Storm Water Management Plan, Open Space/Recreation Plan, & Centre County Natural Heritage Inventory	Act 167		X
Population, Land Use, & Infrastructure	Act 247		X
Public Meetings/Hearings	Act 247		X
Records & Mapping of all Planning Work	Act 247		X
Sewage Facilities Plan	Act 537		X
Site Inspections	Act 247		X
Small Community Water Assistance Program		X	
Subdivision/Land Development Ordinance	Act 247		X
Subdivision/Land Development Plans	Act 247		X
Testimony & Planning Information	Act 247		X
Transportation Projects & Plans	Act 247		X
Zoning Ordinance	Act 247		X
Economic Development		X	X
First-Time Home Buyers Program		X	
PA Housing Rehab Program		X	
West Nile Virus Program		X	
Gypsy Moth Suppression Program		X	

PLANNING

ACCT#	Account Title	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Budget
42245	PA DEP GRANT	\$0	\$0	\$28,589	\$138,000	\$0
42246	PA DEP W NILE VIRUS GRANT	\$53,011	\$51,978	\$40,024	\$58,000	\$54,000
42264	PA DCED GENERAL	\$0	\$5,000	\$0	\$0	\$0
42900	OTHER GRANTS	\$975,000	\$25,000	\$0	\$0	\$0
43110	FEES-SERVICE	\$26,743	\$16,052	\$16,751	\$11,700	\$15,000
43156	FEES-CWS	\$13,701	\$11,908	\$14,787	\$11,800	\$12,000
43410	REIMBURSE-PAYROLL	\$0	\$0	\$2,880	\$0	\$0
43540	CONTRIBUTIONS	\$3,797	\$83	\$3,755	\$0	\$0
43550	PSU IMPACT FEES	\$34,879	\$40,421	\$37,650	\$39,490	\$38,570
44101	INTEREST INCOME	\$0	\$0	\$0	\$8	\$0
44601	MISC DEPTMENTAL RECEIPTS	\$0	\$0	\$0	\$64	\$0
58640	INT CREDIT ADMINISTRATION	\$113,533	\$150,030	\$154,021	\$138,000	\$139,584
<b>Total</b>		<b>\$1,220,663</b>	<b>\$300,471</b>	<b>\$298,456</b>	<b>\$397,062</b>	<b>\$259,154</b>
65110	SALARIES AND WAGES-REG	\$541,929	\$557,747	\$555,089	\$577,988	\$636,399
65120	SALARIES AND WAGES-OT	\$0	\$0	\$0	\$66	\$0
65211	BENEFITS-FICA	\$40,251	\$41,307	\$40,913	\$42,421	\$48,685
65212	BENEFITS-RETIRMNT CONTRIB	\$55,637	\$59,346	\$52,247	\$42,025	\$59,176
65213	BENEFITS-GROUP INSURANCE	\$82,893	\$91,415	\$114,108	\$143,929	\$156,853
65214	BENEFITS-U/C INSURANCE	\$1,650	\$1,582	\$1,711	\$1,635	\$2,209
65215	BENEFITS-W/C INSURANCE	\$1,869	\$1,564	\$659	\$556	\$610
65330	CONTRACTED PROFESSIONAL	\$982,498	\$37,456	\$3,266	\$4,200	\$4,200
65410	PROFESSIONAL DUES	\$1,078	\$1,196	\$1,162	\$1,250	\$1,300
65420	PUBLICATIONS	\$565	\$840	\$495	\$350	\$425
65430	COURSES AND SEMINARS	\$1,382	\$705	\$749	\$350	\$350
66210	ADVERTISING	\$302	\$148	\$140	\$190	\$200
66220	TELEPHONE	\$3,058	\$2,463	\$2,471	\$2,500	\$2,500
66230	POSTAGE	\$2,398	\$2,178	\$2,193	\$2,000	\$2,200
66240	PRINTING	\$200	\$200	\$200	\$0	\$200
66250	PHOTOCOPY	\$2,621	\$2,867	\$2,479	\$2,550	\$2,700
66310	SUPPLIES-GENERAL OFFICE	\$3,117	\$2,973	\$3,187	\$2,200	\$2,000
66311	SUPPLIES-OPERATING	\$9,508	\$8,565	\$9,427	\$9,000	\$10,000
66410	STAFF TRAVEL	\$8,029	\$7,566	\$2,674	\$3,000	\$0
66411	STAFF MILEAGE REIMBURSMNT	\$0	\$0	\$0	\$0	\$2,300
66412	STAFF ALLOWBLE MEAL REIMB	\$0	\$0	\$0	\$0	\$200
66413	STAFF LODGING REIMBURSMNT	\$0	\$0	\$0	\$0	\$300
66415	STAFF TRAVEL-OTHER REIMB	\$0	\$0	\$0	\$0	\$80
66620	ADVISORY BOARDS	\$492	\$905	\$710	\$700	\$700
66630	INSURANCE & BOND PREMIUM	\$3,247	\$2,711	\$2,215	\$3,225	\$3,321
67110	UNRESTRICTED GRANTS	\$0	\$0	\$28,589	\$140,000	\$0
68110	EQUIPMENT	\$431	\$0	\$1,172	\$14,000	\$500

PLANNING  
(continued)

ACCT#	Account Title	2012 Actual	2013 Actual	2014 Actual	2015 Projected	2016 Budget
88604	INT CHARGE DP USAGE	\$33,600	\$33,600	\$33,600	\$26,400	\$26,400
88652	INT CHARGE VEHICLE USE	\$4,736	\$5,183	\$5,431	\$5,000	\$6,100
88681	INT CHARGE IT INFRASTRCTR	\$11,760	\$11,340	\$8,400	\$7,560	\$7,140
<b>Total</b>		<b>\$1,793,250</b>	<b>\$873,856</b>	<b>\$873,286</b>	<b>\$1,033,095</b>	<b>\$977,047</b>
<b>Net Use General Fund</b>		<b>\$572,587</b>	<b>\$573,385</b>	<b>\$574,829</b>	<b>\$636,033</b>	<b>\$717,893</b>

<b>Dept Number</b>	<b>Department Name</b>		<b>2016 Budget</b>
<b>151</b>	<b>Planning &amp; Community Development</b>		
<u><b>Acct.No</b></u>	<u><b>Account Name</b></u>	<u><b>Description</b></u>	
42246	PA DEP West Nile Grant	Grant to operate the West Nile Virus Program	54,000
		<b>TOTAL</b>	<b>54,000</b>
43110	Fees - Service	Fees assessed for subdivision review, etc	15,000
		<b>TOTAL</b>	<b>15,000</b>
43156	Fees - CWS	Fees collected for Community Water Service	12,000
		<b>TOTAL</b>	<b>12,000</b>
43550	PSU Impact	Payment per PSU Agreement	38,570
		<b>TOTAL</b>	<b>38,570</b>
65330	Contract Professional	County Engineer Community Water Testing Services	4,200
		<b>TOTAL</b>	<b>4,200</b>
65410	Professional Dues	APA/PPA Dues (Jake, CCAP) PASEO (2 staff) AWWA/Water Works/DEP (1 staff) Housing Alliance of PA & Housing Coalition National Trust Dues - Historic Land Trust	1,300
		<b>TOTAL</b>	<b>1,300</b>
65420	Publications	Bisel Law (Ladner Reference Book) PA Business Central PA Borough News PSATS West Nile Brochures	425
		<b>TOTAL</b>	<b>425</b>



**Dept Number**    **Department Name**  
**151**            **Planning & Community Development**

**2016**  
**Budget**

<u>Acct.No</u>	<u>Account Name</u>	<u>Description</u>		
65430	Courses/Seminars	AICP Continuing Education Water Conference PSATS Economic Development GIS CBICC West Nile Virus	}	350
		<b>TOTAL</b>		<b>350</b>
66210	Advertising	Legal Ads, Meeting Notices		200
		<b>TOTAL</b>		<b>200</b>
66220	Phone	Phone Bill Cell Phones (2)		1,500
				1,000
		<b>TOTAL</b>		<b>2,500</b>
66230	Postage	Postage Services		2,200
		<b>TOTAL</b>		<b>2,200</b>
66240	Printing	Printing Services		200
		<b>TOTAL</b>		<b>200</b>
66250	Copies	Copies		2,700
		<b>TOTAL</b>		<b>2,700</b>
66310	Supplies	General Planning Supplies GIS Plotter Ink, paper & Inkjet cartridges		1,500
				500
		<b>TOTAL</b>		<b>2,000</b>
66311	Supplies - Operating	West Nile Virus Operating Supplies Community Water Service Supplies	}	10,000
		<b>TOTAL</b>		<b>10,000</b>

<b>Dept Number</b>	<b><u>Department Name</u></b>		<b>2016 Budget</b>
<b>151</b>	<b>Planning &amp; Community Development</b>		
<b><u>Acct.No</u></b>	<b><u>Account Name</u></b>	<b><u>Description</u></b>	
66315	Reimbursement - Supplies	Supplies outside of normal purchase order	0
		<b>TOTAL</b>	<b>0</b>
66411	Mileage Reimbursement	Mileage Costs (West Nile Virus& Community Water)	2,300
		<b>TOTAL</b>	<b>2,300</b>
66412	Allowable Meal Reimbursement	Meals associated with overnight trips	200
		<b>TOTAL</b>	<b>200</b>
66413	Lodging Reimbursement	lodging	300
		<b>TOTAL</b>	<b>300</b>
66415	Other Travel Reimbursement	parking fees, tolls, taxi, etc	80
		<b>TOTAL</b>	<b>80</b>
66620	Advisory Board	CCPC Meetings	700
		<b>TOTAL</b>	<b>700</b>
66630	Insurance/Bonds	Insurance/Bonds	3,321
		<b>TOTAL</b>	<b>3,321</b>
68110	Equipment	West Niles Virus	500
		Laminator	0
		<b>TOTAL</b>	<b>500</b>
88652	Internal Vehicle Use	Planning Travel	1,200
		Community Water Service Travel	600
		West Nile Virus Travel	4,300
		<b>TOTAL</b>	<b>6,100</b>

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CENTRE COUNTY GOVERNMENT  
 BUDGET REPORT  
 DEPARTMENT: 151 PLANNING

PAGE NUMBER: 1  
 RPT ID: CM\_BUDGETRPT

LABEL	CONTRACT TYPE / REQUEST TYPE	PROVIDER / REQUESTOR	BOC / AUTO RENEW	BEGIN / END
151-2232	INTER-GOVERNMENTAL AGREEMENTS NEW CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 155,000 MATCH: 0 NOTES: ALLOCATION OF \$155,000 OF ACT 13 BRIDGE FUNDING AS LOCAL MATCH FUNDING FOR THE REPLACEMENT OF 5 LOCAL BRIDGES. NO TERM OR END DATE. AN END DATE OF 12/31/15 IS GIVEN FOR REVIEW PURPOSES.	CENTRE COUNTY METROPOLITAN PLNG ORG ROBERT B. JACOBS	12/16/2014 NO 0 TOTAL: 155,000	12/16/2014 12/31/2015
151-2233	MEMORANDUM OF UNDERSTANDING/AGRMNT NEW CONTRACT FEDERAL: 0 STATE: 83,265 COUNTY: 0 MATCH: 0 NOTES: MOU WITH CRPA ON BEHALF OF CCMPD THAT WILL ENABLE COUNTY STAFF TO BE REIMBURSED FOR ELIGIBLE EXPENSES INCURRED FOR WORK TASKS RELATED TO CCMPD TRANSPORTATION PLANNING SERVICES. MAXIMUM TOTAL OF \$83,265 IN INCURRED EXPENSES CAN BE INVOICED TO CRPA IN CY 2015.	CENTRE REGIONAL PLANNING AGENCY ROBERT B. JACOBS	12/16/2014 NO 0 TOTAL: 83,265	01/01/2015 12/31/2015
151-1597-2257	GRANT CONTRACT RENEWAL OF CONTRACT FEDERAL: 0 STATE: 68,640 COUNTY: 0 MATCH: 0 NOTES: PA DEP 2015 WEST NILE VIRUS CONTROL PROGRAM GRANT APPLICATION/AGREEMENT.	COMM OF PA - DEPT OF ENVRNMNTL PROT ROBERT B. JACOBS	12/16/2014 NO 0 TOTAL: 68,640	01/01/2015 12/31/2015
151-1364	PROFESSIONAL SERVICE CONTRACTS ADDENDUM TO CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 0 MATCH: 0 NOTES: THE COUNTY ENGINEER RATE SCHEDULE. \$65 PER HOUR, NOT TO EXCEED \$3,000. TERMINATION BY EITHER PARTY WITH 30 DAYS WRITTEN NOTICE. AN END DATE OF 12/31/2020 IS GIVEN FOR REVIEW PURPOSES. ORIGINAL CONTRACT NOT IN CURRENT FILE.	FRANSON ENGINEERING AND SURVEYING BOB JACOBS	12/27/2012 NO 0 TOTAL: 0	01/01/2013 12/31/2020
151-2184-2334	MEMORANDUM OF UNDERSTANDING/AGRMNT ADDENDUM TO CONTRACT FEDERAL: 0 STATE: 0 COUNTY: 20,000 MATCH: 0 NOTES: ADDENDUM #1 TO THE MOU TO EXTEND THE PERIOD OF PERFORMANCE FOR AN ADDITIONAL 12 MONTHS, ENDING 3/31/16. THE COUNTY'S RESPONSIBILITIES REMAIN UNCHANGED AND INCLUDE A \$20,000 CASH CONTRIBUTION TOWARD MATCH FUNDS FOR A US ECONOMIC DEVELOPMENT ADMINISTRATION GRANT AND PROFESSIONAL SERVICES. TOTAL GRANT BUDGET IS \$160,000: \$80,000 IN FEDERAL FUNDS AND \$80,000 IN MATCH DOLLARS CONTRIBUTED BY 3 COUNTIES AND SEDA-COG.	SEDA-COUNCIL OF GOVERNMENTS ROBERT JACOBS	03/31/2015 NO 0 TOTAL: 20,000	10/01/2013 03/31/2016

5 - NUMBER OF OPEN CONTRACTS FOR PLANNING