



RTAC MEETING SUMMARY

June 26, 2014

Carlton County Transportation Building
Carlton, MN

Attendees:

Mike Tardy	Carlton County
David Betts	Cook County
Bruce Martinson	Cook County
Nancy Sannes	MnDOT
John Minor	MnDOT
Caci Pedersen	MnDOT
Rex Bordson	MnDOT
Jack Larson	Arrowhead Transit/Rural Transit
Bob Manzoline	St. Louis & Lake County RRA
John Welle	Aitkin County
Karin Grandia	Itasca County
Cindy Voigt	City of Duluth
Jim Foldesi	St. Louis County
Mark LeBrun	Pine County
Andy Hubley	ARDC
Bryan Anderson	MnDOT
Louise Anderson	Community Health Board/Public Health
Jarrett Valdez	ARDC-RTAC Staff
Michelle Pierson	ARDC
*Others may have been present but did not sign in	

1) Welcome and Introductions

- a) Call to order by Mark LeBrun, Chair at 10:03am
- b) Introductions: There were three new faces at the meeting today:
 - i) Jarrett Valdez-- Transportation planner at ARDC (ARDC/RTAC staff)
 - ii) Louise Anderson-- Representing the Community Health Board and Public Health in Carlton-Cook-Lake-St. Louis Counties.
 - iii) Michelle Pierson— an assistant in the Regional Planning Division of ARDC

2) Committee Business

- a) Call for approval of agenda. Motion to approve by David Betts/Jim Foldesi; passed unanimously
- b) Call for approval of meeting summary from February 27, 2014. Motion to approve by David Betts/Jim Foldesi; passed unanimously
- c) Call for nominations and election of new Chair person. Cindy Voigt was nominated by Mike Tardy/seconded by John Welle. Cindy accepted nomination. Passed unanimously, motion carried. Cindy will begin her term as new Chair beginning next meeting. Congratulations, Cindy!



3) Transportation Alternatives Program (TAP) Outreach

Jarrett Valdez presented an introduction to the TAP outreach program. He mentioned that last year's solicitation process was not competitive. Be on the look-out for projects in your area that qualify as the next solicitation process begins. TAP solicitation will be developed and distributed this fall for 2019 funding. Scenic Byways, Safe Routes to School (SRTS), paved trails, streetscapes and other projects will be eligible. Applicants will be committing 20% of construction costs and 100% of engineering costs.

- a) Scenic Byway Corridor Management Updates- ARDC was awarded MnDOT Byway Planning funds. ARDC will assist MnDOT and local partners to update all Scenic Byway Corridor Management Plans. Updates will put Byways in a better position to be awarded TAP funded projects.
- b) Jim Foldesi mentioned that our Region was not as competitive as it could have been for statewide SRTS plans. There may be some good opportunities for educational outreach in order to enhance the quality of infrastructure grant applications. Jim has some examples of good applications that he is willing to circulate.

4) Area Transportation Improvement Plan (ATIP) Update

- a) Bryan Anderson, MnDOT, highlighted that recent flooding in Koochiching County will mean a shift in the \$3-4 million awarded for projects. Trunk Hwy 53 suffered in washout and a \$2 million permanent fix is likely.
- b) Statewide Bicycle Plan—a plan is in the offing to look in how the District should invest in bike projects.
- c) Statewide Pedestrian Plan—looking at sidewalks, and a plan to develop guidelines/usage
- d) Safe Routes to School (SRTS) – another \$1,000,000 is available state wide, maybe as early as this year. Also, another \$500,000 is available for non-infrastructure projects
- e) Scenic Byways- \$1.5million available –projects in the Byways Plan could apply/qualify
- f) John Minor (aka “Not Walter”) distributed a database of 2014 Local projects.
- g) Karin Grandia, Itasca Co, presented a request to the steering committee in regards to the 2015 TAP Project regarding CSAH 7. Due to Map-21 and Advanced Construction Agreements, Itasca County put together alternative funds to fund the 2015 TAP project and completed the project. They would like to take the \$150,000 they were awarded but didn't use on that project and apply it to an 8 foot paved shoulder project on CSAH 7. It was noted that this route accommodates a fair number of recreational travel uses, and connects people to Scenic State Park. It was also noted, that although an unusual case, that the original TAP project was completed and that this represents a swap in funds and will still fund alternative travel. It was brought up that of the \$150,000, there would need to be a 20% local match(6.5miles of 8ft 1.6million dollars, only \$400,000 in Federal funds) shoulders connecting a clinic, store, cabins to shoulder access to the State Park), and noted as they are constructing an 8 mile section of paved shoulders, this would not be an issue. Cindy Voigt makes a motion to permit the amending of the STP to swap of funds/ Mike Tardy seconds; passed unanimously.



Andy Hubley asks to note that when we return TAP funds, it often goes in to highways and encourages us to see TAP project funds used for their designed use.

5) Functional Classification

a) Jarrett Valdez presented some changes in Functional Classification. Functional Classification is being reviewed statewide as a result of new guidelines issued by the Federal Highway Administration (FHWA) in 2013, new urban boundaries released by the US Census Bureau in 2012, and because

Map-21 expanded the National Highway System (NHS) to include all roadways that were Principal Arterials as of October 2012.

b) Valdez presented charts on the Statewide Functional Classification Rural and Urban Systems:

Functional Classification: Draft Rural System (Statewide)

Functional Classification	Mileage Range	Draft System
Principal Arterial - Interstate	1-3%	0%
Principal Arterial - Other Freeways & Expressways	0-2%	0%
Principal Arterial - Other Principal Arterial	2-6%	3%
Minor Arterial	2-6%	5%
Major Collector	8-19%	13%
Minor Collector	3-15%	10%
Local	62-74%	68%

Note: FHWA mileage ranges derived from 2011 HPMS data.

Functional Classification: Draft Urban System (Statewide)

Functional Classification	Mileage Range	Draft System
Principal Arterial - Interstate	1-3%	1%
Principal Arterial - Other Freeways & Expressways	0-2%	1%
Principal Arterial - Other Principal Arterial	4-9%	3%
Minor Arterial	7-14%	11%
Major Collector	3-16%	11%
Minor Collector	3-16%	3%
Local	62-74%	70%

Note: FHWA mileage ranges derived from 2011 HPMS data.

c) Valdez presented two additional charts comparing the Current System and the Draft System statewide:



Functional Classification: Current System vs. Draft System (Statewide)

Classification	Current System (miles)		Draft System (miles)	
	Rural	Urban	Rural	Urban
PA-Interstate	596 miles	320 miles	596 miles	320 miles
PA - Other Freeway/Expressways	4 miles	162 miles	62 miles	190 miles
PA- Other	3,500 miles	3,500 miles	3,410 miles	589 miles
Minor Arterial	6,547 miles	2,681 miles	6,569 miles	2,514 miles
Major Collector	16,070 miles	2,459 miles	15,667 miles	2,378 miles
Minor Collector	11,931 miles	85 miles	12,320 miles	558 miles
Local Roads	82,026 miles	15,444 miles	82,050 miles	15,382 miles

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- d) Valdez noted ARDC’s role in the Functional Classification process will include reviewing MnDOT’s Draft changes, preparing documentation and maps, meeting with each county/city engineer to discuss changes, assure that changes conform with FHWA Functional Classification guidelines, submit counties and small urban areas within each county as completed to MnDOT. All of these changes must be submitted no later than September 30th.

Mike Tardy asks about what has decreased. Major collectors have decreased, which is a concern. Walt asked for comments a month or so ago. Mike Tardy submitted comments and a map to Walter, but that did not get to Jarrett. Tardy asks what the process is to ensure that the powers that be receive necessary information. If a county gets downgraded on major connectors, it will affect state aid. Mike Tardy asked if these decisions were a partnership, or a top-down decision. Andy Hubley noted that ARDC was getting their direction from Central Office and ARDC will sort this out and get back to all stakeholders to ensure collaborative process.

There were also questions regarding a recent road inventory in this district/RDC and how that information has affected classification process. Valdez will look in to this issue, evaluating background and provide clear direction for how to proceed.

- 6) **6. FY 2014 RTAC Final Planning Project Updates**
 - a) Annual Report Review
 - i) Valdez emailed to RTAC Committee 06/26/2014
 - b) Safe Routes to School
 - i) Plans were highlighted in Bigfork, Carlton and Floodwood.



- ii) Upcoming SRTS Plans for the 2014-2015 and 2015-2016 include 15 plans, 9 of which will come under the MIC purview, and 6 regional schools.
 - iii) Communities who collaborated with ARDC's Regional Planning Division saw a lot of success with grant applications and have solid plans behind them. ARDC is committed to assisting communities in which we've helped with planning continue with their implementation plans as capacity allows. Louise Anderson mentioned that communities that are working with SHIP coordinators can expect technical support from those individuals. Andy Hubley noted that our region may need to do better on infrastructure applications.
- c) North Shore Scenic Drive (NSSD) Council Planning
- i) 2014 accomplishments by ARDC include:
 - (1) Meeting, project facilitation and grant writing
 - (2) Beaver Bay Trailhead interpretive kiosk design,
 - (3) Engagement in the Caribou Falls State Wayside Design Project
 - (4) Participation in the NSSD ADA Waysides Plan
 - (5) Wayside Rest Improvement Plan (2nd phase)
 - (a) Awaiting a Minnesota Lake Superior Coastal Program grant award
- d) Superior National Forest Scenic Byway (SNFSB) Council Planning
- i) ARDC accomplishments include assisting the Council with:
 - (1) Meeting, project facilitation and grant writing
 - (2) Byway extension to Biwabik and Gilbert, from Aurora
 - (3) Byway extension to Beaver Bay
 - (4) Skibo Vista Overlook Site Redesign Project was awarded TAP funds
- e) International Falls Gateway Project Implementation
- i) ARDC continued to assist Koochiching County and International Falls with implementation of the Gateway Plan and Rainy Lake Trail improvement project
 - ii) The project is currently in the hands of the engineers
 - iii) Construction has been bumped back to 2015
- f) City of Orr Design Project Implementation
- i) Plan has been completed and given to the City of Orr and the City has been contacted regarding follow up, though no action has occurred.
- g) Regional Park and Ride Study
- i) This study has been de-prioritized, moved to 2015
 - ii) Potential partnership with Arrowhead Transit remains possible
 - iii) It is noted that the MnDOT Park & Ride south of Eveleth is full nearly every week day.
- h) Helmet Hero Bicycle Education



During the 2013-2014 school year, over 1200 helmets and bike safety lessons were distributed across the region.

- ii) This remains a popular program.
- iii) Bryan Anderson noted that Enhancement funding is drying up for this program and asked if other funding options have been looked n to. Andy Hubley noted that ARDC is looking at all funding options to keep this popular program going in to the future.

i) Highway 210/Jay Cook State Park Access Plan

- i) A brief summary of the public process was presented.
- ii) Andy Hubley noted the increased public participation of an online survey due to Social Media
- iii) A question was posed to Bryan Anderson regarding a schedule of reconstruction. Anderson noted that the official announcement that reconstruction will happen is the only update. No timeframe as of yet.

7) 7. FY 2015 RTAC Planning Grant

a) Lake Vermillion Trail Implantation

- i) The Lake Vermillion Trail Location Study was completed in October 2013. Next steps include developing a relationship with lead public agencies, creating an advocacy group to carry forward the momentum that the master plan and feasibility study has generated. Organizational and financial assistance to move the project forward will be sought. Funding sources for land acquisition, trail development and maintenance will also be sought.

Bryan Anderson noted that this planning is an example of ARDC's direct MnDOT contract, promoting the in-kind planning program.

b) Superior National Forest Scenic Byway (SNFSB) Council

- i) With support of RTAC funding in 2015, ARDC will:
 - (1) Lead the Council in an update of their May 2002 Corridor Management Plan
 - (2) Assist the Council with placement of additional signage for the Byway

c) Regional Sidewalks Inventories

- i) ARDC has collected/digitized GIS sidewalks from 10 cities within the Arrowhead Region including Cloquet, Coleraine, Cook, Deer River, Grand Marais, Grand Rapids, International Falls, Moose Lake, Orr and Two Harbors.
- ii) The sidewalk data from these cities are currently in one singular regional sidewalk database
- iii) Attribute information is being reviewed to match that of MnDOT standards
- iv) Additional inventories will be conducted this summer
 - (1) A question was posed as to how the cities are chosen. Andy Hubley responded that currently communities with SRTS plans are driving the sidewalk inventories. He also noted that if you have a city that would benefit from an inventory to let him, or Jarrett Valdez know. He also hopes to do inventories in all cities, conducting 5-10 inventories annually.

d) North Shore Scenic Drive (NSSD) Council Planning

- i) With support of RTAC funding in 2015, ARDC will:



- (1) Provide continued assistance to the Council for meeting facilitation, documentation, and grant writing for support of projects.
 - (2) ARDC staff will lead the Council in an update of their 2009-2014 Strategic Plan creating the 2015-2020 Strategic Plan
 - (3) Lead the Council in the update of their 2014-2015 Annual Work Plan
- e) Hat Trick Avenue Access Assessment
- i) ARDC will conduct a public input process to help MnDOT determine if any changes are warranted at the Hat Trick Avenue Intersection with Highway 53 in Eveleth
 - ii) The City of Eveleth is participating
 - iii) All landowners/administrators have been contacted, it was brought up that Vic Lund, the traffic Engineer should be involved
- f) Healthy Northland's Active Living Component
- i) Andy Hubley did a quick tour of the Healthy Northland website
 - ii) It was noted that funding sources come to an end September 29th, and that ARDC is seeking RTAC for support in sustaining and maintain the website. Additional work is needed to identify long-term funding for site enhancement.
 - iii) Sidewalk inventory information is also being used in the interactive map component of this site. A question regarding condition rating was asked, it was noted ours reflects the MnDOT condition rating.
 - iv) Cindy Voigt asked about shapefiles of Duluth trails, parks and sidewalks. Andy Hubley responded that ARDC does have access to those files.
- g) Rainy Lake Fire Tower Wayside
- i) Under the International Falls Gateway Project Implementation, it is noted that the community still has an interest in developing a park and overlook at the site of the old Fire Tower
- h) Scanlon Community Corridor
- i) Scanlon, Cloquet, Esko, and Carlton County stakeholders are working together to:
 - (1) Complete the St. Louis River Trail through Scanlon River Park
 - (2) Develop a new transportation corridor between Scanlon and Cloquet's south side to include a rail crossing and a bike/ped component
 - (3) Funding is now being sought to hire a design consultant to determine routes and assess feasibilities and costs
- i) Gitchi-Gami State Trail(GGST) Technical Assistance
- i) The GGST is an 86 mile planned, paved trail. 29 miles are constructed to date.
 - ii) Meetings were held in the fall of 2013 and an Update Plan developed
 - iii) Technical Assistance that will be provided will include grant assistance, social media assistance, coordination and mapping.
 - iv) A mobile app for the trail is being developed



- j) Cook County Active Living and Highway 61 Design Project
 - i) ARDC facilitated Active Living Policy Committee meetings
 - (1) Results will be published soon
 - (2) Set a vision
 - (3) Lists specific action steps
 - ii) Next steps will be to provide assistance to Grand Marais Highway 61 design process
 - (1) Address safety and aesthetics, process will begin this summer
 - (2) This is community supported
- k) Statewide Planning Activities, Review of 2014
 - i) Statewide planning activities
 - (1) Strategic Highway Safety Plan (SHSP)
 - (2) 20-year State Highway Investment Plan(MnSHIP)
 - (3) District Highway Investment Plans(HIPs)
 - (4) Freight Plan/Study
 - (5) State Regional Development Commission Meetings, next meeting in August 13th-14th, 2014 in Bemidji, MN
 - (6) Corridor Investment Management Strategy (CIMS)
 - (a) Bryan Anderson noted that last week a decision was made that this program will end. This is mostly due to the Trunk Highway 53 relocation project is coming in at a higher estimates coming it at higher than anticipated levels, in the \$200,000,000-\$300,000,000 level and that the CIMS moneys will be shifted to that effort.
 - (7) Bicycle System Plan
 - (8) Miles Verification
 - (a) ARDC will continue to work with MnDOT on this process
 - (9) Functional Classification
 - (a) Statewide process
 - (10) Urban Boundary Adjustments
 - (a) Adjustments approved for Cloquet, Grand Rapids, Virginia, Hibbing, International Falls , approved by the FHWA.

8) Other Business

- a) October Meeting Location/ Agenda Topics
 - i) Public Health in Transportation meeting
 - ii) Solicitation for TAP funds process discussion
 - iii) Are we going to hold a Workshop for the solicitation process
 - (1) Bryan Anderson noted that attendance was poor at the workshops that were held in FY2014.
 - (2) Cindy Voigt wondered if SRTS Infrastructure grant application processes could be rolled in to this workshop
 - (3) Andy Hubley thought it could be interesting to conduct a Workshop that involved multiple funding sources, and mentioned it would be looked in to.



- b) Motion by Bob Manzoline/Jack Larson to approve the 2015 Work Plan. Passed unanimously.
- c) Louise Anderson highlighted an upcoming event called 'Pitch the Commissioner' which will be taking place August 13, and 14th in Eveleth and Cook, MN. This event enables local stakeholders to pitch Active Living or other public health items to the State Health Commissioner while pitching a couple rounds of horse shoes.
- d) Bob Manzoline was asked to give a brief update regarding the Northern Lights High Speed Line (NLX line).
 - i) Preliminary engineering will conclude the end of 2015
 - ii) Ridership/revenue predictions have taken place, results to be seen in September
 - iii) If results are positive, the project will be ready to receive Federal funding, 20% will have to come from a non-federal (State of MN) match.
 - iv) Questions were asked about a MnDOT high speed crossing design, and whether it will be a single or dual track design
 - (1) Manzoline replied that that was uncertain, and that there will be 187 crossings of the line. BNSF will design the actual rail and a consulting firm is evaluating all 187 crossings

9) Adjourn

Meeting was adjourned by Mark LeBrun, Chair, at 11:30am.