

**Meeting Agenda**  
**State College Borough Transportation Commission**  
**November 5, 2019**  
**Room 304 / 12:15 p.m.**

**I. Call to Order**

**II. Roll Call**

Transportation Commission

Ray Najjar, Chair

Richard Garis, Vice-Chair

Rick Gilmore

Mieke Haeck

Paul Jovanis

Diana Malcom

Hugh Mose

**III. Approval of Minutes – October 8, 2019 [Pages 3-5]**

**IV. Public Hour – Hearing of Citizens**

**V. Discussion Items**

A. 2020 Operating Budget

The 2020 Operating Budget has been formally transmitted to Borough Council and is being presented to Council by department with a public hearing scheduled for December 2, 2019 in advance of the planned December 16, 2019 formal adoption.

B. 2020 Work Plan

The 2019 Work Plan was discussed at the last meeting and changes are being incorporated as requested. The work plan and operating budget should both dovetail with the Borough's Strategic Plan and strategic goals. A copy of a simplified version of the strategic planning framework and critical success factors is attached for review and use. [Page 6]

C. 2020 Meeting Schedule

Attached is the proposed meeting schedule for 2020 which has been coordinated around other Authorities, Boards, and Commissions. March and November have reasons to not be in the typical second Tuesday time slot. Action is requested to approve the 2020 meeting schedule for advertisement. [Page 7]

## **VI. Liaison Reports**

- |  |                      |
|--|----------------------|
| A. <u>MPO/CRPA/COG Transportation</u>          | Tom Zilla/Trish Meek |
| B. <u>Centre Area Transportation Authority</u> | Jackie Sheader       |
| C. <u>Penn State Transportation</u>            | Ryan Givens          |
| D. <u>PennDOT</u>                              | Albert Carlson       |
| E. <u>Borough Planning Commission</u>          | Ed LeClear           |
| F. <u>Borough Engineer</u>                     |                      |
| G. <u>Environmental Coordinator</u>            | Alan Sam             |
| H. <u>Parking Office</u>                       | Patrick Ward         |
| I. <u>State College Police</u>                 | Kevin Winkelblech    |

## **VII. Upcoming Meeting Date**

Tuesday, December 10, 2019 at 12:15 p.m.

## **VIII. Adjournment**

**Meeting Minutes**  
**State College Borough Transportation Commission**  
**October 8, 2019**

The State College Borough Transportation Commission (TC) met on Tuesday, October 8, 2019, in Room 304 of the Municipal Building at 243 South Allen Street. Raymond Najjar, Chair, called the meeting to order at 12:17 p.m.

**Members Present**

Raymond Najjar, Chair; Richard Garis, Vice-Chair; Rick Gilmore; Paul Jovanis; Mieke Haeck; and Diana Malcom

**Members Absent**

Hugh Mose

**Others Present**

Albert Carlson, PennDOT; Lt. Barrett Smith, State College Police; Rob DeMayo, Penn State University; Deborah Hoag, Director of Public Works; Ray Sassaman, Assistant Borough Engineer; Scott Fitzgerald, Parking Operations Supervisor; P. Rick Ward, Director of Parking; Greg Garthe, Senior Planner; Aaron Fayish, Stahl Sheaffer; and Stacy Hall, Administrative Assistant

**Approval of Minutes**

Mr. Najjar asked if there were any corrections to the August 13, 2019 minutes. Ms. Hoag said Tom Zilla was listed as being present at that meeting, but he was not there. Mr. Gilmore made a motion to approve the minutes as amended and Ms. Malcom seconded the motion which was unanimously approved.

**Public Hour – Hearing of Citizens**

No one from the public wished to speak during the public hour.

**Discussion Items**

2020 Work Plan

Ms. Hoag directed the members to review the 2019 Work Plan attached to the agenda and provide guidance in preparation of the 2020 Work Plan.

- She stated staff was looking for suggestions or other initiatives the Commission would like to add to the Work Plan for next year.
- She noted number seven on the Work Plan had to do with the closure of the 100 block of Allen Street for the pedestrian mall and the application was submitted for that to occur next spring into summer.

TC's comments:

- Ms. Malcom asked why it was marked as low priority and would it be moved up as the time drew closer. Ms. Hoag explained it was listed as low priority as the status of the project was not known at the time and it would be moved up to a higher priority.
- Mr. Najjar pointed out there were various intersections in the Borough identified as more dangerous than others and improvements were made. He stated the entire list of intersections of concern was not addressed and inquired if they were a part of the Work Plan. Ms. Hoag stated those intersections would be addressed under the Pedestrian and Traffic Study Issues of the Work Plan and were also a part of the 2020–2024 Capital Improvement Plan (CIP) to have intersections reviewed in 2020.
- Mr. Garis asked what the Fraser Centre Traffic Study Mitigation Plan entailed. Ms. Hoag stated it was related to pedestrian fencing and predated the Work Plan. Mr. Fayish noted the mitigation was required for the addition of a right turning lane at College Avenue turning onto Burrowes Street.

- Ms. Malcom stated, this past year, there had been discussions about bikeshare with more electric scooters and bicycles coming to the area and asked if there would be more attention paid to those issues. Ms. Hoag asked Ms. Malcom to look at number 12 of the Work Plan because that would be where those issues would best fit. Ms. Malcom suggested e-bikes and scooters be put in parentheses in that section, so they were not left out.
- Mr. Gilmore asked if number six of the Work Plan was related to e-bikes and scooters as well. He also noted Council was asked to communicate with State Representatives about e-bikes and scooters following traffic codes. Ms. Hoag said administrative staff had been working to track different places in the state and county that had traffic codes for e-bikes, and scooters to come up with a plan for the Borough. She stated she would check on the status of those findings.
- Mr. Gilmore also stated he was aware legislation was pending, and the TC wanted to express this item should be a high priority for our community.
- Mr. Jovanis noted the members had discussed about getting ahead of projects and activities that occurred in the Borough and inquired if there was a place in the plan the TC could get involved with. Ms. Hoag assured the members Council would ask for input from the TC when needed.
- Ms. Malcom suggested the TC review the Work Plan quarterly and review where staff was at on different items.
- Mr. Najjar said that made sense to him because the TC received updates. but was not aware when things would happen.

### 2020 Operating Budget

Ms. Hoag reported the 2020 Operating Budget would be transmitted to Borough Council this month to begin the review and public outreach and input period prior to adoption in December.

- She stated this was the time for the TC members to review and provide input to Council and encouraged the members to review the CIP on the website which would show the prioritized list of projects.

TC's comments:

- Mr. Gilmore asked if after the budget was proposed should the TC take a focused look at the TC related proposals in the budget. Ms. Hoag stated that would be the ideal time.

Mr. Gilmore made a motion for time to be devoted at the next meeting to look at those items and Mr. Garis seconded the motion. The motion was unanimously in favor.

Ms. Hoag said she would send the link to the CIP to members to review prior to the November 5, 2019 meeting.

### 2020 Appointments

Ms. Hoag noted the TC would have openings for appointment in 2020, and if anyone knew of a Borough resident with an interest in or expertise in transportation matters along with a willingness to serve, to please refer them to the Borough website and guide them through the application process.

Mr. Najjar reminded the members a new chair would need assigned as well.

### **Liaison Reports**

MPO/CRPA/COG Transportation – No report given.

Centre Area Transportation Authority – No report given.

Penn State Transportation – Mr. DeMayo stated Penn State was working with the Borough to decide if staying with Zagster or going with another company was the best decision. He noted the upcoming weekend was going to be a busy one even without a home football game. He also noted it was parent's weekend and a lot of fall and sporting events would be happening. He stated, at a football parking meeting held in late September, positive feedback was received from neighborhood representatives.

PennDOT – No report given.

Borough Planning Commission – No report given.

Borough Engineer – Ms. Hoag introduced Ray Sassaman who would be involved with engineering projects moving forward as Amy Kerner no longer worked for the Borough.

Environmental Coordinator – No report given.

Parking Office – Mr. Ward outlined the purpose of the Highlands Parking Pilot program and gave a brief history of how the program came about. He stated this was the first year of implementation, and at the end of the year, staff would be able to see if the program made a difference. He noted data would be presented at the end of this year and the program would sunset at the end of 2020. Mr. Ward reported the State College Area High School moved the football field temporarily behind south field. He noted there was a lighting variance issue along with heavy pedestrian traffic after games. He also reported temporary “No Parking” signs were put up during football games as a deterrent. He noted residents could park on the streets as the signs were just a deterrent to keep too many cars from parking there. Mr. Ward stated a parking supply and demand study was being planned and a report would be given in November to discuss the findings to be presented to the TC in February.

TC’s comments:

- Mr. Najjar read an e-mail he received from a TC member, Mr. Mose, who could not be present at the meeting. Mr. Mose stated he was concerned with the TC’s interest in football-related parking, the Commission not made aware of the situation in the neighborhood west of the high school or offered the opportunity to provide input regarding the Borough’s response. He also stated it would be helpful to learn about the process used to get relief so quickly from the high school football game congestion, and perhaps, there was a lesson to be learned for the other neighborhoods.
- Mr. Najjar asked Mr. Ward if there were problems identified at the high school game. Mr. Ward stated the only problems came from the lighting variance. He noted precautions were taken for the five home games and the “No Parking” signs were put up at 3 p.m. on those days and taken down the morning after the games. Ms. Malcom asked if there was anything the TC members could learn from the situation. Mr. Ward stated everything happened quickly and sometimes decisions needed to be made between meetings and nothing was done specifically to keep the TC out of the decision. He said a good job was done in communicating with the neighborhoods and that helped everything run smoothly.

State College Police – No report given.

## **Adjournment**

There being no further business to discuss, Mr. Najjar adjourned the meeting at 12:51 p.m.

Respectfully submitted,

Stacy Hall  
Administrative Assistant

# STRATEGIC PLANNING FRAMEWORK

## VISION

State College – providing leadership, opportunities, and exceptional services for an innovative, progressive, and caring community.

## CRITICAL SUCCESS FACTORS



### Welcoming and Engaged

State College is a community where diversity is honored and celebrated, and every voice can be heard by community leaders who are committed to listening. The community is engaged and active in civic life. The Borough is dedicated to ensuring equal access to public services; advocates for inclusion in public policy, local businesses, and our neighborhoods; and intentionally designs opportunities to facilitate engagement in our multi-generational community. All are welcome here.



### Safe and Livable

State College is a safe and livable community where housing is accessible to people across a spectrum of incomes. People feel safe in their neighborhoods and downtown and are served by public safety services that are effective, responsive, and engaged with the community. Livability is enhanced by walkability and multi-modal services and infrastructure which include bike paths and pedestrian paths that make the community accessible. The Borough is a place where lifelong learning is a way of life and community is celebrated and enriched through special events that contribute to making State College a great place to live.



### Relational and Effectively Governed

The Borough of State College is a leader in the region, Commonwealth, and the nation in advocating for enhanced governmental effectiveness and efficiency and participation in regional programs. The Mayor and Borough Council are committed to effective governance. They work with regional, state, and federal partners to ensure funding for important programs and services; they advocate for new programs and support local autonomy in decision making. Local elected officials govern with respect and civility, and volunteers are encouraged to participate and make a difference in their local community.



### Vibrant and Prosperous

State College has a walkable and thriving downtown that is a destination for people of all ages. Livable neighborhoods and a critical mass of businesses that are headquartered in vibrant and diverse downtown serve as a magnet for talent. The Borough has intentionally built partnerships to retain homegrown talent and provide opportunities for a meaningful and rich life.



### Planned and Sustainable

State College is committed to environmental stewardship, a value that is reflected in the thoughtfully planned built environment. A heritage of visionary planning, implemented over time, has created a thriving, economically and socially sustainable community.



### Fiscally Resilient

The Borough serves as a trusted steward of the public's money and has worked to ensure a sustainable fiscal environment where resources are available to support public services and infrastructure. The Borough is transparent and accountable to residents and maximizes public dollars through external funding resources. Flexible and diverse revenues support a sense of stability.

## 2020 Transportation Commission (TC) Meeting Calendar-Draft

JANUARY						
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New Years/MLK Holiday

FEBRUARY						
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President's Day

MARCH						
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PSU Spring Break

APRIL						
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31	Memorial Day					

JUNE						
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JULY						
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Independence Day/ Arts Fest

AUGUST						
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SEPTEMBER						
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Labor Day

OCTOBER						
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NOVEMBER						
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Veteran's Day/Thanksgiving

DECEMBER						
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Winter Holiday

- Holiday    
  - Arts Fest  
 PSU Spring Break

12:15p TC