



PROJECT MANAGEMENT TEAM MEETING
RECORD OF MEETING NO. 17

DATE: September 30, 2010 (Thursday)
LOCATION: Mn/DOT District 6 office
START: 9:30 a.m. DRAFT DATE: October 15, 2010
ADJOURN: 12:30 p.m. APPROVAL DATE: November 10, 2010
ATTENDEES: See Attendance List (end of document)

MEETING DISCUSSION

I. Approval of Previous Minutes

- Conference Call 9 (March 17, 2010) – Approved on May 11, 2010
- Conference Call 12 (May 11, 2010) – Approved with no comments
- OMT Meeting 15 (April 22, 2010) – Approved on May 11, 2020
- PMT 16 Meeting (August 26, 2010) – Approved with a clarification on the 4:1 inslopes for the TH 52 cross sections (item 3.b. on page 2 of the minutes).

II. Topics of Discussion

- Revised Project Schedule – Kevin Jullie discussed the revised project schedule. The PMT requested that the project schedule be revised to include the remaining tasks of the NRTS project, the proposed 65th Street project, and the future 55th Street project.

SRF to update project schedule to show the relationship between the NRTS, 65th Street, and 55th Street projects.

- April 8, 2010 Public Meeting Follow-up – Based on the new direction of the NRTS project, the PMT agreed that the proposed responses to the frequently asked questions, and the direct responses to the comments received at the April 8, 2010 Public Meeting need to be reviewed and revised as appropriate. A website update and a final newsletter summarizing the results of the NRTS and the next steps was recommended.

The PMT will review the proposed responses to the frequently asked questions and the direct responses to the April public meeting comments prior to the November PMT meeting. SRF to prepare a newsletter for the PMT review by the November PMT meeting.

- NRTS Recommended Alternative – The PMT agreed that the NRTS will have recommendations for the various components of the study. For example, there will be separate recommendations for the 55th Street Interchange (Single Point Urban Interchange), 65th Street (Folded Diamond Interchange), and West Frontage Road (Clearwater Road, Option 3).

In order to address FHWA's question on the need for the West Frontage Road by the year 2035, additional analysis will be completed to estimate the year when the traffic operations along TH 52 will fail with and without a west frontage road between 55th and 65th Streets.

SRF to prepare a PMT Discussion Item Memo that will provide a summary of the additional CORSIM analysis used to estimate the year that traffic operations along TH 52 will fail with and without a west frontage road between 55th and 65th Streets. [Editor's Note: completed October 12, 2010.]

- Tech Memo 5 – Based on the new direction of the NRTS project, the PMT recommended that Tech Memo 5 be revised and will essentially become the final document of the project. In order to do this, Sections E (Recommended Alternatives) and F (Next Steps) need to be revised.

The PMT will review Tech Memo 5 and provide SRF any comments prior to the November PMT meeting. SRF to rewrite Sections E and F of Tech Memo 5 for the PMT's review prior to the November Meeting.

- NRTS Final Products – After a review of the remaining major deliverables of the NRTS project, the PMT determined the need for the following final products:
 - Tech Memo 5 (with revised Sections E and F)
 - Access Justification Memo
 - Phased Improvement Memo (capturing the 55th Street interim design alternatives)

The PMT further determined that the benefit cost analysis of the recommended alternative, the ICE Reports for 55th Street intersections, and the recommended alternative traffic analysis (including the Elk Run impacts) did not have to be completed as part of the NRTS project.

- 55th Street Design Collaboration Meeting – A portion of the November PMT meeting will be used as a design collaboration meeting where various interim and long term solutions for 55th Street interchange area will be discussed. A second meeting, involving the PMT, FHWA, Mn/DOT Geometric Design Support Unit (GDSU), District, City, and County staff will be scheduled for November 17, 2010 (from 9:30 a.m. to 12:30 p.m.).

SRF to work with Mn/DOT District staff to send out an invite to the November 17, 2010 design collaboration meeting for 55th Street. SRF to prepare initial concepts for review and discussion at the November PMT meeting.

- Revised NRTS Scope – The NRTS scope will be revised based on input received during today's PMT meeting. The City yielded to Mn/DOT with regards to the required paperwork that will be needed to document changes in the NRTS scope.

Jeff Bunch to check with the District contracting staff to determine the required paperwork needed to revise the NRTS scope. SRF to revise the NRTS scope based on direction received by Jeff.

- 65th Street Interchange Project – The PMT discussed the 65th Street Interchange project. The EAW will address the West Frontage Road, document the social impacts, and document the reasons why it is not included in the 65th Street Interchange project. The frontage roads between 65th and 75th Streets are mapped. No sewer and water is currently in place in the area. Richard Freese asked if Mn/DOT would be open to closing the existing West Frontage Road between 65th and 75th Streets during the construction of the proposed 65th Street interchange. The possibility of a future turnback of this frontage road was also discussed. Mn/DOT would like to consider these options in greater detail before making a formal decision.

Menards has an obligation to relocate the frontage road, and would prefer to complete this as part of their future site work. However, since the construction of their new store may not occur until 2012, they have agreed to relocate the frontage road in conjunction with the 65th Street interchange project. What still needs to be resolved is whether the relocated frontage road will be the ultimate full section or possibly a gravel road. Mn/DOT would prefer that the frontage road be relocated in conjunction with the interchange project and be a paved roadway (not a gravel road).

SRF to finalize the 65th Street Interchange Project scope and schedule for City review prior to the November PMT meeting.

III. Next Meetings

- PMT 18 – Wednesday, November 10 at 9:30 a.m. to 12:30 p.m.
- Design Collaboration (with FHWA & GDSU staff) – Wednesday, November 17 at 9:30 a.m. to 12:30 p.m.
- PMT 19 – Thursday, December 9 at 9:30 a.m. to 12:30 p.m.

JMH/

Attachment – Attendee List

NORTHERN ROCHESTER TRANSPORTATION STUDY

Project Management Team Meeting No. 17

September 30, 2010

ATTENDEES

PMT Members		Phone	Email
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