



Appendix A – Team Meeting Minutes



STATEWIDE CORRIDOR PLANNING SERVICES
KY 9 TEAM MEETING #1 MINUTES

TO: Annette Coffey, P.E.
Director
KYTC Division of Planning

FROM: Larry D. Chaney, P.E., L.S.
Director of Transportation
HNTB-Louisville

DATE: May 3, 2001

SUBJECT: Statewide Corridor Planning
KY 9 Widening Study
Item No. 9-0165

The first team meeting was held May 2, 2001 in the District 9 office to discuss the KY 9 project. Those in attendance were:

Jim Wilson	Division of Planning
Bruce Siria	Division of Planning
Rick Omohundro	KYTC District 9
Wayne McCleese	KYTC District 9 - Traffic
Darrin Eldridge	KYTC District 9 - Design
Karen Mynhier	KYTC District 9 - Environmental
Jack Litten	KYTC District 9 - Right of Way
James Simpson	KYTC - C.O - Highway Design
Bob Yeager	KYTC District 6
Brent Sweger	FHWA
Amy Kennedy	Buffalo Trace ADD
Doug Lambert	Palmer Engineering
Liz Bullock	Palmer Engineering
Henry Mathis	H.C. Nutting
Karen Mohammadi	HNTB Corporation
Larry Chaney	HNTB Corporation

1) Introductions

Mr. Siria opened the meeting by explaining that the project is in the Six-Year Highway Plan as a study of widening the AA Highway from the four lane section in Maysville to just inside the Campbell County line. He also mentioned that there was an overlap in the Six-Year Plan with a design project to widen the AA Highway in Mason County, which would reduce the study length by three and a half miles. He then asked for introductions, and said that the project would have two main elements – technical and public involvement. The public may feel that they were promised four lanes, and may want the widening regardless of the results of the study.

2) Project Overview

Mr. Chaney then led the attendees through the agenda. He explained that the project area has good geometry and low traffic volumes. Accident rates along the corridor are generally lower than the statewide

average for a two-lane road. The only exception to this is the fatality rate in Mason County. Right angle accidents at intersections and collisions with deer are the main types of accidents. Four of the fatal accidents in the project area were the result of drivers falling asleep at the wheel. We will look at solutions like chatter bars in the median as one possible solution to this problem. Speeding does not appear to be a significant problem relating to accidents, according to the Kentucky Transportation Center (KTC) report. However, Mr. Sweger reminded the group that the recent Drive Smart blitz resulted in almost 1,000 citations being issued.

3) Preliminary Alternatives

Mr. Chaney stated that we will look at safety improvements such as lighting, fencing, and deer reflectors along the corridor to reduce certain accident types. Most of the lighting along the corridor is not high mast lighting, and therefore may not provide enough visibility for drivers on the AA Highway. Some of the problems may also be addressed by looking at access control. Currently there is an average of one access point per mile, and that is already lower than the State's requirement of access spacing every 1,200 for this facility type. There are generally no deceleration lanes or flare outs at the intersections. Mr. McCleese stated that he felt there should be more flares and that lighting was not as critical of a concern. Mr. Chaney concurred and added that there are a large number of accidents involving guard rail, and that some of the guardrail may need to be moved further back from the driving lanes. Mr. Chaney then asked the group whether they wanted to consider a mountable median such as that used in Campbell County. The reply was that a depressed median would be preferable. Mr. Chaney stated that a median type should be decided before we begin looking at the four-lane section.

Mr. Simpson told the group that the Mountain Parkway extension is using rumble strips in the center of the road, and suggested that HNTB contract Jeff Wolfe in Central Office Traffic to get more details on the effectiveness of that project.

Mr. Siria stated that the public hearing for the KTC study may be integrated with the public meetings for this project since the projects are related. He added that the KTC study found fault with the drivers and not with the road geometry. The Drive Smart blitz and a public relations campaign are being aimed at the operators to address this.

Mr. Sweger asked if this study would lead to an early Purpose and Need for an Environmental Study. Mr. Siria responded that it would lead to a set of project goals. Safety and capacity will likely be the main goals.

Mr. Eldridge asked if the project would move forward to widening if the capacity needs are met with the current two lanes. Mr. Siria stated that they were unsure, since public sentiment may still push for four lanes. Mr. Chaney added that addressing the need for access control and control of speed differentials may necessitate four lanes. He added that some of the existing problems would worsen with four lanes, such as deer accidents, right angle accidents and access from driveways.

Mr. Siria noted that the project likely got into the Six-Year Plan as a response to safety concerns. Also, some people may feel that a four-lane facility was promised and they may want the wider road simply for that reason. The project was not apparently put in the Six-Year Plan by a specific legislator.

Mr. Siria continued by stating that the KTC was currently working on a study to compare the benefits of upgrading a two-lane road to an improved two-lane section versus a four-lane section. Their initial results suggest that the improvements have similar impacts on safety.

Mr. Eldridge asked what would be done at the intersections if the AA Highway is widened. The consensus was that a fully controlled access facility may need to be considered. Mr. Sweger suggested something between a fully controlled facility and the current facility be studied. It was decided that HNTB would look at adding two lanes and at converting the facility to a fully controlled access facility.

Mr. Eldridge questioned whether this study would look at a high speed facility. Mr. Siria stated that it would, not but that the results of the proposed I-74 corridor from the Markland Dam to the Maysville Bridge may be useful in this study.

4) Geotechnical Overview

Mr. Mathis asked if there were any accidents or problems with falling rock in cuts along the corridor. The group was unaware of any incidents, and Mr. Mathis stated that he would follow up with the Maintenance staff in both districts.

5) Environmental Overview

The project limits will be 1000' on either side of the existing edge of pavement. The environmental footprint needs to be completed before the first set of public meetings.

6) Public Involvement

The meetings will all be broken down by ADDs. Campbell County and Pendleton County meetings will be arranged by Scott Boone in the Northern Kentucky ADD. Ms. Kennedy will arrange meetings for Bracken and Mason counties. It was suggested that the local officials meetings be arranged for 10:00 AM and that the stakeholders meetings be arranged the same afternoon at 1:00 PM.

HNTB was asked to include the Mayor of Maysville and Senator Charlie Borders to the list of officials. Stakeholders to be invited to the meetings may include representatives from the Chambers of Commerce, emergency services, school boards, industrial foundations, transit agencies, trucking companies, low income or minority group leaders, tourism and the Community Action Agency. The information provided at the Team Meeting will be sufficient to present at the local officials and stakeholders meetings.

7) Documentation

Meeting minutes for all types of meeting will be provided to the entire team.

8) Next Meetings

Scott Boone and Ms. Kennedy will arrange the local officials and stakeholders meetings. The second team meeting will be held after the first public meeting.

STATEWIDE CORRIDOR PLANNING SERVICES
KY 9 PROJECT SUB-TEAM MEETING MINUTES

TO: Annette Coffey, P.E.
Director
KYTC Division of Planning

FROM: Larry D. Chaney, P.E., L.S.
Director of Transportation
HNTB-Louisville

DATE: June 29, 2001

SUBJECT: Statewide Corridor Planning
KY 9 Widening Study
Item No. 9-0165

A meeting was held June 21, 2001 in the first floor conference room in the State Office Building Annex to discuss the upcoming initial public meeting for this project. Those in attendance were:

Carl Dixon	Division of Planning
Bruce Siria	Division of Planning
Bob Yeager	KYTC District 6
Karen Mohammadi	HNTB Corporation
Larry Chaney	HNTB Corporation

Bruce Siria explained that the purpose of this meeting was to ensure that the entire management team had a similar understanding about the project prior to the first public meeting.

The material to be presented at the first public meeting will be basically the same as given to the local officials and stakeholders, with the addition of an environmental footprint map. Mr. Siria requested that the forecasted traffic and corresponding methodology be sent to Multimodal Programs, and a decision would be made, subsequent to their review, as to whether to distribute this information at the public meeting. It may be feasible to develop the information stations by County, if that would appear helpful to clarify the information. HNTB should prepare media packets as well, including important elements of the PowerPoint presentation. The handouts should also include survey forms. The Cabinet feels that providing surveys at the Local Officials and Stakeholder's meetings, and sending the meeting materials to absent invitees at those meetings, has been very beneficial to the project.

The meeting will be held at the Bracken County High School from 4:00 PM to 8:00 PM, and District 6 will arrange to have Variable Message Signs (VMS) up on KY 9 throughout the day. We are expecting 200-300 people at the public meeting and, due to the number of people expected and to the access to the cafeteria/gym, the Cabinet intends to have three sign-in stations. All team members should be at the school by 2:30 PM. Shortly after 4:00 PM, a formal presentation will be made. Additional presentations may follow, depending on the size of the crowds and the time they arrive. Bob Yeager will contact the school to obtain advice regarding directing parking at the school, since vehicle can not pass one another along the rear driveway. The Cabinet will provide the projection screen, easels and refreshment bins. Mr. Dixon stated that the presentation must be prepared to address two of the public's most common questions: 1) Is this project going to take my property, and 2) When will the construction take place?

The Cabinet has invited the Kentucky Transportation Center to attend the meeting. Either Jerry Pigman or Ken Agent will be present, and any questions at the public meeting regarding the safety study should be directed to them. The formal presentation should make it clear that this widening study is not directly associated with the safety study. The Cabinet is meeting on July 10th to discuss the public hearing on the safety study. The Cabinet will contact Doug Gabbert with Jordan-Chiles about the meeting on the 10th, and will determine if the materials being prepared for the public education program will be appropriate for distribution at the first KY 9 public meeting.

Mr. Yeager then mentioned that HNTB had requested information about plans for the new Industrial Park on KY 9, but that his department has no current information. None of the work is being done on State right of way at this time.

Mr. Siria questioned whether Sheriff Mike Nelson in Bracken County had been upset about being left off the mailing list for the Stakeholder's Meeting. Karen Mohammadi answered that the Sheriff was not upset, just unaware that the meeting had taken place. Mr. Yeager stated that he would call the Sheriff, and that he would make sure that he is included for the next meeting. He also stated that he would coordinate with District 9 to ensure that there would be no duplication of efforts by the Districts in contacting elected officials and stakeholders.

The time frame for the remaining meetings was discussed. Mr. Siria asked when alternatives and costs could be ready. HNTB should be able to furnish those estimates near the end of August, but we are in need of direction from the Cabinet as to their preferred median type. It was agreed that most of the remaining project meetings would take place in August, with the final public meeting occurring in September.

STATEWIDE CORRIDOR PLANNING SERVICES
KY 9 TEAM MEETING #2 MINUTES

TO: Annette Coffey, P.E.
Director
KYTC Division of Planning

FROM: Larry D. Chaney, P.E.
Director of Transportation
HNTB-Louisville

DATE: September 11, 2001

SUBJECT: Statewide Corridor Planning
KY 9 Widening Study
Item No. 9-0165

The second team meeting was held August 27, 2001 in the District 6 office to discuss the KY 9 project. Those in attendance were:

Jim Wilson	KYTC Division of Planning
Bruce Siria	KYTC Division of Planning
Brad Eldridge	KYTC Division of Design
Rick Omohundro	KYTC District 9 – Pre-Construction
Bill Madden	KYTC District 6 – Traffic
Brian Donnelly	KYTC District 6 – Traffic
Mike Bezold	KYTC District 6 – Design
Bob Yeager	KYTC District 6 – Planning
Bob Hill	KYTC District 6 – Planning
Mike Emark	KYTC District 6 – Maintenance
Scott Boone	Northern Kentucky ADD
Doug Smith	H.C. Nutting
Karen Mohammadi	HNTB Corporation
Larry Chaney	HNTB Corporation

Mr. Chaney opened the meeting by explaining what tasks had been accomplished to date: the traffic and accident analyses have been completed, the environmental footprint is complete, and the first public meeting has been held. He then began the review of the agenda and handouts (see attached).

Ms. Mohammadi explained the accident statistics for the corridor. The accident rates are lower than statewide averages for two lane roads, although angle crashes and deer-related accidents are higher than average. Mr. Yeager noted that two key factors affect the local concerns of the safety of the road: 1) there is a higher than average chance of an accident involving injuries, and 2) the accidents often involve a local person well-known throughout the community. Ms. Mohammadi next presented an exhibit of current and projected traffic volumes. The current volumes result in levels of service (LOS) varying from D to E. Future volumes will result in LOS ranging from E to F. The forecasted volumes have not received final approval from Multimodal Programs. They will likely be reduced slightly, but this is not expected to impact the overall LOS.

Mr. Chaney then discussed the alternatives. The next step beyond the No-Build Alternative is the Operational Improvement Alternative. These recommendations included:

- Rumble strips for the shoulders and centerline
- Removal of some field entrances
- Improvements to radii and guardrail at some driveways and streets
- Lengthening and better signing of truck climbing/slow lanes
- Striping of shoulders for additional turn lanes
- Development of weigh stations
- Improvements of intersection signs, additional intersection lighting
- Installation of deer reflectors and more deer warning signs
- Skipline reflectors at intersection
- Development of rest areas
- Installation of a fog warning system

Mr. Madden stated that he felt weigh stations on KY 9 would be ineffective, since trucks could bypass the stations by using side roads. He also noted that the District is currently testing deer reflectors in Pendleton County.

Mr. Hill expressed concern on the need for separate left-turn lanes in the area of truck climbing lanes, to get turning vehicles out of the travel lanes.

Mr. Chaney then began the discussion of widening alternatives. Given the existing problem of drivers crossing the centerline, it was felt that the alternatives should include some sort of separation of traffic and that a mountable median was not suitable. Mr. Bezold added that the mountable median does not meet current design standards in a rural section of highway. This left the option for a non-mountable raised median or a depressed median.

A discussion was held as to the type of access currently allowed on the road. It was decided that the road is considered partially controlled, although several entrances originally built with the highway violate the 1200' spacing. Additional access may be granted if the entrances meet sight distance and spacing requirements. In order to avoid this situation completely, the only other alternative is a fully controlled roadway. A fully controlled road is considerably more expensive than a partially controlled one, due to the need for frontage roads and interchanges rather than at-grade intersections. After a brief discussion, it was decided that the number of interchanges could be reduced to ten (10) by eliminating all local road access, and that the exact location of interchanges would be decided during the design phase should this alternative move forward.

Mr. Siria noted that in the final study report it should be mentioned that some individuals have asked that the spacing be increased from 1200', but that there is no legal authority for the Cabinet to increase the distance. Also, the final report should state why the mountable median received no further consideration, since other existing segments of KY 9 currently have this type of section.

The next topic was presentation of the materials to the public. It was decided that exhibits showing the typical sections with photographs would be most effective. The environmental footprint will also be presented.

Priority sections were discussed, and it was determined that they should be part of the recommendation. The probability of beginning the construction at either end of the corridor as opposed to the middle was stressed. The sections should also ideally be broken into \$25-\$30 million construction sections.

A comparison of the alternatives was next discussed. It was noted that the cost per interchanges should be increased to \$20 million each. A revised comparison sheet will be sent to all of the meeting attendees.

The final topic of discussion was the public involvement program. Mr. Yeager offered to arrange Local Officials and Stakeholder meetings for Friday, September 7, 2001. It was decided that these meetings could be combined and held at two locations: Peach Grove Fire Department (10:00 AM Meeting) and the Bracken County Library (2:00 PM Meeting). A public meeting will be held at the Marathon Station near the Pendleton and Campbell County line in California, Kentucky. It will last from 11:00 AM to 7:00 PM. An additional meeting will be held in Mason County at the BP Station near the Bracken County Line on September 26, also from 11:00 AM to 7:00 PM. Both meetings should be advertised as open format public meetings to distribute information and receive input.

HNTB will provide the Cabinet with the public meeting handouts at least one week prior to the meeting. They will include a matrix to allow the comparison of the alternatives. The information should also include a realistic time frame for the construction of the facility. The survey form should be unique enough to allow weighing of the opinions expressed, including such questions as "How often do you drive on KY 9 and for approximately how many miles each trip?" The survey may even consider asking if people are willing to pay a toll to finance the widening.

Mr. Yeager noted that those persons who attended the last public meeting should be sent notifications of the upcoming public meetings. It was agreed that they would be sent a packet of information. He also agreed to see that variable message signs (VMS) are placed on the corridor at least one week prior to the meetings.

**STATEWIDE CORRIDOR PLANNING SERVICES
KY 9
TEAM MEETING #3**

TO: Annette Coffey, P.E.
Director
KYTC Division of Planning

FROM: Larry D. Chaney, P.E.
Director of Transportation
HNTB-Louisville

DATE: February 7, 2002

SUBJECT: Statewide Corridor Planning
KY 9 Widening Study
Item No. 9-0165

FINAL

The third Project Team meeting for the subject study was held November 21, 2001 in the District 6 office. Those in attendance were:

Jim Wilson	KYTC Division of Planning
Bruce Siria	KYTC Division of Planning
Richard Wilson	KYTC Division of Materials
Brad Eldridge	KYTC Division of Design
Steve Halloran	KYTC Division of Construction
Ron Rister	KYTC Division of Operations
Rick Omohundro	KYTC District 9 – Pre-Construction
Sharon Laycock	KYTC District 6 – Environmental
Bill Madden	KYTC District 6 – Traffic
Mike Bezold	KYTC District 6 – Design
Bob Hill	KYTC District 6 – Planning
Amy Kennedy	BTADD
John Moss	HNTB Corporation
Jim Lemons	HNTB Corporation
Larry Chaney	HNTB Corporation

Bruce Siria opened the meeting by announcing that the final step in this project, the close-out public announcement, was tentatively set for the board meetings of the two Area Development Districts (ADD) involved. The dates discussed were February 19, 2002, for the Buffalo Trace ADD and February 21, 2002, for the Northern Kentucky ADD.

The meeting was then turned over to Larry Chaney for a recap of the public meetings. Mr. Chaney discussed the format of the meetings (tent meeting with handouts, boards and flip charts). He also noted that over 50 handouts were returned. He reviewed the types of alternatives proposed: a Fully Controlled Four-Lane Facility, a Partially Controlled Four-Lane Section, and an Operational and Safety Improvements Alternative. The Operational and Safety Improvements Alternative is considered to be a set of interim solutions.

Mr. Siria mentioned that KY 9 seems to be generally used for longer trip lengths than comparable roadways. This supports the concept of adding rest areas with truck parking. Many comments were made by the public about this route being a “long, boring trip”. It was further stated that a rest area would be a better solution than a weigh station. The team felt that the rest area concept should be a priority. However, it was also mentioned that the trucks may be using KY 9 to save time by effectively bypassing all the weigh/odometer stations.

The issue of how much existing right-of-way is actually available was mentioned, and it was determined that the amount would need to be clarified and checked against the costs estimated for purchase.

The question as to whether KY 9 should become a toll road was raised. It was explained that there was likely not enough traffic to warrant a toll road.

There appears to be minor resistance to the project from some people in Pendleton County. They are not necessarily against it, but do not see it as a priority over other possible road improvements in their County.

Priority Sections were discussed next. It was determined that the sections should be pursued as follows:

Priority One - Campbell County to KY 1109

Priority Two – East of KY 19 to Mason County

Priority Three – Middle Section (east of KY 1109 to west of KY 19)

Mr. Chaney mentioned that HNTB’s recommendations would be Alternate #3, the partially controlled access 4-lane highway. There was consensus among the attendees, and acknowledgement that some additional issues need to be addressed pertaining to safety at the intersections. Also, some of the enhancements of Alternate #2 (Operational and Safety Improvements) need to be pursued as interim measures, particularly extensions of truck lanes and additions of turning lanes. Some of the reasons cited for supporting Alternative #3 were the lower costs, ability to resolve safety issues, ability to maintain a rural feel to the road, to curb sprawl, to address access issues and intersection problems, and to lessen right-of-way impacts. Points mentioned in favor of the fully controlled facility (Alternative #4) were that it would better address safety problems resulting from median crossings, and that it and would better support the through traffic volumes.

Mr. Siria concluded the meeting by stating that the next steps are to prepare the report for the study and to make the public announcement of the recommendations in February.

**STATEWIDE CORRIDOR PLANNING SERVICES
KY 9
TEAM MEETING #4**

TO: Annette Coffey, P.E.
Director
KYTC Division of Planning

FROM: Larry D. Chaney, P.E.
Director of Transportation
HNTB-Louisville

DATE: April 9, 2002

SUBJECT: Statewide Corridor Planning
KY 9 Widening Study
Item No. 9-0165

The fourth Project Team Meeting for the subject study was held at 10:00 a.m. March 19, 2002 in the District 6 Conference Room. Those in attendance were:

Jim Wilson	KYTC Division of Planning
Bruce Siria	KYTC Division of Planning
Joe Tucker	KYTC Division of Planning
Brad Eldridge	KYTC Division of Design
Bob Yeager	KYTC District 6 – Planning
Bill Madden	KYTC District 6 - Traffic
Richard Guidi	KYTC District 6 - Design
Mike Bezold	KYTC District 6 - Design
Rick Omohundro	KYTC District 9 - Pre-Construction
Amy Kennedy	BTADD
Scott Boone	NKADD
Karen Mohammadi	HNTB Corporation
Larry Chaney	HNTB Corporation

Bruce Siria opened by stating that a lengthy discussion was held at the last Team Meeting regarding the preferred alternative, and that priority sections were also discussed. The priority sections decided at that meeting are as follows:

- 1st:** Existing Four-Lane Segment in Campbell County to KY 1109 in Bracken County
- 2nd:** KY 10 in Mason County to KY 19 in Bracken County
- 3rd:** Bracken County: KY 1109 to KY 19

Bruce also stated that officials from both Mason and Bracken Counties have shown interest in the project. Only one-half of a mile is in Campbell County, and representatives of Pendleton County have stated that there are higher priority transportation projects for their county than the widening of KY 9.

Considering the opinions of local officials, the Cabinet decided to hold an additional

Project Team Meeting to determine the validity of the sections and the priorities.

Bill Madden stated that fatigue-related accidents are more prominent in southern Bracken County and in Mason County. These types of accidents have often resulted in fatalities in this area.

Bob Yeager added that KY 19 is being rebuilt in Bracken County to provide better access to Maysville. Building the KY 10 to KY 19 section first would definitely enhance that connection. He felt it was also a logical progression of improvement in respect to the Cabinet's widening project in Mason County. He also noted that, in his opinion, there is little political support from Pendleton or Campbell County for widening KY 9 at this time.

Amy Kennedy added that the Buffalo Trace Transportation Committee agrees with the statement made by Bob Yeager. Completing KY 19 and the AA Highway on the Bracken/Mason end is important to that group, and they have ranked the KY 9 widening project as one of the ADD's top priorities. A wider KY 9 in this area would also better serve the new industrial park in Bracken County.

Scott Boone stated that the NKADD Transportation Committee is not strongly supportive of any widening of the AA Highway on the northwestern end.

Mr. Siria asked if there were any technical reasons against starting the widening on the southeast end. That led to a brief discussion of 2000 and 2025 traffic volumes. While traffic volumes are higher on the northwest section, all sections will be operating at poor levels of service by 2025. Also, as Mr. Madden pointed out, the fatigue-related accidents are occurring more often in the southeast sections. Karen Mohammadi added that KY 19 is the intersection with the highest number of accidents in the project area.

Mr. Siria summarized that there are clear technical benefits to the northwestern section being built first, but that those benefits do not appear to be so overwhelming that the decision should be made solely on that basis. Public support seems to indicate a preference that the southeastern section be completed first. Mr. Siria offered the following revised priority sections for discussion:

- 1st:** KY 10 in Mason County to KY 19 in Bracken County
- 2nd:** Existing Four-Lane Segment in Campbell County to KY 1109 in Bracken County
- 3rd:** Bracken County: KY 1109 to KY 19

Those Project Team members present were in agreement with this new ranking of priority sections.

Ms. Mohammadi then asked for comments on the recommendations for Safety and Operational Improvements. The following comments were received:

- Deer reflectors and rumble strips are being implemented by the District.
- Truck/slow lane extensions should be recommended on the northwestern end.
- The County governments should handle roadway or intersection lighting.

The meeting adjourned at 11:30 a.m.