

# Meeting Minutes



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| Meeting Subject: University Drive - Project Advisory Committee |   | Meeting No: 9   |
| Project No: 905-08101-0  |   | Meeting Location: City Of St. Cloud City Hall - 3rd Floor Conference Room |
| Project Name: University Drive Corridor Improvements           |   | Meeting Date: 03/19/2009  |
| Meeting Minute Issue Date:<br>3/27/2009                        | Meeting Minute Distribution List:<br>Attendees and: Eric Meyer, Rhonda Lewis, Scott Dahlin, Tom Cruikshank, Kirby Becker, Scott Mareck, Claudia Dumont, Dale Grove, Joe Wisner, Scott Zlotnik |   |

**Purpose of the Meeting:**

Regular meeting of Project Advisory Committee (PAC). Primary objectives of this meeting were to provide a debriefing recent updates to the preferred alternative, an action item update and a look ahead.

| Action Items |  |           |
|--------------|--|-----------|
| Item         | Description  | Action by |
| 1            | Provide approved Pac MEETING #8 MINUTES TO Matt for posting to the website   | McGraw    |
| 2            | Add note to layouts stating that the ultimate design of proposed walkways shown on the SCSU campus will be made in coordination with SCSU facilities staff | McGraw    |
| 3            | Propose a Phase I project that meets funding and functional requirements   | McGraw    |
| 4            | Revise Kilian Boulevard and University Drive intersection geometrics   | McGraw    |
| 5            | Prepare a pedestrian screening typical section for the Bridge and show on the layout as a second option to the current typical section                     | McGraw    |
| 6            | Highlight on the layout the area of desired connection between 12 <sup>th</sup> Ave SE and 13 <sup>th</sup> Ave SE   | McGraw    |
| 7            | Add wetland areas near Del Tone Road to the project documentation and analysis   | McGraw    |
| 8            | Update Kylo property on public involvement map   | McGraw    |
| 9            | Highlight/color State owned areas on layout  | McGraw    |
| 10           | Highlight and label state owned property area commonly referred to as George Friedrich Park on the layout  | McGraw    |
| 11           | Prepare University Drive profile   | McGraw    |
| 12           | Prepare cross-sections and final construction limits   | McGraw    |
| 13           | Complete other final refinements to the layout   | McGraw    |
| 14           | Draft a letter to the DNR summarizing the response to their requested actions  | McGraw    |
| 15           | Add greenway mapping from City Comprehensive Plan to layout  | McGraw    |
| 16           | Check that both "sites" and "areas" are turned on in city GIS mapping  | McGraw    |
| 17           | Present project to St. Cloud/Haven Township committee  | Glaesman  |
| 18           | Provide DNR with a draft EA prior to public review   | McGraw    |
| 19           | Reference 33 <sup>rd</sup> Street South River Crossing and I 94/Hwy 24 in the EA   | McGraw    |
| 20           | Utilize project phasing diagram in the EA  | McGraw    |
| 21           | Confirm required approach to Sand Prairie WMA  | McGraw    |
| 22           | Correct notation of Sand Prairie WMA property ownership  | McGraw    |
| 23           | Modify on the layout pedestrian flasher system related notes   | McGraw    |
| 24           | Replace Cul-de-sac between 10 <sup>th</sup> and 11 <sup>th</sup> with an alleyway extension  | McGraw    |
| 25           | Provide revised layout to Matt prior to April 1st  | McGraw    |
| 26           | Provide Revised phase one project prior to April 14th  | McGraw    |

## Discussion Items:

1. Introductions: *Not necessary.*
2. Approve Minutes of Last Meeting: *Minutes of past meeting were accepted without comment*
3. Action Item Update: *Pat provided a brief update on action items from the last PAC meeting.*
  - a. Brief search of St. Cloud files for previous conceptual sketch of trail connections near Munsinger Gardens: *Pat located the sketches and has discussed with Scott Zlotnik. Pat and Scott agreed that it will be sufficient to ensure that the conceptual trail connections from University Drive to Riverside Park are carried forward with the project layout. Further design details will be determined during future stages of project development. Steve Ludwig requested that a similar note be added regarding the walks on the SCSU campus.*
  - b. Prepare plan for use of remnant properties: *In general, after a project is completed, properties that are usable are offered back to the original owner. The properties are next offered to the adjacent owner. A plan for remaining properties may be devised after these first two options have been played out. At this early stage in project development there is not sufficient merit in further evaluation of such potential remnant properties.*
  - c. Establish project termini for phase I portion of project: *Bonestroo is working with the City on this. A phase one project which fits the current funding constraints and provides for the desired functionality will be identified. Bonestroo will continue to work directly with City staff and include other PAC members as needed.*
  - d. Evaluate options for access to properties along Kilian Boulevard, southeast of University Drive and coordinate meetings with city and residents as necessary. *Without impacts to the historic Lavoie property or unacceptable impacts to Riverside Park a separated access road for these properties will likely not be possible. In the immediate future direct access to Kilian will remain unchanged. If problems persist after the improvements to the Kilian Boulevard and University Drive intersection have been made, the City may work with residents to identify other potential solutions, such as reconfiguring properties to provide access from the alley side of the property.*
  - e. Review impacts to McManus property: *There may be impacts during construction. However, it appears that the current parking area will ultimately be preserved.*
  - f. Identify possible means of protecting pedestrians on bridge from winds and road spray: *HNTB, the firm sub consulted by Bonestroo to provide bridge analysis, provided a recent report from a similar project as a sample of possible treatments. The PAC agreed that a singular solution need not be identified at this time. If such a treatment is employed the bridge section will most likely need to be reconfigured so that a single, wider, multi use trail be provided on the north side of the bridge. The on-road bike lanes would be maintained. Pat will ask HNTB if their analysis can account for both the current and the asymmetrical, "screened", scenarios. Two options for bridge sections will be shown on the layout – one with screening and one without (current version).*
  - g. Consider connection between 12<sup>th</sup> Ave SE and 13<sup>th</sup> Ave SE; coordinate with City; shade area on layout until solution is identified: *The area will be shaded and a note stating the desire to provide a connection will be noted.*
  - h. Recommend phase I project scope: *Bonestroo is working with City staff on this as noted above.*
  - i. Add "roundabouts" and "signals" clarifiers to layout titles in criteria matrix: *Done*
  - j. Update evaluation of wetland impacts for each layout option: *Impacts for layouts 1 and 2 should be the same. The criteria evaluation matrix has been updated.*
  - k. Scan and distribute open house II sign-in-sheets to PAC: *Done*
  - l. Identify on project mapping which properties have been represented at public meetings or through phone calls or letters – provide mapping to PAC members: *Done. A map identifying which citizens have attended which open houses or have contacted the project team was reviewed by the group. The Kylo property will be highlighted as having been represented at an open house.*
  - m. Prepare exhibit clarifying property ownership in area commonly referred to as George Friedrich Park: *Ownership info was added to layout. State owned land will be identified through shading. The area commonly referred to as George Friedrich Park will be further delineated using a border and a title, "State Owned Property Commonly referred to as George Friedrich Park."*
  - n. Compile comments made during past projects regarding the TH 10 interchange and provide to Pat: *Claudia Dumont provided sign-in sheets and other information to Pat prior to the meeting. Pat summarized the data as follows:*
    - i. *April 15<sup>th</sup>, 2003 Public Informational Meeting:*

1. 49 on sign-in-sheet
    - a. Notable attendees:
      - i. St. Cloud Times
      - ii. Agencies
      - iii. Joan Jaye?
    - ii. September 30<sup>th</sup>, 2002 Business Owners Meeting:
      1. 36 on sign-in-sheet
        - a. Notable attendees:
          - i. Art Cotant
          - ii. East side Boosters Business List Utilized in developing invitees list
        - iii. It was noted that at the time the roadway/corridor was renamed as University Drive the notion of a connection to TH 10 was clearly on the table. In fact there was opposition to the name change due to the fact that it was associated with a TH 10 gateway to the University.
- o. Refine the geometrics of the preferred alternative: *Approximately 80% done. Need:*
  - i. Profiles
  - ii. Cross-sections
  - iii. Construction limits
  - iv. Refine Bicycle issues – connections from/to on-road bike lanes
  - v. Minor geometric tweaks
- p. On February 24<sup>th</sup>, 2009 a meeting was held by the DNR to discuss the project. The following are the action items resulting from that meeting:
  - i. Receive clarification from City regarding basis of “platted” roadway at the east end of the corridor:
 

*The right-of-way for University Drive (formerly Michigan Avenue) was dedicated on the plat of East St. Cloud, a duly recorded plat in Sherburne County. This right-of-way is 100 feet wide and extends easterly to a point that is a few hundred feet westerly of TH 10. The plat of East St. Cloud was filed in 1857, so the ROW for University Drive has existed for a very long time.*

*Additional survey information for the portion of East St. Cloud situated east of 19th Avenue SE was provided on the Coates, Freeman, Myers & Atwood's Subdivision that was filed in 1887. Copies of both plats are available for review here at City Hall or at Sherburne County. I note that several north-south avenues (20th, 21st, 22nd and 23rd Avenues SE), east-west streets (14th and 15th Streets SE) and north-south alley rights-of-way were also dedicated and depicted on these plats.*

*The ROW is an easement established through dedication (this is how most City street right-of-way is established).*
  - ii. Discuss with the PAC the DNR's request for a “prioritization statement” regarding lots south of platted corridor at east end of project: *After discussion the PAC unanimously agreed that the PAC has no authority to make mandates regarding the use of properties outside the scope of the project. Furthermore, the determination of what should be allowed or disallowed with regard to properties outside of this project is well beyond the scope of this study.*
  - iii. Add City Boundaries to project mapping: *Done*
  - iv. Identify the segment of TH 10 to be obliterated as possible wetland mitigation area: *A note has been added to the layout.*
  - v. Include expected wetland impacts along Del Tone Road (Sherburne County 7): *These impact areas will be included in the update of quantities for the EA/EAW*
  - vi. Consider ways of using “Green Infrastructure/Conservation Corridors” maps in the EA: *The provided map was reviewed with the group. The City of St. Cloud's greenways included in their comp plan were developed in cooperation with the DNR. The greenway as well as mapped environmentally sensitive areas (ESA) has been considered. The ESA's and the Greenway will be shown on the layout.*
  - vii. Check with City and SCSU for additional environmental mapping: *City mapping of ESA's and greenway will be included on the layout. SCSU has no additional data to add. Matt reminded the designer to turn on both the “sites” and the “areas” when bringing in the City GIS data.*

- viii. Suggest to PAC that a focus group meeting be held with Haven Township: *Representatives of the Township and the City meet as a committee on a regular basis. Matt Glaesman will bring the project to that committee. Matt will work with Pat to develop exhibits as-needed. Note: Eric Meyer represents Haven Township on this PAC.*
- ix. Provide DNR with draft EA for review prior to public distribution: *DNR will receive a draft EA as requested.*
- x. Reference the 33rd Street South river crossing and I 94/Hwy 24 crossings in the EA: *These projects will be referenced as requested.*
- xi. Utilize project phasing diagram within the EA: *Diagram will be included as requested.*
- xii. Confirm document/study requirements associated with Sand Prairie WMA: *the property is Not DNR held. However, SCSU owned. May need 4(f). Theresa Maahs of Bonestroo will work with Mary Bieringer at Mn/DOT to identify the proper means of addressing impacts to this property.*
  - 1. *It was noted that this area is erroneously labeled as being owned by the Reformatory. The property had been owned by the Reformatory at one time. However, SCSU is the present owner.*

4. Preferred Layout:

- a. Pat summarized the modifications made to the preferred layout since the last meeting.
  - i. *Added layout history block*
  - ii. *Added notes regarding consideration of HAWK systems at pedestrian crossings: The note will be modified to include the words "as warranted or mandated."*
  - iii. *Added walks/ramps on SCSU campus per SCSU draft concept*
  - iv. *Refined geometry – no new impacts found.*
  - v. *Added note regarding paths from University Drive to Riverside Park stating that ultimate alignment will be determined through future coordination with the Parks Department.*
  - vi. *Added revised access configuration for properties on Kilian Boulevard, south of University Drive.*
  - vii. *Added notes regarding consideration of HAWK systems at mid-block pedestrian crossings*
  - viii. *Added a note regarding 12<sup>th</sup>/ 13<sup>th</sup> Ave connection. Per PAC discussion this area will be highlighted on the layout.*
  - ix. *Added Environmentally Sensitive Area (ESA) shapes*
  - x. *Added Plat lines and property owner identification in area at east end of project. Per discussion with the PAC the property lines and owner identification text will be made more visible.*
  - xi. *Added pedestrian underpass near TH 10 to layout. This underpass has been included in the interchange layout all along. It just hasn't been shown well on the recent layouts.*
  - xii. *Added municipal boundaries to the layout*
  - xiii. *Added DNR requested notes to the layout regarding use of obliterated TH 10 area for wetland mitigation and use of ramp loops for wildlife habitat.*
  - xiv. *Pat noted the following as primary remaining tasks:*
    - 1. *Create roadway profile and cross-sections*
    - 2. *Set final construction limits*
    - 3. *Tweak Roundabout at Kilian Boulevard to avoid historic property.*
- b. *Cul-de-sac in between 10<sup>th</sup> Ave SE and 11<sup>th</sup> Ave SE: Replace with an alley extension to either 10<sup>th</sup> or 11<sup>th</sup> Ave SE. The preference will be to extend to the south so as to connect near a lower volume intersection. The designer is given discretion in this task.*
- c. *The layout will be placed on the April 14<sup>th</sup> St. Cloud City Planning Commission agenda for approval.*
  - i. *The project needs to be ready for placement on the agenda by April 1<sup>st</sup>.*
  - ii. *Matt will coordinate the effort. Matt will communicate any needs for exhibits or attendees to Pat*
  - iii. *As soon as the layout has been revised with the modifications noted herein, Pat will deliver it to Matt*
  - iv. *It was suggested that an exhibit showing how roundabouts may provide significant aesthetic improvements to the corridor could be prepared.*
  - v. *An exhibit showing what a first phase project will likely consist of should be made ready for the commission meeting.*
  - vi. *SCSU was asked to voice support of the project for commission and council consideration. Steve Ludwig will bring the request back to the SCSU board.*

5. Listening Log Update:

a. The following email was received from Haven Township: *Good afternoon , I have received calls from a few St. Cloud property owners. They have stated that "Haven is pushing this option". Please be aware we are only watching and listen to your comments.*

*I told all callers this is a City of St. Cloud project. Not Haven Township. That funds are very limited and this is a planning process.  
Haven does not have any reason to "push this project"*

*This is FYI and should be added to the public comments.*

*Thanks*

*While the PAC confirms that Haven Township is not "pushing this project", it should be made clear that all PAC members, including Haven Township, are party to the decision making process.*

d. *Pat has received recent calls from the Trisko, Johnson and Lavoie families. Conversation logs will be distributed to the PAC members*

6. Prelude to Next Meeting

a. *Primary activity: Review/discuss draft EA.*

b. *Secondary activities: Review refinements to preferred alternative. action item update, discuss EA hearing*

7. Next Meeting Date

a. *July, 2009. Pat will send out a notice in advance*

| Attendees      |                                      |              |                                |
|----------------|--------------------------------------|--------------|--------------------------------|
| Name           | Representing                         | Phone No.    | Email                          |
| Steve Gaetz    | City of St. Cloud                    | 320-255-7240 | stephen.gaetz@ci.stcloud.mn.us |
| 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 |
| Joan Jaye      | Southeast Neighborhood               |              | joan.jaye@alsmusicstcloud.com  |
| Cathryn Hanson | St. Cloud Area Planning Organization | 320-252-7568 | hanson@stcloudapo.org          |
| John Shardlow  | Bonestroo                            | 651-967-4560 | john.shardlow@bonestroo.com    |
| Steve Ludwig   | St. Cloud State University           | 320-308-2286 | sludwig@stcloudstate.edu       |
| Pat McGraw     | Bonestroo                            | 320-229-5531 | Pat.mcgraw@bonestroo.com       |

These minutes were prepared by

Pat McGraw

Please provide your corrections to

Pat McGraw

on or before

04/03/2009