APPENDIX E: Meeting Summaries

Meeting Minutes

TO:	Catherine Davis KYTC Central Office Project Manager KYTC Central Office 200 Mero Street Frankfort, KY 40622	Dane Blackburn District 6 Project Manager KYTC District Office #6 421 Buttermilk Pike Ft. Mitchell, KY 41017

FROM: Dan O'Dea
Project Manager
Stantec Consulting Services Inc.

DATE: October 31, 2023

SUBJECT: Newport Two-Way Feasibility Study
Campbell County
KYTC Item No. 06-377
Project Team Meeting No. 1

A Project Team Meeting for the subject project was held in the Newport City Hall Building and via Microsoft Teams on September 28, 2023 at 10:30 a.m. EDT. The following individuals were in attendance:

Jay Balaji*	KYTC _ Central Office Planning
Mike Bezold*	KYTC – District 6
Dane Blackburn	KYTC – District 6
Linzy Brefeld*	KYTC – District 6
Catherine Davis	KYTC – Central Office Planning
Amanda Desmond*	KYTC – Central Office Design
Stephen De Witte	KYTC – Central Office Planning
Dave Heil*	KYTC – Central Office Planning
Bob Koehler	OKI
James Minckley*	KYTC – District 6
Lauren O'Brien	City of Newport
Brent Sweger*	KYTC – Central Office Design
Jeff Thelen	NKADD
Craig Walker	KYTC – District 6
Brian Aldridge	Stantec Consulting Services Inc.
Mark Butler*	Stantec Consulting Services Inc.
Matt Crim*	Stantec Consulting Services Inc.
Len Harper*	Stantec Consulting Services Inc.
Mark Kranz	Stantec Consulting Services Inc.
Dan O'Dea	Stantec Consulting Services Inc.

Graham Winchester* Stantec Consulting Services Inc.

*Joined via Microsoft Teams

Dan O'Dea welcomed everyone and led introductions. The purpose of the meeting was to discuss existing conditions and preliminary improvement concepts for the Newport Two-Way Feasibility Study. The study area is shown in **Figure 1**. It should be noted that the intersection of 4th Street and Central Avenue is four-way stop controlled, which was incorrectly labeled as a signalized intersection in the Scoping Meeting presentation. Dan provided an updated Project Team Meeting No. 1 presentation.

The following enumerated items were discussed.

1. The objective of the Newport Two-Way Study is to determine the feasibility of the conversion from one-way couplets to two-way systems in Newport. The couplets are Monmouth Street and York Street (between 3rd Street and 11th Street) and 4th Street and 5th Street (between KY 8 and Washington Avenue).

2. This study is state funded with State Priority Project (SPP) funds. It is listed as KYTC Item No. 6-377 and has $150,000 comprised of $120,000 in discretionary PL funds secured by Ohio-Kentucky-Indiana Regional Council of Governments (OKI) and a $30,000 local match from the City of Newport. KYTC will manage the study with active involvement by City of Newport and OKI Staff.
    - There is a project (6-1086.00) to replace the KY-8 Bridge over the Licking River between Covington and Newport.
3. Both York Street and Monmouth Street are functionally classified as urban principal arterials with posted speed limits of 25 mph and are both considered US 27 through the study area. 4th Street and 5th Street are functionally classified as urban minor arterials through the study area. The posted speed limit on 4th Street is 30 mph west of Monmouth Street and 25 mph east of Monmouth Street. The posted speed limit on 5th Street is 30 mph west of Saratoga Street and 25 mph east of Saratoga Street.

   There are two lanes of travel with on-street parking for both York Street and Monmouth Street with a 40-foot width from curb to curb. There are two lanes of travel with on-street parking for 4th Street and 5th Street with generally a 40-foot width on 4th Street and a 42-foot width on 5th Street. Saratoga Street is two-way with one lane of travel and on-street parking in each direction with a 48-foot width that includes a 12-foot center median.

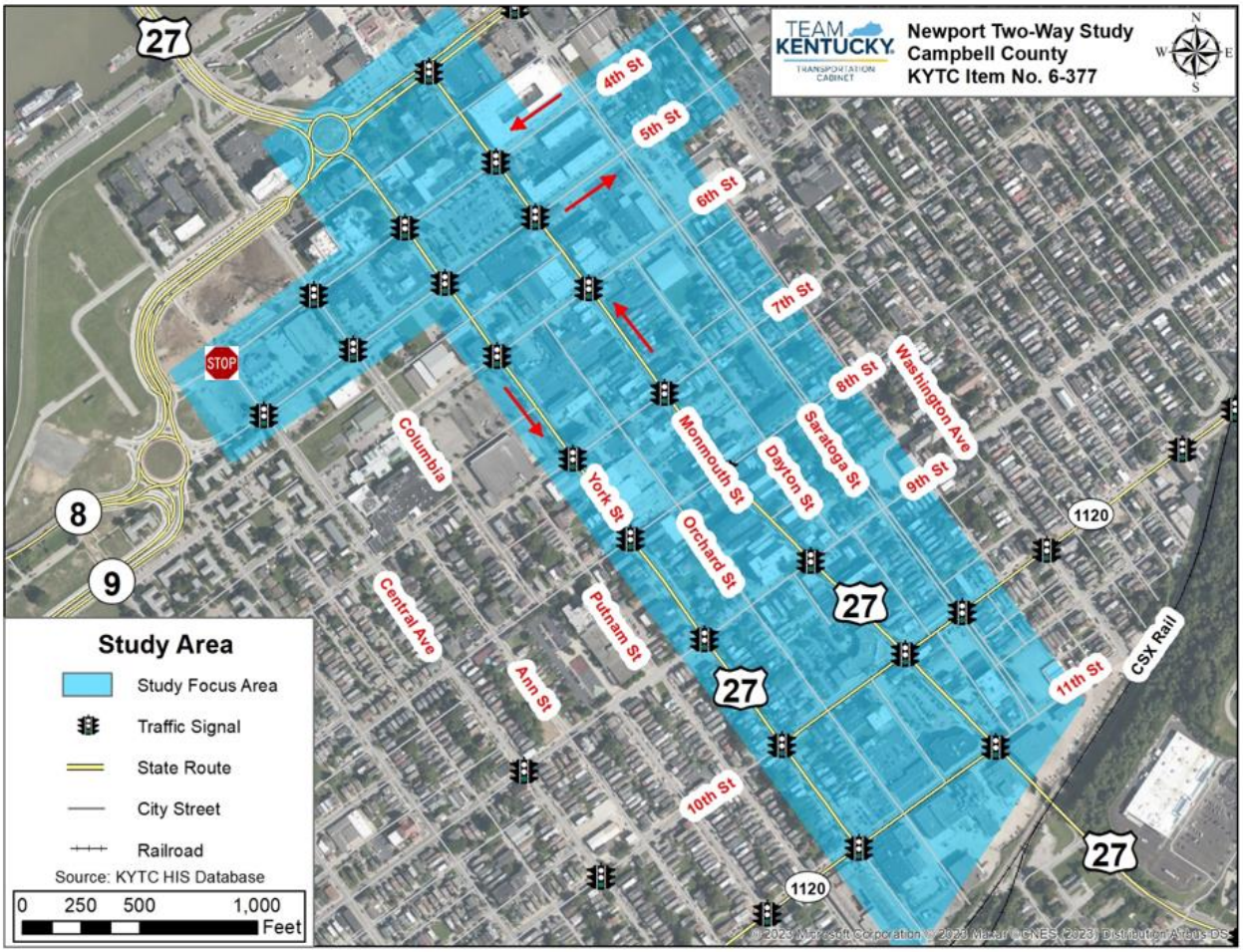

Figure 1: Study Area

4. The most recent KYTC traffic volumes show an Annual Average Daily Traffic (AADT) of 7,100 vehicles per day (VPD) on the study portion of Monmouth Street (northbound only) and 4,200 VPD on York Street (southbound only). Similarly, daily traffic on the study portion of 4th Street (westbound only) ranges from 3,600 to 4,300 VPD and 5th Street (eastbound only) ranges from 3,400 to 5,900 VPD. The AADT for these and adjacent routes are shown in **Figure 2**. It was noted that the one-way couplets of York Street and Monmouth Street are listed on the National Truck Network.

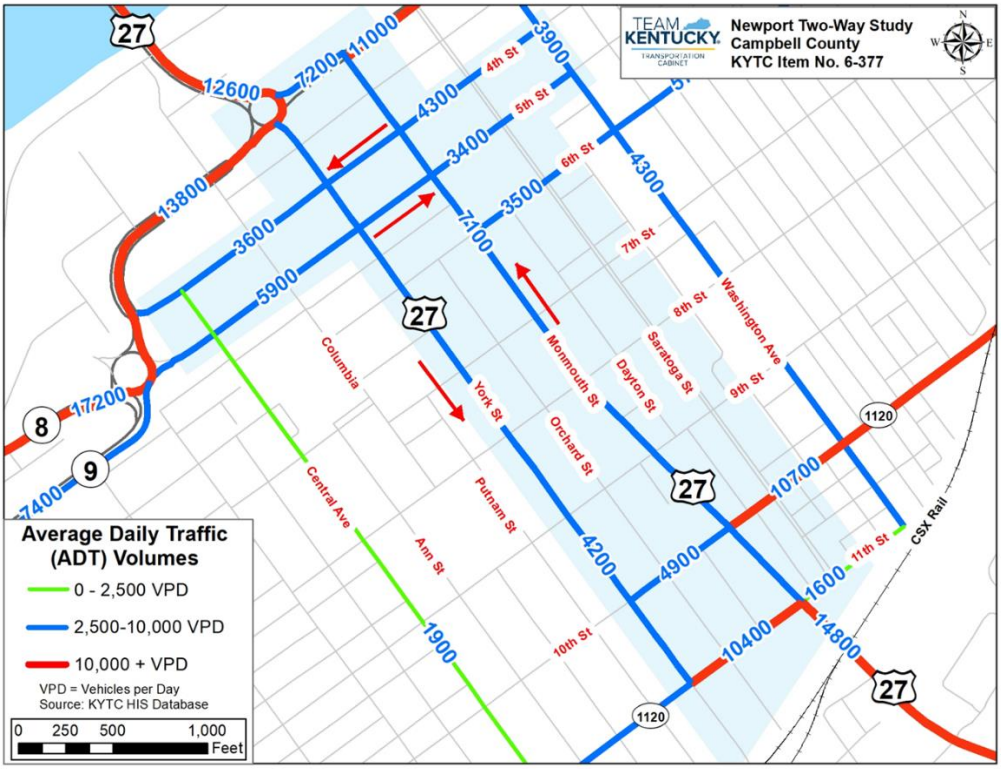

Figure 2: KYTC Average Daily Traffic (ADT) Volumes

5. Crash data from the Kentucky State Police database indicates that in the five years between January 1, 2018 and December 31, 2022, a total of 877 crashes were reported on the study area, as shown in **Figure 3.** The crashes are shown by crash type in **Figure 4**. The majority (94.2 percent) of the crashes resulted in property damage only (827), with 50 resulting in an injury (5.7 percent) and one fatality, which occurred in August of 2020 at the intersection of 5th Street and Monmouth Street. The fatality was the result of a vehicle traveling at a high rate of speed attempting to evade police and crashing into an outdoor eating area. Two restaurant patrons were killed, and two others were injured. There were 16 bicycle and/or pedestrian crashes in the study area over the five-year period, as shown in **Figure 5**.
    - It was noted that bicycle and pedestrian crashes generally occurred at intersections but were not concentrated at a particular location.
    - Sideswipe same direction crashes include vehicles striking other vehicles which were parallel parking.
    - The concentration of crashes at Monmouth Street and 11th Street may be due to lack of sight distance for northbound Monmouth due to the railroad overpass. The roadway characteristic also changes for northbound Monmouth from a suburban to downtown environment as well as a speed limit reduction from 35 to 25 mph.
        i. It was noted that there is a project currently planned to improve Monmouth Street south of 11th Street. This should help reduce the number of crashes at this intersection.

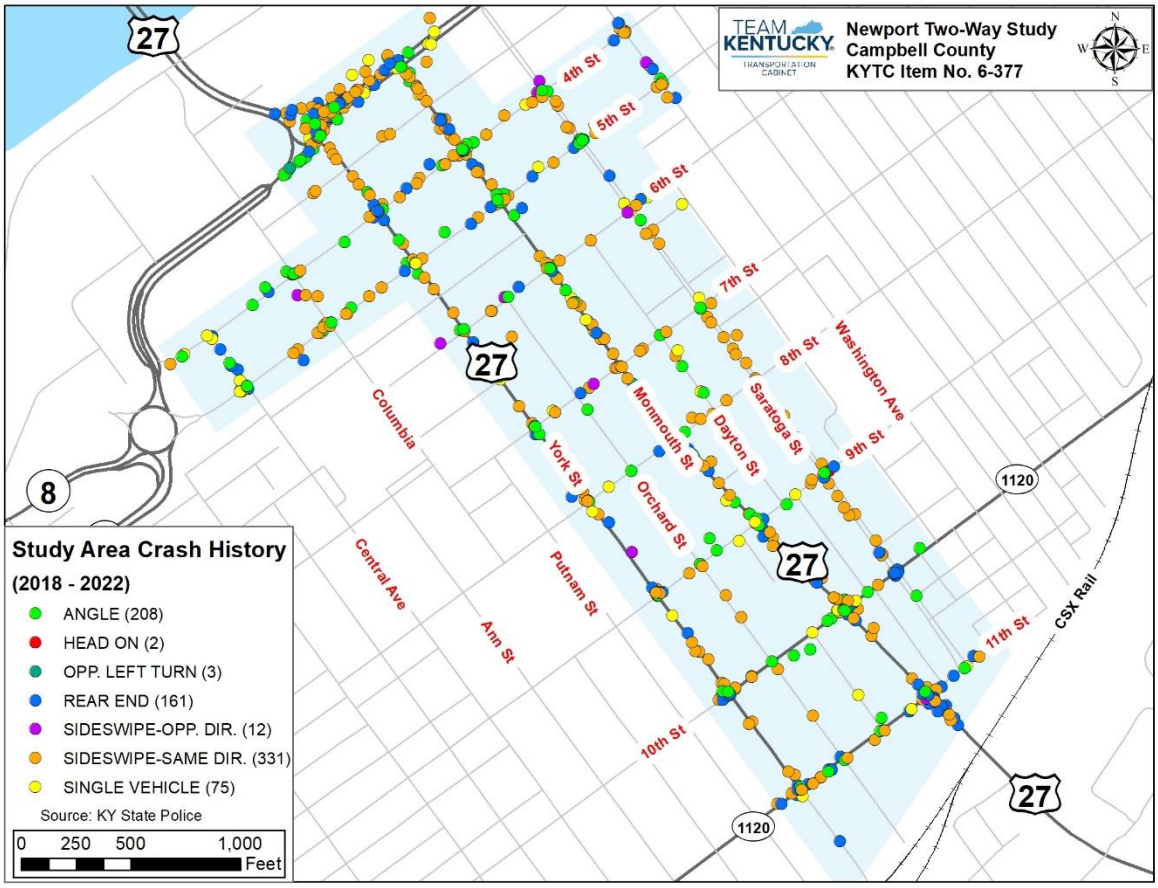

Figure 3: Crash History (2018-2022)

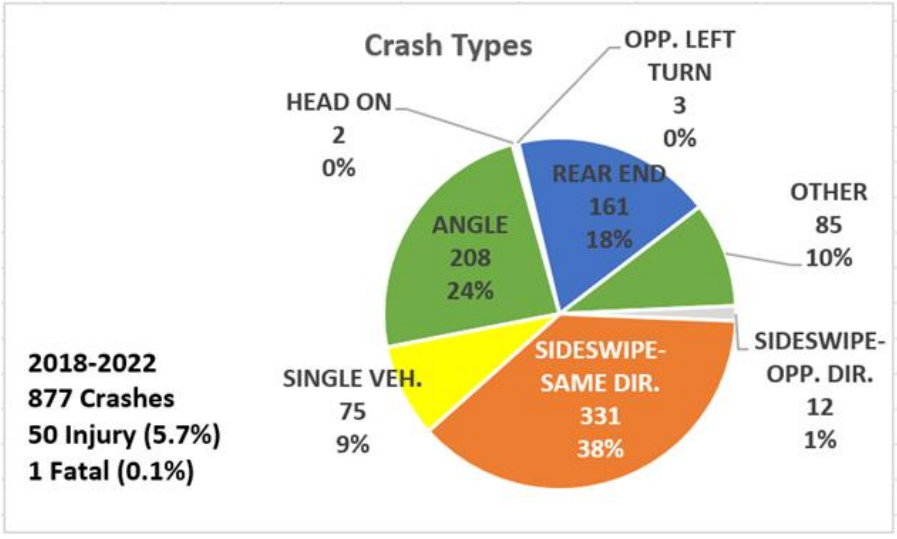

Figure 4: Crashes by Type (2018-2022)

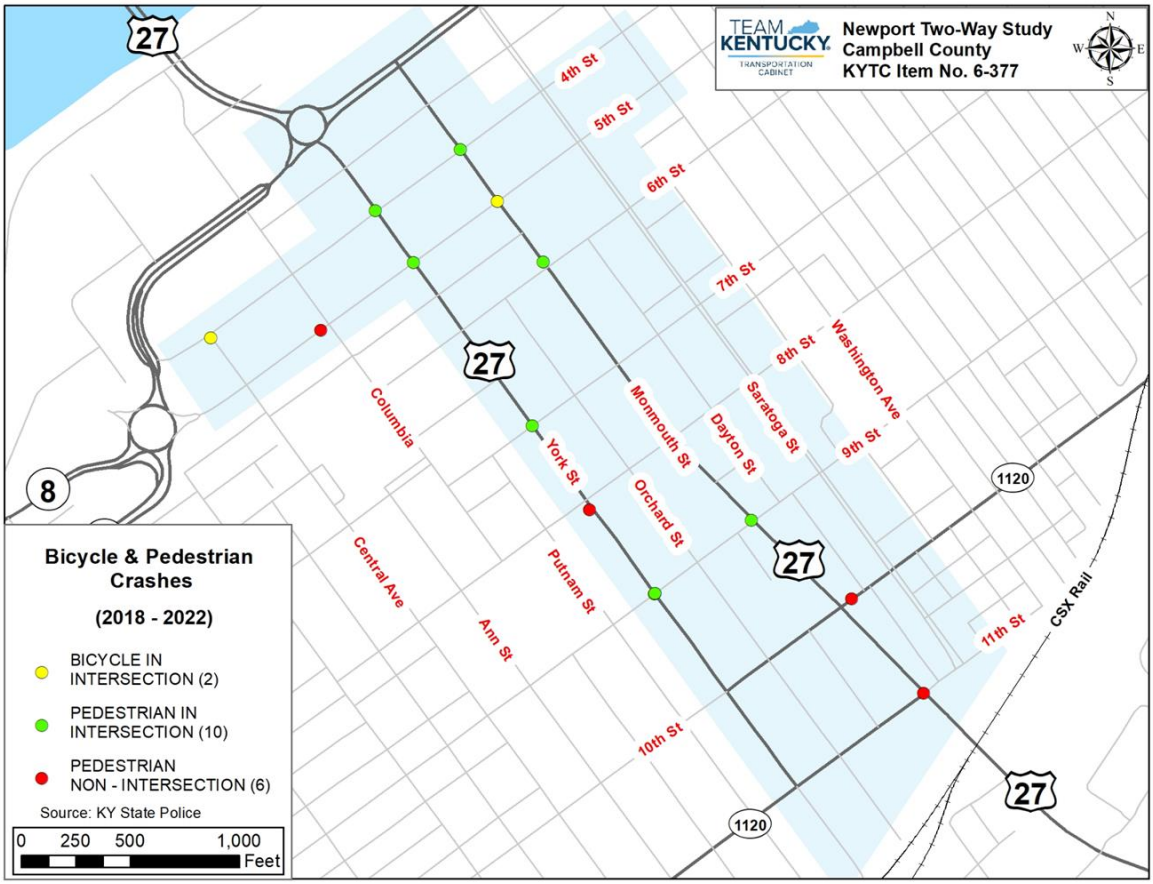

Figure 5: Bicycle and Pedestrian Crashes (2018-2022)

6. A survey of on-street parking within the study area was presented. There is predominantly metered parking on the northern portion of the study area and free parking on the southern end. There is some residential-only on-street parking on the northern end of Saratoga Street as well as on 4th Street and 5th Street east of Saratoga Street.

7. The Transit Authority of Northern Kentucky (TANK) has three bus routes that travel through the study area. The #25 Bus travels northbound on Monmouth Street from 11th Street to 3rd Street and ultimately returns southbound on York Street from 3rd Street to 11th Street every 30 minutes during the day. The #12 Bus travels from westbound 6th Street to northbound Monmouth and ultimately returns southbound on York Street back to eastbound 6th Street with a frequency of one hour. The #16 Bus travels from eastbound 5th Street from Central Avenue to northbound Monmouth Street to 3rd Street and ultimately returns southbound on York Street from 3rd Street to westbound 4th Street back to Central Avenue with a frequency of one hour.

8. "Heatmaps" from the STRAVA Athletic Tracking App were presented for both pedestrian and bicycle usage which indicate the aggregated public activities over the last year as shown in **Figure 6** and **Figure 7**. Areas with high volume activity are displayed in red while areas with very little activity may not show any color.

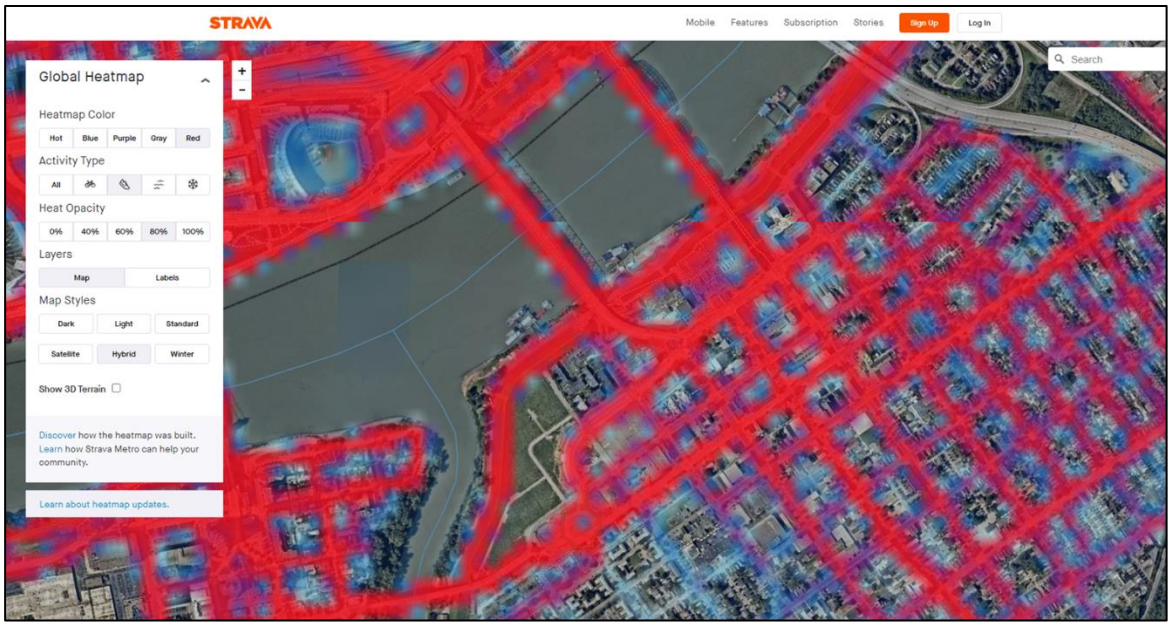

Figure 6: STRAVA Heatmap for Pedestrians

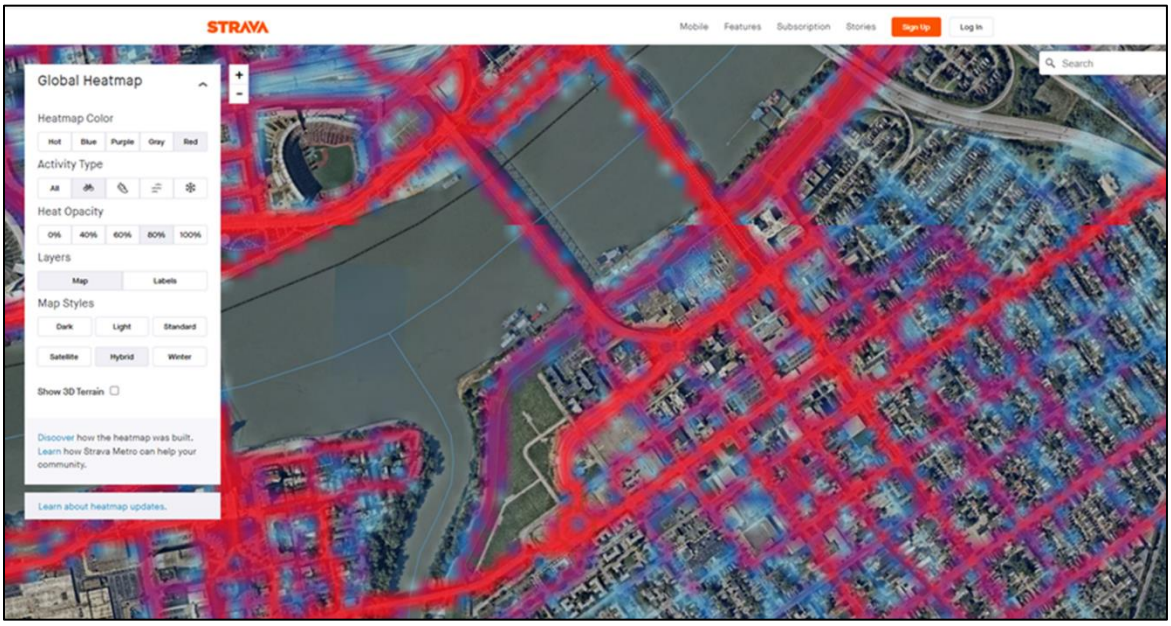

Figure 7: STRAVA Heatmap for Bicycles

9. Turning movement counts, including pedestrian counts, were collected by Stantec at the 20 intersections listed below and as shown in **Figure 8**. The counts were collected for 12-hours on May 11, 2023 while school was still in session.

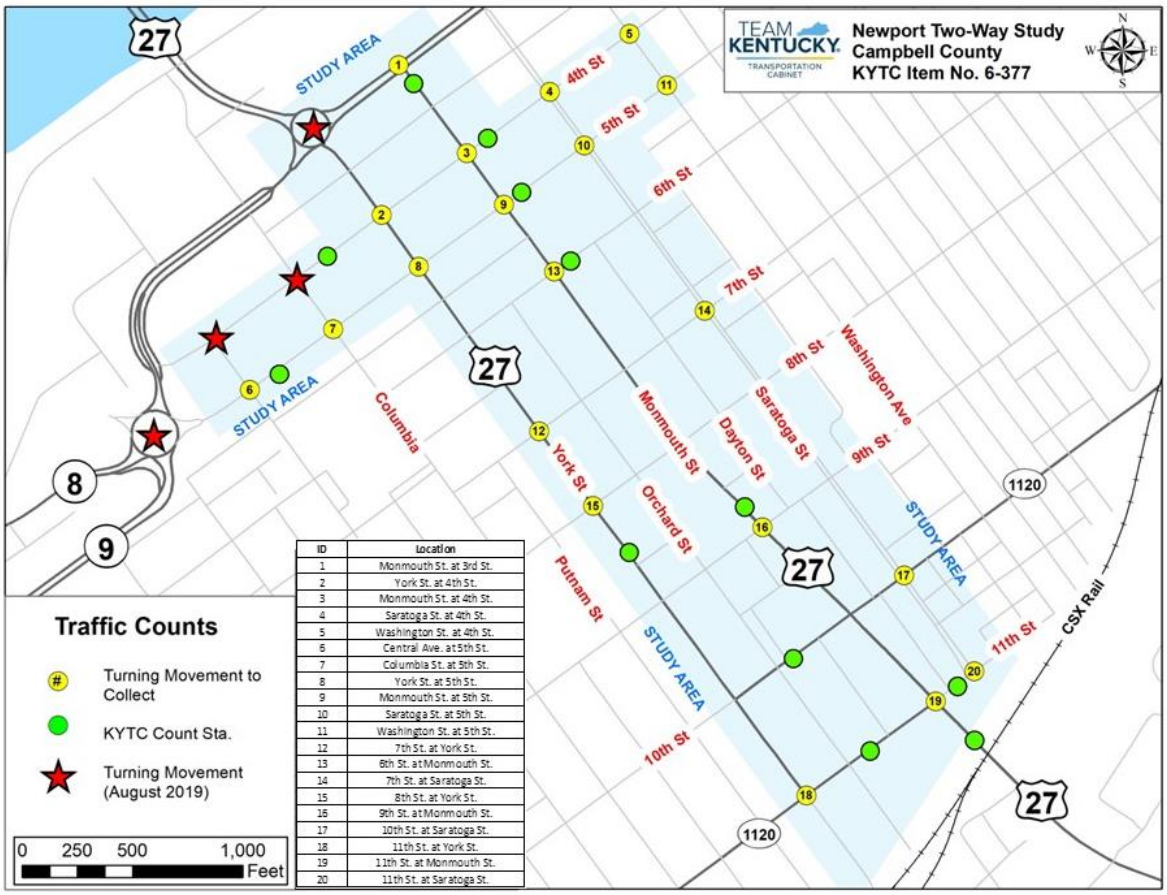

Figure 8: Turning Movement Count Locations

1) Monmouth Street at 3rd Street
2) York Street at 4th Street
3) Monmouth Street at 4th Street
4) Saratoga Street at 4th Street
5) Washington Avenue at 4th Street
6) Central Avenue at 4th Street
7) York Street at 4th Street
8) York Street at 5th Street
9) Monmouth Street at 5th Street
10) Saratoga Street at 5th Street
11) Washington Avenue at 5th Street
12) 7th Street at York Street
13) 6th Street at Monmouth Street
14) 7th Street at Saratoga Street
15) 8th Street at York Street
16) 9th Street at Monmouth Street
17) 10th Street at Saratoga Street
18) 11th Street at York Street
19) 11th Street at Monmouth Street
20) 11th Street at Saratoga Street

Peak hour traffic volumes for Monmouth Street, York Street, 4th Street, and 5th Street are shown in **Table 1**. During the PM peak hour, traffic volumes on Monmouth Street within the study area range from 480 – 560 vehicles per hour (vph).

Table 1: Peak Hour Traffic Volumes

Route	AM Peak (vph) low - high	PM Peak (vph) low - high
Monmouth St. (US 27N)	360 - 480	480 - 560
York St. (US 27S)	140 - 220	425 - 440
4th St.	200 - 250	225 - 325
5th St.	170 - 450	340 - 490

10. Census estimates from the KY State Data Center show Campbell County's population has increased at a rate of 0.54 percent per year from 2000 to 2020, as shown in **Figure 9**. Population projections from the Kentucky Data Center between 2020 and 2050 show a slight decline in population in Campbell County. Census estimates show that the population of the City of Newport has declined at a rate of 0.92 percent per year from 2000 to 2020, as shown in **Figure 10**.

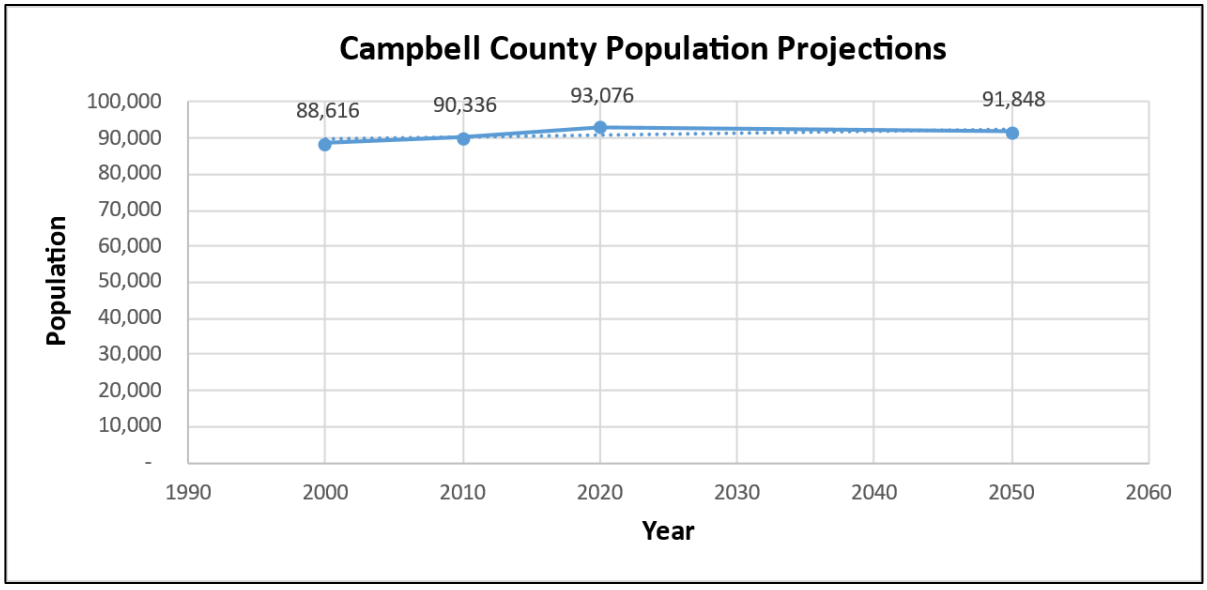

Figure 9: Campbell County Population Projections (Source: Kentucky Data Center)

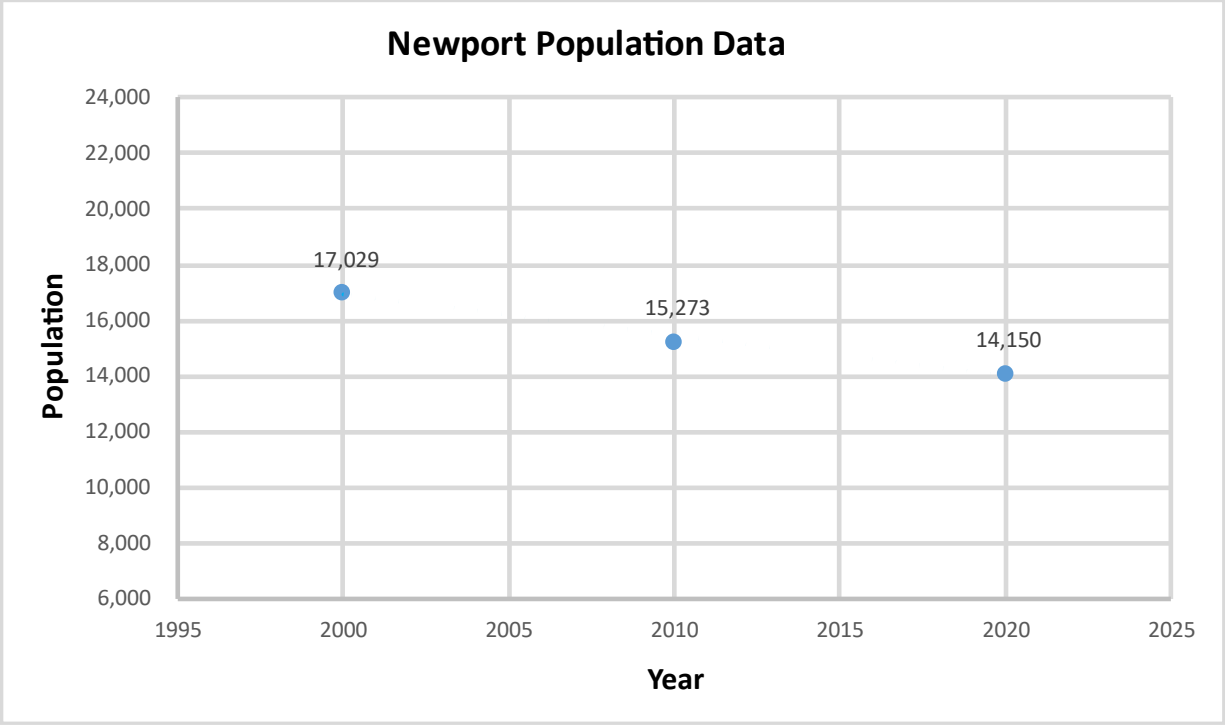

Figure 10: Census Estimates for the City of Newport, KY

11. Historical volumes from the KYTC traffic count database show that daily traffic on routes within the study area for which data was available has generally decreased slightly over the past 15 years, as shown in **Figure 11**. Traffic volumes on West 4th Street decreased dramatically in 2019 while volumes on West 3rd Street increased dramatically at same time. This coincides with the opening of the roundabout which altered traffic patterns in the vicinity. There was discussion about the curious dramatic decrease in traffic on East 10th Street between Monmouth Street and York Street after 2012. Speculation was that it was possibly related to the closing of the Trauth Dairy Plant and the change on KY 9.

12. Outputs from the OKI Travel Demand Model were used to develop growth rates for the routes in the study area. As shown in **Figure 12**, annual growth rates on study area roadways range from -0.1 to 1.0 percent per year.

13. Based on outputs from the OKI Travel Demand Model, population projections, and historical traffic, a growth rate of 0.5 percent was proposed to forecast traffic. Stantec will develop peak hour and daily traffic forecasts for 2035 as well as daily traffic forecasts for 2050. Planned developments such as the proposed Margaritaville Resort were considered during the development of forecasts.
    - Stantec will reach concurrence on growth rate scenarios with KYTC's Modal Branch before proceeding with development of traffic forecasts.
    - It was noted that OKI has a 2050 model scenario that will be used in the traffic forecasting process.

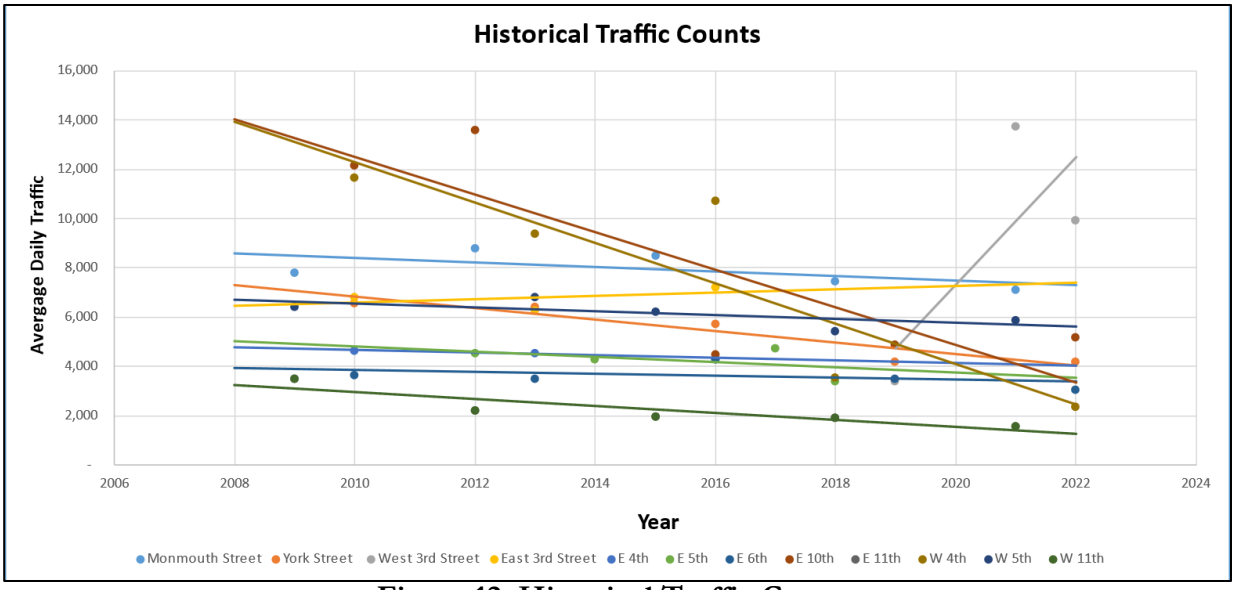

Figure 12: Historical Traffic Counts

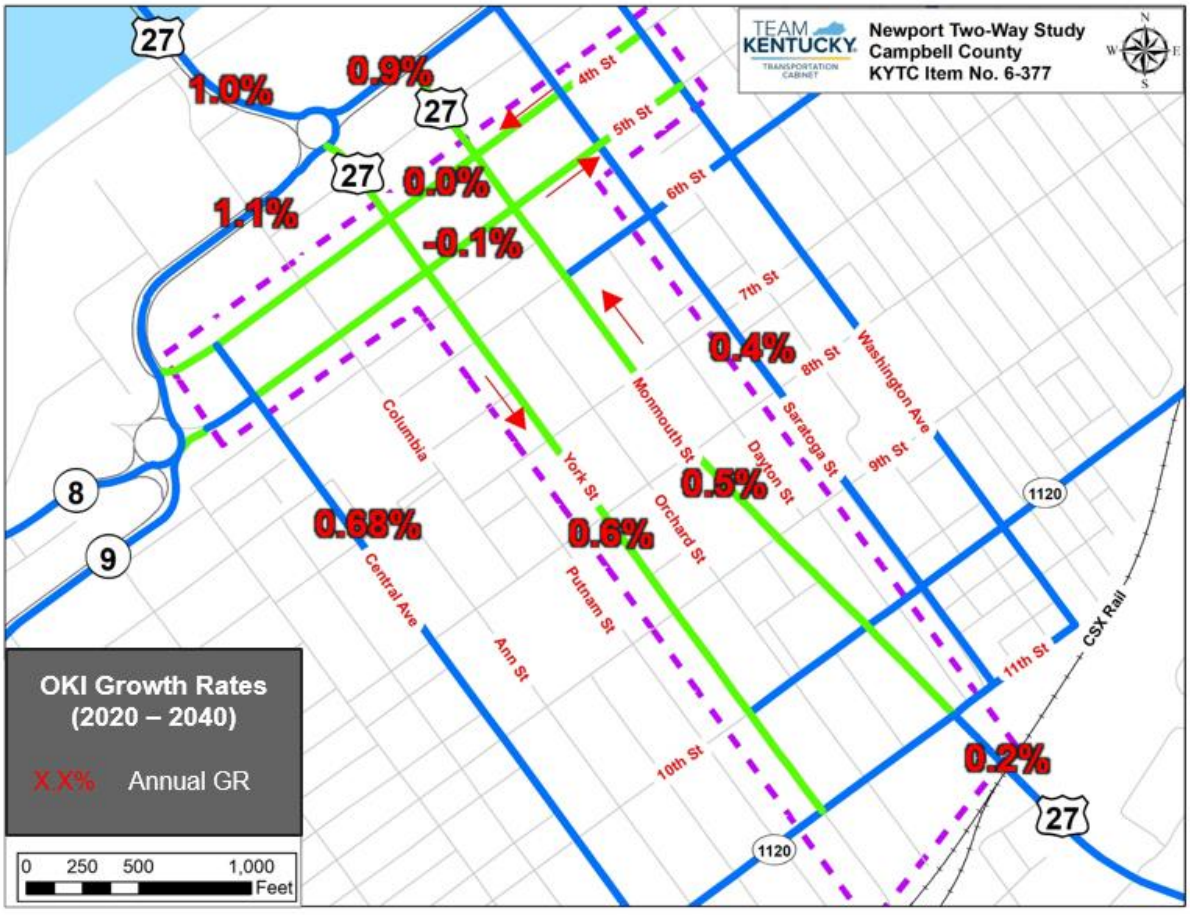

Figure 11: OKI Growth Rates

14. A TransModeler simulation model is being developed to simulate existing traffic operations in the study area. AM and PM peak hour models will be developed for the existing (2023) No-Build base model, the Future (2035) No-Build model, and Future (2035) Build scenarios. A sample of the simulation was shared with the project team. Intersection Level of Service (LOS) will be provided for comparison between models.

15. Two potential improvement concepts, which were determined in the Scoping Meeting, were then presented:
    - Concept 1 - Two-way conversion of Monmouth Street and York Street between 3rd Street and 11th Street, and two-way conversion of 4th Street and 5th Street between Central Avenue and Washington Street.
    - Concept 2 - Two-way conversion of Monmouth Street between 3rd Street and 11th Street, two-way conversion of 4th Street and 5th Street between Central Avenue and Washington Street. This concept also includes keeping York Street one-way but with one southbound vehicular lane and a bike lane and converting Saratoga Avenue to one lane northbound with a bike lane.

16. An overview of the two-way termini treatments for conversion for each of the four one-way corridors was presented. The termini of York Street at the 3rd Street roundabout will be very tight to construct within the existing right-of-way. It was noted that the design of the new southbound York Street approach would likely have to deviate from the conventional flared approach to avoid the existing building.

17. For Concept 2, it was originally envisioned that the conversion of Saratoga Street to one-way with a bicycle lane could be completed using the existing pavement. However, vehicles would have to drive on the bike lane to access the on-street parking unless the center median was removed. KYTC advised that the residents and City officials would be resistant to removal of the median and associated trees. Because Saratoga has a curb-to-curb width of 48', another concept was presented which included a two-way cycle track as shown in **Figure 13**, but that concept would also require the removal of the median. The City of Newport provided a Covington and Newport Bicycle Transportation Plan which included concepts for bicycle facilities on corridors in the study area for this project.

18. Existing traffic signal mast arm poles will have to be inspected as they are approximately 20 years old.

19. The next steps are to meet with Local Officials, solicit feedback on transportation issues within the study area, finalize traffic forecasts, continue developing the traffic simulation model, and develop improvement concepts.

Figure 13: Conceptual Depiction of Two-Way Street with On-street Parking and Two-Way Cycle Track

The meeting ended at approximately 11:30 AM EDT.

Meeting Minutes

TO:	Catherine Davis KYTC Central Office Project Manager KYTC Central Office 200 Mero Street Frankfort, KY 40622	Dane Blackburn District 6 Project Manager KYTC District Office #6 421 Buttermilk Pike Ft. Mitchell, KY 41017

FROM: Dan O'Dea
Project Manager
Stantec Consulting Services Inc.

DATE: October 31, 2023

SUBJECT: Newport Two-Way Feasibility Study
Campbell County
KYTC Item No. 06-377
Local Officials Team Meeting No. 1

A Local Officials Meeting for the subject project was held in the Newport City Hall Building and via Microsoft Teams on September 28, 2023 at 1:30 p.m. EDT. The following individuals were in attendance:

Jay Balaji*	KYTC _ Central Office Planning
Mike Bezold	KYTC – District 6
Dane Blackburn	KYTC – District 6
Linzy Brefeld*	KYTC – District 6
Catherine Davis	KYTC – Central Office Planning
Amanda Desmond*	KYTC – Central Office Design
Stephen De Witte	KYTC – Central Office Planning
Tom Guidugli	Mayor, City of Newport
Dave Heil*	KYTC – Central Office Planning
Bob Koehler	OKI
James Minckley*	KYTC – District 6
Lauren O'Brien	City of Newport
Rachel Roberts*	State Representative, District 67
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Dan O'Dea welcomed everyone and led introductions. The purpose of the meeting was to discuss existing conditions and preliminary improvement concepts for the Newport Two-Way Feasibility Study. The study area is shown in **Figure 1**. Dan provided a Local Officials Team Meeting No. 1 presentation.

The following enumerated items were discussed.

1. The objective of the Newport Two-Way Study is to determine the feasibility of the conversion from one-way couplets to two-way systems in Newport. The couplets are Monmouth Street and York Street (between 3rd Street and 11th Street) and 4th Street and 5th Street (between KY 8 and Washington Avenue).

2. Both York Street and Monmouth Street are functionally classified as urban principal arterials with posted speed limits of 25 mph and are both considered US 27 through the study area. 4th Street and 5th Street are functionally classified as urban minor arterials through the study area. The posted speed limit on 4th Street is 30 mph west of Monmouth Street and 25 mph east of Monmouth Street. The posted speed limit on 5th Street is 30 mph west of Saratoga Street and 25 mph east of Saratoga Street.

   There are two lanes of travel with on-street parking for both York Street and Monmouth Street with a 40-foot width from curb to curb. There are two lanes of travel with on-street parking for 4th Street and 5th Street with generally a 40-foot width on 4th Street and a 42-foot width on 5th Street. Saratoga Street is two-way with one lane of travel and on-street parking in each direction with a 48-foot width that includes a 12-foot center median.

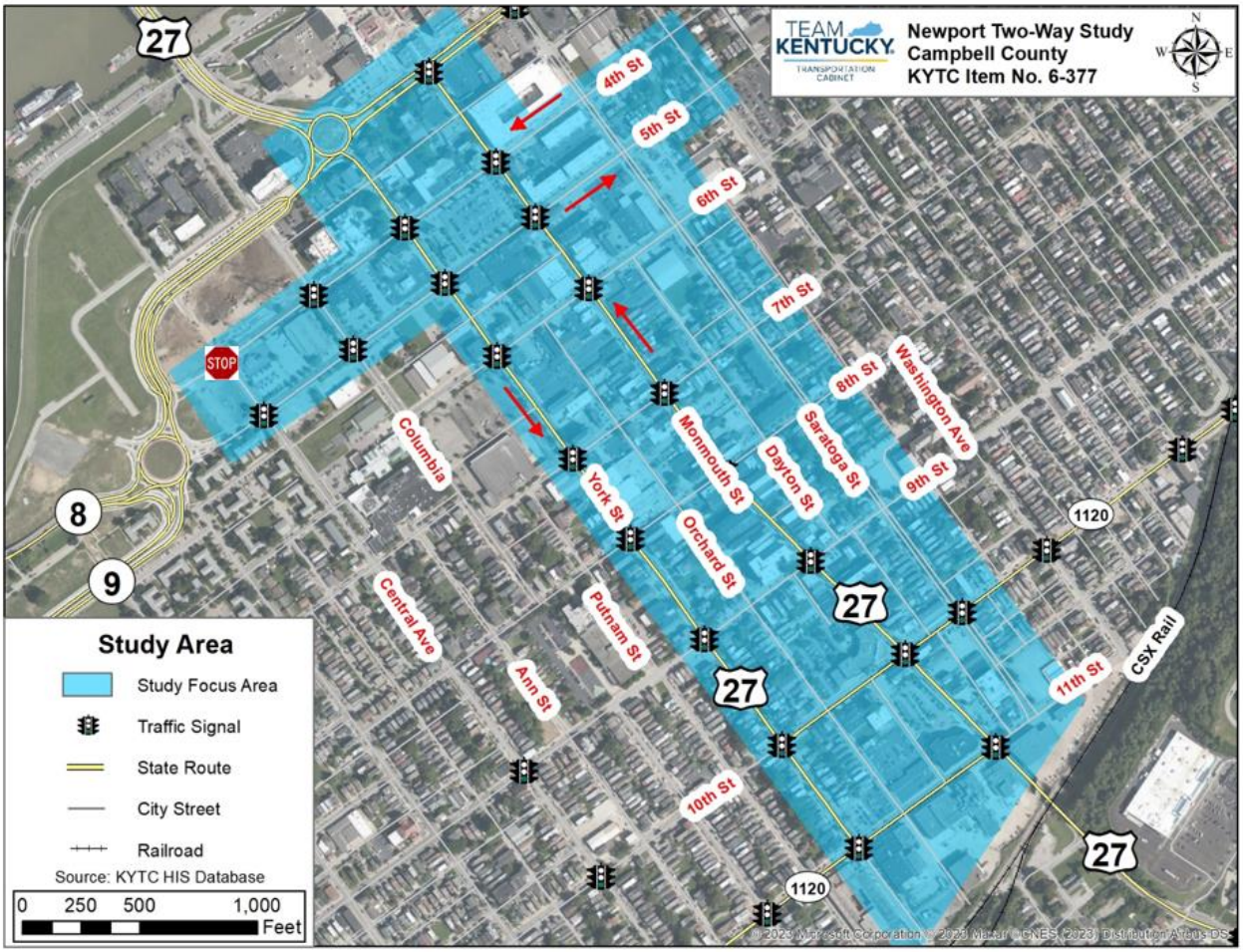

Figure 1: Study Area

3. KYTC traffic volumes show an Annual Average Daily Traffic (AADT) of 7,100 vehicles per day (VPD) on the study portion of Monmouth Street (northbound only) and 4,200 VPD on York Street (southbound only). Similarly, daily traffic on the study portion of 4th Street (westbound only) ranges from 3,600 to 4,300 VPD and 5th Street (eastbound only) ranges from 3,400 to 5,900 VPD. It was also noted that the one-way couplets of York Street and Monmouth Street are listed on the National Truck Network.

4. Crash data from the Kentucky State Police database indicates that in the five years between January 1, 2018 and December 31, 2022, a total of 877 crashes were reported on the study area. The majority (94.2 percent) of the crashes were property damage only (827), with 50 injury crashes (5.7 percent) including a fatality which occurred in August of 2020 at the intersection of 5th Street and Monmouth Street. The fatality was the result of a vehicle traveling at a high rate of speed attempting to evade police and crashing into an outdoor eating area. Two restaurant patrons were killed, and two others were injured. There were 16 bicycle and/or pedestrian crashes in the study area over the five-year period.
    - It was noted that bicycle and pedestrian crashes generally occurred at intersections but were not concentrated at a particular location.

- Sideswipe same direction crashes include vehicles striking other vehicles which were parallel parking.

5. A survey of on-street parking within the study area was presented. There is a predominantly metered parking on the northern portion of the study area and free parking on the southern end. There is some residential-only on-street parking on the northern end of Saratoga Street as well as on 4th Street and 5th Street east of Saratoga Street.
6. The Transit Authority of Northern Kentucky (TANK) has three bus routes that travel through the study area. The #25 Bus travels northbound on Monmouth Street from 11th Street to 3rd Street and ultimately return southbound on York Street from 3rd Street to 11th Street every 30 minutes during the day. The #12 Bus travels from westbound 6th Street to northbound Monmouth and ultimately returns southbound on York Street back to eastbound 6th Street with a frequency of one hour. The #16 Bus travels from eastbound 5th Street from Central Avenue to northbound Monmouth Street to 3rd Street and ultimately returns southbound on York Street from 3rd Street to westbound 4th Street back to Central Avenue with a frequency of one hour.
7. "Heatmaps" from the STRAVA Athletic Tracking App were presented for both pedestrian and bicycle usage which indicate the aggregated public activities over the last year as shown in **Figure 2** and **Figure 3**. Areas with high volume activity are displayed in red while areas with very little activity may not show any color.

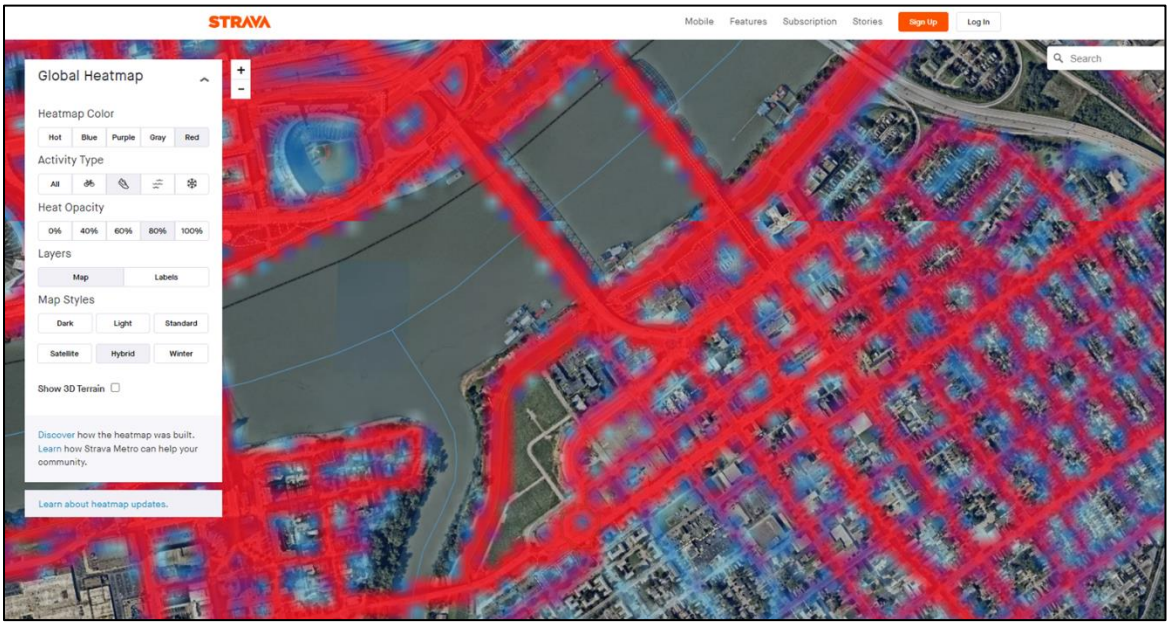

Figure 2: STRAVA Heatmap for Pedestrians

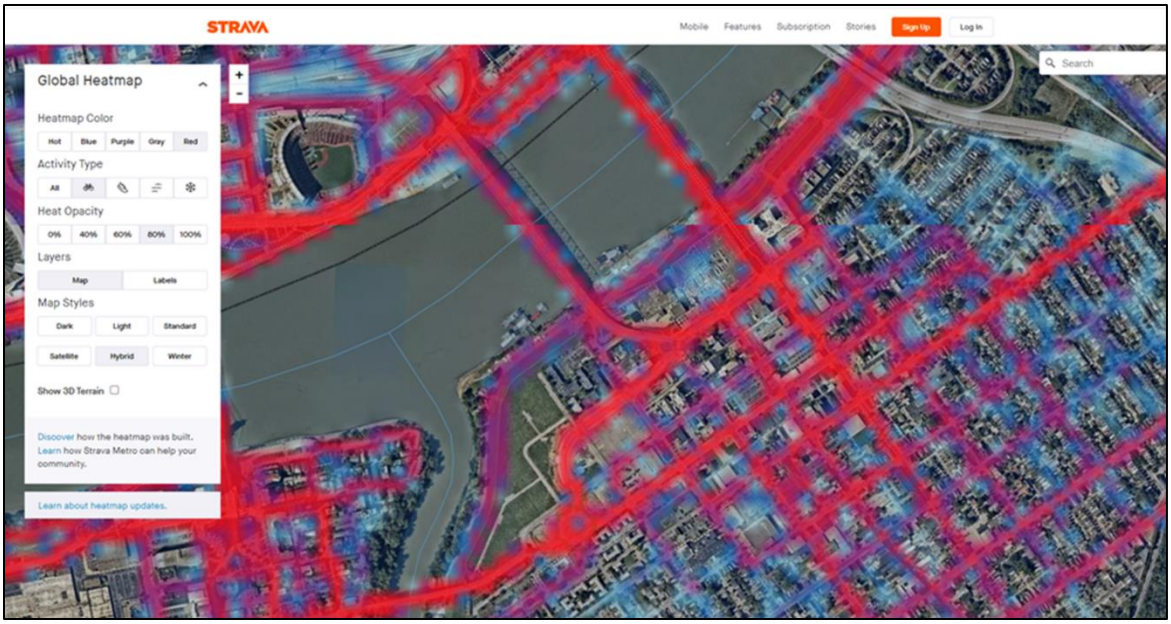

Figure 3: STRAVA Heatmap for Bicycles

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Table 1: Peak Hour Traffic Volumes

Route	AM Peak (vph) low - high	PM Peak (vph) low - high
Monmouth St. (US 27N)	360 - 480	480 - 560
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5th St.	170 - 450	340 - 490

9. Census estimates from the KY State Data Center show Campbell County's population has increased at a rate of 0.54 percent per year from 2000 to 2020, as shown in **Figure 4**. Population projections from the Kentucky Data Center between 2020 and 2050 show a slight decline in population in Campbell County. Census estimates show that the population of the City of Newport has declined at a rate of 0.92 percent per year from 2000 to 2020, as shown in **Figure 5**.

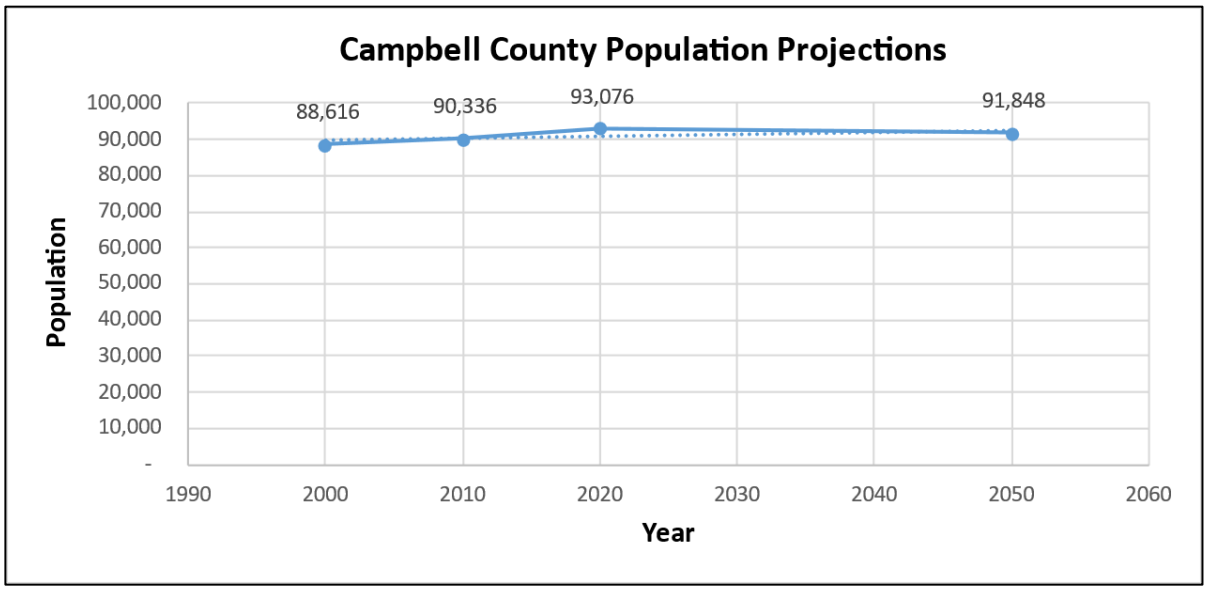

Figure 4: Campbell County Populations Projection (Source: Kentucky Data Center)

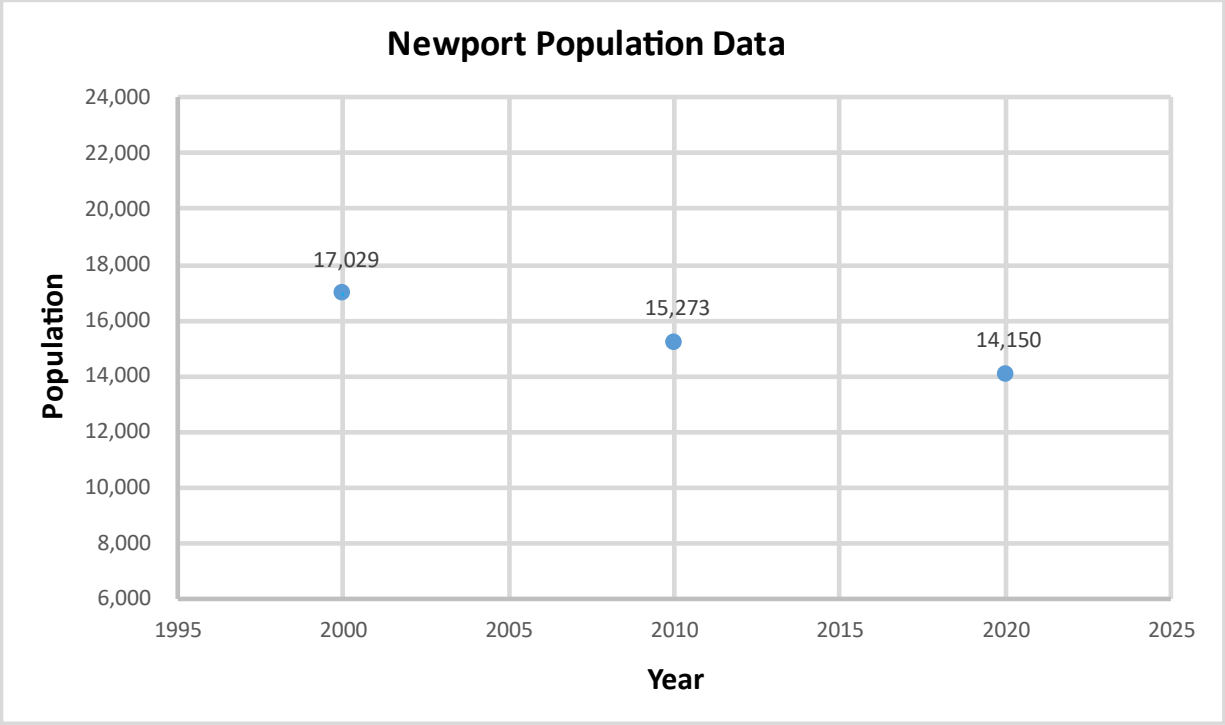

Figure 5: Census Estimates for the City of Newport, KY

10. Historical volumes from the KYTC traffic count database show that daily traffic on routes within the study area for which data was available has generally decreased slightly over the past 15 years. Outputs from the OKI Travel Demand Model were used develop growth rates for the routes in the study area. Annual growth rates from the model range from -0.1 to 1.0 percent per year on study area routes.

    - Comment: Concern was expressed with the low growth rates. A 0.5 percent growth rate seems low with growth expected in the area and the diversion expected from the Brent Spence Bridge Project.
    - Answer: This is an annual growth rate. For example, looking ahead 25 years at a 0.5 percent annual growth would equate to a 13.3% increase in overall traffic.
    - Comment: This will need to be communicated very clearly to the public. Should tie to known developments.

11. A TransModeler simulation model is being developed to simulate existing traffic operations in the study area. AM and PM peak hour models will be developed for the existing (2023) No-Build base model, the Future (2035) No-Build model, and Future (2035) Build scenarios. A sample of the simulation was shared with the local officials.

    - Question: Will you be able to capture the friction from parking?
    - Answer: Yes
    - Question: When will the simulation models be ready to share?

- Answer: We will hold a second Local Officials Meeting in early 2024.

12. Two potential improvement concepts were then presented:
    - Concept 1 - Two-way conversion of Monmouth Street and York Street between 3rd Street and 11th Street, and two-way conversion of 4th Street and 5th Street between Central Avenue and Washington Street.
    - Concept 2 - Two-way conversion of Monmouth Street between 3rd Street and 11th Street, two-way conversion of 4th Street and 5th Street between Central Avenue and Washington Street. This concept also includes keeping York Street one-way but with one southbound vehicular lane and a bike lane and converting Saratoga Avenue to one lane northbound with a bike lane.

- Question: As part of analyzing the improvement concepts, will you examine how many parking spaces are lost?
- Answer: Yes
- Question: As part of this study will you consider alternate loading/unloading locations for delivery trucks?
- Answer: Yes
- Question: Could the existing one-way street couplets be one-lane?
- Answer: Yes, but that will be dependent on the traffic analysis.
- Question: Are you looking at replacing the traffic signals with 4-way stops?
- Answer: It's unlikely we will be able to remove any of the traffic signals, but we will look at it.
- Question: Will cost estimates be available before the next legislative session?
- Answer: Cost estimates from this study will not be ready, but KYTC can provide programming level cost estimates for the Six Year Highway Plan.

13. An overview of the two-way termini treatments for conversion for each of the four one-way corridors was presented. The termini of York Street at the 3rd Street roundabout will be very tight to construct within the existing right-of-way. It was noted that the design of the new southbound York Street approach would likely have to deviate from the conventional flared approach to avoid the existing building.

14. For Concept 2, it was originally envisioned that the conversion of Saratoga Street to one-way with a bicycle lane could be completed using the existing pavement. However, vehicles would have to drive on the bike lane to access the on-street parking unless the center median was removed. Because Saratoga has a curb-to-curb width of 48', another concept was presented which included a two-way cycle track as shown in **Figure 6.**

    - Comment: I like the two-way cycle track and how it connects to the Purple People Bridge.
    - Comment: The raised median on Saratoga used to be a rail line.

Figure 6: Conceptual Depiction of Two-Way Street with On-street Parking and Two-Way Cycle Track

15. A *Two-Way Feasibility Survey* was shared with local officials for completion and collected after completion. The survey was also emailed to local officials who attended virtually. The first two questions asked how often the respondents travel the study and the primary reasons for travel downtown. Based on the Survey results, 4 of 5 respondents travel the study daily and 1 of 5 respondents travels the study area 2-3 times per month. For the primary reasons that the respondents travel downtown, "Residency" was the common reason at 3, followed by "Work" with 2, and "Shopping / Restaurants / Bars" and "Other" with 1 each.

    Survey question #3 asked the participants how they feel about converting Monmouth Street and York Street from one-way to two-way operation. The results are shown in **Figure 7**.

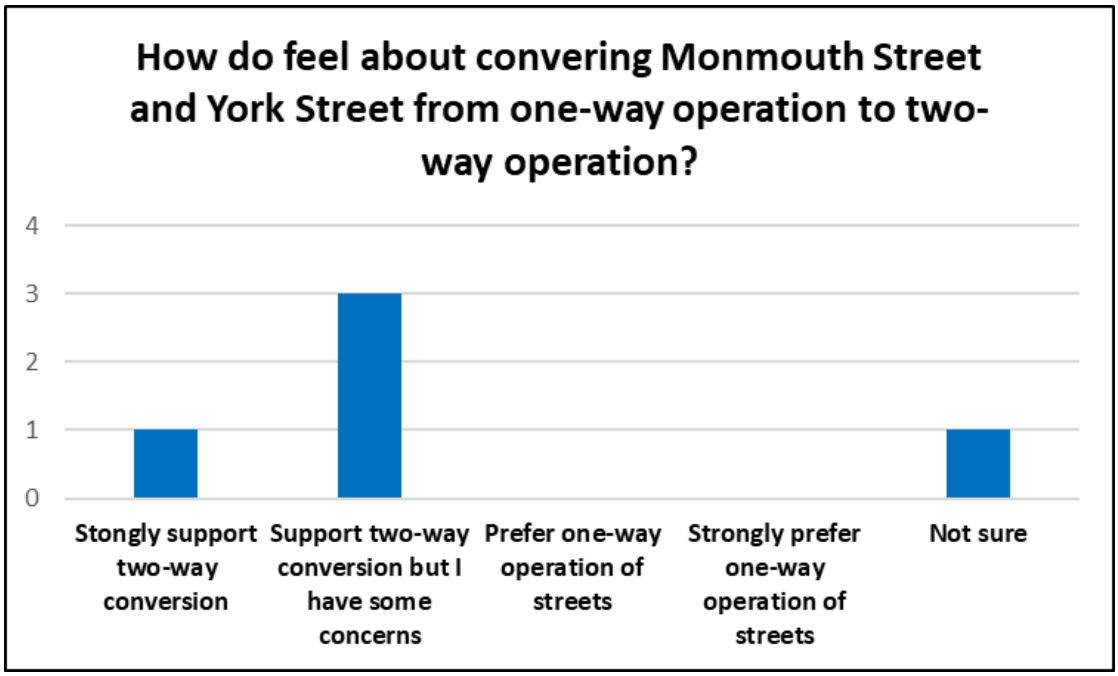

Figure 7: Survey Question #3

Similarly, survey question #4 asked the participants how they feel about converting 4th Street and 5th Street from one-way to two-way operation. The results are shown in **Figure 8**.

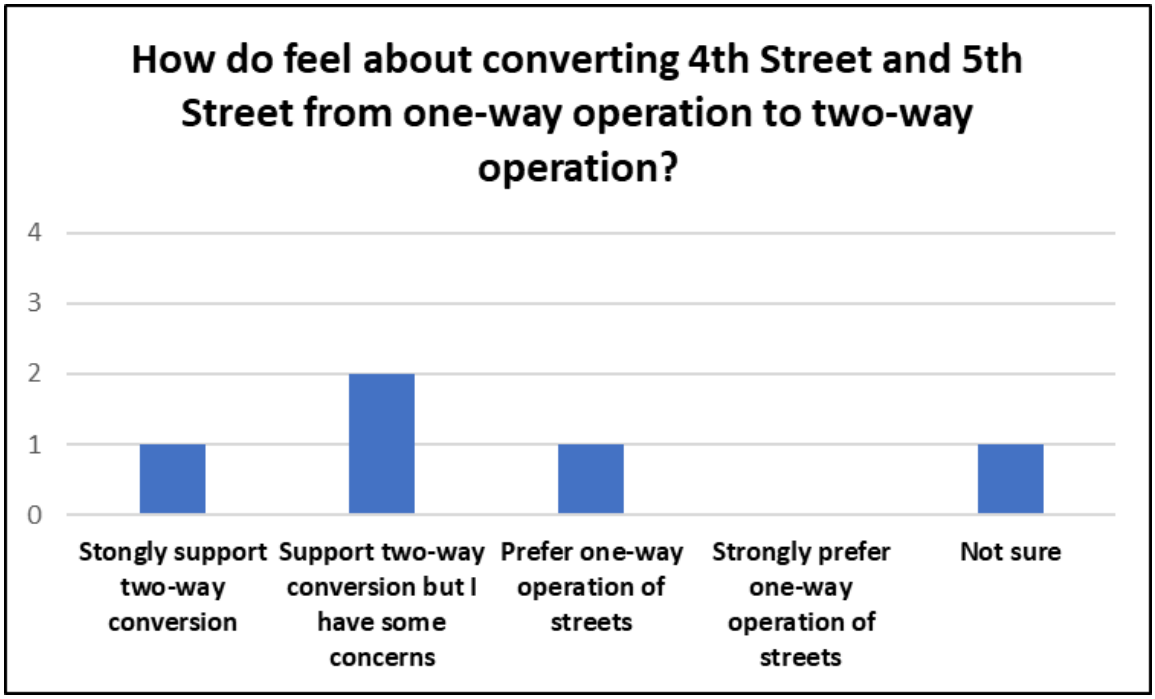

Figure 8: Survey Question #4

Most respondents replied that they either strongly support two-way conversion or support two-way conversion but have some concerns. One respondent did prefer to keep 4th Street and 5th Street as one-way operation. None of the respondents strongly preferred one-way operation of streets and one respondent was not sure for both questions.

Survey question #5 asked participants to rank their top three concerns about two-way street conversion. The top three concerns among the collective responses as shown in **Figure 9**. "Potential loss of parking" and "Loading and unloading zones" were the most common concern, but it should be noted that every concern listed was chosen at least once.

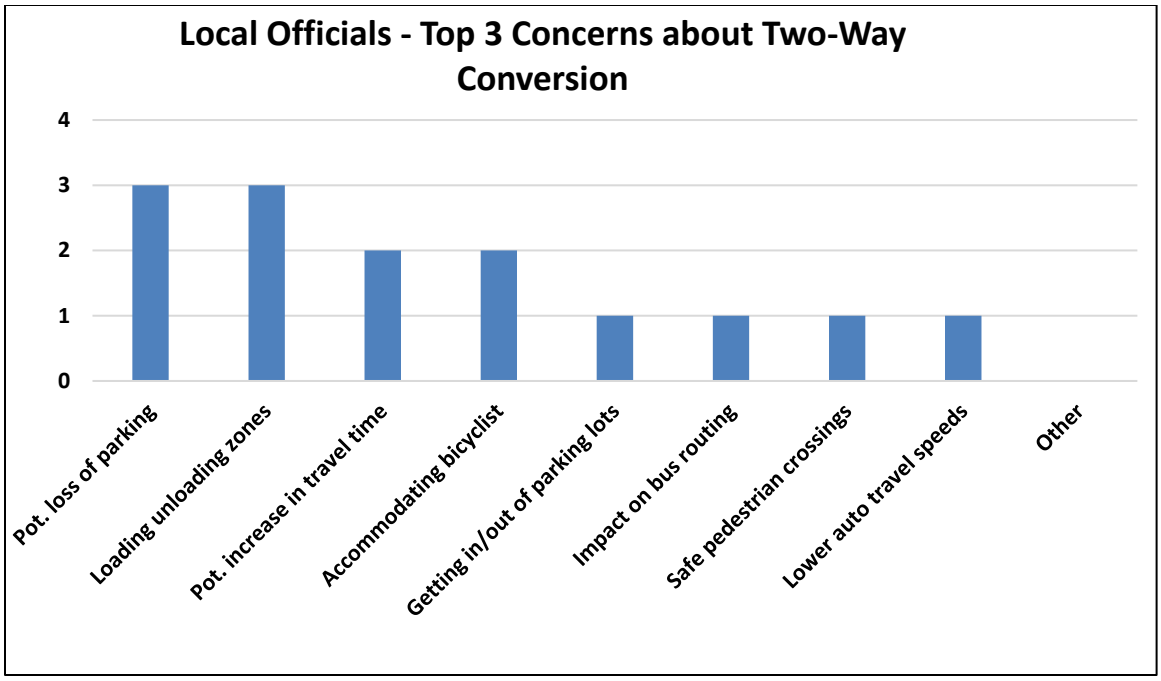

Figure 9: Survey Question #5

Finally, survey question #6 asked participants to rank their priorities for each of the uses on streets with limited curb-to-curb width and competing roadway uses as shown in **Figure 10**. "Turn Lanes at intersections" and "On-street parking" (tied) were ranked the highest, "Loading and unloading zones" was next, and "Bike facilities: was the lowest ranked priority.

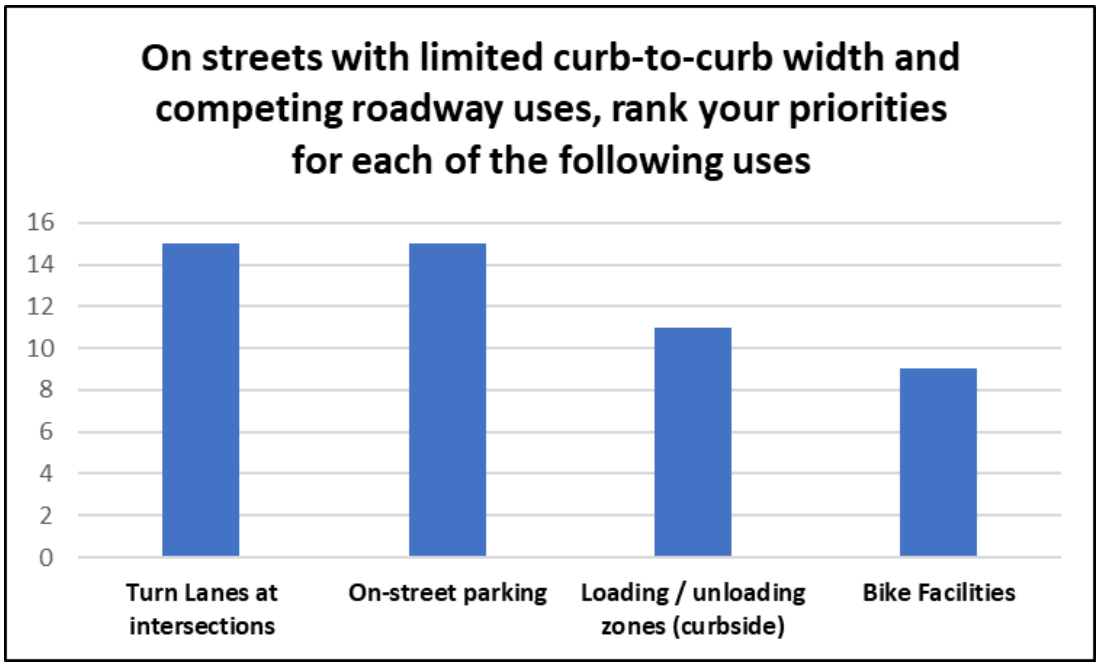

Figure 2: Survey Question #6

16. The next steps are to review the results of the survey from Local Officials, develop final traffic forecasts, traffic simulation model, and improvement concepts. The second Local Officials Team Meeting will likely occur in January 2024.

The meeting ended at approximately 3:30 p.m. EDT.

Meeting Minutes

TO:	Catherine Davis KYTC Central Office Project Manager KYTC Central Office 200 Mero Street Frankfort, KY 40622	Dane Blackburn District 6 Project Manager KYTC District Office #6 421 Buttermilk Pike Ft. Mitchell, KY 41017

FROM: Dan O'Dea
Project Manager
Stantec Consulting Services Inc.

DATE: March 12, 2024

SUBJECT: Newport Two-Way Feasibility Study
Campbell County
KYTC Item No. 06-377
Project Team Meeting No. 2

A Project Team Meeting for the subject project was held in the Newport City Hall Building and via Microsoft Teams on January 30, 2024, at 10:30 a.m. EST. The following individuals were in attendance:

Mike Bezold	KYTC – District 6
Dane Blackburn	KYTC – District 6
Linzy Brefeld*	KYTC – District 6
Catherine Davis	KYTC – Central Office Planning
Amanda Desmond*	KYTC – Central Office Design
Stephen De Witte*	KYTC – Central Office Planning
Tom Guidugli	Mayor, City of Newport
John Hayden	City of Newport
Dave Heil*	KYTC – Central Office Planning
Bev Holiday	City of Newport
Bob Koehler	OKI
James Minckley*	KYTC – District 6
Brent Sweger*	KYTC – Central Office Design
Jeff Thelen*	NKADD
Craig Walker	KYTC – District 6
Brian Aldridge	Stantec Consulting Services Inc.
Len Harper*	Stantec Consulting Services Inc.
Mark Kranz*	Stantec Consulting Services Inc.
Dan O'Dea	Stantec Consulting Services Inc.
Tad Taylor*	Stantec Consulting Services Inc.

Graham Winchester Stantec Consulting Services Inc.

*Joined via Microsoft Teams

Dan O'Dea welcomed everyone and led introductions. The purpose of the meeting was to review simulation model results and discuss preliminary improvement concepts for the Newport Two-Way Feasibility Study. The study area is shown in **Figure 1**. The following enumerated items were discussed.

1. The objective of the Newport Two-Way Study is to determine the feasibility of the conversion from one-way couplets to two-way systems in Newport. The couplets are Monmouth Street and York Street (between 3rd Street and 11th Street) and 4th Street and 5th Street (between KY 8 and Washington Avenue).

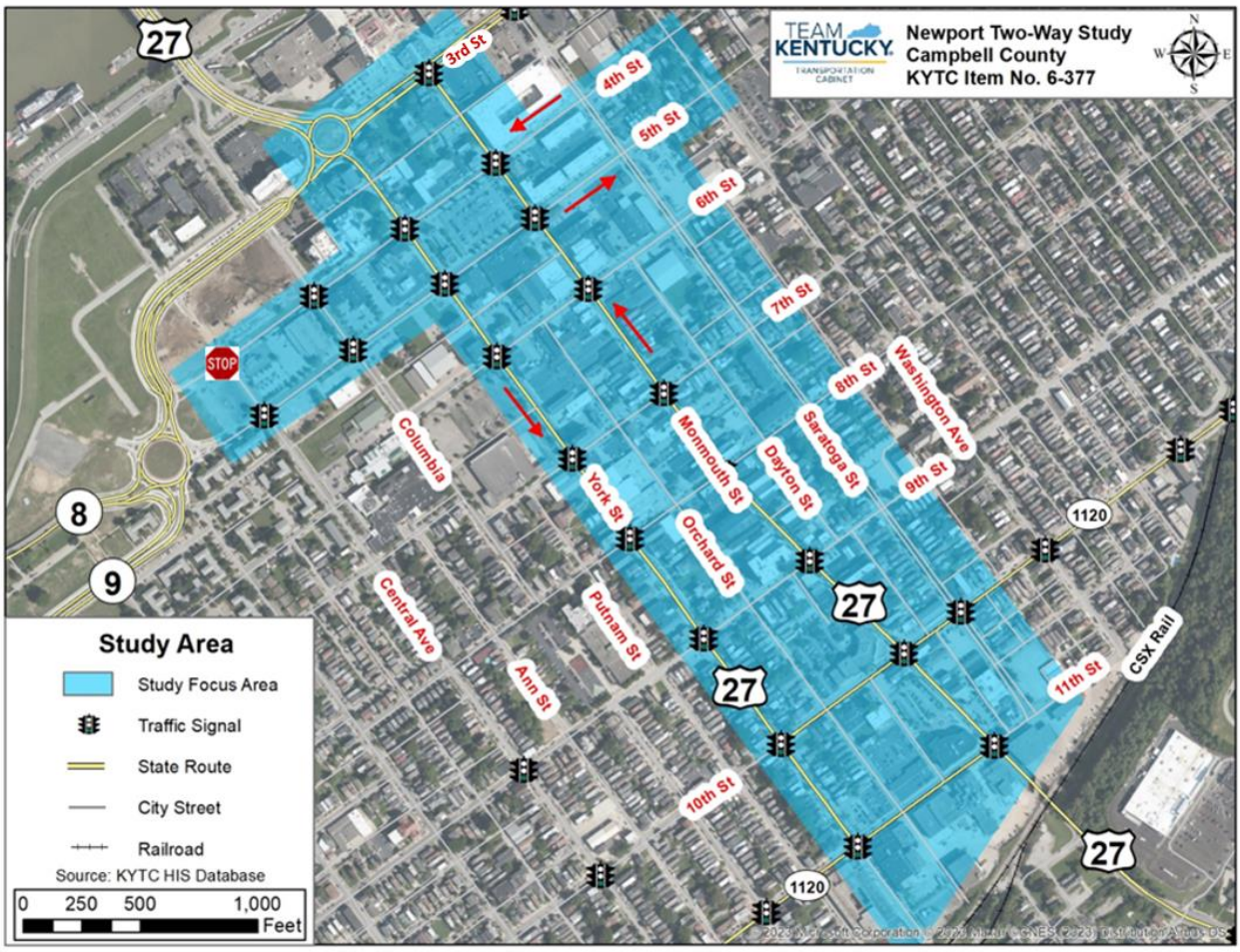

Figure 1: Study Area

2. A TransModeler traffic microsimulation model was developed to simulate existing traffic operations in the study area. The existing model network is shown in **Figure 2**. Using traffic count data from the KYTC database, turning movement counts collected by video at twenty intersections, and signal timing data, the model recreates existing conditions during the AM and PM peak hours when volumes are the highest. The intersections in the model were evaluated using Level of Service (LOS), a qualitative measure describing operational conditions summarized by the letters A through F where A is free flow traffic (no delays) and F is highly congested (long delays). In urban areas, LOS D or better is generally considered acceptable. Videos of the simulation were shared with the project team and results from the existing model were presented. All intersections operate at LOS C or better during both the AM and PM peak hours, as shown in **Figure 3** and **Figure 4.**

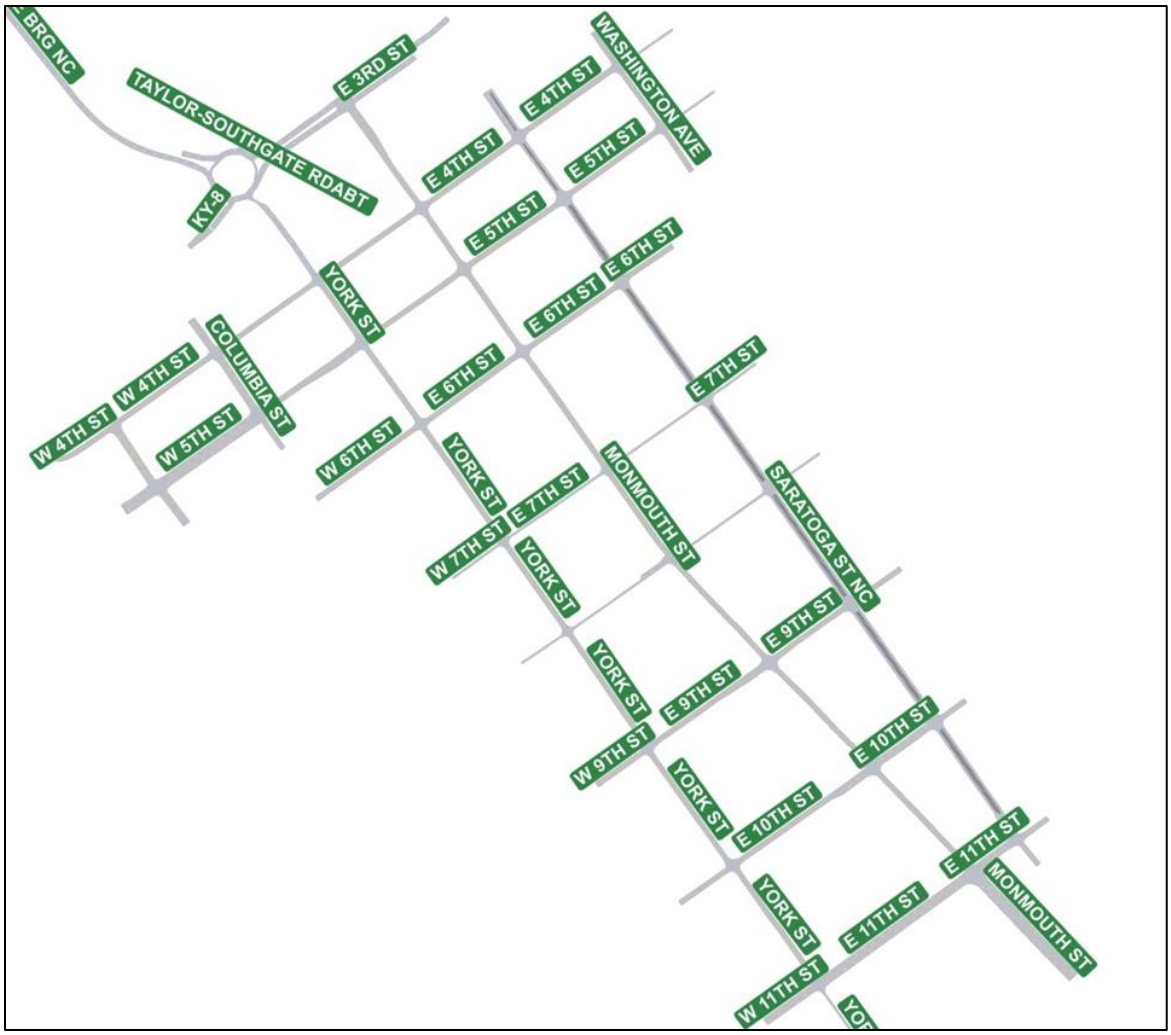

Figure 2: Traffic Simulation Network

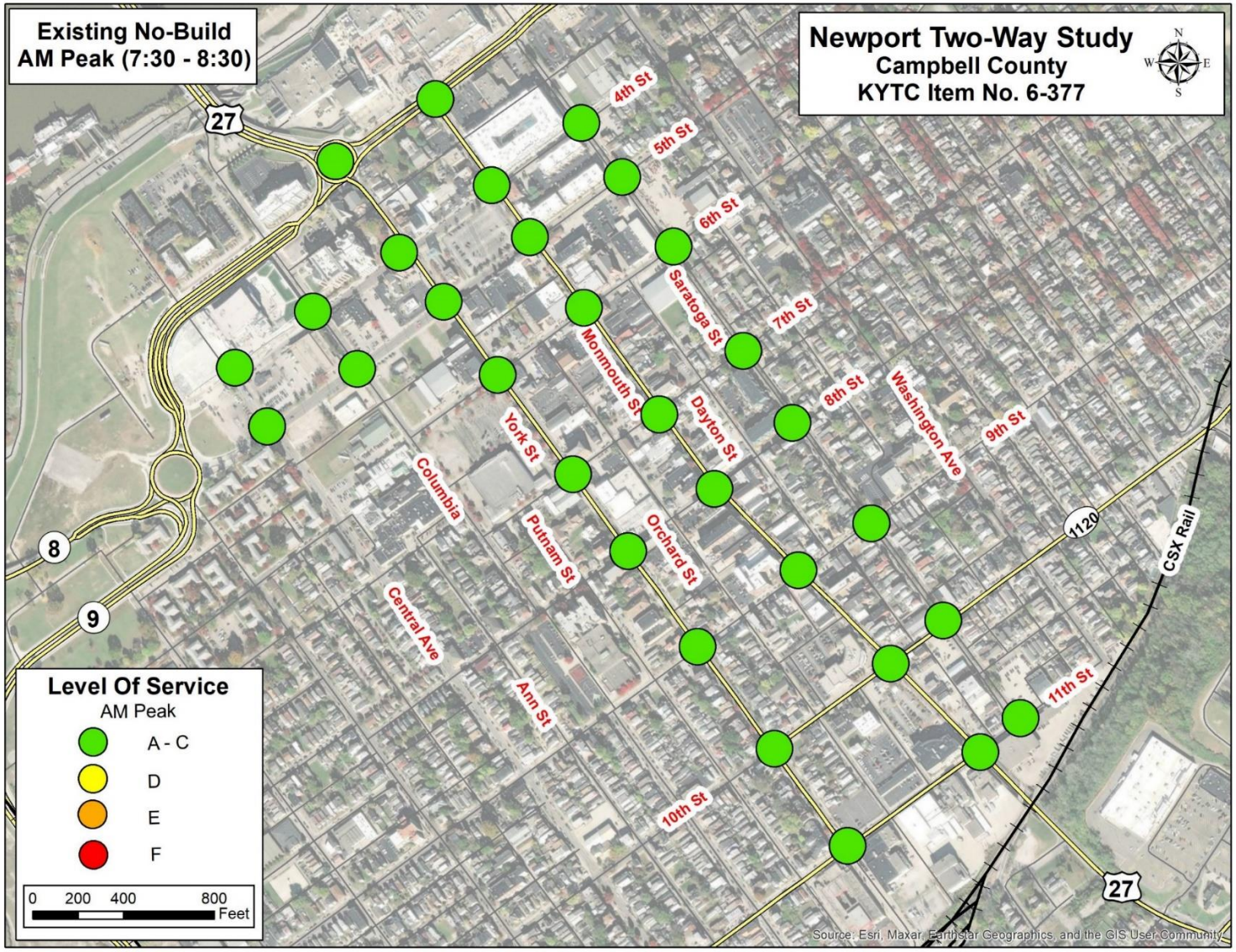

Figure 3: Existing No-Build AM Peak Hour LOS

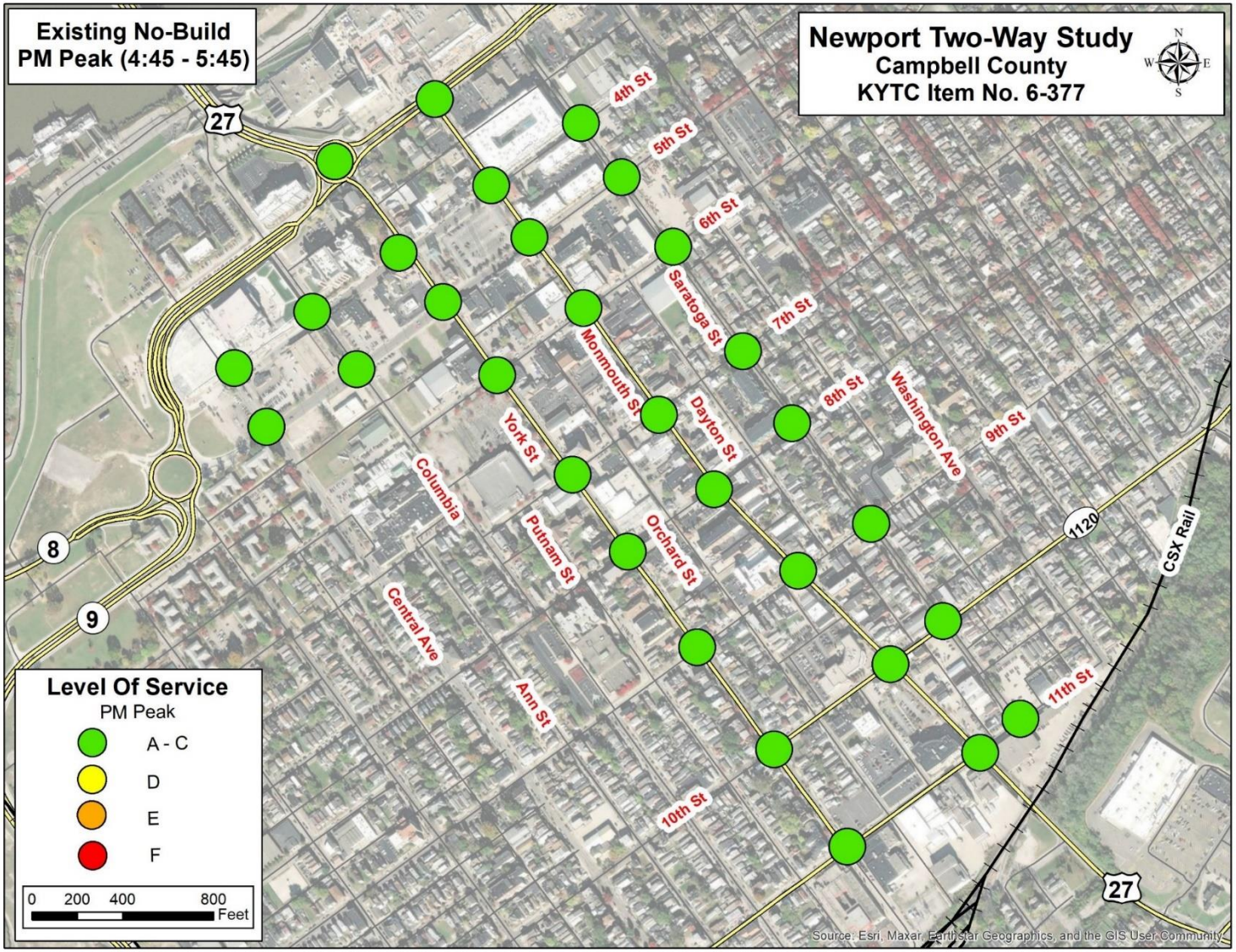

Figure 4: Existing No-Build PM Peak Hour LOS

3. A future year (2035) No-Build Model was also developed whereby an annual growth rate of 0.5 percent was applied to the matrices. The ITE trip generation Manual (Generation 11) was also used to estimate the number of trips from new and proposed local developments. Trip distribution from the Ovation Development was determined to be 611 AM peak trips and 520 PM peak trips in the study area. The anticipated Margaritaville development is expected to add 154 AM peak trips and 174 PM peak trips. These volumes were added to the future volumes on the transportation network. Results from the 2035 No Build model were presented. All intersections operate at LOS C or better during both the AM and PM peak hours.

   It was noted that a new development located on the block bounded by York Street, Monmouth Street, 4th Street, and 5th Street has been approved. This new development adjacent to the Peace Bell and Museum includes a parking garage with the eventual addition of two hotels and office space.

4. The Existing Two-Way Conversion Build Model was developed to simulate traffic operations in the study area with the conversion of Monmouth, York, 4th, and 5th Streets converted to two-way operation. Initially, delays developed in the model during the PM peak hour for the northbound Monmouth Street approach at the intersection with 11th Street. There were not adequate gaps in southbound traffic on Monmouth to allow queued vehicles in the left-turn lane from northbound Monmouth to turn left permissively onto westbound 11th Street resulting in long queues. It was noted that the traffic signal at the intersection of 11th Street and Monmouth Street has a cycle length of 100 seconds compared to all other intersections in the network which have a cycle length of 80 seconds. Ideally, the timing for all traffic signals in the network would function with a common cycle length which allows them to operate in coordination. The intersection of Monmouth Street and 11th Street also operates with split-phasing for eastbound and westbound 11th Street with restricted through access for traffic heading eastbound on 11th Street.

   To improve operations in the Existing Two-Way Conversion model, a flashing yellow left-turn arrow (FYLTA) was proposed from the left-turn movement from northbound Monmouth Street onto westbound 11th Street. This provides a period of time when left-turning vehicles from northbound Monmouth Street can proceed on a protected green arrow as well as a period of time when they can proceed permissively after yielding to oncoming traffic from southbound Monmouth Street. A right-turn overlap from eastbound 11th Street to southbound Monmouth Street was also proposed which would operate simultaneously with the left-turn green arrow from northbound Monmouth Street. In addition, changing the eastbound and westbound movements from split phase to concurrent phasing would allow the intersection to operate at a cycle length of 80 seconds like all other intersections in the network. The proposed signal phasing change recommendations are shown in **Figure 5.** With changes described above to the intersection of Monmouth Street and 11th, all intersections in the Existing Two-Way Conversion Model operate at LOS C or better during both AM and PM peak hours.

5. It is recommended that York Street ends its two-way conversion at 4th Street, leaving the block between the roundabout and 4th Street to continue to operate as one-way

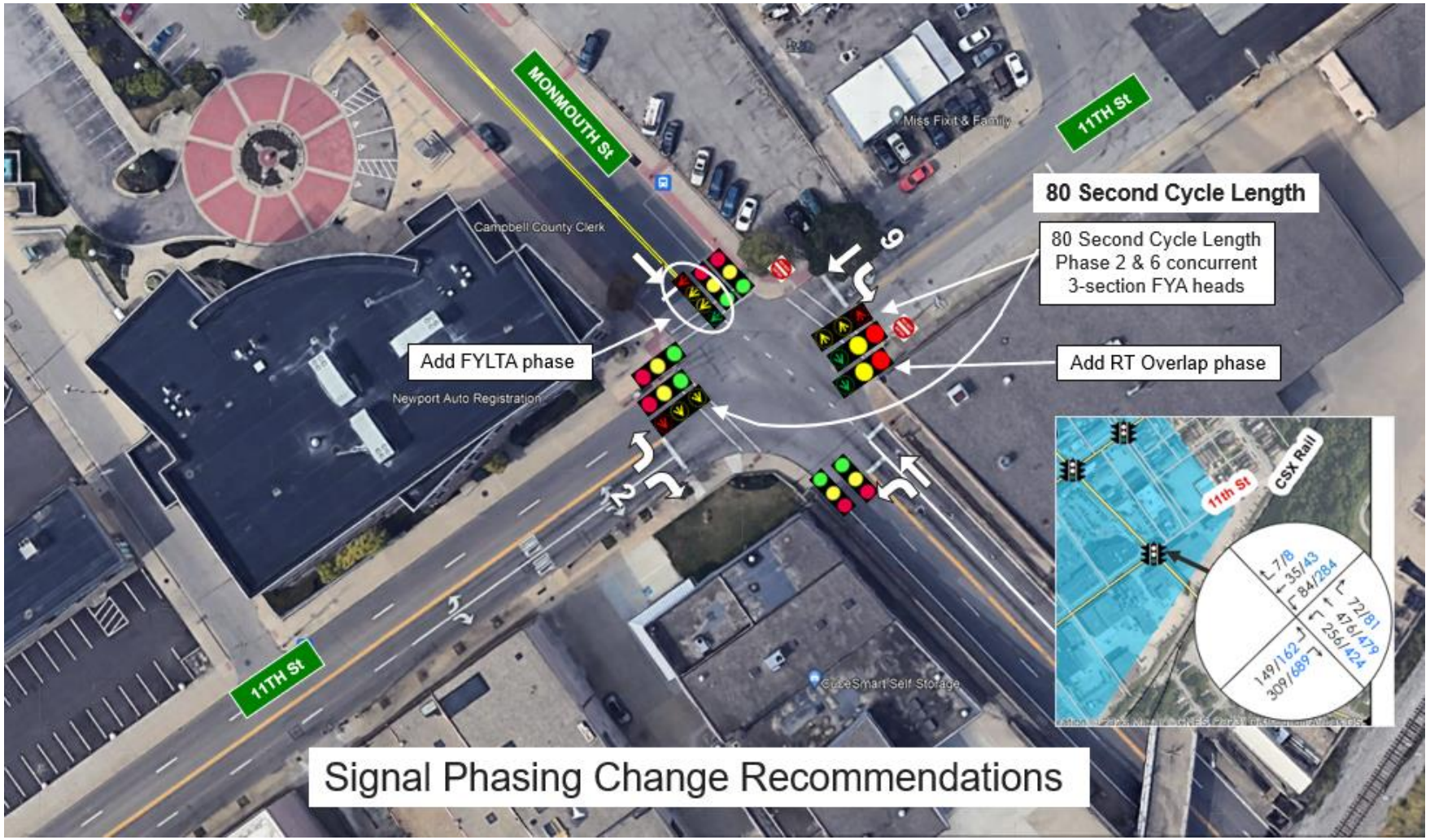

Figure 5: Preliminary Improvement Concept Monmouth at 11th

southbound due to geometric and right-of-way constraints. Making the connection from northbound York Street onto the roundabout would involve a separate project with right-of-way and utility impacts to allow two-way conversion for this block.

- Question: Will northbound traffic on York Street use eastbound 4th Street to northbound Monmouth Street to continue north to Cincinnati?

  Answer: Yes, the project team agreed traffic would utilize eastbound 4th Street to northbound Monmouth Street to navigate back to the roundabout.

- Question: Will Stantec develop simulation model results, cost estimate and concept for the two-way conversion of York Street north of 4th Street including the connection to the roundabout?

  Answer: Yes, Stantec will develop the concept and estimated construction cost. Stantec will provide the improvement concept layout to District 6 and they will provide the right-of-way and utility cost estimates.

6. A 2035 Two-Way Conversion Model was developed with the preliminary improvements from the Existing Two-Way Conversion Model and forecasted traffic volumes. In the model, the intersections of Monmouth Street & 11th Street and Monmouth Street & 10th Street have northbound approaches operating with queues caused by a left-turning vehicle blocking the through movement. This resulted in both intersections operating at LOS D. The addition of a short left-turn lane for these approaches resulted in these and all other intersections operating at LOS C or better during both AM and PM peak hours.

   The conversion of Monmouth, York, 4th, and 5th Streets to two-way is expected to cause a shift in traffic, as shown in **Figure 6.** York Street is underutilized due to the one-way section just south of the roundabout.

   - Question: Did Stantec consider the lane reduction to the south on US 27 and how that would affect traffic shifts?

     Answer: Although the lane reduction on US 27 to the south could potentially reduce traffic in the future, analyses for this study will not consider the potential reduction in order to be conservative and ensure the two-way conversion will work under the highest potential traffic scenario.

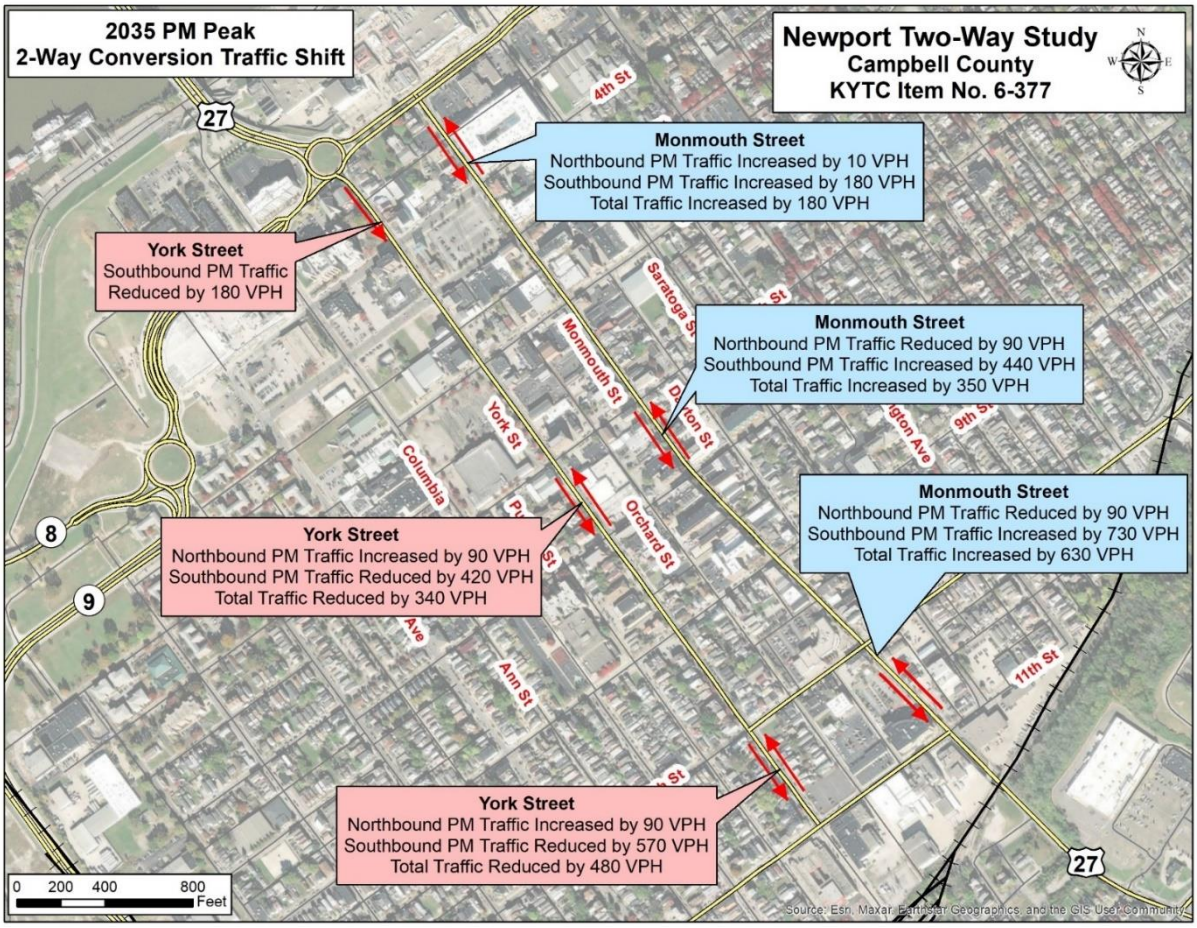

Figure 6: Change in Vehicles Per Hour

7. Tri State Trails is currently conducting the Covington and Newport Bicycle Transportation Plan. The plan proposes concepts for bicycle accommodations throughout Newport, including narrowing the 12-foot divided median on Saratoga Street to provide enough space for a 12-foot shared use path on the east side of the roadway, as shown in **Figure 7**. The project team had previously considered Saratoga Street as a possible candidate for conversion from two-way to one-way as the northbound couplet with southbound York Street. However, the concept of one-way operation of Saratoga was not compatible with the 12-foot divided median so this concept was not advanced. The project team acknowledged the importance of bicycle and pedestrian connectivity to the Purple People Bridge to the north and, therefore, supports the concept in the plan. The plan also proposes 5th Street as a possible corridor to provide a two-way bike lane for connectivity between the Licking River Bridge and downtown Newport. This concept relies on 5th Street remaining one-way, reducing the number of lanes from two to one, and providing a 10-foot two-way bike lane behind the parking as shown in **Figure 8.** It was noted that in order to make this concept compatible with the two-way

conversion of 5th Street the existing on-street parking would have to be removed on one side of the road.

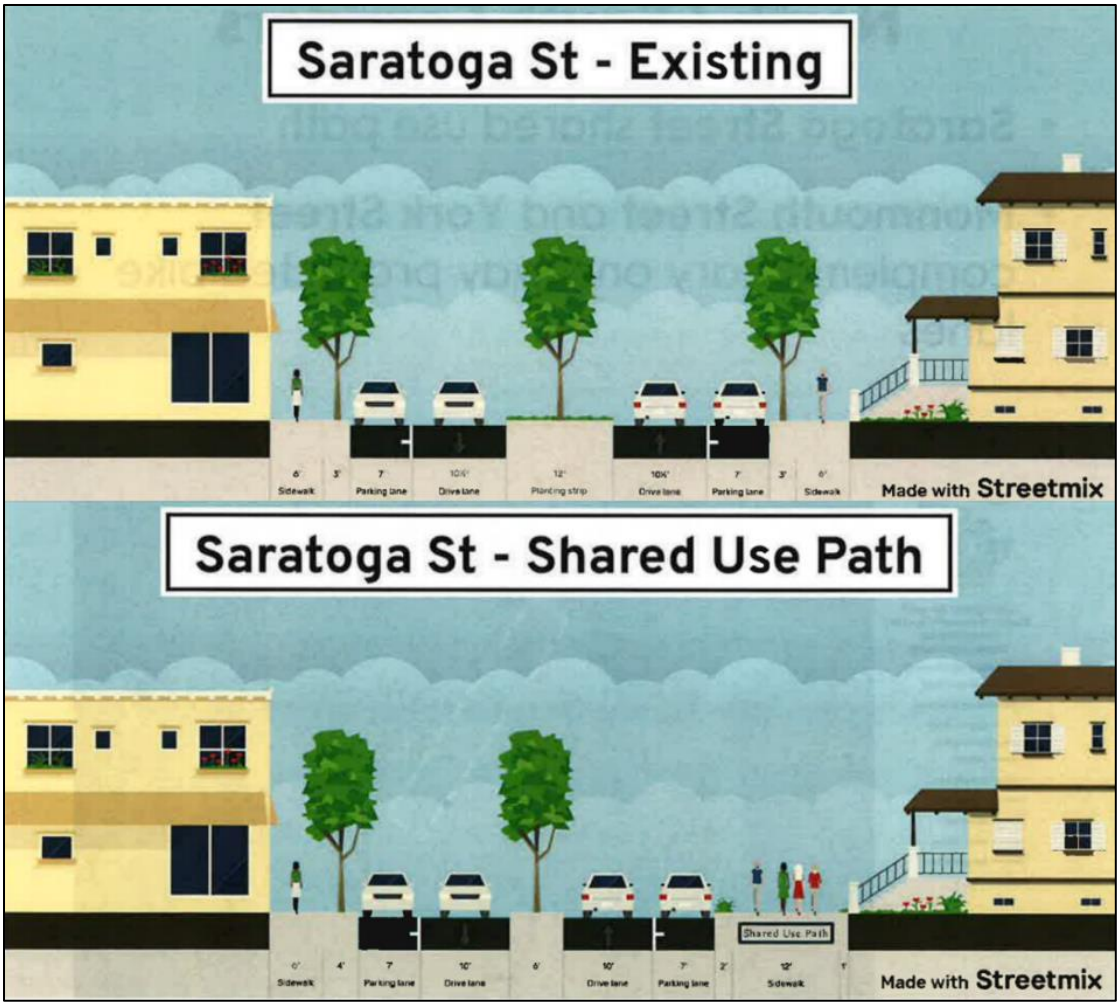

Figure 7: Saratoga Proposed Typical Section

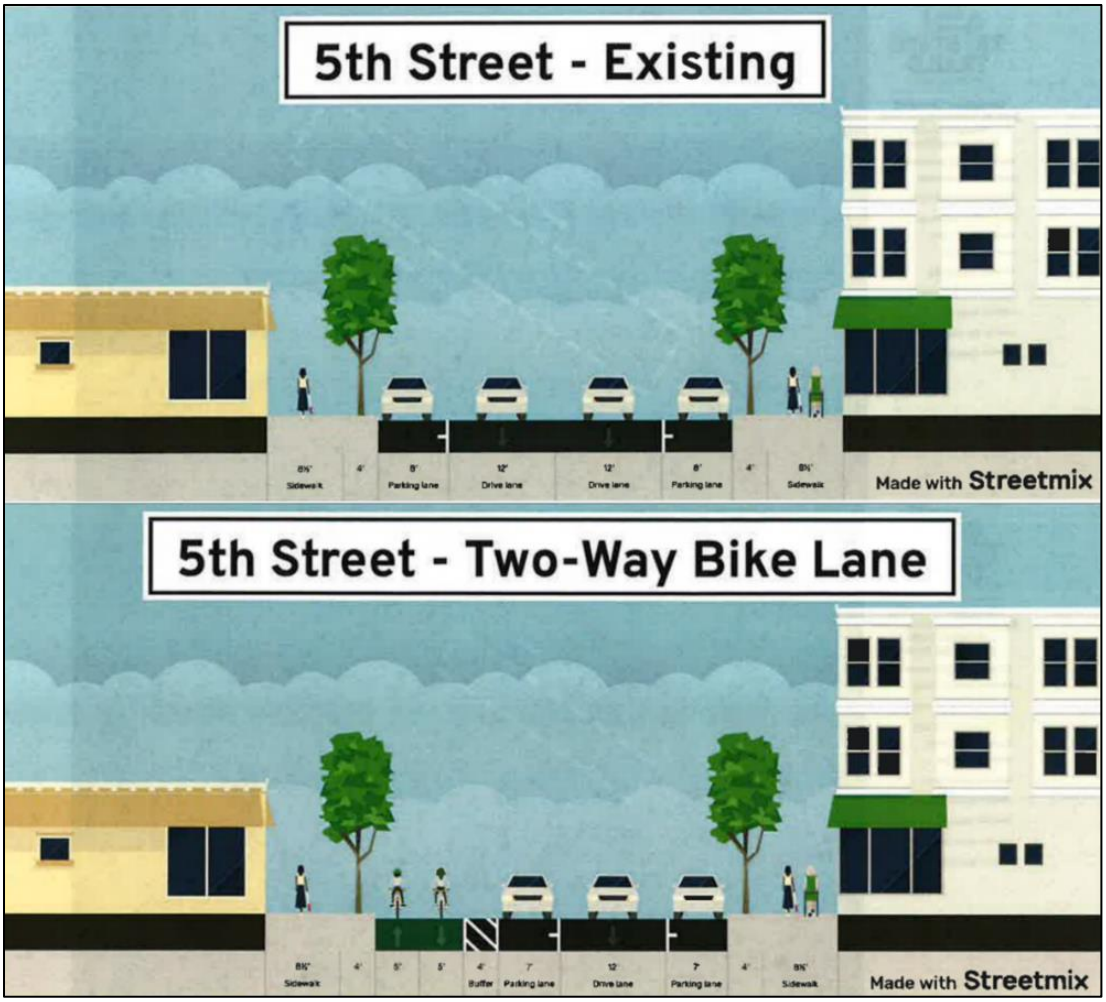

Figure 8: 5th Street Proposed Typical Section

8. A tally of all dedicated on-street parking within the study area was presented. Dedicated parking spaces refer to those marked by white lines which are usually metered. It was noted that with two-way conversion, it may be necessary to relocate the stop bar on some approaches to 1) accommodate right-turning vehicles from side-street approaches or 2) to provide a pocket to separate a left-turning vehicle allowing through vehicles to proceed. Therefore, a number of parking spaces would have to be eliminated to accommodate the conversion from one-way to two-way operations. On Monmouth and York Streets, there are 249 dedicated spaces, and approximately 28 spaces may need to be removed. Similarly, there are 119 dedicated spaces on 4th and 5th Streets, and approximately 11 spaces may need to be removed. The blocks on York Street south of 6th Street have parking lanes whereby more vehicles can be parked based on their size and how tightly they are parked. A reduction in the length of the parking lanes would be required for two-way conversion, but the total number of spaces and number of spaces lost is not easily quantifiable. It was noted that this a feasibility study of a two-way conversion. Determining the actual number of parking spaces that would be removed would be determined if and when this project moves to the design phase.

9. The loading / unloading of trucks, particularly on Monmouth Street, was identified as a concern during the first Project Team meeting if two-way conversion is implemented. Today, trucks double-park on the one-way street requiring vehicles to proceed in the other available lane. This would not be possible in a two-way scenario with one lane per direction. A possible strategy was presented of establishing loading zones in the parking areas which include duration time limit as well as period of time when the zone is active (30 min. limit from 8 a.m. to 6 p.m., for example). The parking area for the loading zone could still be metered outside of the reserved time.

    - Question: Is someone going door to door to discuss the parking and loading zone needs of local businesses?

      Answer: This study is analyzing the feasibility of a two-way conversion. Determining parking and loading zone needs is part of the design phase of the project.

10. There are existing mast arm poles on the southwest corners of the signalized intersections on Monmouth Street without traffic signals, presumably installed for the future conversion to a two-way street. Using KYTC's Signal and Lighting Structural Analysis (SALSA) tool it was determined that the existing foundations of those mast arms will likely be adequate but the condition of the pole itself may need further evaluation.

    - Comment: During inspections KYTC noted some of the existing signal poles are beginning to rust from the inside out as they were not galvanized on the interior.

      Answer: Visual inspection would be needed. In the event the foundation and wiring are still there, there will be substantial savings even if the poles need to be replaced.

    - Question: Who would be responsible for inspection and replacement of the existing poles?

      Answer: The city is responsible for all decorative mast-arm poles.

11. The next steps are to finalize the traffic forecasts, refine the two-way concept on York Street between the roundabout and 4th Street, prepare cost estimates, and present the two-way concepts to the Local Officials.

The meeting ended at approximately 11:30 AM EST.

Meeting Minutes

TO:	Catherine Davis KYTC Central Office Project Manager KYTC Central Office 200 Mero Street Frankfort, KY 40622	Dane Blackburn District 6 Project Manager KYTC District Office #6 421 Buttermilk Pike Ft. Mitchell, KY 41017

FROM: Dan O'Dea
Project Manager
Stantec Consulting Services Inc.

DATE: May 17, 2024

SUBJECT: Newport Two-Way Feasibility Study
Campbell County
KYTC Item No. 06-377
Local Officials Team Meeting No. 2

A Local Officials Meeting for the subject project was held in the Newport City Hall Building and via Microsoft Teams on May 1, 2024, at 10:30 a.m. EDT. The following individuals were in attendance:

Dane Blackburn	KYTC – District 6
Catherine Davis	KYTC – Central Office Planning
Amanda Desmond*	KYTC – Central Office Design
Stephen De Witte*	KYTC – Central Office Planning
Tom Guidugli	Mayor, City of Newport
Bev Holiday	Business Liaison, City of Newport
Rachel Roberts	State Representative, District 67
Jeff Thelen*	NKADD
Craig Walker*	KYTC – District 6
Brian Aldridge*	Stantec Consulting Services Inc.
Len Harper	Stantec Consulting Services Inc.
Mark Kranz*	Stantec Consulting Services Inc.
Dan O'Dea	Stantec Consulting Services Inc.
Graham Winchester	Stantec Consulting Services Inc.

*Joined via Microsoft Teams

Dan O'Dea welcomed everyone and led introductions. The purpose of the meeting was to discuss two-way conversion options for the Newport Two-Way Feasibility Study. The study area is shown in **Figure 1**.

The following enumerated items were discussed.

1. The objective of the Newport Two-Way Study is to determine the feasibility of the conversion from one-way couplets to two-way systems in Newport. The couplets are Monmouth Street and York Street (between 3rd Street and 11th Street) and 4th Street and 5th Street (between KY 8 and Washington Avenue).

2. There are reasonable arguments for both one- and two-way operation. One-way operation has the advantage of more capacity, especially during peak hours. Dan presented three arguments for converting one-way streets to two-way.

    - **Safety** – slower vehicles provide safer environments for bicycles and pedestrians.
    - **Economic** – revitalization of downtown roads as destinations rather than a peak-hour commuter routes.
    - **Direct Access** – vehicles do not need to circle the block due to one-way traffic flow to reach their destination.

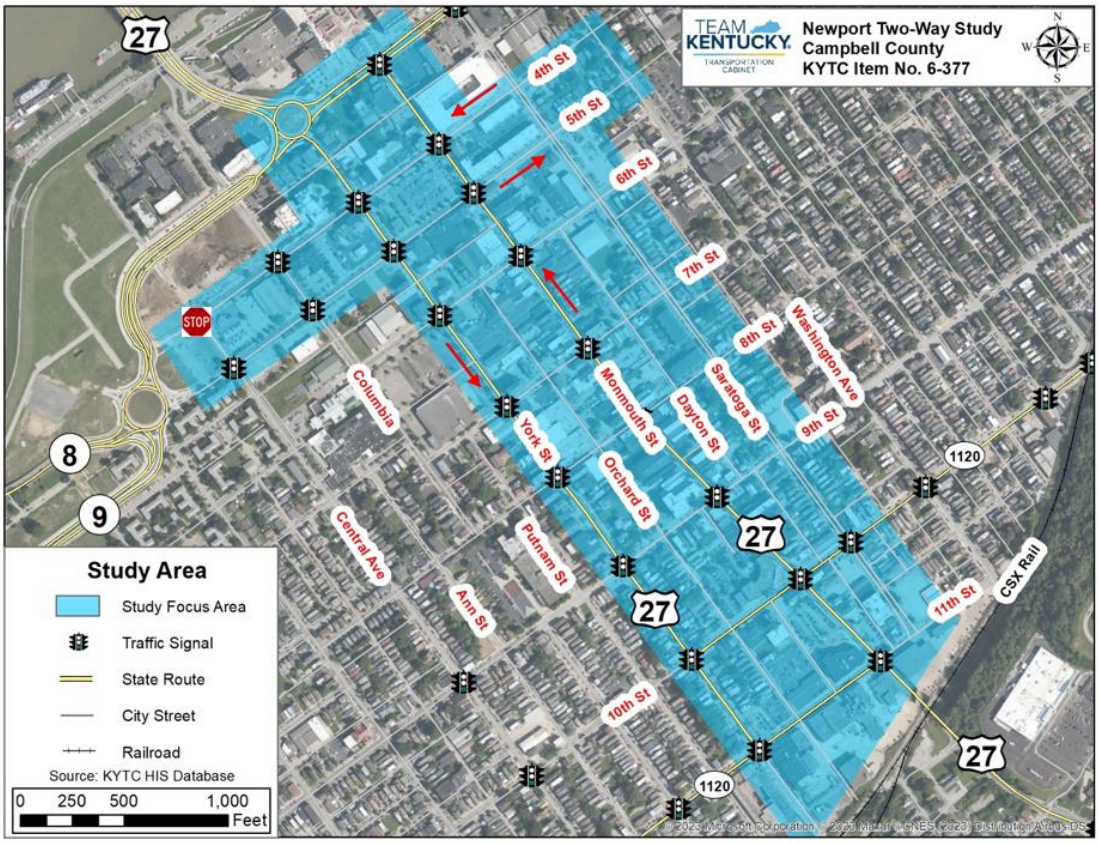

Figure 1: Study Area

3. Both York Street and Monmouth Street are functionally classified as urban principal arterials with posted speed limits of 25 mph and are both considered US 27 and are maintained by KYTC through the study area. 4th Street and 5th Street are functionally classified as urban minor arterials and are maintain by the City of Newport through the study area. The posted speed limit on 4th Street is 30 mph west of Monmouth Street and 25 mph east of Monmouth Street. The posted speed limit on 5th Street is 30 mph west of Saratoga Street and 25 mph east of Saratoga Street.

   Both York Street and Monmouth Street have two lanes of travel and on-street parking with 40 feet of pavement from curb to curb. There are two lanes of travel with on-street parking for 4th Street and 5th Street with generally a 40-foot width on 4th Street and a 42-foot width on 5th Street.

4. A TransModeler simulation model was developed to simulate existing traffic operations in the study area. AM and PM peak hour models were developed for the existing (2023) No-Build base model to simulate current traffic conditions. Results from the model indicate that under the No-Build scenario, all study area intersections currently operate at LOS C or better.

5. Due to the current one-way York Street connection to the 3rd Street roundabout, York Street would remain one-way between the roundabout and 4th Street without widening at the approach. Dan presented two potential two-way conversion options.

   - It was noted that under either two-way conversion scenario, Monmouth Street would remain US 27 and York Street would be converted to a city street and require the City of Newport to perform future maintenance.

   Concept #1

   York Street would be converted to two-way operations between 4th Street and 11th Street. Monmouth Street would be converted to two-way operation between 3rd Street and 11th Street. However, one-way operation would be maintained on York Street between the 3rd Street roundabout and 4th Street. Both 4th Street and 5th Street would also be converted to two-way operations between KY 8 and Washington Street.

   Concept #2

   York and Monmouth Streets would be converted to two-way operations between 3rd Street and 11th Street. This would require widening the York Street approach at the 3rd Street roundabout, as shown in **Figure 2**. Both 4th Street and 5th Street would also be converted to two-way operations between KY 8 and Washington Street.

   - Question: Were roundabouts or stop-controlled intersections considered along Monmouth and York Streets?
     Answer: No, that is outside of the scope of work for this study.

Figure 2: Two-Way Conversion of York Street at the 3rd Street Roundabout

6. Traffic forecasts were developed which include a background growth rate of 0.5 percent per year combined with traffic generated by the Ovation development, the proposed Margaritaville Resort, and the Peace Bell development. Simulation model scenarios were developed to simulate 2035 for both the No-Build and Build concepts. All intersections are expected to operate at LOS C or better in 2035 under the No-Build scenario. Under the Build scenario, all intersections operate at LOS C or better in 2035 with signal timing updates and turn lanes constructed at York Street / 10th Street and Monmouth Street / 10th Street.

7. The two-way conversion concepts are both feasible. However, both present challenges for the City of Newport.

Challenge #1: Loss of Parking

A survey of on-street parking within the study area showed that 39 of the 368 (11 percent) dedicated parking spaces could be eliminated if Monmouth and York Streets are converted to two-way operation. Most of the loss is due to moving stop bars back at intersections to accommodate turning movements and constructing turn lanes. Additional non-dedicated parking may also be taken, especially along the parking lanes on York Street.

Challenge #2: Truck Loading & Unloading

Currently, delivery trucks use one of the two driving lanes on Monmouth Street to load and unload. This is acceptable because drivers can use the other driving lane to navigate around

the truck. Under a two-way conversion scenario, drivers would have to cross a double yellow line and enter oncoming traffic to navigate around stopped trucks. Zones could be established which permit loading and unloading at certain times of the day when deliveries would be expected, but also allow parking at other times when demand for on-street parking is higher. There would need to be enforcement to ensure that trucks used the zones rather than the driving lanes.

- The City of Newport mentioned that many truck loading zones were recently converted to on-street parking because trucks were loading/unloading in the driving lanes and not using the loading zones.

Challenge #3: Traffic Signal Infrastructure

The condition of the mast arm traffic signal poles is currently unknown. Based on a structural analysis of the pole foundations using SALSA, the foundations would likely be acceptable. However, the mast arm poles would need to be inspected for structural integrity before additional signal heads could be installed. An additional mast arm pole would need to be installed facing eastbound 4th Street at Monmouth Street and another one facing westbound 5th Street at Monmouth Street.

The spans for the traffic signals are routinely attached to existing utility poles on York Street. This could pose a challenge because KYTC prefers for spans not to be on utility poles and would rather add a traffic pole. In some cases, this may not be possible due to limited right-of-way.

- Question: Who will investigate the poles?
  Answer: If the City of Newport decides to move forward with the project, they can request that KYTC complete an inspection.

Challenge #4: Northbound Connection of York Street to the 3rd Street Roundabout

As previously mentioned, a northbound connection from York Street to the 3rd Street roundabout would require widening at the approach. The additional travel direction will not likely have impacts outside of existing right-of-way. However, there are likely utility impacts – sewer, water, manholes, etc.

- Comment: The one-way leg of the roundabout would need to be restriped to accommodate this northbound connection from 3rd Street.

8. Dan then presented an evaluation matrix that compares the No-Build to the two-way conversion concepts. **Table 1** presents the evaluation matrix.

Table 1: Evaluation Matrix

Study Outcomes	One-Way (No Build)	Two-Way Conversion wo/connection to roundabout	Two-Way Conversion with connection to roundabout
Estimated Construction Cost	N/A	$300,000[1]	$500,000[1,4]
Accommodates Future Traffic	✓	✓	✓
Improves Safety	✗	✓	✓
Promotes Additional Pedestrian Activity	✗	✓	✓
Provides Direct Access to Destinations	✗	✓	✓
Preserves Parking	✓	●[2]	●[2]
Accommodates Loading / Unloading	✓	●[3]	●[3]

Note 1: Assumes existing traffic signal infrastructure acceptable for modifications
Note 2: Assumes loss of 39 of 368 dedicated parking spaces
Note 3: Establish time-of-day loading zones near businesses requiring large deliveries
Note 4: Assumes all work will occur within existing ROW, does not include utility relocation costs

Key:
✗ Not addressed
● Somewhat addressed
✓ Addressed

9. A survey was shared with local officials and collected after the meeting. There were two respondents, both of whom drive the study area weekly.

   When asked if they support converting Monmouth Street and York Street from one-way to two-way operation, both respondents indicated that they support the conversion, as shown in **Figure 3**.

   - Comment: Safety and community plus a feel of a proper two-way main street.

   When asked if they support converting 4th and 5th Streets from one-way to two-way operation, both indicate they prefer the streets remaining one-way, as shown in **Figure 4**.

   - Comment: Because of bike / pedestrian consideration.
   - Comment: If we can fix the 4th Street to Ovation roundabout, I don't think this needs to be changed.

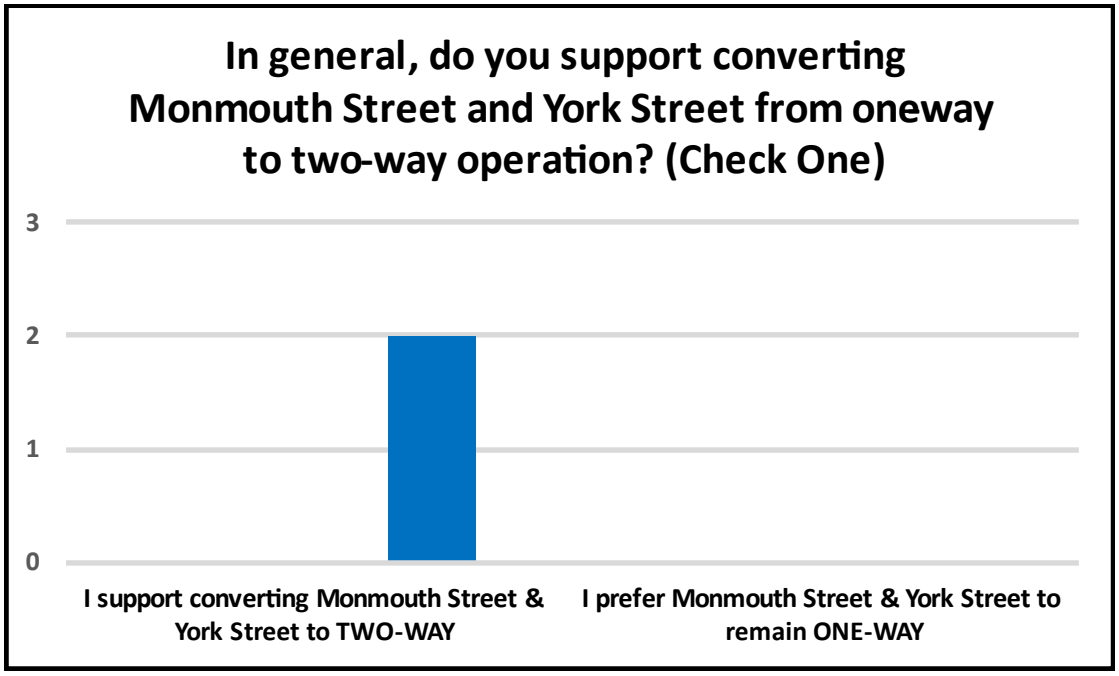

Figure 3: Local Officials Survey No. 2 – Conversion of Monmouth and York Streets

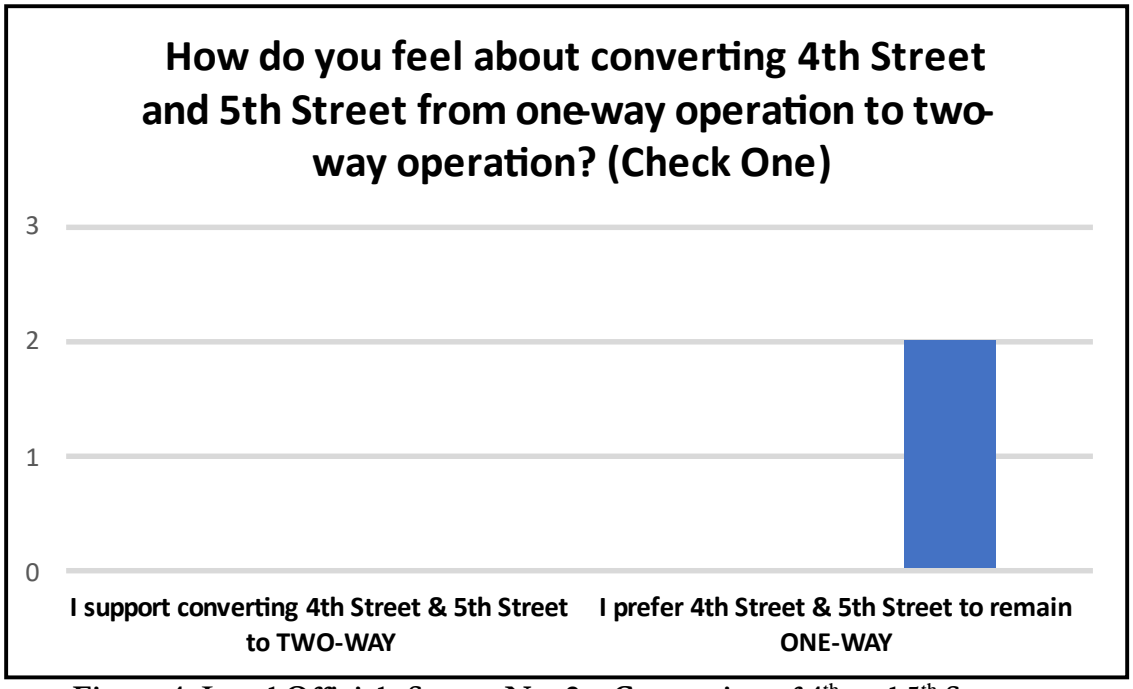

Figure 4: Local Officials Survey No. 2 – Conversion of 4th and 5th Streets

The final question asked which Monmouth / York two-way conversion option is preferrable. One respondent indicated the convesion including northbound York Street in

the roundabout is preferrable and one respondent indicated the conversion without connecting northbound York Street to the roundabout is preferrable, as shown in **Figure 5.**

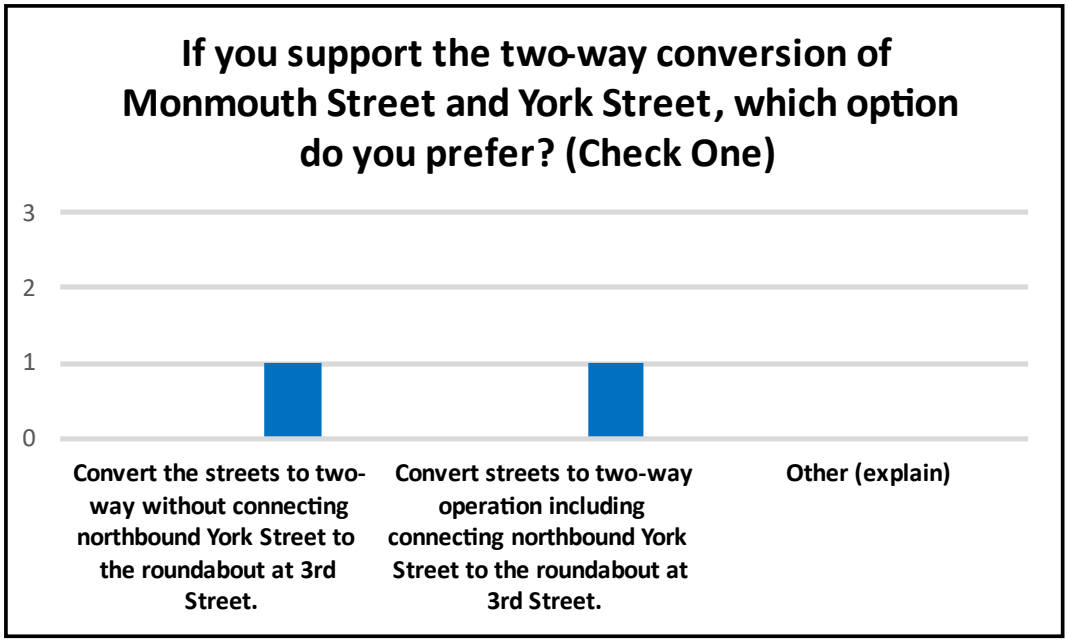

Figure 5: Local Officials Survey No. 2 – Conversion Options

When asked if they had any additional comments, one respondent indicated that they would like to see a left turn allowed from 4th Street to the Ovation roundabout.

- It was noted that a left turn would not be permitted that close to the roundabout.

10. The next steps are to develop cost estimates, including a worst-case scenario where all traffic signal poles would be replaced, and a draft report.

The meeting ended at approximately 11:30 a.m. EDT.

Meeting Minutes

TO:	Catherine Davis KYTC Central Office Project Manager KYTC Central Office 200 Mero Street Frankfort, KY 40622	Dane Blackburn District 6 Project Manager KYTC District Office #6 421 Buttermilk Pike Ft. Mitchell, KY 41017

FROM: Dan O'Dea
Project Manager
Stantec Consulting Services Inc.

DATE: May 17, 2024

SUBJECT: Newport Two-Way Feasibility Study
Campbell County
KYTC Item No. 06-377
Project Team Meeting No. 3

A Project Team Meeting for the subject project was held in the Newport City Hall Building and via Microsoft Teams on May 1, 2024, at 1:30 p.m. EDT. The following individuals were in attendance:

Jayalakshmi Balaji*	KYTC – Central Office Planning
Dane Blackburn	KYTC – District 6
Linzy Brefeld*	KYTC – District 6
Catherine Davis	KYTC – Central Office Planning
John Hayden	City of Newport
Bev Holiday	Business Liaison, City of Newport
Bob Koehler	OKI
Jeff Thelen*	NKADD
Craig Walker*	KYTC – District 6
Brian Aldridge	Stantec Consulting Services Inc.
Len Harper*	Stantec Consulting Services Inc.
Mark Kranz*	Stantec Consulting Services Inc.
Dan O'Dea	Stantec Consulting Services Inc.
Graham Winchester	Stantec Consulting Services Inc.

*Joined via Microsoft Teams

Dan O'Dea welcomed everyone and led introductions. The purpose of the meeting was to discuss results from the second Local Officials / Stakeholder survey and to determine study conclusions. The study area is shown in **Figure 1**. The following enumerated items were discussed.

1. The objective of the Newport Two-Way Study is to determine the feasibility of the conversion from one-way couplets to two-way systems in Newport. The couplets are Monmouth Street and York Street (between 3rd Street and 11th Street) and 4th Street and 5th Street (between KY 8 and Washington Avenue).

2. Dan presented the results from the second Local Officials / Stakeholder survey. There were two respondents to the survey, both of whom are in favor of converting Monmouth and York Streets to two-way operation.
    - It was noted that the City of Newport currently maintains the poles along York and Monmouth Streets.
    - It was noted that some of the businesses have basements under the sidewalks. This could pose an issue if new traffic signal pole foundations were installed.

3. There was a discussion of study conclusions. The purpose of this study was to determine the feasibility of the two-way conversion of Monmouth Street / York Street and 4th Street / 5th Street. The study concluded that both conversions are feasible. The report will state that the conversions are possible but will not include recommendations.

    Conversion to two-way operation has benefits and costs. Business owners, bike/ped groups, city officials, and residents all have different priorities. It will be a local decision by the Newport community whether to move forward with the conversion.
    - OKI would welcome an application for funding. However, federal funding through OKI would require a longer, more scrutinized process along with a 20 percent match from the City of Newport.
    - Question: Are the intersections Americans with Disabilities Act (ADA) compliant?
      Answer: The intersections on York and Monmouth Streets appear to be substantially compliant, however a more detailed analysis would be needed if federal funding is used.
    - Question: How much would the cost increase if all of the traffic signal poles had to be replaced and new poles constructed where existing utility poles are being utilized?
      Answer: Stantec will develop a cost estimate for that scenario.

4. The next steps are to finalize the cost estimates, including a scenario in which all traffic signal poles are replaced, and to begin work on a draft report to summarize the study findings.

The meeting ended at approximately 2:30 p.m. EDT.