

# Meeting Minutes



Meeting Subject: University Drive - Project Advisory Committee	Meeting No: 4
Project No: 905-08101-0	Meeting Location: City Of St. Cloud City Hall - 3rd Floor Conference Room
Project Name: University Drive Corrdior Improvements	Meeting Date: 9/04/2008
Meeting Minute Issue Date: 9/09/2008	Meeting Minute Distribution List: Attendees, Steve Gaetz, Eric Meyer, Tom Cruikshank, Kirby Becker, Scott Dahlin, John Shardlow

Purpose of the Meeting:

Regular meeting of Project Advisory Committee (PAC). Primary objectives of this meeting were to discuss conceptual alternative and the approach to alternatives evaluation.

Action Items		
Item	Description	Action by
1	Provide data regarding school lunch subsidies at Talahi Elementary, Technical High School and South Junior High School as needed to complete the environmental justice evaluation for the project to Pat	Scott Mareck
2	Summarize how past traffic projections for the University Bridge compared to the eventual realities	Steve Foss
3	Gather traffic data for period since the Desoto Bridge has been off-line	Steve Foss
4	Submit draft Phase I ESA to City for review	Pat McGraw
5	Find examples of roundabouts carrying similar traffic loads	Pat McGraw
6	Remove trail on? bridge in the layout	Pat McGraw
7	Update "signal" concept to show intersection configurations that come closest to providing the targeted LOS.	Pat McGraw
8	Add TH 10 interchange and 20 <sup>th</sup> Ave information to layouts	Pat McGraw
9	Add proposed right-of-way widths	Pat McGraw
10	Provide Criteria Evaluation Matrix to each PAC member	Pat McGraw
11	Provide layout alternatives to each PAC member	Pat McGraw
12	Provide updated listening log to PAC members	Pat McGraw
13	Provide contact information for Pat McGraw to concerned Southeast Neighborhood residents	Joan Jaye
14	Review conceptual alternatives and provide comments at or prior to the next PAC meeting	PAC Members
15	Review criteria evaluation matrix and suggest removals and/or additions of criteria at or prior to the next PAC meeting	PAC Members

Discussion Items:

1. Introductions: *No new attendees. Introductions not necessary.*
2. Approve Minutes of Last Meeting: *Minutes of past meeting were accepted without comment.*
3. Action Item Update:
  - a. *Minutes for PAC Meeting #2 have been posted to the website*
  - b. *Data regarding school lunch subsidies at Talahi Elementary, Technical High School and South Junior High School are still needed from the APO*
  - c. *Phase I ESA needs to be submitted to the city. The schedule is not critical for this item.*
  - d. *Property ownership data has been added to the base map*
  - e. *Suggestions for future informational exhibits for the publics benefit have been added to the listening log.*
  - f. *Pat will work with Steve Foss to get original traffic projections from last University Drive project, recent traffic counts (before the closure of the Desoto Bridge), and traffic counts during the current bridge closure*

#### 4. Present Conceptual Layout Alternatives

- a. *Meeting Objectives:*
  - i. *Objective of this Meeting: Review alternatives and discuss possible changes or additions.*
  - ii. *Objective of next Meeting: Bring comments and/or ideas for additional layouts. Ideally we will reach a consensus on the starting concepts.*
  - iii. *Objectives of Third Meeting: Accept alternatives (if we hope to stay on schedule).*
- b. *Review of Two Starting Alternatives:*
  - i. *Although additional options for treating various sub-areas along the project were identified, a distinctly unique corridor alternative was not identified by the consultant team. Two concepts were reviewed, one that handled intersection with traditional traffic signals, and another that utilized roundabouts. If a third option is developed, input and recommendations from the PAC will be welcomed.*
  - ii. *Discussion of Alternative 1:*
    1. *Outline of Basic Features:*
      - 11' lanes
      - 5' bike-lane in each direction
      - 18' landscaped median
      - 6' walk on one side
      - 8' multi-use trail on one side
      - Roundabouts at 5<sup>th</sup>, Kilian and 15<sup>th</sup>
      - Roundabout at 5<sup>th</sup> provides for LOS C
      - Roundabout at Kilian provides LOS A
      - Roundabout at 15<sup>th</sup> Ave S. provides LOS A
      - $\frac{3}{4}$  access at 12<sup>th</sup> (westbound to southbound left turn is only allowed turning movement)
    2. *With an 8' trail on one side and a 6' walk on the other there would be an asymmetrical loading of the bridge. At the time the bridge was designed a symmetrical loading was assumed. If asymmetrical loading is proposed the bridge engineer will need to make an evaluation.*
      - a. *It was decided that the trail will not be necessary across the bridge. Therefore, the issue of asymmetrical loading of the bridge has been removed at this time.*
    3. *Pat will look for examples of other multi-lane roundabouts handling similar traffic loads to that anticipated here.*
  - iii. *Discussion of Alternative 2:*
    1. *Outline of Basic Features:*
      - 11' lanes
      - 5' bike-lane in each direction
      - 4' median (note wider section between intersections)
      - 6' walk on both sides
      - Signal at 5<sup>th</sup> (LOS F as drawn; LOS E with dual lefts and through lanes in each direction – many movements with LOS F)
      - Signal at Kilian [Likely not workable – 220' lane EB to NB with LOS D for this movement and C over all. However, there is only room for a short (approx 70') single left turn lane. ]
      - Signal at 15<sup>th</sup> – LOS D
      - Full access at 9<sup>th</sup> and 12<sup>th</sup>, side street stop controlled
      - Bridge loading appears balanced
      - Intersection configurations will be drawn to show the scenarios that provide the best level of service. This will show what the physical impacts of attempting to provide the targeted LOS will be.
    - iv. *For each alternative, access at 20<sup>th</sup> Avenue will need to be defined.*
    - v. *Although not shown on the current layouts, a barrier will be provided between the eastbound and westbound lanes in the area between Kilian Blvd and 5<sup>th</sup> Ave*
    - vi. *Add proposed right-of-way widths*

#### 5. Review Approach to Criteria Evaluation

- a. *A method used on past projects in the area will be utilized. This method has worked well and will provide a level of consistency and credibility with the public.*
- b. *PAC members will be provided with a draft criteria evaluation matrix. PAC members will need to consider criteria proposed and are asked to determine if they would like any project specific criteria added.*
- c. *At the next meeting PAC members will provide input, have a discussion, and ultimately consent to use of the criteria evaluation methodology on the project.*

- d. *In order to provide a representative weighting of criteria, the PAC members will be asked to weight the criteria based on the values of the agencies/groups they represent.*
  - e. *In order to keep the project on schedule, the PAC will need to consent to the evaluation process at next meeting and provide criteria weightings shortly thereafter.*
6. Listening Log Update
- a. *Suggestions from the last PAC meeting regarding public involvement messages and messaging tools including graphics have been added to the listening log.*
  - b. *The updated log was placed on PAC member flash drives.*
  - c. *Pat will email the log to the remaining PAC members.*
  - d. *Joan noted that when she attended a recent neighborhood crime watch meeting the majority of residents she spoke with were in opposition to the project. The majority of those voicing this opposition were not present at the public open house. Pat asked Joan to please provide his contact information to as many of these individuals as possible. These individuals need to be provided with the pertinent information regarding the project purpose and need and the project development process. These stakeholders need to communicate with the team so that their voices may be heard throughout the project.*
7. Prelude to Next Meeting
- a. *The PAC will confirm criteria evaluation methodology*
  - b. *The PAC will confirm starting concepts*
8. Next Meeting Date:
- a. October 2<sup>nd</sup>, 1:00 p.m. to 3:00 p.m.
  - b. Note: the location has been changed to Conference Room 1 at City Hall.

Attendees			
Name	Representing	Phone No.	Email
Steve Foss	City of St. Cloud	320-255-7249	steven.foss@ci.stcloud.mn.us
Matt Glaesman	City of St. Cloud	320-650-3110	matt.glaesman@ci.stcloud.mn.us
Scott Zlotnik	City of St. Cloud	320-650-3170	scott.zlotnik@ci.stcloud.mn.us
Tom Cruikshank	Metro Bus	320-529-4483	tcruikshank@stcloudmtc.com
Claudia Dumont	Minnesota Department of Transportation - District 3	320-223-6530	Claudia.Dumont@state.mn.us
Joan Jaye	Southeast Neighborhood		joan.jaye@alsmusicstcloud.com
Scott Mareck	St. Cloud Area Planning Organization	320-252-7568	mareck@stcloudapo.org
Steve Ludwig	St. Cloud State University	320-308-2286	sludwig@stcloudstate.edu
Dale Grove	Bonestroo	507-529-6039	dale.grove@bonestroo.com
Rhonda Lewis	Sherburne County	763-241-7000	rhonda.lewis@co.sherburne.mn.us

These minutes were prepared by Pat McGraw.

Please provide your corrections to Pat McGraw on or before 10/02/2008.