

APPENDIX F:

MEETING SUMMARIES

MEETING MINUTES

Project Name: Richmond and Berea Small Urban Area (SUA) Study
Place Held: Madison County Board of Education in Richmond, Kentucky
Date: January 19, 2016
Subject: Minutes of Project Development Team Meeting #1

Attendees		
Mikael Pelfrey	KYTC – C.O. Planning	Mikael.Pelfrey@ky.gov
Daniel Hulker	KYTC – C.O. Planning	Daniel.Hulker@ky.gov
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Michael Weitlauf	KYTC – D-7 Design	Michael.Weitlauf@ky.gov
Derek Adams	KYTC – D-7 Environmental	Derek.Adams@ky.gov
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Harika Suklun	Lexington Area MPO	HSuklun@lexingtonky.gov
Chris Barrow	WSP Parsons Brinckerhoff	Barrowcp@pbworld.com
Shawn Dikes	WSP Parsons Brinckerhoff	Dikes@pbworld.com
Amy Thomas	WSP Parsons Brinckerhoff	ThomasAj@pbworld.com
Lindsay Walker	WSP Parsons Brinckerhoff	WalkerLi@pbworld.com

Welcome and Introductions

Shawn Dikes with WSP | Parsons Brinckerhoff (WSP | PB) began the meeting with a welcome and brief introduction of the study, including its purpose. He then asked for self-introductions from those gathered. After those were complete, he turned the meeting over to Amy Thomas (WSP | PB Project Manager) who proceeded to preview the slides proposed for the Local Officials / Stakeholders (LO/S) meeting later that afternoon.

Meeting Slides

Amy Thomas provided an overview of the slides for the LO/S meeting which also provided an update to the existing conditions and other project information gathered to date. She asked for any comments and /or proposed changes to the slides. Those slides included ones covering:

- Project Overview
- Existing Conditions Inventory
- Purpose and Need
- Issues / Areas of Concern
- Survey
- Next Steps

Project Overview – Amy detailed what the SUA would examine and its purpose in looking at areas with populations between 5,000 and 50,000. She also covered recent population estimates for Berea, Richmond and Madison County. Next she presented the study objectives which are to identify and examine transportation related issues and problems associated with all state and US routes in the study area. The goal is to identify potential projects which can be implemented in both the short and long term to address the issues and problems and to develop project priorities for possible further project development. A study area map was presented which includes the cities of Richmond and Berea and the unincorporated areas of Madison County between them, expanded to include the airport. It was noted I-75 was not included in the analysis or considered for improvements as interstate facilities are typically not included in an SUA analysis.

Study Schedule – The study schedule was presented. The work for the project began in December 2015 with background data collection and existing conditions. The PDT #1 and the LO/S meetings are being held now in January 2016 with Traffic Forecasting scheduled for completion in March 2016. Improvements and projects will be developed in April 2016 and the 2nd LO/S meeting along with prioritization will take place in May 2016. DRAFT report and documentation will be produced in June 2016 with a FINAL report delivered in July 2016. Another PDT meeting is scheduled before the LO/S meeting but a date has yet to be determined.

Local Officials/Stakeholders – A list of the invited local officials and stakeholder agencies with positions was provided. Comments made included the need to add the Madison County Airport and the Blue Grass Army Depot to the list of invited stakeholders for the next LO/S meeting. Additionally, it was noted that a State Representative commented that they would not be able to attend the first meeting due to the Legislative Session. Consideration should be made when scheduling the second meeting to make sure they have an opportunity to comment.

Existing Conditions – The goal of the existing conditions overview is to examine existing plans for listings of projects and to present transportation operations conditions, including traffic volumes, level of service (LOS) and crashes to assist in identifying areas of concern and potential projects. Maps detailing traffic operations as well as multimodal connections including a Bicycle Comfort Index were presented along with listings of projects from the current KYTC Highway Plan and 19 projects identified through PIFs. It was noted that the bicycle and pedestrian information was still being assembled. Lindsay Walker (WSP | PB) presented current year traffic volumes, LOS conditions, and current year crash analysis slides. In some

instances (grayed-out areas on LOS maps), where speeds are lower than 40 mph, the LOS cannot be calculated with highway capacity software since these sections are treated as an urban street and require additional data to calculate. Spot counts and additional analysis will be completed for recommended projects in the grayed out areas in order to provide data necessary when prioritizing projects for further project development. There seems to be adequate capacity on most two lane roadway sections. However, high volumes and lower LOS tend to be near areas with concentrations of development including areas in downtown, near schools and along the bypass, which includes US 25, KY 52 and KY 876.

Crash occurrence data and maps were presented. The majority of reported crashes are property damage only crashes. Most occurred in daylight hours on dry pavement and the most predominant type of crash was rear end collisions. There were 14 fatal crashes during the time of examination from January 2012 to December 2014 and some areas indicate crash clusters for further examination.

The Environmental Overview consisted of listing and mapping of known human and/or natural environmental resources and constraint areas such as cultural and historic properties, archaeological sites, HAZMAT, USTs and oil and gas wells in the study area. These areas will need to be avoided if possible when developing potential projects. The D-7 Environmental Coordinators requested a copy of the DRAFT Environmental Overview for review. It was noted during this meeting that bicycle and pedestrian project input should be requested from the LO/S attendees and stressed as an important component of this project.

Details of the socioeconomic review conducted by the Bluegrass Area Development District (BGADD) were mentioned. There are concentrations of environmental justice populations throughout the study area. Most of the study area has high concentrations of elderly populations. It was noted that the maps would be helpful to include in the presentation for the upcoming LO/S meeting.

Project Purpose – The DRAFT working project purpose is as follows –

“The purpose of this project is to identify and examine transportation issues related to traffic safety, congestion, and operations within the cities of Richmond and Berea and their surrounding area, and to develop a list of projects to improve those conditions in the study area.”

It was noted that this statement can be updated as needed and that it will be part of the discussion with the LO/S. Potential needs include safety, capacity, connectivity, mobility, multimodal (bicycle, pedestrian, and transit), tourism and community based mobility.

Next, project example sheets depicting projects for local, short term and long term options were presented. It was noted that the sheets would be developed with input from the LO/S, the PDT, and from the existing conditions overview. It was stressed that no projects identified as a result of this study will have guaranteed funding or timelines. Local projects will be summarized for the benefit of the local communities, with the understanding that no funding has been identified, nor would these projects be added to the statewide planning process. Long term projects such

as those that add capacity along a state-maintained corridor would be evaluated and, if not already existing, will be included in future statewide planning activities. The study will identify short term projects that may be implemented with low cost investments, state forces, or through regular maintenance activities such as signal retiming, speed reductions, signing and lane markings, school recirculation, lane reconfiguration, and intersection improvements.

Survey – Next, the LO/S survey was presented. The two-sided survey includes a map of the study area, and requests participants to note the nature and location of transportation issues in the area. The study goal is to receive as many surveys immediately after the meeting as possible. Extra surveys and postage paid envelopes were available to allow participants additional time to consider the questions or to request input from others. A deadline to return surveys was set for February 2, 2016, 14 calendar days from the meeting.

Traffic Forecasting –The KYTC is using the Lexington Area MPO model to determine future traffic volumes for the horizon year 2040. Important inputs to that process are determining where growth is expected to occur in the study area including the identification of future commercial, residential and employment locations. In addition, local information about planned schools and new roadways will need to be gathered from the LO/S. Daniel Hulker, KYTC Planning, will be conducting the travel demand modeling efforts to determine future traffic volumes, and will explain the study's need for additional information to the LO/S.

Next Steps

After the meeting, WSP | PB will begin to identify and analyze potential projects. JR Ham will be the contact for questions and general inquiries about the study, and his contact information will be displayed for the LO/S to reference. The next PDT meeting will review the list of potential projects. It will be held before the next LO/S meeting, scheduled for May 2016. The exact date will be determined later and the PDT will have input and be notified of dates.

With no further comments, the meeting was adjourned at 11:20 AM (EST).

MEETING MINUTES

Project Name: Richmond – Berea Small Urban Area (SUA) Study
Place Held: Madison County Board of Education in Richmond, Kentucky
Date: January 19, 2016
Subject: Minutes of Local Officials and Stakeholder Meeting #1

Attendees		
Mikael Pelfrey	KYTC – C.O. Planning	Mikael.Pelfrey@ky.gov
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Project Name: Richmond – Berea Small Urban Area (SUA) Study
Place Held: Madison County Board of Education in Richmond, Kentucky
Date: January 19, 2016
Subject: Minutes of Local Officials and Stakeholder Meeting #1

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Welcome and Introductions

Shawn Dikes of WSP Parsons Brinckerhoff (WSP | PB) welcomed participants to the first Local Officials and Stakeholders (LO/S) meeting at 1:05 PM (EST). After a brief summary of the study and its purpose, Shawn asked for self-introductions to those gathered. He then introduced Amy Thomas, Project Manager for WSP | PB, who began the presentation for the group.

Meeting Slides

Amy began by sharing the agenda identifying the key topics for the meeting, as listed below:

- Project Overview
- Existing Conditions Inventory
- Purpose and Need
- Issues / Areas of Concern
- Survey
- Next Steps

Project Overview

Amy explained the study area was composed of two small urban areas, Richmond and Berea, located in Madison County, Kentucky. She provided the definition that a small urban area (SUA) has a total population between 5,000 and 50,000 over an urbanized geographic area with a population density threshold defined by the Census Bureau. Next, Amy shared the 2014 population estimates for the cities of Richmond and Berea. When combined, the two cities' population total for 2014 was 48,214, just beneath the upper threshold population limit for an SUA. Amy then discussed the SUA study objectives which are to identify and examine transportation issues related to safety, operations and congestion along the state maintained routes in Richmond and Berea. The goal of the SUA study is to identify and prioritize a list of projects, both short and long term, to address the issues identified by the project team and the LO/S. The study area map was presented and Amy described the boundaries of the study area, including the incorporated areas of Richmond and Berea, the portion of Madison County between the two cities, and the Madison County Airport.

Study Schedule

Amy reviewed the SUA study schedule noting that the study began in December 2015 with gathering existing data and current conditions. January 2016 milestones included holding a meeting to provide

local officials information about current transportation issues and ask for input on identifying transportation needs in the study area. In addition, the existing conditions inventory, environmental overview, and socioeconomic study portions of the study were expected to be completed in January 2016. Next steps include identifying future traffic volumes through forecasting and modeling, preparing a geotechnical overview, and developing and analyzing improvement options. The second LO/S meeting is expected in May 2016, with the goal to prioritize improvement options. Finally, a draft report will be completed in June 2016 with a final report expected by July 2016.

Local Officials/Stakeholders

A successful SUA study requires the involvement of many groups with different responsibilities to work together to meet the needs of the community. Amy presented a slide with the list of invited representatives from local governments, state representatives, colleges, and various other agencies. Amy selected three or four participant agencies and shared how each can bring a different perspective which will enhance the study. She asked if anyone else needed to be included in future discussions.

Existing Conditions Inventory

Previous Studies and Plans

Amy briefly spoke about a few of the key elements of the existing conditions. She began with an overview of previously conducted studies and plans such as the Madison County Comprehensive Plan, the Richmond Comprehensive Plan, the Berea Comprehensive Plan, the 2004 Madison County Transportation Plan, projects in the KYTC's 2014-2016 Highway Plan, and projects that have been previously identified for the state maintained routes in the study area. Previously identified bicycle and pedestrian project locations had not yet been gathered, and Amy asked for those plans and lists of projects to be forwarded to the study team for further analysis. Amy then turned over the presentation to Lindsay Walker (WSP | PB) to cover the remainder of the existing conditions.

Roadway Characteristics, Volume, and Levels of Service

Lindsay presented an example of the roadway characteristics spreadsheet to provide perspective on the scope of data gathering and analysis needed for the study. Following this, she discussed the existing traffic volume data and capacity analysis that had been completed for the study area. In her discussions, she defined the traffic congestion measuring tool level of service (LOS) and showed the results, indicating roadway segments with a higher level of congestion highlighted in red. Lindsay briefly described the software analysis tool used to calculate the LOS and mentioned that once average speeds drop below 50 miles per hour, the software deems those road segments as urban sections, requiring more detailed data to calculate a result. While LOS can still be determined in urban sections, the additional data required for a reasonable result increases to include more detailed volumes of major and minor roadway segments, as well as signal timing, intersection configurations, and vehicle turning counts. Lindsay noted that additional analysis can be completed for urban sections if there is an identified problem such as a high crash location. Lindsay further noted that volumes were highest along the Richmond Bypass and I-75's Exit 87 east to EKV. Downtown Richmond had the highest average daily traffic (ADT) in the study area. She pointed out that the road segment on the LOS map of Richmond highlighted in red on US 25 between Richmond and Berea is currently identified as a project

in the KYTC Highway Plan to be widened, which should increase capacity and relieve congestion along that route segment.

At this point in the presentation, a discussion with the group began. First, the traffic volumes on the Richmond and Berea maps were confirmed to be bi-directional over the time period of a day. Next, there was a brief discussion and question about expanding the study area north to include I-75's Exit 95. The KYTC District 7 staff noted that an improved interchange on I-75 at Exit 95 is scheduled to be constructed in 2016, and expansion for the study area that includes I-75 Exit 95 would not be needed. Further discussion ensued about the impact the KY 627 interchange has on US 25 around the I-75 Exit 90 since people have been avoiding the I-75 Exit 95 interchange. The last portion of this discussion focused on the previously shown KYTC Highway Plan projects and concerns about the lack of Richmond projects on the list. At this point, Lindsay explained that the list was formed a few years ago, that a new study area project list is being created as a result of today's meeting, and the purpose of the meeting was to identify any transportation needs which have not yet been investigated that may be identified as new projects. The study team is gathering information to ensure all needed projects are captured so they can be included in the prioritization step in May 2016. Those prioritized projects on the state maintained system will then be added to the statewide planning process and will be one step closer to being selected for future project development. The Richmond Police then identified US 25 from Brandy Lane (McDonalds) to Jacks Creek (KY 1156) as a problem area as the road configuration changes from a 4 lane section to 3 lane to 2 lanes and back to 3 lanes. Multiple incidents occur because drivers make incorrect assumptions about lane configurations and positions due to a lack of directional pavement markings and signs in the area.

Lindsay then brought attention back to the next slide, focusing on traffic volumes and LOS for the Berea area of the study. It was noted that the volumes overall were lower than Richmond but the downtown area has a few capacity issues. This was confirmed by attendees at the meeting, with comments that the downtown Berea triangle is a "mess" during peak periods. The pedestrian traffic from college students crossing the street has a significant impact on operations. Another attendee gave the opinion that KY 21 east of downtown is a very bad stretch of road and has had many issues in recent years including a few fatalities.

Safety – Crash Analysis

Lindsay continued the existing conditions review turning attention toward safety issues. A portion of the large summary spreadsheet calculating each roadway segment's crash analysis was shown as an example of the range of issues studied and data gathered when evaluating safety information. Lindsay discussed the study area's major trends for crashes, sharing first that a lower percentage of injury crashes were present than had been expected. One contributing factor may have been that the majority of crashes were rear end type, which are expected to be less severe in low speed conditions. Angle collisions were identified as the second highest number of crash types after rear end. A majority of crashes occurred on clear weather in daylight conditions. Lindsay reviewed the Richmond and Berea crash analysis maps pointing out locations where high crash locations had been identified.

An attendee suggested that the cause of so many rear end crashes could stem from difficulty seeing overhead signals and stopped traffic at sunrise and sunset due to the east-west configuration of several major roadways. He further suggested using back shields for signals along major east-west corridors.

Bicycle and Pedestrian Issues

Bicycle comfort index maps developed in 2015 for Richmond and Berea were presented. Lindsay explained that this index is based on a number of roadway characteristics including average daily traffic, speed limit, critical rate factor, heavy vehicle traffic, shoulders and marked bike lanes. Lindsay also reminded the attendees that additional information about bicycle and pedestrian project needs are important and need to be included in the study efforts, particularly for those on state-maintained routes.

Socioeconomic Overview

Lindsay reviewed slides that had been prepared by the Bluegrass Area Development District (BGADD) to include high minority, poverty, and elderly population densities. Population estimates for ages over 65 were high throughout the majority of the study area when compared to the rest of the state. Additional review will be conducted on this discovery, with the full socioeconomic overview included as an appendix to the final SUA study report.

Environmental Overview

Lindsay then displayed several maps with an overview of environmental concerns. The large geographic study area was a complication in the mapping efforts and some of the features were difficult to see on the screen. However, Lindsay summarized the findings to include a variety of hazards such as 251 hazardous waste locations or underground storage tanks, 5 landfills, and 27 oil and gas wells with a majority in a cluster along Slate Lick Road south of Berea. Additionally, she noted natural environmental summaries including threatened or endangered species discovered in the study area. Lindsay reviewed cultural historic information including 1 national historic landmark, Lincoln Hall, and noted that the highest concentration of historic structures is in the southern part of the study area, in and around Berea. Archaeological records indicate there are 316 known sites, with the majority identified as open habitation without mounds.

Lindsay then summarized the existing conditions overview. An attendee noted that Madison County has recently been identified as an MS4 community, a water/flood ranking. Two locations were identified that need to be addressed for flood issues:

- KY 595 West of the I-75 Exit 77 Interchange, and
- KY 388 from downtown north to KY 1986.

Purpose and Need

Lindsay and Amy then discussed the purpose and needs of the study and projects identified during the course of the study. The draft working project purpose is as follows:

“The purpose of this project is to identify and examine transportation issues related to traffic safety, congestion, and operations within the cities of Richmond and Berea and their

surrounding area, and to develop a list of projects to improve those conditions in the study area.”

No additional needs were specifically added by the group, but based on the projects provided later in the meeting and additional discussion, the following needs should be considered: safety, capacity, connectivity, multimodal, and community based mobility.

Lindsay then presented three example project sheets and briefly discussed how projects would be categorized by group: local, short term, and long term. An attendee asked for clarification on what constituted a local project. Lindsay stated that local projects were those that were not along state maintained routes but could be documented for future local project development as a part of the study.

Lindsay and Amy then began a discussion about project issues and areas of concern. A map in the information packet had been included which identified locations where travel capacity and high crash locations were combined. Several possible needs were offered as a beginning point to trigger the discussion, such as locations where speeds needed to be reduced, signs and markings needed to be added or changed, and places where bicycle and pedestrian needs needed to be addressed.

As an example for project types to discuss, Lindsay referenced the socioeconomic data that had been shared for the study area. Attendees were asked if there were any specific concerns or additional groups or locations of these groups that should be considered in the study area. Specifically identified by the group as priority focus areas were low income, over age 65, and college student locations. A number of locations and description of needs were identified by the representatives of the cities, colleges and Madison County Health Department representatives. In general, the stakeholders prioritized connectivity for those who have no choice but to walk, improved transit service, and to encourage walking to destinations in the community by providing safe and maintained transportation infrastructure.

A summary of the discussion topics and proposed project locations are listed below:

Heavy pedestrian traffic with no infrastructure:

- KY 876 from Hager Drive East to Richmond Centre,
- KY 876 from Richmond Centre to ECU,
- KY 876 from ECU to Wal-Mart,
 - Major issue with RR crossing, Pedestrians forced to walk in road
- Improved RR crossings for Pedestrians
- Around YMCA on KY 52,
 - Heading to Lake Reba
 - Heading to Downtown and schools
- Downtown and around Madison Central High School (MCHS) on KY 388,
 - Students utilize Rail Road tracks for direct path to High School
- KY 388 from Mt. Rushmore Dr (Shawnee Trail Apartments) to MCHS,
- KY 876 (Eastern Bypass) at Killarney Lane
- Along KY 1016 and Old US 25 to Silver Creek Elementary School,
- KY 21 East of Downtown,

- US 421 between Old US 25 and Kings Trace,
- US 25 south of KY 21 in Berea,
- Bridge in downtown Berea to eliminate Pedestrian conflict at intersections, and
- Boone Trace Tourism Interest Group.

Regarding Transit service, those utilizing the service would like to see a bi-directional route so that improved travel time can be provided.

Additionally, motorized wheel chairs were also noted throughout Richmond as a mode of transportation. Age Friendly Berea was mentioned as an initiative by AARP to educate and advocate for improvements. Following the discussion, the Richmond GIS representative offered electronic information to assist in the documentation of existing infrastructure and planned improvements that have been identified as a result of previous studies. Representatives from the Madison County Health Department further discussed the need for coordination with cities' planning and zoning to create or update policy documents and codes to aid in the improvement of pedestrian activities throughout the study area. Policy recommendations include the following:

- Push for refreshed cross walks and ADA markings,
- Require pedestrian facilities for new developments,
- Work with KYTC District 7 for lead/lag signal timing adjustments to assist pedestrian movement,
- No right turn on red at intersections near schools,
- Pedestrian refuge islands for long crossings, and
- Coordination with all efforts to connect plans and improve connectivity in the study area.

In addition to pedestrian improvements and connectivity, the city of Richmond specifically stated at the meeting the following needs:

- Boggs Lane extension to Duncannon Lane,
 - Direct path to the Madison County Airport for the students in the ECU Aviation program.
- KY 388 to Four Mile Connection via George St over RR (MCHS connection)

The locations where crashes were identified as being an issue included:

- KY 388 at Old Wilderness Trail,
- US 25 (Lexington Rd) from Exit 90 north,
 - Left turn to S. Keeneland Drive,
 - Cross section McDonalds to KY 1156,
 - Tight curve just north of Derby Chase Neighborhood,
- US 25 (Berea Road) South of US 421
 - Pioneer Drive
- Short Line Pike between KY 1016 and KY 1617
- Robert Martin Bypass (US 421/ US 25) at Wilderness Trail,
- Robert Martin Bypass (US 421/ US 25) at Merrick Drive,
- Robert Martin Bypass (US 421/ US 25) at Great House Dr,
- US 421 between KY 3376, school traffic, and
- Lancaster Ave (KY 52) at Park Drive – Model Laboratory School exit.

Survey

Amy then discussed the two-page survey and its importance to help document further areas of concern. The survey included a map of the study area, and had a number of questions to help identify transportation issues and areas of concern, along with some blank space to add additional information. Copies of the survey were available to be shared with other invitees who were not able to attend the meeting. It was requested that these surveys be returned to the KYTC District 7 office to the attention of J.R. Ham within 2 weeks of the meeting in order to be included in the list of projects.

Daniel Hulker, KYTC Division of Planning, requested information about planned residential and commercial developments, anticipated population and employment growth locations, planned college developments, new schools, local transportation projects, and any other major developments in the study area. He stated that he will be conducting future traffic forecasts using the Lexington area travel demand model, and needed the information in order to improve the reliability of the forecasts.

Next Steps

WSP | Parsons Brinckerhoff will finalize the existing conditions review and begin to identify and analyze potential projects based on existing and future conditions as well as other areas of concern identified during the LO/S meeting. The project team will reach out to additional officials from Berea that had been unable to attend the meeting to ensure that all of the local problem areas within the study boundaries are identified. The next LO/S meeting is tentatively scheduled for the end of May 2016, with the date, time, and location to be determined.

With no further comments, the meeting was adjourned at 2:45 PM (EST).

MEETING MINUTES

Project Name: Richmond and Berea Small Urban Area (SUA) Study
Place Held: KYTC District 7 office in Lexington, Kentucky
Date: April 21, 2016
Subject: Minutes of Project Team Meeting #2

Attendees		
Mikael Pelfrey	KYTC – C.O. Planning	Mikael.Pelfrey@ky.gov
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Welcome and Introductions

Amy Thomas, Project Manager for WSP | Parsons Brinckerhoff (WSP|PB), began the meeting at 9:30 AM (EST) with a welcome and brief introduction of the study, including its purpose. She then invited the attendees to introduce themselves.

PowerPoint Presentation

Amy continued the meeting by asking those attending for any opening questions, comments, or concerns about the project that need to be addressed. No questions were posed, and she began the presentation.

Project Overview – Amy explained the purpose of the Richmond – Berea SUA study, including the definition that SUAs are areas with populations between 5,000 and 50,000. The Richmond – Berea SUA area is close to the maximum threshold of 50,000 and could become a metropolitan planning area during the Census in 2020. Next, Amy presented the study objectives. This SUA study will identify and examine transportation issues related to safety, operations and congestion along state-maintained routes (US and KY) in the cities of Richmond and Berea. Study limits include portions of Madison County. This SUA study will also propose a prioritized list of both short-term and long-term recommendations which can then be used for further project development.

A study area map with the study limits was presented. Included in the study limits are the cities of Richmond and Berea, incorporated limits, and portions of Madison County surrounding the incorporated cities, including the regional airport.

Study Schedule – Amy then presented the study schedule. Work for the project began in December 2015 with background data collection and existing conditions. The first Project Team (PT) meeting and the first Local Official / Stakeholder (LO/S) meeting were held on January 19th, 2016. Survey results from the LO/S meeting were analyzed in February while existing conditions were finalized. Identification of proposed projects were developed in March and April 2016, and will be finalized before the 2nd LO/S meeting in May 2016. Traffic Forecasting is scheduled for completion in early May 2016. A draft report and documentation is scheduled to be produced in June 2016 with a final report scheduled for July 2016. However, the delivery of the draft report may be extended to allow the inclusion of recommendations from a current study being conducted in downtown Berea to address issues related to the intersections of US 25, KY 595, and KY 21, and to include any other needed documentation for the study as directed by the KYTC.

Local Official / Stakeholder Survey Results – Next, Amy presented a list of the invited stakeholder agencies and positions. She discussed additional outreach efforts that had been conducted by WSP|PB to gather information for future traffic forecasts, socioeconomic growth areas, and general transportation concerns. As an example, the Madison County Schools Transportation Director had sent surveys to all bus drivers and had compiled recommendations, but had not submitted those recommendations until he was personally contacted. A conversation emerged addressing the city of Berea's lack of representation thus far during the study. Amy emphasized that adequate representation from the city of Berea is critical to the

successful identification of transportation issues in this joint small urban area study. The city of Berea was represented by one city official at the first LO/S meeting held on January 19, 2016.

Amy explained that attempts to meet separately with Berea in February and March fell through due to scheduling conflicts, but that she and Shane Tucker, KYTC District 7, had scheduled a meeting with Berea officials to take place on April 28, 2016. It was also noted that Berea's City Manager would be on vacation the week of the second LO/S meeting scheduled for May 24, 2016. Mikael Pelfrey, KYTC Central Office Planning, asked if the second LO/S meeting needed to be rescheduled. J.R. Ham, KYTC District 7, commented that they would assist as needed in order to receive comments from Berea, but the second LO/S meeting date should not be moved because of the time commitment required to secure the existing meeting space.

Amy then presented the survey form and results. She explained that the surveys focused on identifying locations (intersections or corridors) where problems or issues were known to occur for each question. Once the survey locations were identified and summarized, they were added to the crash and high congestion locations that were identified during the existing conditions, and became part of the WSP|PB field review.

Project Sheets – Lindsay Walker, WSP|PB, then discussed the project sheet development process. Lindsay began with explaining the format and purpose of the components of the project sheets. She mentioned that the large study area of combining two SUAs into one study contributed to a higher number of projects than usual for a SUA study. Lindsay began a discussion with an overview of the project categories including Local (L), Short Term (ST) and Long Term (LT) project types. Since there was insufficient time to review every project, Lindsay started the discussion with some questions about project sheet formatting.

A summary of questions and responses related to format, presentation, and content of the project sheets were as follows:

- Troy Hearn, KYTC Central Office Planning, recommended wording change from “Add crosswalk” to “Add marked crosswalk” and provided the legality behind the phrasing
- Harika Suklan, LFUCG, suggested ensuring the project sheets clearly address the issue identified from the survey responses
 - Chris Barrow, WSP|PB, clarified that the red words on each project sheet were the connection between the survey and the project. Four categories were created to summarize the 10 questions from the survey: traffic, safety, multimodal, and drainage.
- J. R. Ham, KYTC District 7, recommended including a location identifier on each project sheet to assist finding the project in the study area
 - Proposed solutions included color coding upper right hand corner with same background color shown in maps, or add a written description in the project location header
 - J.R. Ham commented on the importance of legibility of locations

- General comments were made suggesting a cross-reference on each respective project sheet when a location has both an ST project and LT project
- Add Interstate 75 exit numbers to project maps to improve references of locations
- Right of way and Utilities phase cost estimates will be provided by KYTC District 7 and will be included on the project sheets prior to the LO/S meeting
- Will there be time to make more updates after the new Six Year Highway Plan is adopted?
 - It was noted that the new plan projects within the study area will be incorporated into the documentation.
- Are there more details available in the project identification form (PIF) descriptions to assist in project development?
 - The use of broad terminology in PIF project descriptions was meant to avoid the pre-identification of solutions that may impact future project development activity
- Would it make sense if a study project and a PIF could be identified together?
 - Proposed project locations within identified PIFs will be noted on the project sheets. It is recommended that future revisions of the PIFs include links to the study, upon completion.
- Will ST-D create problems geometrically for truck deliveries?
 - The school currently has two entrances to provide adequate circulation.
 - Note to change project to Local as the state route improvement is addressed as item number 7-8505 in the Highway Plan
- A comment was suggested to ensure that route labels are added to the project sheet maps (KY 21 was the example)
- Troy Hearn asked if bicycle and pedestrian data is being used or identified in projects.
 - Lindsay responded that bicycle and pedestrian information was included if it had been identified on the survey forms. Troy requested additional information and specific language for typical sections on the project sheets in order to justify the bicycle and pedestrian portion of the project.
- Lindsay asked the project team for input on the new route options for LT-J.
 - The project team determined that the blue variation of a new route from Duncannon Lane was preferred, in order to connect directly to the ECU Campus. This corridor will be evaluated for further study and cost estimation purposes.
- Discussion breakout between group about thoughts and concerns with airport access and solutions
 - The recommended improvement to the airport project is extensive, and with an ADT of 2000 and an alternate access from the south at Exit 77, is this project worth the investment?
 - Would large trucks use the alternate I-75 to Exit 77 instead, and have a much more accessible route, despite the added length of trip?
 - Amy provided additional information about the difficulty in pilots meeting the necessary number of hours in training in order to qualify to fly regional routes, and that has resulted in a shortage of qualified pilots for national routes. The Madison County regional airport is one of only a handful of

pilot training airports in the country, and the flight school has been experiencing high growth. The current administration has also demonstrated commitments to increase the capacity for the airport through additional capital projects to the terminal and runways.

Lindsay asked for any additional comments or concerns with the project sheets. With no response, Lindsay concluded the project sheet discussion by asking for reviews and recommended changes within the next week to ensure WSP|PB has time to complete the required edits prior to the LO/S meeting scheduled for May 24, 2016.

Future Traffic – Amy then introduced Daniel Hulker, KYTC Central Office, to discuss the current status of future traffic analysis. He first explained his role as the travel demand modeler, and that he had updated the socioeconomic information in the model based on recommendations received from WSP|PB on high growth locations based on Amy's discussions with local officials. He articulated his need from WSP|PB to provide all projects with lane additions and new routes so that he can update the model. This need should be met as soon as possible, to give Daniel enough time to adjust and run the model with results back to the WSP|PB team before the upcoming LO/S meeting. Amy mentioned that after the April 28 meeting with Berea officials, there should be a finalization of recommended projects that will be submitted as soon as possible.

Project Prioritization Process – Lindsay commented that the project prioritization process was going to be complicated by the large number of projects that had been identified. Lindsay and Amy explained the proposed process that would be used to score and prioritize the projects to be done through this study using an example from the Danville SUA study. The directions state that each local official / stakeholder will be allowed as many points to a project category as there are projects within that project category. All points must be distributed between at least two projects, meaning they cannot all be assigned to one project. Lindsay clarified the participants could apply one point to all of the projects in that category or one point to one project and the rest to another, or any combination between those two extremes. This allows the local official / stakeholder the opportunity to highlight the importance of a project in the prioritization process.

Lindsay asked the group for input about the proposed process. A few comments were made about how to familiarize the group with the projects without going through all of them. Lindsay asked the group their thoughts on providing project sheets in advance of the LO/S meeting so the attendees would have the time to become familiar with the projects and be prepared for the prioritization effort during the meeting. Mikael Pelfrey mentioned that it would be a good idea to do this if the cost estimates can be removed before distribution and if an email distribution list was created. WSP|PB agreed to create the email distribution list. No other questions were raised about the prioritization process.

Next Steps – Amy concluded the meeting with a brief summary of next steps and action items. Consulting with Berea officials about transportation issues, refining project recommendations, completing design and construction project cost estimates, and compiling information for future traffic modeling and analysis are immediate next step tasks for WSP|PB. Estimating costs for Right of Way and Utilities phases are immediate next steps for KYTC's District 7 office. The

second LO/S meeting is scheduled for May 24, 2016, to be followed by the third project team meeting. At this time, a draft report is scheduled to be completed in June 2016, with a final report due by July 2016. However, this schedule may be extended in order to incorporate the results from the downtown Berea study, as directed by the KYTC.

With no further comments, the meeting was adjourned at 11:55 AM (EST).

MEETING MINUTES

Project Name: Richmond – Berea Small Urban Area (SUA) Study
Place Held: Madison County Board of Education in Richmond, Kentucky
Date: May 24, 2016
Subject: Minutes of Local Officials and Stakeholders Meeting #2

Attendees		
Mikael Pelfrey	KYTC – C.O. Planning	Mikael.Pelfrey@ky.gov
Daniel Hulker	KYTC – C.O. Planning	Daniel.Hulker@ky.gov
Troy Hearn	KYTC – C.O. Planning	Troy.Hearn@ky.gov
J.R. Ham	KYTC – D-7 Planning	James.Ham@ky.gov
Shane Tucker	KYTC – D-7 Planning	Shane.Tucker@ky.gov
Derek Adams	KYTC – D-7 Environmental	Derek.Adams@ky.gov
Daniel Clark	City of Richmond	DClark@richmond.ky.us
Philip Hurt	City of Richmond	PIHurt@richmond.ky.us
John McIntosh	City of Richmond	JohnMc@richmond.ky.us
Jason Hart	City of Richmond	JHart@richmond.ky.us
Robert Blythe	City of Richmond	RBlythe@richmond.ky.us
Richard Thomas	City of Richmond	RThomas@richmond.ky.us
Pete Wearstler	Bluegrass ADD	PWearstler@bgadd.org
Chris Chaney	Bluegrass ADD	CChaney@bgadd.org
Rita Smart	State Representative	Rita.Smart81@gmail.com
David Gilliam	Madison County Schools	David.Gilliam@madison.kyschools.us
Michael Stotts	Madison County Sheriff Office	Michael.Stotts@madisoncountky.us
Jerry Little	Berea City Council	JerryLittle946@gmail.com
Ronnie Terrill	Berea City Council	RTerrill1947@yahoo.com
Steven Connelly	City of Berea	Mayor@bereaky.gov
Dwayne Brumley	City of Berea	DBrumley@bereaky.gov
Paul Schrader	City of Berea	PSchrader@bereaky.gov
Tom Moreland	City of Berea	TMoreland@bereaky.gov
Colleen Chaney	Madison County Fiscal Court	Colleen.Chaney@madisoncountky.us
Bryan Bassford	Kentucky River Foothills	BBassford@foothillscap.org
Jim Barnes	Mayor of Richmond	JBarnes@richmond.ky.us

Attendees (continued)		
Shawn Dikes	WSP Parsons Brinckerhoff	Dikes@pbworld.com
Chris Barrow	WSP Parsons Brinckerhoff	BarrowCP@pbworld.com
Cameron Manley	WSP Parsons Brinckerhoff	ManleyC@pbworld.com
Amy Thomas	WSP Parsons Brinckerhoff	ThomasAj@pbworld.com
Lindsay Walker	WSP Parsons Brinckerhoff	WalkerLi@pbworld.com

Welcome and Introductions

Shawn Dikes, of WSP | Parsons Brinckerhoff (WSP|PB), welcomed participants to the second Local Officials and Stakeholders (LO/S) meeting which started at 10:00 AM (EST). After a brief introduction of the purpose of the meeting and an overview of logistics for the meeting room, Shawn then introduced the WSP|PB team and welcomed Amy Thomas, Project Manager for the Richmond – Berea SUA Study, to begin the presentation.

Amy began the presentation with an overview of the agenda, identifying key topics for the meeting. Amy then referenced the project sheet review that will take place later in the meeting and asked for attendees to be prepared with a list of specific project questions for review prior to the scoring exercise.

Objectives

Amy explained that the SUA study objectives are to identify and examine transportation issues related to safety, operations, and congestion along the state-maintained routes (US and KY) within the study area. Also, the study will include a proposed prioritized list of both short and long term recommendations which can then be used for further project development decisions. This list of projects is developed for the Kentucky Transportation Cabinet's (KYTC's) purpose, and final determination of project priorities and future funding would be determined through the KYTC's planning and project development processes. Local projects are included for information purposes only, and are expected to be funded entirely through local funding sources. Local projects are not included in the KYTC's planning and project development processes.

Amy then shared a map of the study area comprised of the incorporated city limits of Richmond and Berea, and portions of Madison County surrounding the incorporated cities, to include the Madison County Airport. I-75 was not included in the analysis for the study, as the operation of the interstate system is under the direct oversight of the federal government. Amy then provided the definition that SUAs have total populations between 5,000 and 50,000 with a population density threshold defined by the U.S. Census Bureau.

Study Schedule

Amy reviewed the SUA study schedule with the attendees, noting that the study began in December 2015 with background data collection. An existing conditions inventory, environmental and geotechnical overviews, and a socioeconomic study were conducted from January to February 2016. The first Project Team (PT) meeting and the first LO/S meeting were held on January 19, 2016. Survey results from the LO/S meeting were analyzed in February while existing conditions were finalized. The development and analysis of improvement options took place from March to May 2016, with a second PT meeting held on April 21, 2016, to review the proposed projects.

The LO/S Meeting #2 provides input to the scoring process to prioritize improvement options. Traffic forecasting was completed in early May 2016. While a draft report was originally scheduled to be produced in June 2016 (with a final report scheduled for July 2016), the deadline of the draft report was altered to allow for the inclusion of recommendations from a current study being conducted in downtown Berea to address issues related to the intersections of US 25, KY 595, and KY 21, and to include any other needed documentation for the study as directed by the KYTC. *UPDATE (8/15/16): Recommendations from the downtown Berea study are expected by September 15, 2016. The SUA draft report will be due October 15, 2016, with a final report submitted by November 15, 2016.*

Scoring Overview – Project Categories

There have been 62 total projects identified for the Richmond – Berea SUA Study. Each project has been categorized into one of three project types: local, short term, and long term. Local projects are not on a state maintained (KY and US) highway, and are the full responsibility of local governments for project development. Short term projects include those that can be implemented utilizing KYTC resources, funded through safety, traffic, or maintenance funds, and can be addressed with minimal project development. Long term projects include high cost, complicated projects that require further phases of project development and shall be considered for inclusion in the KYTC's Six Year Highway Plan.

Scoring Overview – Project Sheet Legend

The project sheet legend was reviewed, with explanations of each symbol and color. Amy used three example projects to convey recommended improvements to the group and how to read the proposed changes on the map or typical section under the solution for each project sheet.

Scoring Overview – Maps of Project Categories

Amy reviewed the five project location maps provided with the project sheets and how to find the project sheet that corresponds to the naming convention. First, she identified each map title and the letter(s) connected to the project category:

- Local Project Locations – L
- Short Term Project Locations – ST
- Long Term Project Locations – LT

Then Amy identified the letter connected to each project location:

- Richmond – R
- Berea – B
- Madison County – M

Each project within a category is further assigned a letter in the alphabet.

When combined, the project identification convention consists of the project category, project location, and project letter. An example used was LT M-A. This project is a long term project in Madison County, and is the first project in the list. After the explanation, Amy led the attendees in an exercise to find the corresponding project sheets as she called out project identification combinations. Members of the WSP|PB team assisted individuals until all attendees had successfully navigated to the example projects.

Project Sheet Review – Example LT M-A, LT M-B

Next, Amy reviewed two example project sheets in detail. Each section of the first example project sheet, LT M-A, was discussed: project location, project identifier, project background, location image(s), project issue(s), project solution, project solution drawing/graphic, and project cost. The second example project sheet, LT M-B, included cross references to other projects and a proposed typical section.

Amy led the attendees through an exercise to become familiar with the project sheet layout, with WSP|PB members assisting as needed.

Question / Answer Opportunity

The LO/S were given an opportunity to ask questions about specific projects or any other concerns about the study. The following were questions regarding scoring, projects, and general clarification:

- How are the terms local, short term, and long term defined in order to determine which category a project fell into?
 - Amy provided definitions from the presentation slide and also gave examples. There were a few projects that had been originally identified in one category but would be moved to another category after last-minute changes to the project solution changed the nature of the project. Those projects will be moved to the correct category in the documentation.
- Are the crashes filtered by environment and weather or are they all dumped in, and what is the time frame used?
 - Chris Barrow, of WSP|PB, noted that the crash data for a three-year time frame ending December 2014 was used in the analysis. All of the crashes within the study area are included. However, the evaluation of issues and determination of proposed improvements required filtering of the data to find common links or trends between them.

- What is the cost breakdown between entities and who is responsible to pay for projects?
 - Amy returned to the presentation slide visual and responded that local projects are expected to be 100% locally funded. Projects that are short term or long term will follow the KYTC project development process to identify those projects to be prioritized for state and federal funding.
- Troy Hearn, KYTC Central Office Planning, raised a question about the incorporation of the bicycle and pedestrian plan for Richmond, as bicycle and pedestrian projects are not included in the project sheets.
 - Lindsay answered this question indicating that WSP|PB has identified the locations of bicycle and pedestrian facility needs by including recommendations for facilities in the typical roadway sections. She then identified an example project sheet that included bicycle and pedestrian facilities as part of the recommendation.
- What does the coding in the Project Background on the project sheets mean?
 - Amy went back to the project sheet example in the presentation and reviewed the acronyms and definitions of ADT, LOS, and CCRF and how those numbers are evaluated.
- JR Ham, KYTC District 7 Planning, asked Amy to walk through the project sheet ST R-A project solution section to assist attendees in their ability to understand the solution.
 - Amy opened the project sheet file and displayed a visual of the project sheet ST R-A. She compared the legend to the image, discussed the solution being proposed, and identified the purpose and need of the project.
- Was there any study in crashes due to extenuating circumstances, such as back up on I-75?
 - Chris explained that impacts due to I-75 closures were not included in the study objective, as I-75 is not included in the study area. The operation of the interstate system is under federal guidance and responsibility. Lindsay further clarified the difficulty of analyzing all of the potential issues that could occur from I-75 incidents. It requires a different, more in-depth type of analysis than the one being completed for a regional study.

Project Scoring Process

Amy invited Lindsay Walker (WSP|PB) to assist in the explanation of the scoring process. Each group of projects within a category and geographic area was allotted a set amount of points equal to the number of projects in that group. As an example, the long-term Madison County group had 14 projects, thus it was allotted 14 points to score among the listed projects. The only exception to the rule that an equivalent number of points would be given for scoring as there were number of projects in a group was within the grouping of local Madison County projects. An additional point was added to the group in the scoring process to determine which project was ranked higher while following the additional scoring rules.

In order to receive meaningful results, Lindsay explained that at least two projects in each group must have points allocated. Amy explained that a person could weigh one project much higher than the rest and only allow one point for another to show the extent of the priority for the one

project. Conversely, Lindsay explained attendees may score a single point or small numbers of points to many projects, but that methodology would be less likely to identify the most important projects. The scoring guidelines were repeated with examples used until the LO/S had no further questions.

After the scoring system was explained, Amy clarified that each representative would score projects for their own jurisdiction as well as Madison County. Representatives of agencies and organizations that covered the entire study area could choose to rank all of the scoring sheets. As an example, Madison County representatives could choose to rank all Madison County, Richmond, and Berea projects. It was discouraged for Richmond officials to rank Berea projects, and vice versa. Everyone who scored projects had to provide their name and agency at the top of the scoring sheet in order for the results to be included in the scoring process.

When no more questions were raised, Amy directed the scoring sheets to be handed out to the attendees. Madison County score sheets were given to all attendees, while Berea and Richmond score sheets were given to the officials and stakeholders of those respective cities. Representatives of organizations or agencies that served the entire study area, such as transit facility providers or the emergency management agency, were given the option to rank any of the score sheets. Amy stressed again the importance of including the name and agency on the top of each scoring sheet in order for it to count in the scoring process. Lindsay clarified for attendees this scoring exercise would provide results for each project to be categorized into a high, medium, or low priority, and then further prioritized by the KYTC.

Additional Scoring Instructions – Deadline

As the scoring sheets were handed out, a representative noted that several of the LO/S that had been invited to the meeting had been unable to attend. Upon further discussion between the KYTC Central Office, KYTC District 7, and WSP|PB, it was decided that attendees could take hard copies of the score sheets for ranking, with a deadline for submittal of Friday, May 27, 2016, by 5:00 PM (EST). The KYTC also indicated score sheets would be emailed to all invited LO/S members that had not been available to attend the meeting. The LO/S members could choose to submit completed scoring sheets by hard copy, fax, or email. All submissions had to meet the deadline in order to be included in the ranking process.

At 10:50 AM (EST), Amy ended the presentation and provided time for the attendees to score the project sheets while WSP|PB representatives provided support answering individual questions and concerns.

With no further comments, the meeting was adjourned at 11:40 AM (EST).

MEETING MINUTES

Project Name: Richmond and Berea Small Urban Area (SUA) Study
Place Held: Madison County Board of Education in Richmond, Kentucky
Date: May 24, 2016
Subject: Minutes of Project Team Meeting #3

Attendees		
Mikael Pelfrey	KYTC – C.O. Planning	Mikael.Pelfrey@ky.gov
J.R. Ham	KYTC – D-7 Planning	James.Ham@ky.gov
Shane Tucker	KYTC – D-7 Planning	Shane.Tucker@ky.gov
Derek Adams	KYTC – D-7 Environmental	Derek.Adams@ky.gov
Daniel Hulker	KYTC – C.O. Planning	Daniel.Hulker@ky.gov
Troy Hearn	KYTC – C.O. Planning	Troy.Hearn@ky.gov
Derek Adams	KYTC – D-7 Environmental	Derek.Adams@ky.gov
Chris Chaney	Bluegrass ADD	CChaney@bgadd.org
Pete Wearstler	Bluegrass ADD	PWearstler@bgadd.org
Shawn Dikes	WSP Parsons Brinckerhoff	Dikes@pbworld.com
Chris Barrow	WSP Parsons Brinckerhoff	BarrowCP@pbworld.com
Cameron Manley	WSP Parsons Brinckerhoff	ManleyC@pbworld.com
Amy Thomas	WSP Parsons Brinckerhoff	ThomasAj@pbworld.com
Lindsay Walker	WSP Parsons Brinckerhoff	WalkerLi@pbworld.com

Welcome and Introductions

Amy Thomas, Project Manager for WSP | Parsons Brinckerhoff (WSP|PB), began the meeting at 1:00 PM (EST) with a welcome and brief overview of the agenda.

Project Overview

Amy began by briefly reviewing the Richmond – Berea SUA study objectives, study area, and current schedule. Since all of those present at this meeting were also present at the earlier Local Officials and Stakeholders (LO/S) Meeting #2 held the same day, she mentioned there were 62 total projects but did not go through them in detail.

Next, Amy shared that during the course of the LO/S Meeting #2, some stakeholders had identified a few new projects that had not been included in the scoring process. These projects

included two pedestrian safety locations for review, as well as trail projects that the city of Berea noted. Amy opened up discussion about what to do with these projects. It was decided that they would be documented, but would not be prioritized.

Study Schedule

Amy then presented the status of the study schedule. Traffic forecasting was scheduled to be completed by the end of May, including capacity calculations for future year estimates. A draft report and documentation was scheduled to be produced in June 2016, with a final report scheduled for July 2016. However, the delivery of the draft report will likely be delayed to allow the inclusion of recommendations from a current study being conducted in downtown Berea to address issues related to the intersections of US 25, KY 595, and KY 21, and to include any other needed documentation for the study as directed by the Kentucky Transportation Cabinet (KYTC). *UPDATE (8/15/16): Recommendations from the downtown Berea study are expected by September 15, 2016. The SUA draft report will be due October 15, 2016, with a final report submitted by November 15, 2016.*

Local Official / Stakeholder Score Results

Amy then transitioned into the scoring results from the LO/S meeting. Although the original purpose of the meeting was for the study project team to officially prioritize project sheets based on the scoring results, the project team decided to delay the official prioritization until after receiving and scoring the results from the representatives of the LO/S that had not been in attendance. The deadline for the LO/S to submit scoring responses had been set for Friday, May 27, 2016 by 5:00 PM (EST).

Instead, the project team was interested in reviewing the prioritization for those in attendance at the meeting.

Amy began with reviewing the Berea project scoring results. According to the LO/S, Project L B-B was of the highest priority with 22 points. L B-C and L B-D fell in the middle of the voting with 15 and 10 points, respectively. ST B-A was scored approximately 3 times higher than ST B-B and ST B-C at 24 points. LT B-A scored the highest within the Berea long-term projects with 23 points. The next highest project was LT B-E at 17 points.

A conversation broke out among the group on the subject of how to prioritize projects with such few options. Mikael Pelfrey, KYTC Central Office Planning, decided to leave the conversation open-ended, pending the scoring results for the rest of the LO/S. Mikael also noted that the projects do not have to be divided between high, medium, and low equally.

With no additional questions or concerns, the Madison County scoring results were reviewed. Discussion broke out again when the results of the two local Madison County scores were shown. L M-B nearly received twice as many points than L M-A. On the other hand, L M-A had to receive at least one point, by rule, by each voter. Results show that only one of 17 voters gave L M-A two points instead of one. Madison County short term projects results indicated the LO/S favored ST M-A and ST M-B with 14 and 15 points, respectively. LT M-A was heavily

avored for Madison County long term projects with 55 points. LT M-M came in second in scoring with 44 points. These two projects were discussed as favorites for the project team to become high priorities as well.

Finally, the group discussed the results of the Richmond scoring. L R-A was the highest scoring project in Richmond local projects with 25 points. L R-B came in second with 13 points. Richmond short term projects identified ST R-E as the highest scoring project with 39 points. ST R-A and ST R-J received scoring results that fell in the middle priority of the projects. Seven projects had fewer than 15 points; four had fewer than 10 points, and two had fewer than 5 points. Richmond long term projects scoring results identified the highest number allocated to LT R-F, with 50 points. The second highest scored project was LT R-E with 22 points. LT R-F was questioned by JR Ham, KYTC District 7 Planning, as to how many people were actually using the route and if it really called for the solution proposed. There was a discussion of the amount of traffic expected as a result of the airport activities. In addition, WSP | PB was asked to include the multimodal path in the written solution for this project.

Additional surveys were received after the meeting which altered the scores of the above projects to a minor extent. The final rankings of the projects remained the same in all Berea projects, Madison County projects, and Richmond local and long term projects. Two projects were added to the middle ranking for Richmond's short term projects, ST R-H and ST R-I.

Next Steps

Amy concluded the meeting with a brief reminder of the study schedule and next steps. The scoring results and updated project sheets with the correct project categories will be submitted to KYTC for their review after the May 27, 2016 deadline for the LO/S scoring sheets. Traffic forecasting will be completed. A draft report and documentation was scheduled to be produced in June 2016 with a final report scheduled for July 2016. However, the deadline for the report will be established once the downtown Berea study recommendations have been identified. *UPDATE (8/15/16): Recommendations from the downtown Berea study are expected by September 15, 2016. The SUA draft report will be due October 15, 2016, with a final report submitted by November 15, 2016.*

With no further comments, the meeting was adjourned at 2:50 PM (EST).

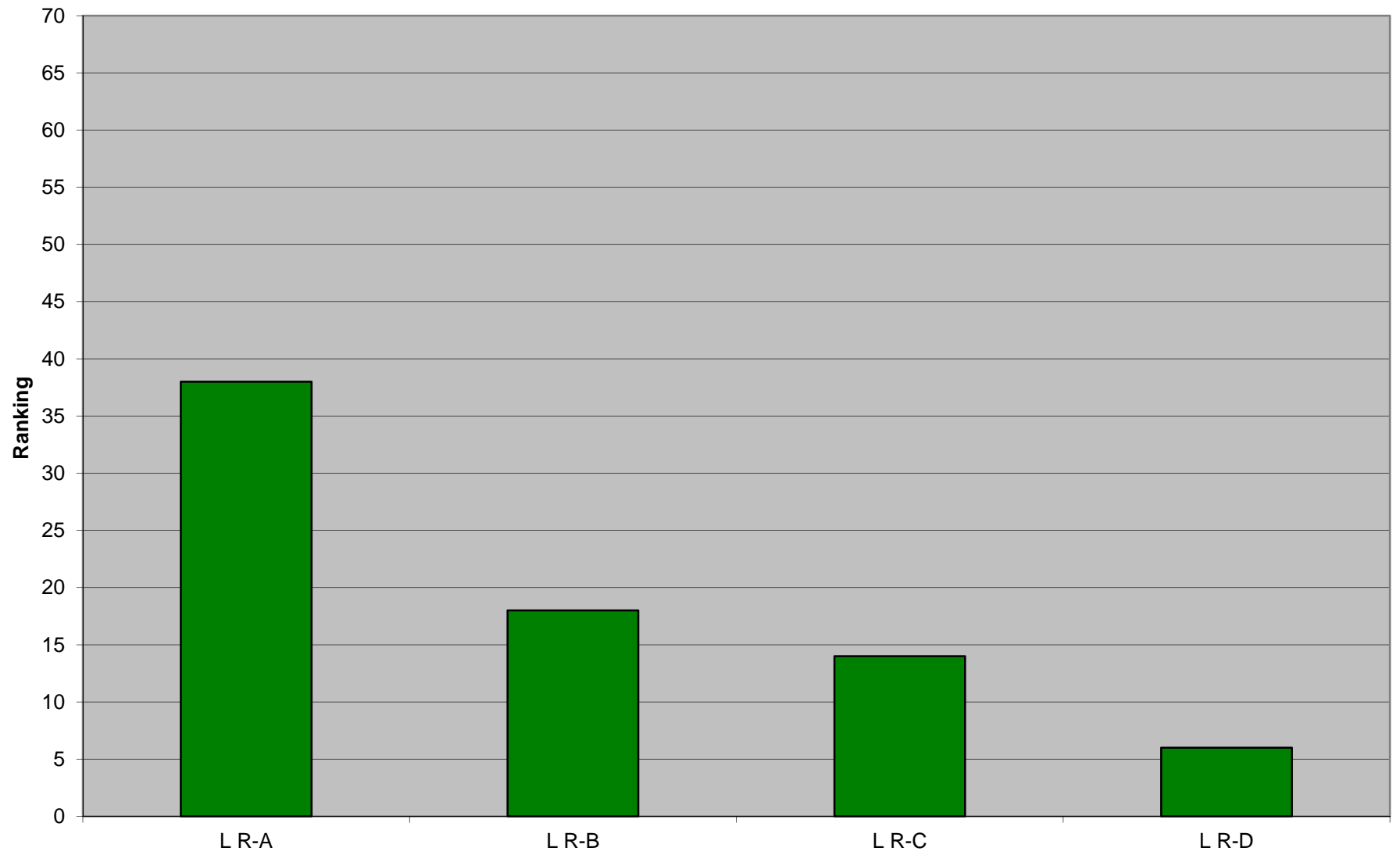
Richmond - Berea SUA Study
Updated Scoring Results and Prioritization
City of Richmond

Project Type	Former Project ID	Project ID	Project Description	Cost Estimate* (2016 Dollars)	Score	LO/S Prioritization
Local		L R-A	<u>Catalpa Loop / KY 52 to Lake Reba Dr Corridor:</u> Realign intersection approach and improve drainage	NA	38	H
		L R-B	<u>Multiple Locations in Richmond:</u> Improve drainage	NA	18	M
		L R-C	<u>KY 52 at US 25 Pedestrian Access to Lake Reba:</u> Install sidewalk from KY 52 to park	NA	14	M
		L R-D	<u>KY 876 at Veterans Blvd Intersection:</u> Add sidewalk along Veterans Boulevard	NA	6	L
Short Term		ST R-A	<u>US 25 at Keeneland Dr Intersection:</u> Apply for phase change consideration to allow for flashing yellow arrow; Modify striping	\$88,000	29	M
		ST R-B	<u>KY 2881 at KY 2872 Intersection:</u> Pavement treatment assessment	\$58,000	8	L
		ST R-C	<u>KY 876 at Hampton Way Intersection:</u> Add dedicated right turn pocket to Hampton Way and make Hampton Way a right in right out	\$7,000	7	L
		ST R-D	<u>KY 876 at Amberly Way Intersection:</u> Apply for phase change consideration for removal of split phasing on side street; Extend left turn lanes on KY 876; Restripe NB left turn lane	\$28,000	13	L
	LT R-G	ST R-E	<u>US 25X Corridor from Collins St to 3rd St+E11:</u> Assess option to eliminate left turns on US 25X utilizing parallel streets	\$200,000	30	H
		ST R-F	<u>KY 876 at Dwight Dr Intersection:</u> Prohibit left turns from side streets; Add right turn pocket on KY 876	\$98,000	4	L
	LT R-I	ST R-G	<u>US 25X Corridor from US 25 / KY 876 to Collins St:</u> Assess need for access management	\$100,000	1	L
		ST R-H	<u>KY 876 at Kit Carson Dr Intersection:</u> Apply for phase change consideration for flashing yellow arrow and removal of split phasing on side street; Extend KY 876 left turn lane storage; Add wayfinding signage	\$142,000	17	M
		ST R-I	<u>KY 876 at Walmart Intersection:</u> Eliminate left turns from side streets	\$118,000	25	M
		ST R-J	<u>US 25 at Gibson Bay Dr Intersection:</u> Apply for phase change consideration for elimination of split phasing; Provide dedicated right turn lane on to US 25	\$162,000	22	M
		ST R-K	<u>KY 1986 at Caudill Dr Intersection:</u> Flatten curve to help bus traffic entering Caudill Middle School	\$39,000	8	L
	LT R-O	ST R-L	<u>KY 876 Corridor from I-75 to KY 52:</u> Evaluate frontage road solutions to eliminate side street split phasing to improve traffic progression	\$150,000	11	L
	LT R-P	ST R-M	<u>Corridor Signal Retiming Bypass (KY 876, US 25 and Downtown):</u> Reevaluate signal timing and coordination of traffic signals of three corridors	\$175,000	14	L

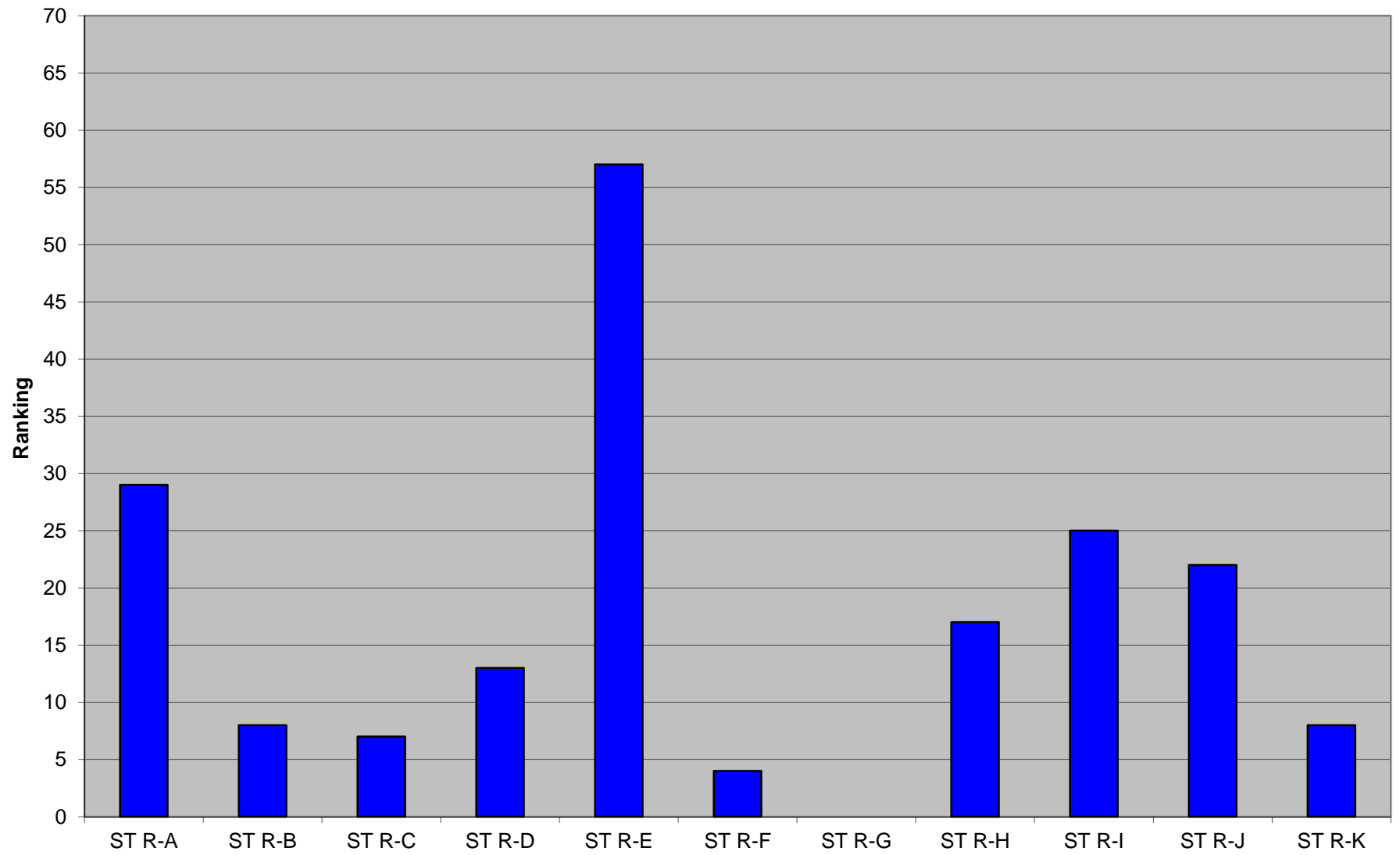
Richmond - Berea SUA Study
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Project Type		Project ID	Project Description	Cost Estimate* (2016 Dollars)	Score	LO/S Prioritization
Long Term		LT R-A	<u>US 25 Corridor from Taco Bell Driveway to Michelle Dr:</u> Improve cross-section - 2 12' lanes and center two-way left-turn lane	\$2,273,000	19	M
		LT R-B	<u>US 25 / US 421 Corridor from KY 52 to US 25X:</u> Multi-use path; Offset left turns; Signal warrant analysis	\$2,118,000	24	M
		LT R-C	<u>KY 876 Corridor from Hager Dr to KY 52 (Lancaster):</u> Add sidewalks; pedestrian connectivity improvements	\$3,160,000	12	L
		LT R-D	<u>KY 876 Corridor from KY 52 (Lancaster) to US 25:</u> Extend sidewalk	\$1,234,000	20	M
		LT R-E	<u>KY 388 Corridor from US 25X to KY 1986:</u> Improve cross-section - 2 12' lanes and center two-way left-turn lane with sidewalks; Signal warrant analysis	\$10,732,000	39	H
		LT R-F	<u>New Corridor from KY 876 (Via Kit Carson Dr) to KY 2872:</u> New corridor from KY 876 via Kit Carson Drive to KY 2872; Extend Cycle Drive to connect with new corridor	\$22,278,000	75	H
	ST R-E	LT R-G	<u>KY 876 at Killarney Ln Intersection:</u> Apply for phase change consideration to allow for flashing yellow arrow; Install island for channelized right turns; Add ramps for pedestrian crossings; Limit access through gas station	\$258,000	57	H
		LT R-H	<u>KY 52 Corridor from Oakland Ave to US 25:</u> Continue sidewalk along KY 52 to US 25 Bypass	\$2,114,000	17	M
	LT R-N	LT R-I	<u>KY 52 Corridor from Hycliff Dr to Barnes Mill Rd:</u> Add capacity through lane additions and extended storage	\$369,000	3	L
		LT R-J	<u>KY 876 at KY 52 Intersection:</u> Apply for phase change consideration for flashing yellow arrow; Add capacity through turn lanes and channelization	\$873,000	7	L
		LT R-K	<u>KY 876 at Boggs Ln Intersection:</u> Extend EB KY 876 left turn lane; Add or extend right turn lanes on all approaches	\$406,000	12	L
		LT R-L	<u>KY 876 at US 25 Intersection:</u> Add right turn lanes; Make Commercial Drive right in right out only	\$394,000	7	L
		LT R-M	<u>US 25 / US 421 at KY 52 (Irvine St) Intersection:</u> Add capacity through lane additions and extended storage	\$1,036,000	15	M

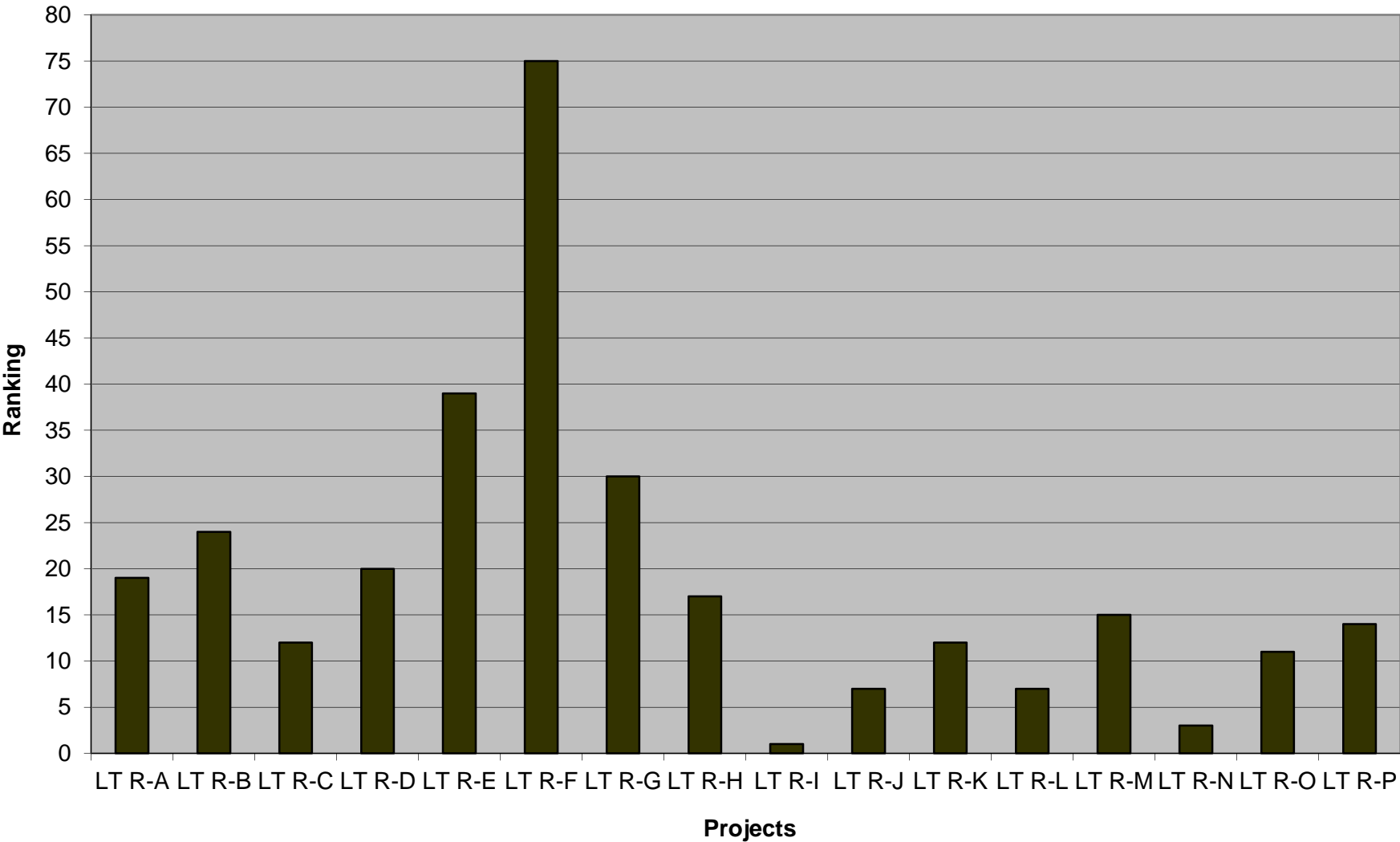
Local Project Scores



Short Term Project Scores

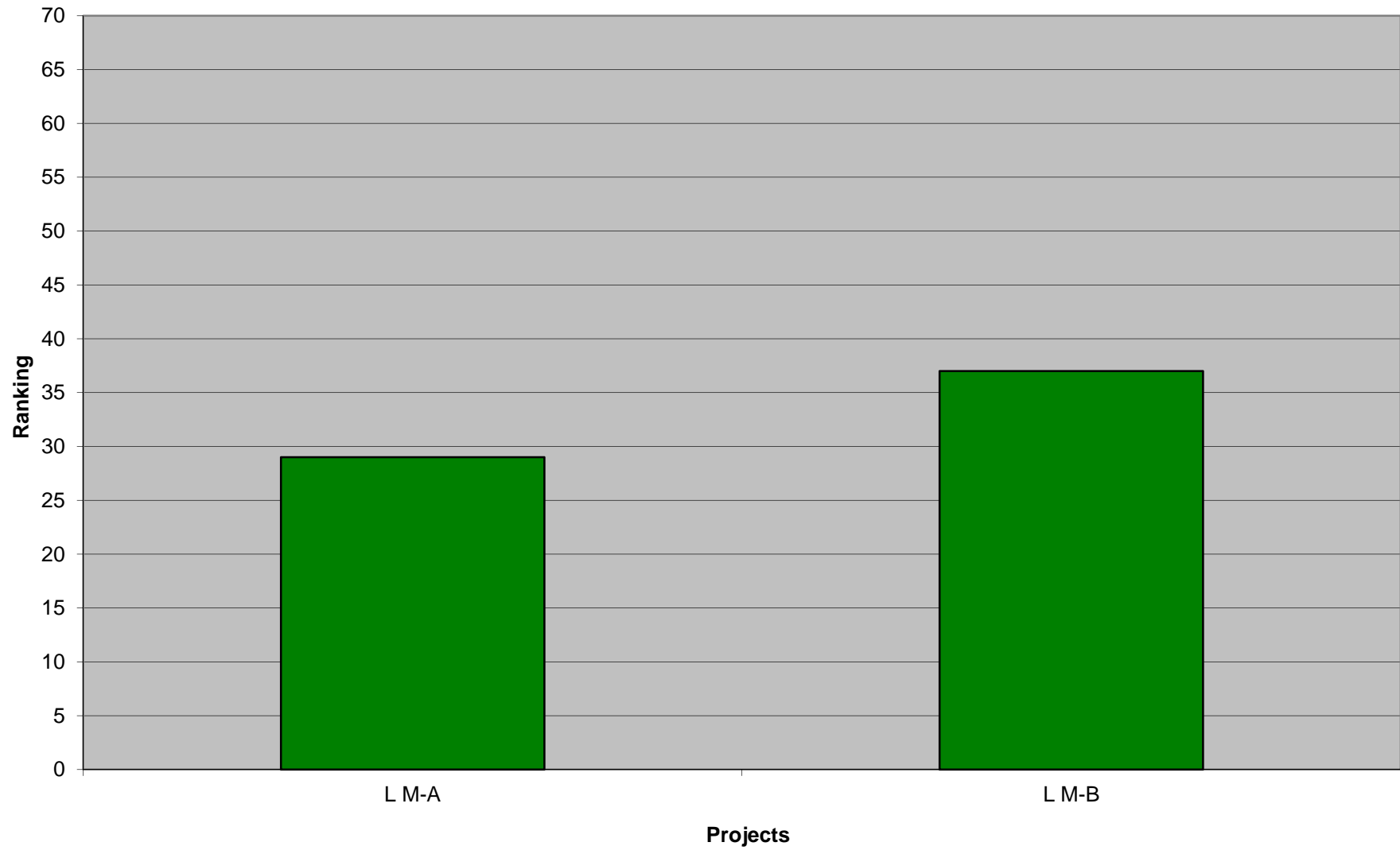


Long Term Project Scores

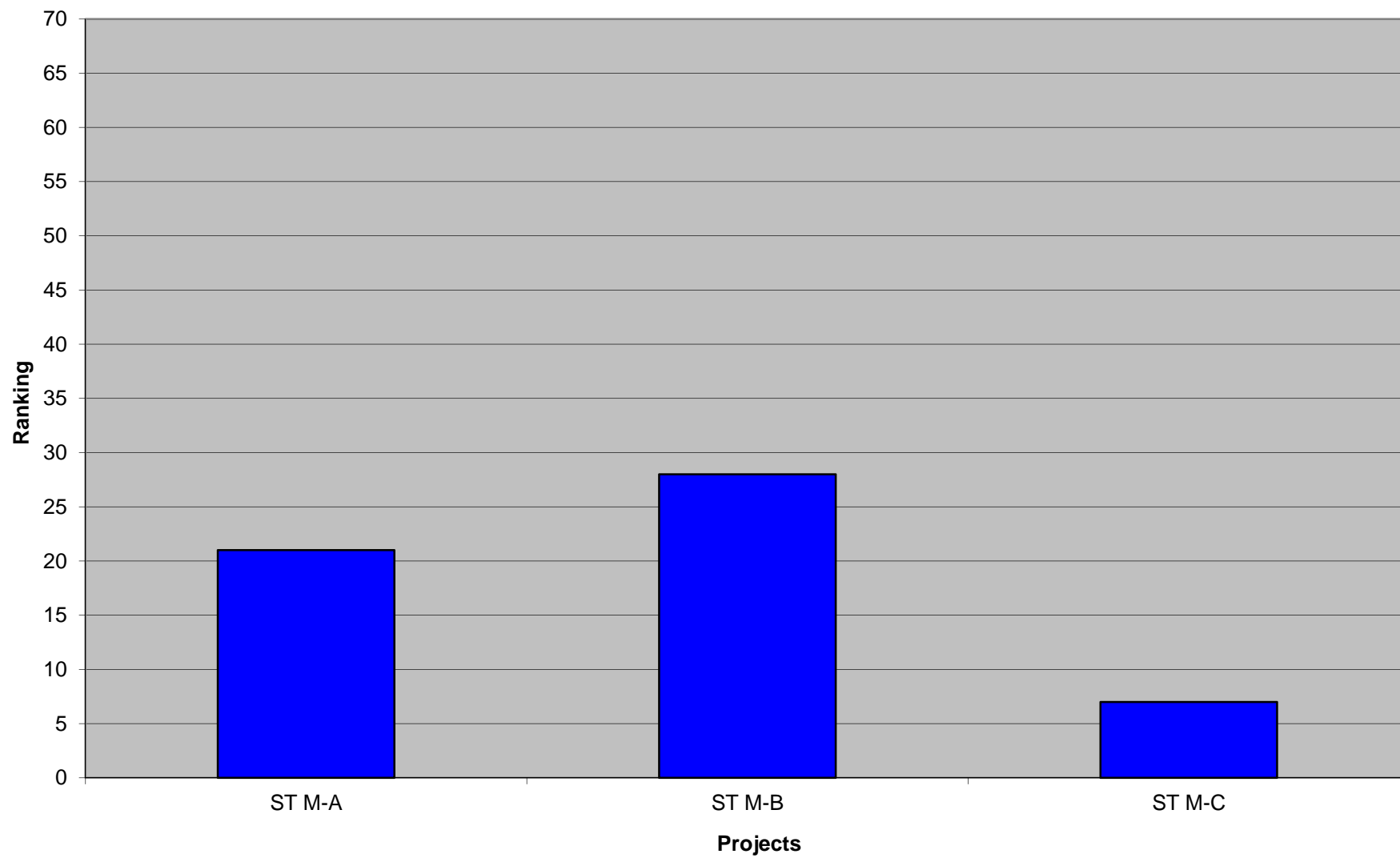


Project Type	Former Project ID	Project ID	Project Description	Cost Estimate* (2016 Dollars)	LO/S Score	LO/S Prioritization
Local		L M-A	<u>Neighborhood off KY 2881 and KY 2877:</u> Pavement treatment assessment and multi-modal connectivity	NA	29	M
		L M-B	<u>Goggins Ln / KY 169 to KY 876 Corridor:</u> Repair existing sidewalk and provide connection to Kit Carson Elementary	NA	37	H
Short Term		ST M-A	<u>KY 52 at Elliot Ford Rd Intersection:</u> Cut back slope and trim trees	\$70,000	21	M
		ST M-B	<u>US 25 at Battlefield Golf Course Intersection:</u> Address reverse crown issue at low point to eliminate standing water	\$66,000	28	H
		ST M-C	<u>KY 2881 at KY 2877 Intersection:</u> Evaluate proper control devices and apply new pavement markings	\$10,000	7	L
	LT M-F	ST M-D	<u>KY 1986 Corridor:</u> Improve bridge and culvert capacity (cost per structure)	\$175,000	18	M
	LT M-G	ST M-E	<u>KY 2878 Corridor from I-75 Underpass to Northridge Way:</u> Assess need for curve warning signs, pavement condition	\$46,000	20	M
	LT M-H	ST M-F	<u>KY 169 Corridor from Goggins Ln to Cartier Dr:</u> Signage to warn of signal ahead; maintenance to improve sight distance	\$104,000	22	M
	LT M-I	ST M-G	<u>KY 499 Corridor from US 25 to US 421:</u> Curve warning signs; maintenance to improve sight distance	\$104,000	10	L
	LT M-K	ST M-H	<u>KY 1016 near Moonlight Dr Intersection to Barker Ln:</u> Assess need to increase culvert capacity (cost per structure)	\$175,000	7	L
	LT M-L	ST M-I	<u>KY 21 Corridor near KY 1617 to Bear Mountain Rd:</u> Assess need to increase culvert capacity (cost per structure) and assess pavement condition	\$175,000	22	M
Long Term		LT M-A	<u>US 421 at KY 1016 Intersection:</u> Construct roundabout to re-align intersection and reduce speeds	\$1,034,000	80	H
		LT M-B	<u>US 25 Corridor from KY 499 to Pioneer Dr:</u> Add two-way left-turn lane	\$529,000	9	L
		LT M-C	<u>KY 52 Corridor from Cavalier Ct to KY 2881:</u> Improve cross-section - 2 12' lanes and center two-way left-turn lane	\$1,388,000	24	M
		LT M-D	<u>US 421 Corridor from Old US 25 to KY 3376:</u> Improve cross-section - 2 12' lanes and center two-way left-turn lane	\$1,662,000	19	M
		LT M-E	<u>US 421 at Bluegrass Army Depot Intersection:</u> Conduct traffic signal warrant analysis; if warranted, re-align intersection	\$642,000	8	L
	LT M-J	LT M-F	<u>KY 595 Corridor from Guynn Rd to 1.099 miles west of Ogg Cemetery Rd:</u> Move utility poles	\$6,660,000	13	L
	LT M-M	LT M-G	<u>US 421 at US 25 Intersection:</u> Install roundabout to reduce speeds and re-align access points	\$1,206,000	57	H
	LT M-N	LT M-H	<u>US 421 at KY 499 Intersection:</u> Paint stop bars and lane lines on KY 499; re-align intersection	\$1,373,000	12	L

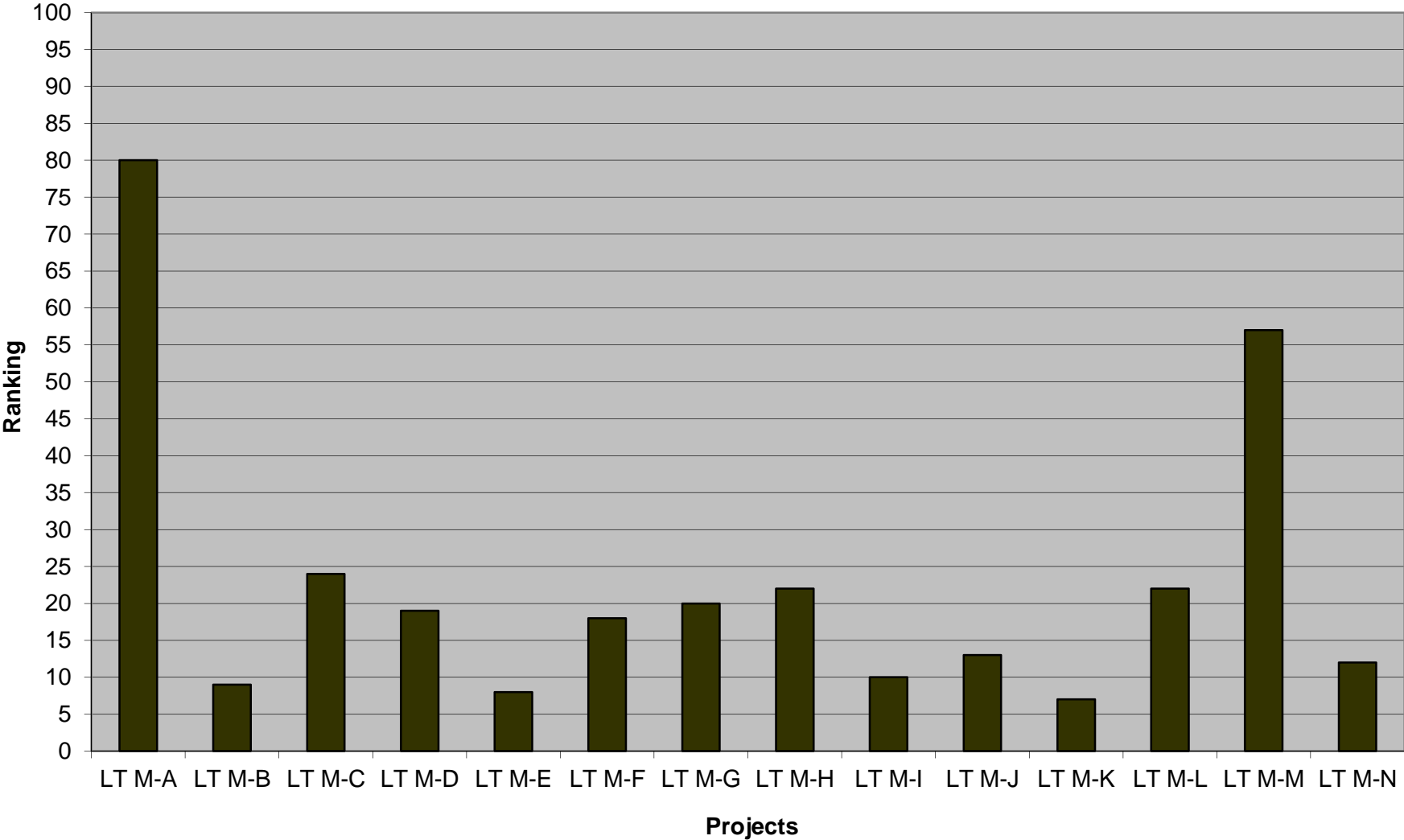
Local Project Scores



Short Term Project Scores



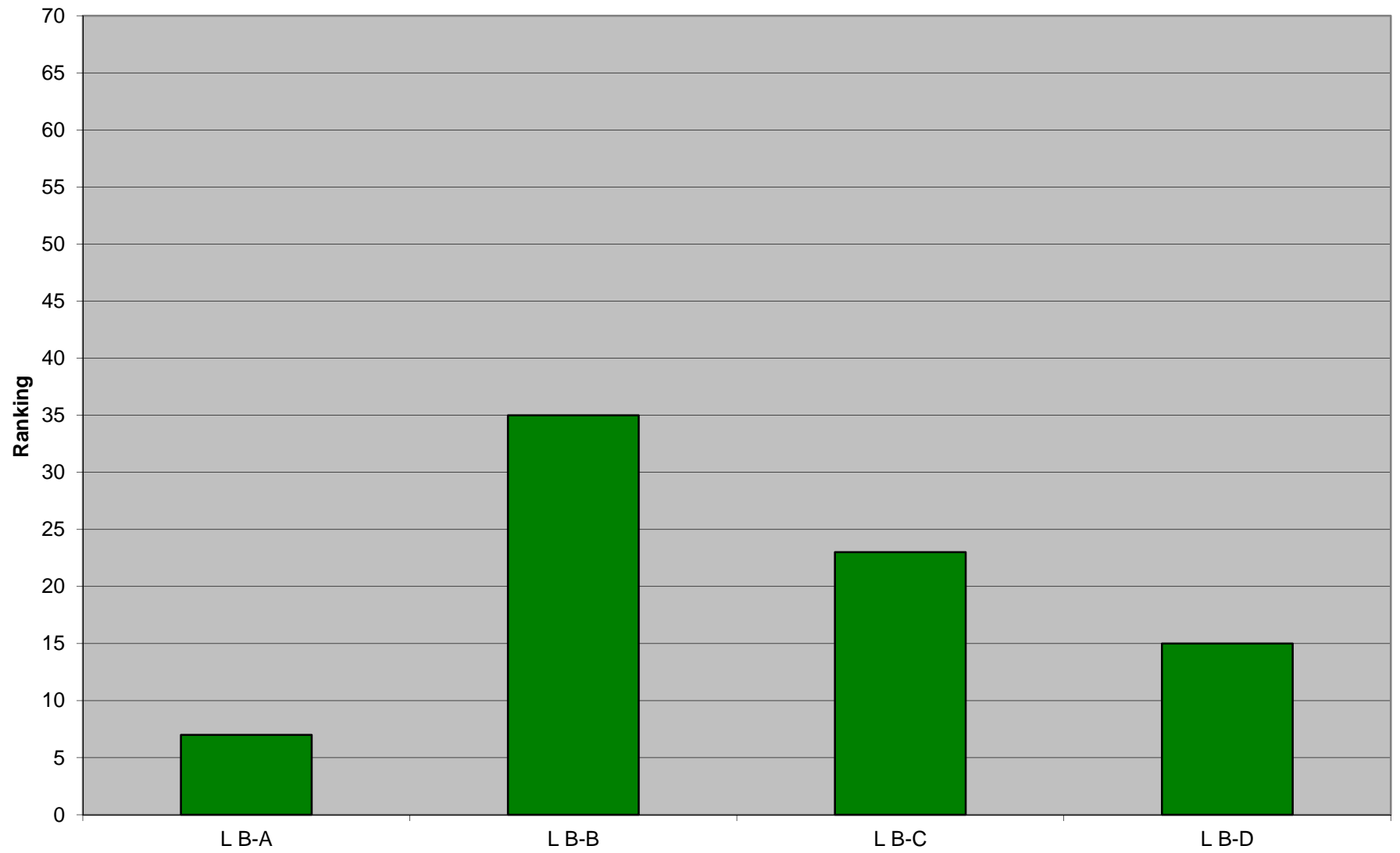
Long Term Project Scores



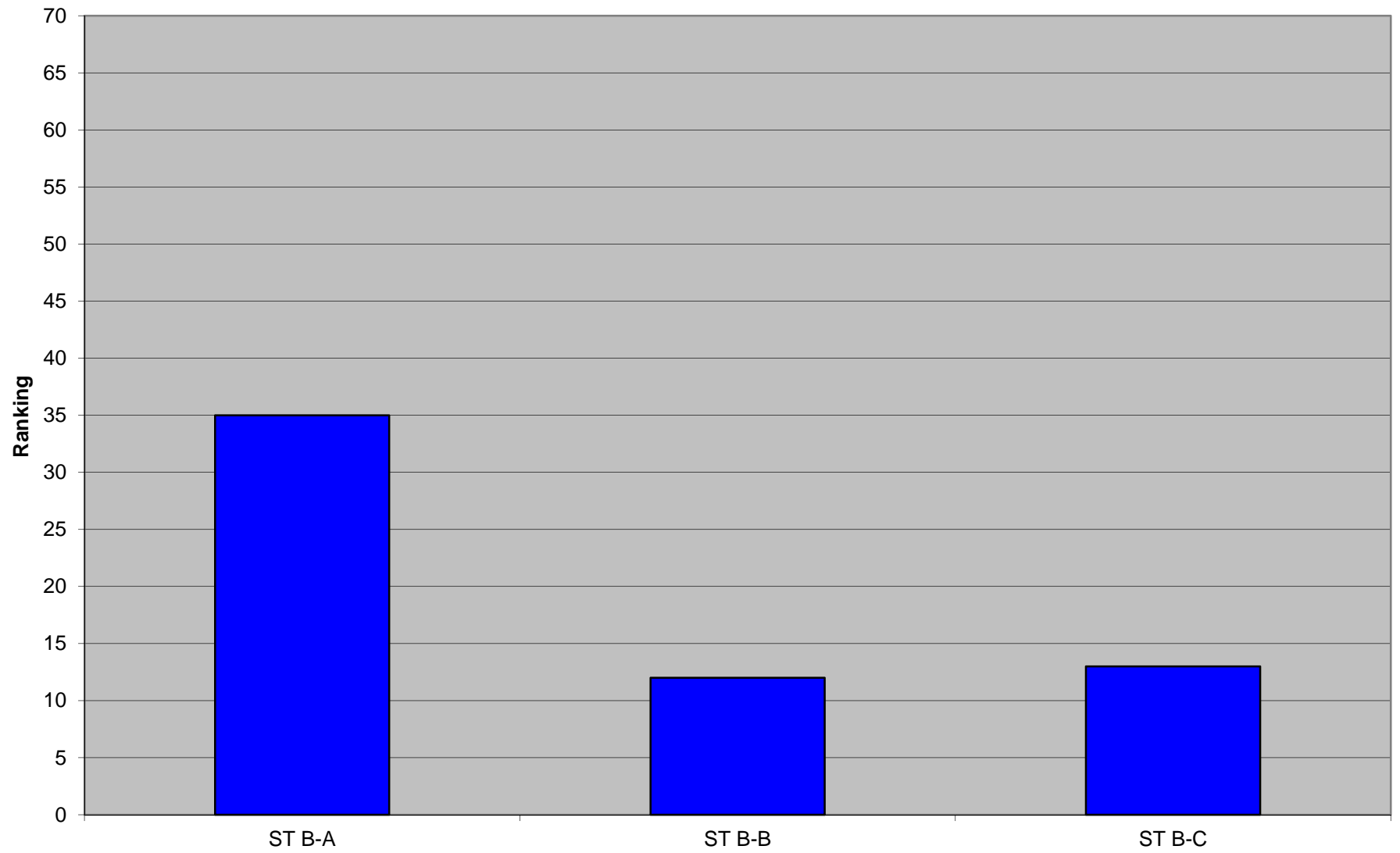
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Project Type	Former Project ID	Project ID	Project Description	Cost Estimate* (2016 Dollars)	Score	Prioritization
Local		L B-A	<u>Baugh St at Oakwood Dr Intersection:</u> Close Baugh Street at Oakwood Drive and create pedestrian access only to school	NA	7	L
		L B-B	<u>New Corridor - Farristown to KY 1983:</u> New connection from KY 1983 to Mayde Road	NA	35	H
		L B-C	<u>New Corridor - Farristown Industrial Dr to US 25:</u> Provide a direct connection to Farristown Middle School and US 25	NA	23	M
		L B-D	<u>Extension East of KY 956 at US 25 Intersection:</u> Extend Pine Street and Kenway Street to access new KY 956 bypass	NA	15	L
Short Term		ST B-A	<u>KY 21 at McKinney St Intersection:</u> Pedestrian connectivity	\$149,000	35	H
		ST B-B	THIS PROJECT HAS BEEN REMOVED	NA	12	L
		ST B-C	<u>KY 595 at Glades Rd Intersection:</u> Conduct traffic signal warrant analysis	\$5,000	13	L
Long Term		LT B-A	<u>KY 1016 and KY 3376 Corridors:</u> Add two-way left-turn lane and provide pedestrian accomodations from school	\$4,873,000	33	H
		LT B-B	<u>KY 21 Corridor:</u> Access management strategies and re-align offset street	\$347,000	3	L
	LT B-D	LT B-C	<u>KY 21 at US 25 Intersection:</u> Re-align US 25 to connect with KY 21 at Estridge Court	\$1,797,000	17	M
	LT B-E	LT B-D	<u>KY 21 Corridor from Neely St to Christmas Ridge Rd:</u> Construct 6' paved shoulders	\$476,000	27	H

Local Project Scores



Short Term Project Scores



Long Term Project Scores

