



Duluth-Superior Metropolitan Interstate Council  
**Transportation Advisory Committee**  
**MEETING SUMMARY**  
**Tuesday, April 20, 2010, 1:30 PM**

|                         |                                       |   |
|-------------------------|---------------------------------------|---|
| <b>Meeting Location</b> | Proctor Community Center, Proctor, MN |   |
| <b>Meeting Chair</b>    | Jim Foldesi                           |   |
| <b>Note Taker(s)</b>    | Rondi Watson                          |   |
| <b>Members Present</b>  | Jim Foldesi                           | St. Louis County Engineering              |
|                         | Chuck Froseth                         | City of Duluth Community Development Dept |
|                         | Jim Heilig                            | Duluth Transit Authority                  |
|                         | Brian Ryks                            | Duluth Airport Authority                  |
|                         | Denny Johnson                         | Mn/DOT District 1                         |
|                         | Cari Pedersen                         | City of Duluth Engineering                |
|                         | Heather Rand                          | Mn DEED                                   |
|                         | Jim Rohweder                          | City of Proctor                           |
|                         | David Salo                            | City of Hermantown                        |
|                         | Jason Serck                           | City of Superior                          |
|                         | Cindy Voigt                           | City of Duluth Engineering                |
| <b>Members Absent</b>   | Brian Boder                           | St. Louis County Engineering              |
|                         | Jeff Goetzman                         | City of Superior                          |
|                         | Paul Halvorson                        | Douglas County                            |
|                         | Bryn Jacobson                         | Bike/Pedestrian Rep                       |
|                         | Walter Leu                            | Mn/DOT District 1                         |
|                         | Cindy Petkac                          | City of Duluth Planning Dept              |
|                         | Jim Sharrow                           | Duluth Seaway Port Authority              |
|                         | Dena Young                            | WisDOT NW Region                          |
| <b>Others Present</b>   | Ron Chicka                            | ARDC / MIC Director                       |
|                         | James Gittemeier                      | ARDC / MIC Planner                        |
|                         | Robert Herling                        | ARDC / MIC Planner                        |
|                         | Tim Hohn                              | ARDC / MIC Intern                         |
|                         | Sheldon Johnson                       | NWRPC / MIC Deputy Director               |
|                         | Andy McDonald                         | ARDC / MIC Principal Planner              |
|                         | Kody Thurnau                          | ARDC / MIC GIS Specialist                 |
|                         | Rondi Watson                          | ARDC / MIC Planning Assistant             |

**1. Introductions and Agenda Review**

TAC Chair Jim Foldesi called the meeting to order at 1:33 p.m. All meeting attendees introduced themselves.

Chair Foldesi asked if there were any proposed changes to the agenda. None were requested.

## 2. Committee Business

### Meeting Summary of March 16, 2010

Chair Foldesi asked for any changes or corrections to the previous month's meeting summary. Hearing none, he asked for a motion to approve.

**Motion** Chuck Froseth/Jason Serck moved to approve the 3/16/10 meeting summary as  
**Discussion** presented. There was no discussion and the motion was approved unanimously.  
**and Vote**

## 3. Cross-City (Munger to Lakewalk) Trail Update

Kimberly Sannes, Project Engineer for the City of Duluth, presented information about the Cross City Trail project, which, when completed, will connect the end of the Munger Trail in west Duluth to the beginning of the Lakewalk in Canal Park. She described this as the long-awaited "missing link" in the paved trail system that stretches from Hinckley to Brighton Beach and beyond.

She commented that the name "Cross-City" is a good descriptor for this section of trail, which will traverse some of the most industrialized sections of Duluth, with a distinctive character and sense of place. It is planned as a 10-foot wide, paved, non-motorized trail, separated from roadways, with a minimal number of intersecting points.

She noted that the planning for the Cross-City trail goes back many years. In 1992, DEDA started acquiring land, so some alignments are already owned by the city. The area right around 27th Avenue West in Lincoln Park, however, is a big choke point – it has been very difficult to come up with the necessary 20 feet of right-of-way due to the current land uses which include the I-35 alignment and multiple rail lines. She suggested that this section of the trail alignment may need to be integrated into the rest of the community's uses (i.e., shared with the existing roadway).

She added that other cities are solving this issue by converting existing paved roadways for non-motorized uses. Duluth has a very large street inventory – an open question might be, could some of our existing paved infrastructure, in selected areas, be converted to non-motorized uses as part of a larger trail system plan?

Funding is in place to hire a consultant to conduct the preliminary engineering and environmental documentation and to construct the first two-plus miles from the end of the Munger Trail to the Bong Bridge. She added that the MIC's "Munger Trail to Lakewalk Connector Plan" from 2007 was very instrumental in getting the funding lined up. \$500,000 of funding has been committed to design work, alignment analysis and selection, and the City has applied for another \$850,000 in state DNR funding. The engineering has been underway for the past two months and there's been a lot of community involvement so far.

She commented that people in Duluth are very supportive and excited about this project, and that it's notable that there hasn't been a single negative expressed about this project. It's her observation that there is a pent-up demand for this trail, as well as other opportunities to

accommodate non-motorized modes of travel. She has also noticed that community blogs on this topic (for example, Perfect Duluth Day), are quite animated and offer detailed comments on preferred routes.

She noted that a strong theme has emerged from the public meetings: people want an integrated bikeway system, with connections between home, work and other destinations. A strong preference is being expressed by the neighborhoods that they would prefer the trail alignment be as close as possible to the residential area. This is a big switch, in her experience, from the “not in my backyard” attitude.

She explained that the primary goal for constructing the Cross-City Trail extension is to connect a number of destinations and attractions via a trail that is as direct as possible. A main “trunk” facility will be established first to establish a straight thoroughfare from west to east, and then connector trails out into the neighborhoods and business districts can be developed as funding becomes available.

She then reviewed the maps displaying the several alternatives that are currently options for the final alignment. The first segment to be constructed will take extend the trail to the area right around the Bong Bridge. East of that point, many easements (but not all that are needed), have been acquired from the Soo railroad. Construction is expected to begin in one year, and the entire trail alignment should be set by then as well. They are still waiting until Burlington Northern can come to the table. A face to face meeting really needs to happen with them – the company is not super supportive, but she feels they can work through it.

All the options are on the table, an upcoming public meeting will review the options that are under consideration. She added that she’s available for questions and that she is also developing an email list as a way to stay in touch.

**4. Amendments #7 and 8 to the 2010-2013 Duluth Area TIP**

James Gittemeier explained that he was seeking approval of two TIP Amendments adding transit projects from separate funding sources, as follows:

**Amendment #7**

An amendment to the 2010-2013 Duluth Urbanized Area Transportation Improvement Program is being requested to include Safe Routes to School (SRTS) projects:

| Agency  | Project  | Federal    | Local | Total     |
|---------|--|------------|-------|-----------|
| Proctor | SRTS -Bicycle and pedestrian safety education program  | \$25,000   | \$0   | \$25,000  |
| Duluth  | Stowe Elementary SRTS Infrastructure Project – polypreform crosswalks, sidewalks & LED signs | \$142, 860 | \$0   | \$142,860 |
| Duluth  | Congdon Elementary SRTS Infrastructure Project – polypreform crosswalks,                     | \$137,600  | \$0   | \$137,600 |

|  |                       |  |  |  |
|--|-----------------------|--|--|--|
|  | sidewalks & LED signs |  |  |  |
|--|-----------------------|--|--|--|

**Amendment #8**

An amendment to the 2010-2013 Duluth Urbanized Area Transportation Improvement Program is being requested to include a Federal Transit Administration grant for the purchase of a Class 500 bus for UDAC. This grant was approved after the 2010-2013 TIP was adopted.

| Agency | Project               | Federal  | Local    | Total     |
|--------|-----------------------|----------|----------|-----------|
| UDAC   | FTA Section 5310 fund | \$88,000 | \$23,000 | \$111,000 |

Jim Heilig added that the FTA Section 5310 fund is a special program for private nonprofit organizations and UDAC is providing the entire amount of the local match.

**Motion** Jim Heilig/Cari Pedersen moved to approve Amendments #7 and 8 to the 2010-  
**Discussion** 2013 Duluth TIP as presented. There was no discussion and the motion was  
**and Vote** approved unanimously.

**5. Amendment #3 to the 2010-2013 Superior Area TIP**

Sheldon Johnson explained that he was seeking approval of an amendment to add the following project to the approved projects list in the 2010-2013 Superior Urbanized Area TIP.

This project enables the Wisconsin Department of Transportation to authorize expenditure of federal funds to various railroad crossings in the City of Superior. The project(s) will occur in calendar year 2011, as outlined below:

*2011 Transportation Improvements Projects (Rail Projects)*

| Jurisdiction and Project Number                                      | Project Description   |       | Estimated Costs & Funding Sources |       |       |         |
|--|---|-------|-----------------------------------|-------|-------|---------|
|  |   |       | Federal                           | State | Local | Total   |
| WisDOT<br>113-10-22<br>8998-22-00<br>Amended to TIP<br>in April 2010 | Upgrade to railroad crossings at various, to be determined, locations in the City of Superior | PE    |                                   |       |       |         |
|  |   | ROW   |                                   |       |       |         |
|  |   | CONST | 122,348                           |       |       | 122,348 |
|  |   | TOTAL | 122,348                           |       |       | 122,348 |

**Motion** Jason Serck/Dave Salo moved to approve Amendment #3 to the 2010-2013 Superior  
**Discussion** TIP as presented. There was no discussion and the motion was approved  
**and Vote** unanimously.

## 6. Proposed Revisions to the TAC Bylaws

Ron Chicka presented some proposed changes to the current language in the TAC Bylaws, following up on the discussions at last month's meeting.

He added that the basic idea was to identify the process by which significant changes to core elements (related to the TIP, Long Range Plan and annual Work Program), are to be handled for committee member consideration and public notification. Specifically, these items must be included on the agenda that is distributed one week in advance and may not be amended in as voting items after that date. He added that this could mean that if a time-sensitive amendment is needed between meetings, a special meeting may need to be called on short notice.

To enable MIC staff to meet these distribution deadlines, the revised language also specifies that agenda topics need to be communicated to MIC staff at least eleven (11) days before the date of the next regularly scheduled meeting, and at least five (5) days before the date of a special meeting.

He added that motions may still be put forward to modify meeting agendas—except to add approval (voting) items pertaining to the TIP, LRTP or annual work program—and assuming that a majority of those present agree to consider such business.

**Motion** Froseth/Ryks moved to approve the revised language for the TAC Bylaws as presented. *During the discussion, Dave Salo asked why only six members were required for a quorum. Rondi Watson explained that the number did not reflect a “low standard of participation” for this group as suggested, but rather was intended to allow flexibility for TAC meetings to be held at those times when a conference or other event involves a large number of the committee’s engineers or planners.* There was no further discussion and the motion was approved unanimously.

**Discussion and Vote**

## 7. Bicycle and Pedestrian Planning Update

James Gittemeier presented information about the following two initiatives that are currently underway:

### BPAC – Proposed Membership and Bylaws

He began by reviewing the proposed membership and bylaws for the BPAC, adding that they needed the MIC's approval in order to formally convene as an official sub-committee.

Brian Ryks asked, given the low quorum and the late-afternoon meeting times, if major decisions could end up being made by a vocal minority of citizen reps and bike commuters without the input of engineers and other technical representatives. James replied that the citizen members will represent a variety of perspectives (youth, disabled and/or elderly population, etc.) and would not consist of bicycle commuters only. He added that one of the ground rules would be to build consensus whenever possible, so hopefully there would be no “us vs. them” decisions made by this committee. In the case where an issue was contested, the bylaws also specify that MIC staff will present a minority report to the Policy Board.

Chuck Froseth asked about specifically including at least one planner as a voting member; James replied that since the group will be facilitated by the MIC, that base would be covered; furthermore, the "Government" category of members will hopefully include a planner from a local jurisdiction.

Cindy Voigt asked if the group will have specific tasks to work on every year; James replied that they would annually undertake some sort of strategic planning to prioritize issues and projects. Ron Chicka added that specific bike/pedestrian objectives are spelled out in the MIC's annual work programs.

### **Bike to Work Day**

MIC staff is coordinating Bike to Work Day events for 2010. A number of options have been preliminarily discussed including possibly pushing back the day events take place to June. As details come together, staff will update members and the community through e-mail as well as on the MIC website.

He closed by adding that Fit City Duluth is leading a series of six public meetings to determine user's input into the development of a long-term bicycle network would look like, and will address other planning involved related to bike racks, route signage and scenic bike routes.

## **8. 2035 Long Range Transportation Plan Update**

Robert Herling reported that most of the "Participation" chapter of the 2035 update of the Duluth-Superior Long Range Transportation (Directions 2035) has been completed, along with a number of sections of the "Performance" chapter. These items will be distributed to members of the TAC and MIC Boards for review, as well as to representatives of MnDOT, WisDOT, FHWA and FTA, to review and comment on in advance of a draft release scheduled for May 19<sup>th</sup>.

He added that he had received quite a bit of feedback on the materials released in March, those revisions have been incorporated and the revised versions of the "Trends" and "Projects & Funding" chapters will be put up on the website for public comment.

## **9. Roundtable Discussion of Local Projects**

Denny Johnson reported that the bid for the Duluth 'mega-project' came in \$67 million. Construction to begin early May. DTA to start up their park and ride service next week.

Cindy Voigt added that the city, county and state are coordinating their communication about projects via both MnDOT and City of Duluth websites.

## **10. Project Updates**

### **2010-2013 Duluth Area TIP – Administrative Modification to Rice Lake Road Project**

Ron Chicka reported that an approved MIC area TIP project (at the intersection of Rice Lake Road & Arrowhead Road) will be taken out of the 2010-2013 TIP because its funding source is being shifted from federal TIP funds to state and local (a combination of municipal and county state aid) funds. The funding source is all that is being changed about this project -- it will still

be completed as planned. Because there are no changes in scope or amount of funding to the MIC area project, no formal action (i.e., TIP amendment) is required to make the necessary changes to the 2010-2013 TIP. A brief description of the proposed change is summarized below. The federal dollars will be used to fund two new TIP projects in the northern part of St. Louis County (i.e., outside the MPO area).

|                 | Jurisdiction and Project Number   | Project Description   | Estimated Costs & Funding Sources |       |           |                  |
|-----------------|---|---|-----------------------------------|-------|-----------|------------------|
|                 |   |   | Federal                           | State | Local     | Total            |
| <b>Current</b>  | St. Louis County/ City of Duluth<br><br>(69-604-65)   | <b>Rice Lake Rd (CSAH 4) &amp; Arrowhead Rd:</b><br>Modifications to traffic signals & turn lanes at both intersections | 1,464,000                         |       | 366,000   | <b>1,830,000</b> |
| <b>Proposed</b> | <i>Project to be removed from 2010 – 2013 Duluth Area TIP and state STIP due to change in funding source. SP 69-604-65 will be completed using 100% State Aid funds during the 2011 construction season as planned.</i> |   |                                   |       | 1,830,000 | <b>1,830,000</b> |

**2010-2013 Duluth Area TIP – Administrative Modification to Seven Bridges Road and Lakewalk Phase 4 & 5 Projects**

James Gittemeier reported that an approved MIC area TIP project, Seven Bridges Road, will be taken out of the 2010-2013 TIP because its funding source is being shifted from federal TIP funds to local (municipal state aid) funds. The funding source is all that is being changed about this project -- it will still be completed as planned. Because there are no changes in scope or amount of funding to the MIC area project, no formal action (i.e., TIP amendment) is required to make the necessary changes to the 2010-2013 TIP. The federal dollars will be used to fund two other City of Duluth projects (Lakewalk Phases 4 and 5) that are programmed in the TIP for 2012. The federal dollars are split between these 2 projects. The changes are summarized in the table below:

| Project  |                     | Year        | Federal \$ | Local \$         | Total            | Change                                |
|--|---------------------|-------------|------------|------------------|------------------|---------------------------------------|
| Seven Bridges Rd Resurface and replace pavement. | Current             | 2010        | \$256,342  | \$64,086         | \$320,428        | Removed federal funding from project. |
|  | <b>Modification</b> | <b>2010</b> | <b>\$0</b> | <b>\$320,428</b> | <b>\$320,428</b> |                                       |

| Project   |                     | Year        | Federal \$       | Local \$         | Total            | Change  |
|---|---------------------|-------------|------------------|------------------|------------------|---|
| Lakewalk<br>Phase 4 – 60 <sup>th</sup><br>Ave East to<br>Hwy 61 | Current             | 2012        | \$420,000        | \$105,000        | \$525,000        | <i>Added \$106,342<br/>of Seven Bridges<br/>Rd federal \$ to<br/>project.</i> |
|   | <b>Modification</b> | <b>2012</b> | <b>\$526,342</b> | <b>\$131,586</b> | <b>\$657,928</b> |   |
| Lakewalk<br>Phase 5 –<br>Hwy 61 to<br>Brighton<br>Beach         | Current             | 2012        | \$500,000        | \$200,000        | \$700,000        | <i>Added \$150,000<br/>of Seven Bridges<br/>Rd federal \$ to<br/>project.</i> |
|   | <b>Modification</b> | <b>2012</b> | <b>\$650,000</b> | <b>\$162,500</b> | <b>\$812,500</b> |   |

**2010-2013 Duluth Area TIP – Administrative Modification to Lester Park Elementary Safe Routes to School (SRTS) Project**

James Gittemeier reported that the Lester Park SRTS Project has been shifted back from the 2010 to 2011 Project List to accurately depict when the project will actually be constructed, which will be during the summer of calendar year 2010, which is in the State of Minnesota Fiscal Year 2011:

|                         | Jurisdiction and Project Number  | Project Description  | Estimated Costs & Funding Sources |       |       |                |
|-------------------------|--|--|-----------------------------------|-------|-------|----------------|
|                         |  |  | Federal                           | State | Local | Total          |
| <b>Current FY 2010</b>  | City of Duluth   | <b>Lester Park Elementary SRTS: Infrastructure</b> work including sidewalks and signage. | 155,870                           |       |       | <b>155,870</b> |
| <b>Proposed FY 2011</b> | <i>Project moves back one year from State Fiscal Year 2010 to State Fiscal Year 2011. Work is set to begin the summer of 2010.</i> |  | No change in funding              |       |       |                |

**Public Involvement/Strategic Communications Consultant**

Rondi Watson reported that MIC staff is looking to expand their use of web-based media techniques to make our plans and programs more accessible to a wider audience. A significant part of the MIC’s mandate is to develop a planning process that is inclusive and responsive to public input and there is a new emphasis on utilizing electronic formats in public participation efforts. In addition to our website (www.dsmic.org), interactive online resources now exist (e.g., social networking tools such as blogs, Facebook, and Twitter) that appear to have the potential to complement our traditional public participation efforts (e.g., print ads, press releases, and in-person public meetings).

However, before launching any new initiatives, we want to better understand what the full range of communications options might be, and how to effectively shape and target our messages to improve the number and the quality of the responses we receive. Therefore, we

are seeking to hire a marketing/public relations consultant to assist us in developing an overall strategic communications plan to enhance our existing public participation efforts. MIC staff has begun sending out RFQs to local agencies and will keep the TAC and MIC posted on further developments as this process moves forward.

#### **Kirkus Street Land Use Plan**

James Gittemeier reported that the Kirkus Street task force has been formed and begun meeting. Their first step is to get up to speed on the plans of the adjacent and nearby property owners as well as the commercial market study underway by the Proctor Economic Development Authority. The task force will examine the residential market, with the assistance of local real estate agents. Topics also discussed at the first meeting were land use and zoning options for this area.

#### **TRB— National Cooperative Freight Research Program**

Ron Chicka reported that he had been nominated by staff at UMD and the Great Lakes Maritime Research Institute (GLMRI) to be a panel member for a project sponsored by the National Cooperative Freight Research Program via the Transportation Research Board, entitled "Great Lakes Region Impacts on the Intermodal Freight System." The panel members have backgrounds in multimodal transportation and will oversee this \$300,000 effort, a 12-18 month process that is funded out of the research arm of the federal transportation bill. The proposed research will describe the current state of freight movements in the Upper Midwest and identify needs and solutions toward raising the profile of freight performance in the region. He hopes to use this opportunity to disseminate information about the many initiatives from the MIC's plans over the years that would benefit all modes of the transportation network in Duluth and Superior.

#### **Duluth's Green Jobs Initiative**

Ron Chicka reported that the five subcommittees of the Green Jobs Initiative concluded their work with a meeting last month where each submitted a series of action plans for the City of Duluth to receive and follow. These areas are 1) Built Environment, 2) Energy Production, 3) Food Systems, 4) Resource Protection and 5) Transportation System. Andy McDonald served on the resource protection group while he served on the transportation team. The two action plans that they developed revolved around increased public transportation for 3rd shift workers and continuing to "set the stage" from a transportation infrastructure perspective toward the development of the former US Steel site. The series of action plans across all of the work groups will now be evaluated by the Green Jobs Steering Committee toward next steps and implementation measures. In the next month or two, he will try to have the Committee Chairs attend the TAC and MIC to detail this planning effort.

## **11. Adjournment**

With no further agenda items or announcements, Chair Foldesi adjourned the meeting at 3:08 pm.