





SRF No. 8483 County Project No. 091101

CSAH 112 – Phase 1 Project Advisory Committee (PAC) Meeting November 19, 2014; 8:00 am – 10:00 am Orono City Hall MEETING RECORD

A project PAC meeting for the referenced project was held at the Orono City Hall on November 19, 2014 from 8:00 p.m. – 10:00 a.m. The following is a summary of the meeting based on the Agenda, which is attached to this record:

Meeting Summary:

1. Introductions: (10 Minutes)

a. Introductions of Project Advisory Committee (PAC) Members

Mike Turner opened the meeting and thanked the committee for agreeing to serve on this PAC that will focus on the Phase 1 project. He provided a brief introductory remarks and past PAC history which led to the approval of the preliminary layout by the cities of Long Lake and Orono in early 2014. Members of the PAC, who were present, introduced themselves. A copy of the meeting sign in sheet is attached to this meeting record.

2. Project Overview – Phase 1 and Project Advisory Committee (PAC) Role (15 Minutes)

- a. Agency comment (10 Minutes)
 - i. Hennepin County

Kristy Morter thanked the committee and described the project phases which are broken down into three (3) separate projects. Phase 1 will be from Willow Drive to Wolf Pointe Trail; Phase 2 will be from Wolf Point Trail to the Wayzata Boulevard/TH 12 ramp; and Phase 3 will be from CSAH 6 to Willow Drive. She indicated construction of Phase 1 is programmed to begin in spring 2017 and Phase 2 is expected to begin as Phase 1 is substantially completed in 2018. Phase 3 construction is planned to begin as Phase 2 is substantially completed in 2019.

- ii. City of Orono Mayor, Lili McMillan Mayor Lili McMillan thanked the members of the PAC for their future work on the committee.
- iii. City of Long Lake City Council Member
 City Council member and Mayor Elect Donny Chillstrom thanked the members of the PAC for their future work on the committee.

b. Relationship of the Project Management Team (PMT), Project Advisory Committee (PAC) and City Councils (5 Minutes)

Mike Turner informed the PAC that a separate Project Management Team (PMT), which is made of up the County, City Staff and SRF, will provide information on technical design issues during the design team during the Phase 1 design process.

3. Review of Previous Action Items: (0 Minutes)

a. None

As this is the first meeting, no action items were discussed.

4. Discussion Items: (50 Minutes)

- a. Discussion of trail concepts
 - i. Symes Street and Martha Lane alternatives (20 Minutes)

Mike discussed the past history of the trail alignment along Symes Street and the decisions that were made to show trail as detailed in the preliminary layout. A copy of the layout showing the Symes Street trail is attached to this meeting record.

Mike provided an overview of the proposed trail connectivity from Lake Street, along Symes Street and Martha Lane and the preferred crossing point at the CSAH 112/Martha Lane intersection. Marty Schneider questioned if the proposed crossing point was the best location for the pedestrian flasher or if it should be located elsewhere. (See agenda item 4.a.iii below.)

Nate presented the existing parking and locations of "no parking" along Symes Street as shown in Figure 1 Existing Conditions (see attached). He presented a magnified view of the Symes Street from the preliminary layout (see attached Figure 2). He described Figure 2 which shows a multi-use trail from Lake Street to Mill Street along the south side of Symes Street. He further noted that trail connectivity is viewed as a high priority for the County and that based upon past project development, the trail was preferred to run along the Symes Street corridor.

Nate described additional options for providing trail connectivity along Symes Street, in lieu of constructing a multi-use trail. He presented an exhibit showing a typical cross section of Symes Street and described how shared-lanes could be implements on Symes Street. In order to use the shared-lanes (one each direction flowing with traffic), parking would need to be banned from one side of Symes. Nate further explained that while the shared-lanes provide connectivity for bicycles, the lanes do not provide a safe zone for pedestrians who may be walking.

He described how adding a sidewalk to one side of the Symes Street would provide a suitable area for people that wish to walk from Lake Street to Mill Street. He noted that an existing sidewalk extends westerly from Mill Street along the south side of Symes. This option was discussed by the PAC and a suggestion was made to consider constructing the sidewalk along the park side of Symes Street and allow parking along the park. This walk would serve the connection from Lake Street to an existing sidewalk crossing Symes just west of Mill Street. The PAC agreed that the south side of Symes

Street would be signed for "no-parking" and allow bicycles to use the shared-lanes on Symes. SRF will look at guidance for signing the shared-lanes as the traffic volumes on Symes Street are considered low.

Nate described the last typical section proposed on Symes Street which shows constructing a multi-use trail which matches that shown on the magnified layout (Figure 2). The PAC did not favor this typical section and would rather go with the shared-lanes and sidewalk along the park.

Nate moved the discussion toward east along the proposed trail to focus on Martha Lane. The trail will cross over Mill Street and follow behind the One Stop Auto Services business and connect to the cul-de-sac on Martha Lane. Liz Olson mentioned that the design should consider installing a "living screen" to separate the trail from the adjacent residential properties located along the northeast side of the proposed trail.

He presented an exhibit showing the existing typical section of Martha Lane and described how shared-lanes could be implemented for the bike lane along Martha Lane. Currently, there is no-parking signage along the south side of Martha Lane while the north side, adjacent to the residential homes, is un-marked. Nate explained to allow shared-lanes, no-parking would need to be implemented for both sides of Martha Lane due to the narrow street section.

The PAC discussed the issue of no-parking along the residential properties. Donny Chillstrom mentioned that should the City sign this for no-parking that those residents that live along Martha Lane could apply for a temporary parking permit for special events. Kristy mentioned that she could run the idea of shared-use lanes on Martha Lane through the County's Bicycle Advisory Committee (BAC). The general feeling of the PAC is to use the shared-lanes on Martha Lane and allow the few people that walk the trail to simply walk down the road which has six homes and a small traffic volume.

ii. Pedestrian flasher system at Martha Lane

Nate presented the pedestrian trail crossing that is proposed at the CSAH 112/Martha Lane intersection. He described the center median on CSAH 112 and the way in which islands are used to alert motorists to changing conditions such as approaching downtown Long Lake. Nate mentioned that a pedestrian flasher system is proposed at this crossing. The system would consist of a push-button activated system that includes illuminated pedestrian crossing signs attached to pedestal poles on either side of CSAH 112.

Donny expressed concerns about the amount of pedestrians that cross CSAH 112 at Mill Street and at points between Mill Street and Lake Street.

iii. Crosswalk at Mill Street

Donny expressed his concerns about the amount of pedestrians that cross CSAH 112 at Mill Street and at points between Mill Street and Lake Street. Several members of the PAC seemed to agree that more pedestrians cross CSAH 112 at Mill Street versus the number that would cross at Martha Lane with the new flasher system. The question was raised if the flasher system could be installed at the Mill Street crossing to bring increased awareness to the intersection while keeping the trail crossing at Martha Lane.

Mike responded saying there are many rules and regulations that govern placement of pedestrian flasher systems. He further explained that flasher system being explored enhances the crosswalk but does not require motorists to stop. Mike indicated that additional study and research is required of the rules and guideline in order to respond in greater detail.

The PAC questioned if advance flasher signs were placed several hundred feet before the Mill Street crossing if that would bring added warning to motorists on CSAH 112. Nate responded that would need to be explored as there could be conflicts with proposed signal at Lake Street/CSAH 112, sightline issues with proposed trees and/or street lighting.

b. Streetscape overview and discussion (15 Minutes)

Nate presented several figures from the *Hennepin County* CSAH 112 *Streetscape Study* (January 7, 2014). A copy of these figures provided are attached to this record. He described the first three (3) figures (Figures B2, B3 and B4) focus primarily on the Phase 1 project area. The third figure (Figure B4) has text that is crossed out as this work will be discussed and coordinate in the Phase 2 project. Nate briefly discussed Figures B7 through B12 which show before and after images of what are "options" for typical streetscape features that might be considered along the Phase 1 project. He explained that the PAC will guide the development of streetscape concepts and levels of streetscape at future PAC meetings.

Mayor McMillan mentioned that the street lights shown on Figure B12 match closely to the lights the City of Orono recently installed at CSAH 15/19 in the community of Navarre.

Donny Chillstrom indicated the City of Long Lake has history with the "Washington style" green colored poles which are prevalent throughout the City. A question was asked if there was opportunity to save the existing light poles along CSAH 112. It was mentioned that the poles are approximately 20 years old. Nate replied that most of the poles in Phase 1 would be impacted due to the project and difficult to save the pole at their current locations. He also noted that all of the conduits and wiring would be impacted during construction and need to be replaced. Nate indicated that the light poles could be salvaged and made available for the City to pick up for reuse elsewhere.

c. Project Advisory Committee (PAC) 2014/2015 Calendar: (5 Minutes)

(See PAC meeting planned dates and topics attachment)

Nate provided a draft calendar list of future PAC meeting dates and ideas for topics of discussion. A copy of this draft calendar list is attached to this record.

- d. Update of ongoing design efforts (5 Minutes)
 - i. Final design refinement/coordination

Nate reported that SRF is working on preparing the refining the geometry for to focus on the Phase 1 construction limits.

ii. Geotechnical investigation/coordination

Nate reported that Gale-Tec will begin acquiring additional soil borings for Phase 1 in December. Trucks will be out within the corridor and periodic shoulder/lane closures are expected.

iii. Storm sewer video investigation

Nate reported that SRF is coordinating with Visu-Sewer who will be performing video inspection of existing storm sewers within the Phase 1 project corridor. Trucks and temporary lane closures are expected through December.

iv. Utility coordination and mapping

Nate reported that HTPO will be performing the refining the utility mapping and coordination for Phase 1. The work is getting underway.

- e. Discussion of goals for future open house meeting date TBD (5 Minutes)
 - i. Identify potential meeting location
 The open house meeting date was discussed and tabled for further discussion at the next meeting.

5. Open Discussion (5 Minutes)

Mike Turner reported that the project website has been updated to discuss the Phase 1 project. The website address is: www.CSAH112.com

6. Follow Up Items/Action Items: (5 Minutes)

For tracking purposes, we have assigned a responsible party and a due date for completing the following action items, which were identified at the meeting:

Task	Responsible Party	Due Date
SRF to explore options for implementing screening such as trees along the bike path from Mill Street to Martha Lane.	Nate Will	12/31/14
SRF to include copy of full calendar (color version) with PAC meeting record.	Nate Will	12/17/14
SRF to research technical guidance for implementing a pedestrian flasher (push-button operated) on the west leg of CSAH 112/Mill St intersection. Research rules for advance flasher warning signs along CSAH 112.	Nate Will	12/17/14
Revise geometric design to incorporate a 6-foot wide sidewalk along the northeast side of Symes Street between Lake Street and existing trail that terminates into Symes Street, west of Mill Street. Bring revised layout to 12/17/14 PAC meeting.	Nate Will	12/17/14
SRF to update project website (<u>www.csah112.com</u>) to include note about upcoming field work for soil borings, utilities and environmental studies.	Mike Turner	11/30/14
SRF to request copy of lighting unit standard from Orono for their recent work completed at the CSAH 15/19 intersection.	Nate Will	12/1/14

Task	Responsible Party	Due Date
SRF to request copy of standard lighting units for Long Lake for use in developing a lighting approach for the CSAH 112 project.	Nate Will	12/1/14
SRF to bring lids for coffee cups.	Nate Will	12/17/14

7. Upcoming Meetings:

a. PMT Meeting: January 8, 2015; 1:00 pm – 2:30 pm

b. PAC Meeting: December 17, 2015; 8:00 am – 10:00 am

Meeting Record Revisions:

The preceding represents SRF Consulting Group's understanding of the referenced meeting. If you identify discrepancies or items that require clarification, please contact Nate Will at SRF via email at nwill@srfconsulting.com or via telephone at (763) 249-6761.

NW/gjd

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CSAH 112 Project

Final Design – Phase 1

Project Advisory Committee (PAC) Meeting Sign-In Sheet Wednesday, November 19, 2014 (8:00 – 10:00 a.m.)

Present	Name/Organization	Mailing Address	Phone	Email
\boxtimes	Kristy Morter Hennepin County	1600 Prairie Drive Medina, MN 55340	612-596-0384	Kristy.Morter@hennepin.us
\boxtimes	Mike Turner SRF Consulting Group	1 Carlson Parkway, Suite 150 Minneapolis, MN 55447	763-249-6717	MTurner@SRFConsulting.com
\boxtimes	Jessica Loftus City of Orono	P.O. Box 66 Crystal Bay, MN 55323	952-249-4601	JLoftus@ci.orono.mn.us
\boxtimes	Scott Weske City of Long Lake	P.O. Box 606 Long Lake, MN 55356	952-473-6961x2	SWeske@longlakemn.gov
\boxtimes	Nate Will SRF Consulting Group	1 Carlson Parkway, Suite 150 Minneapolis, MN 55447	763-249-6761	NWill@SRFConsulting.com
	Adam Edwards City of Orono	P.O. Box 66 Crystal Bay, MN 55323	952-249-4661	AEdwards@ci.orono.mn.us
\boxtimes	Liz Olson Long Lake City Council	P.O. Box 606 Long Lake, MN 55356		lolson@longlakemn.gov
\boxtimes	Donny Chillstrom Long Lake City Council	P.O. Box 606 Long Lake, MN 55356	612-710-0569	dchillstrom@longlakemn.gov
	Tom Skjaret Long Lake Resident			
\boxtimes	Lili McMillan Orono Mayor	P.O. Box 66 Crystal Bay, MN 55323	612-840-8484	lmcmillan@ci.orono.mn.us
	Jeanne Mabusth Orono Resident	740 Brown Road N Orono, MN	952-476-0578	jamabusth@mchsi.com

CSAH 112 Project

Final Design – Phase 1

Project Advisory Committee (PAC) Meeting Sign-In Sheet Wednesday, November 19, 2014 (8:00 – 10:00 a.m.)

	Name/Organization	Mailing Address	Phone	Email
\boxtimes	Marty Schneider Long Lake Council Elect	1176 W. Wayzata Blvd. Long Lake, MN 55356	612-237-3843	martyexplore@msn.com
	Tim Bruers Hennepin County	1600 Prairie Drive Medina, MN 55340	612-596-0393	Timothy.Bruers@hennepin.us







SRF No. 8483 County Project No. 091101

CSAH 112 – Phase 1 Project Advisory Committee (PAC) Meeting November 19, 2014 8:00 am – 10:00 am Orono City Hall AGENDA

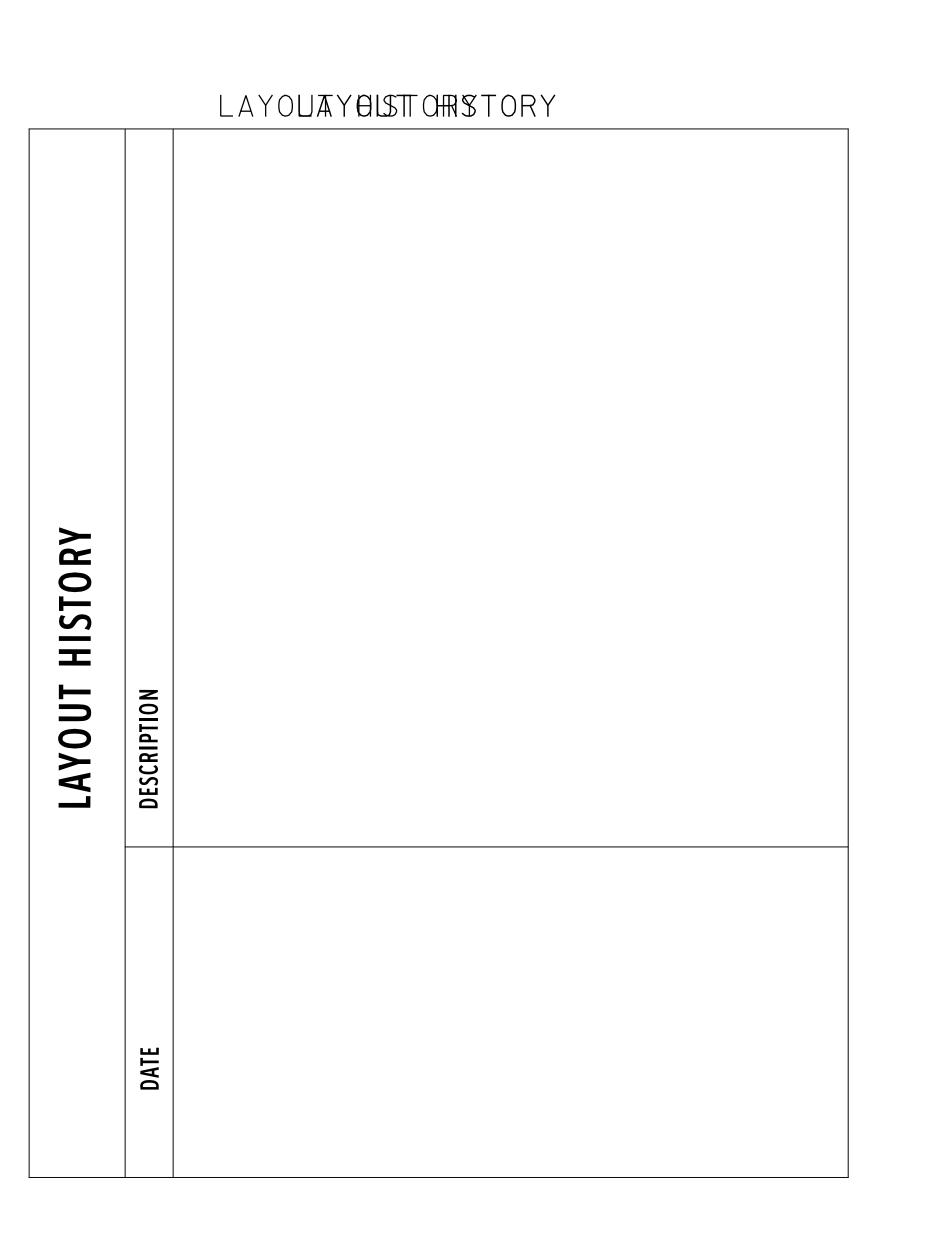
- 1. Introductions: (10 Minutes)
 - a. Introductions of Project Advisory Committee (PAC) Members
- 2. Project Overview Phase 1 and Project Advisory Committee (PAC) Role (15 Minutes)
 - a. Agency comment (10 Minutes)
 - i. Hennepin County
 - ii. City of Orono Mayor, Lili McMillan
 - iii. City of Long Lake City Council Member
 - b. Relationship of the Project Management Team (PMT), Project Advisory Committee (PAC) and City Councils (5 Minutes)
- 3. Review of Previous Action Items: (0 Minutes)
 - a. None
- 4. Discussion Items: (50 Minutes)
 - a. Discussion of trail concepts
 - i. Symes Street and Martha Lane alternatives (20 Minutes)
 - ii. Pedestrian flasher system at Martha Lane
 - iii. Crosswalk at Mill Street
 - b. Streetscape overview and discussion (15 Minutes)
 - c. Project Advisory Committee (PAC) 2014/2015 Calendar: (5 Minutes) (See PAC meeting planned dates and topics attachment)
 - d. Update of ongoing design efforts (5 Minutes)
 - i. Final design refinement/coordination
 - ii. Geotechnical investigation/coordination
 - iii. Storm sewer video investigation

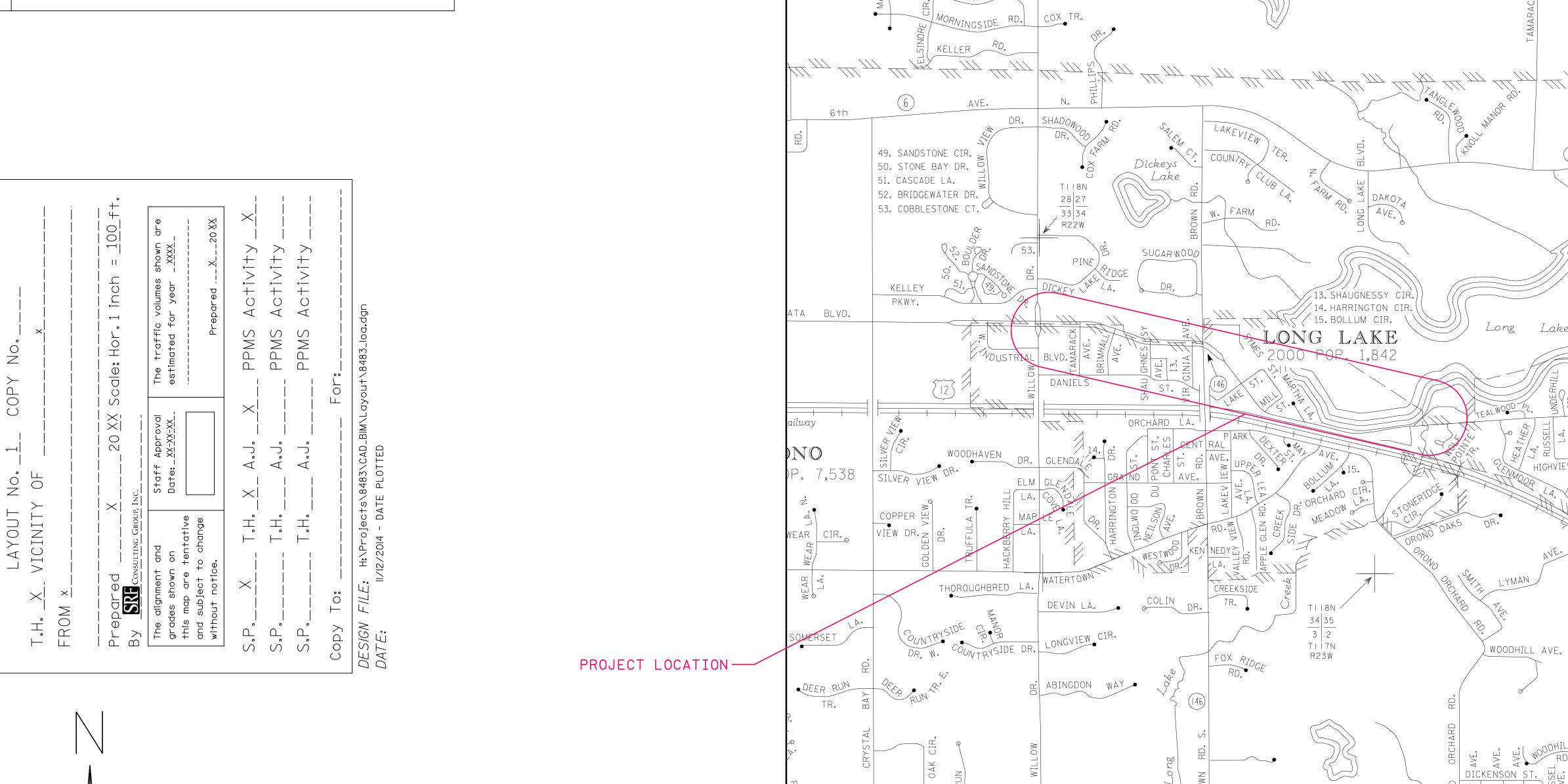
- iv. Utility coordination and mapping
- e. Discussion of goals for future open house meeting date TBD (5 Minutes)
 - i. Identify potential meeting location
- 5. Open Discussion (5 Minutes)
- 6. Follow Up Items/Action Items: (5 Minutes)

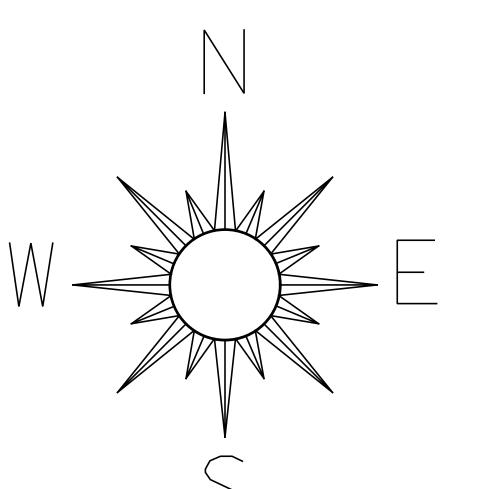
Task	Responsible Party	Due Date	Resolution

7. Upcoming Meetings:

- a. PMT Meeting: January 8, 2015; 1:00 pm 2:30 pm
- b. PAC Meeting: December 17, 2015; 8:00 am 10:00 am



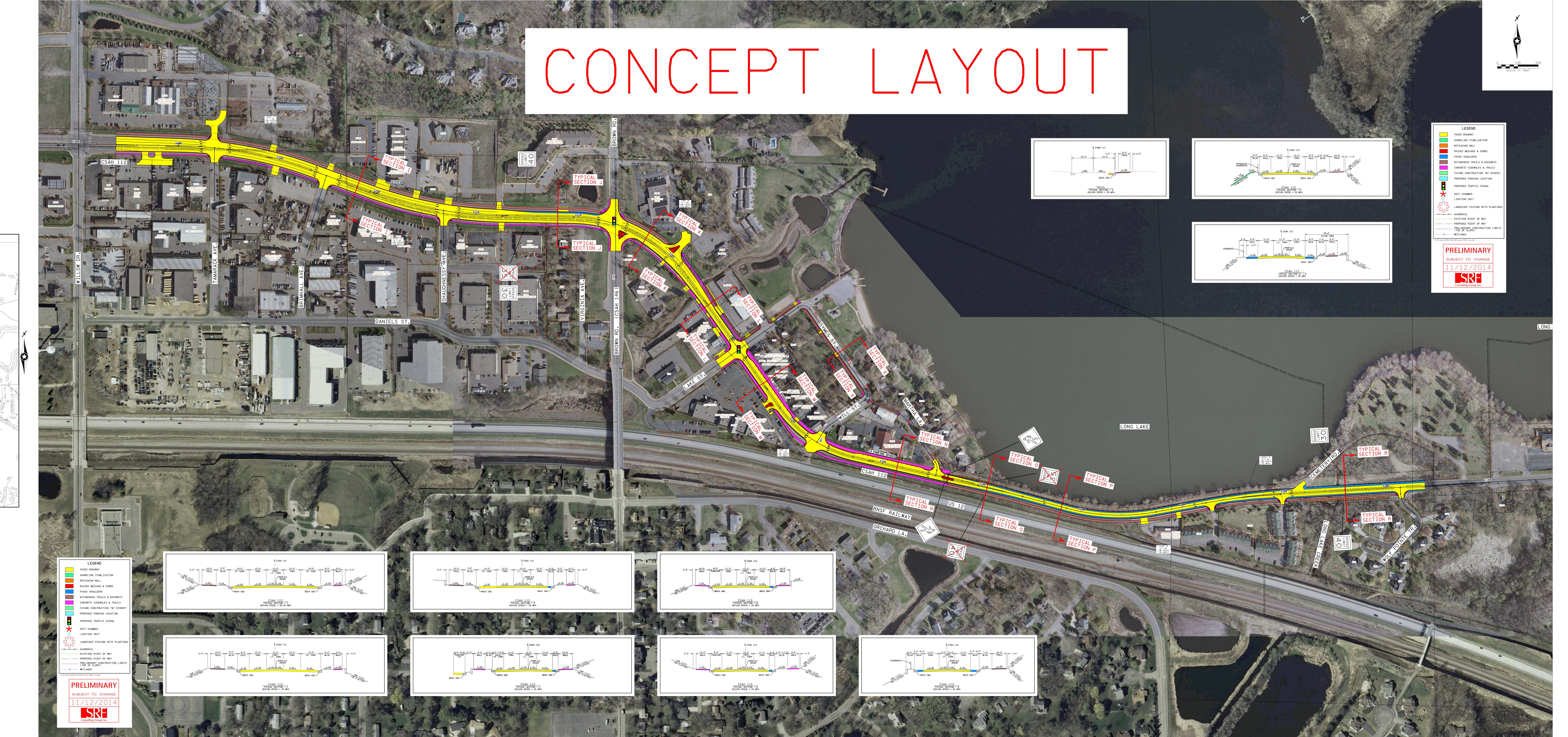


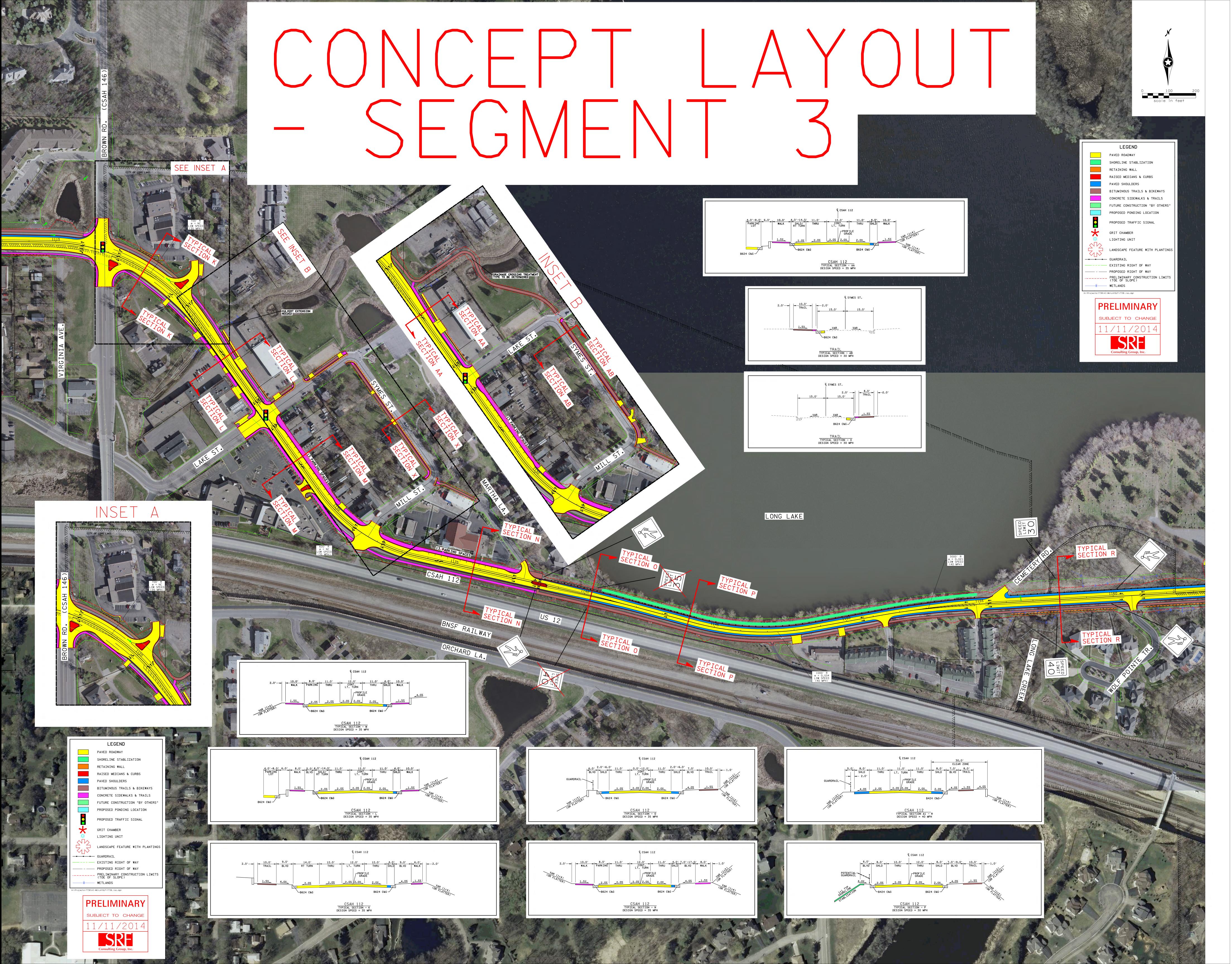


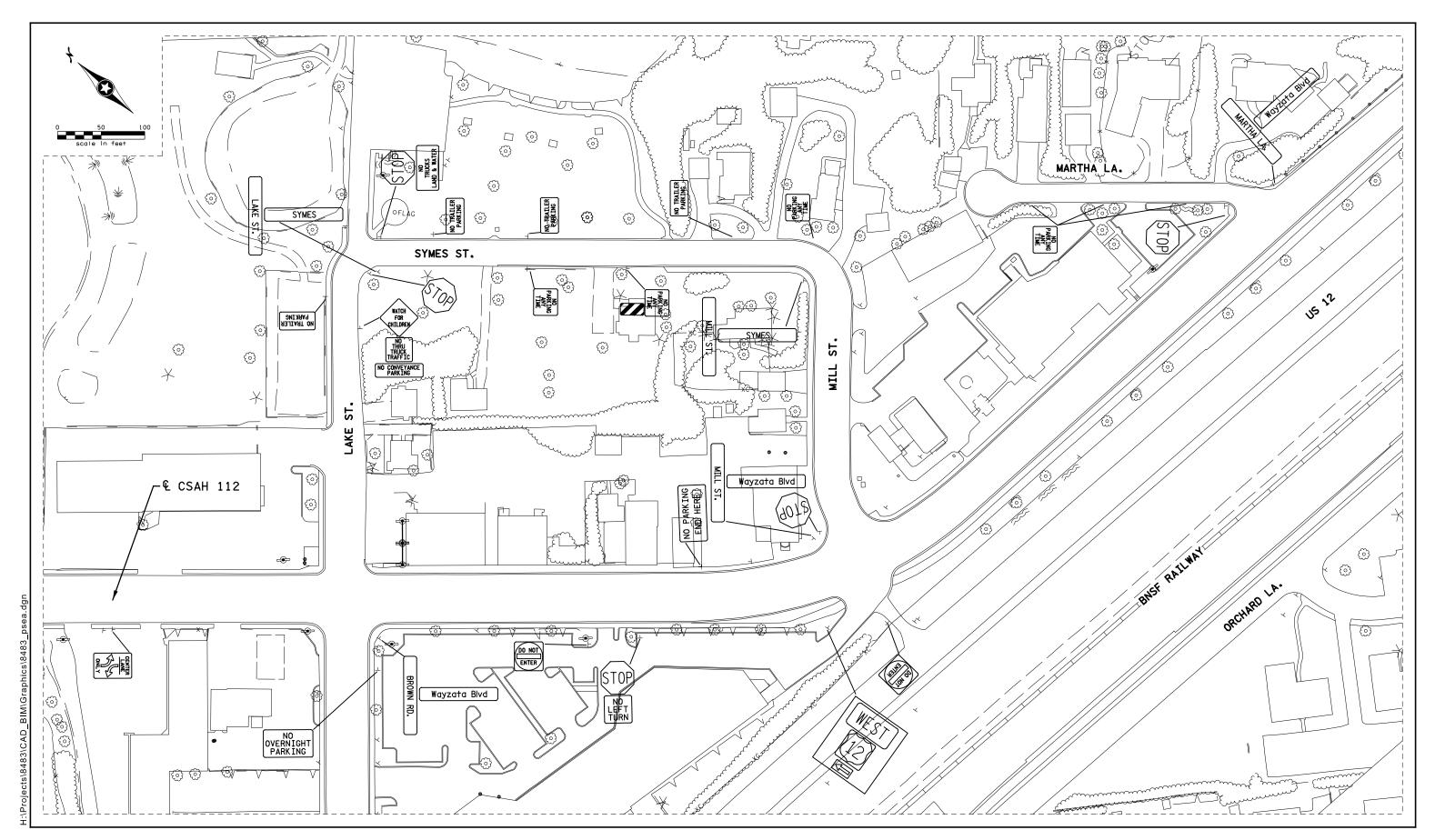




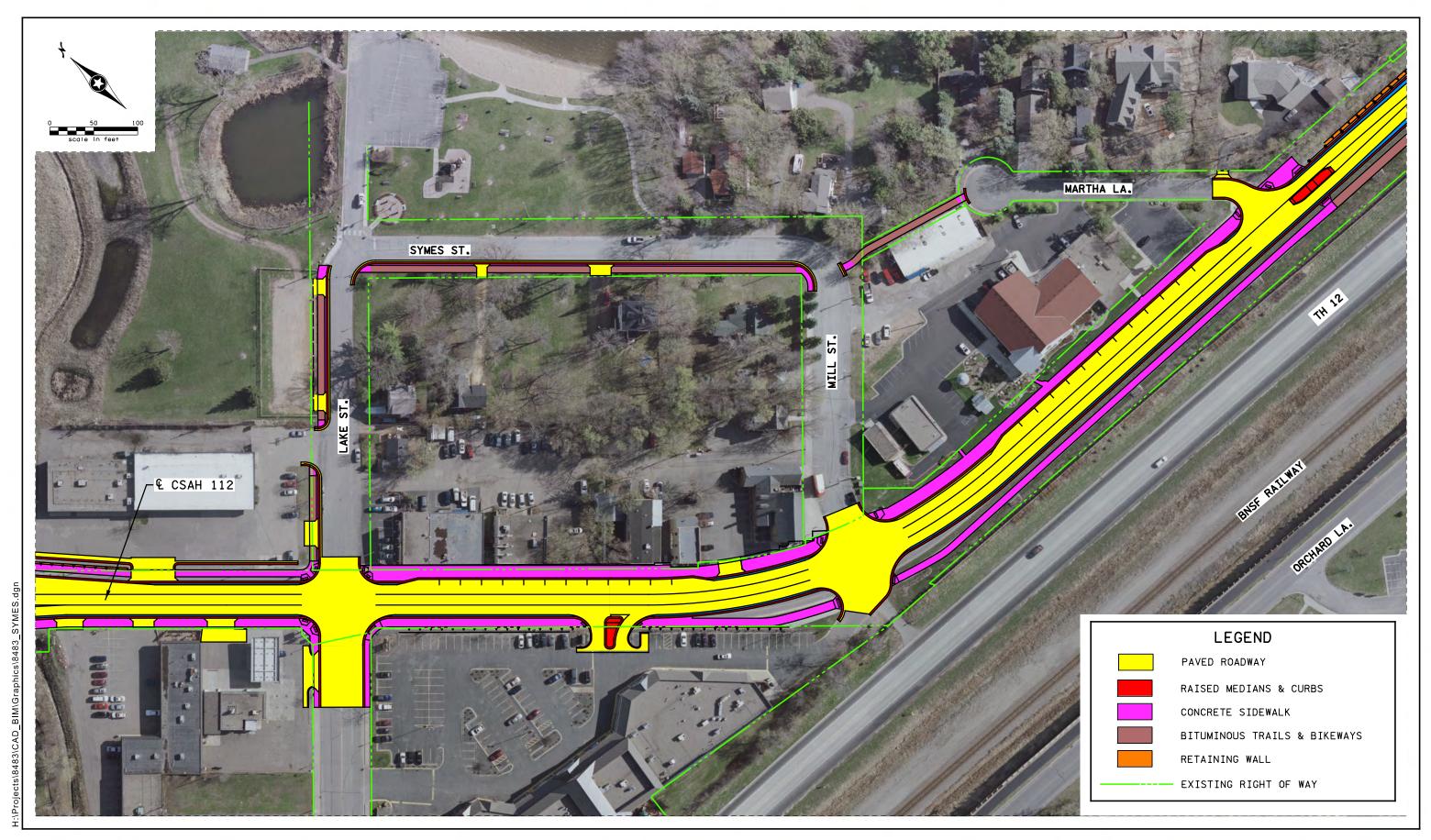


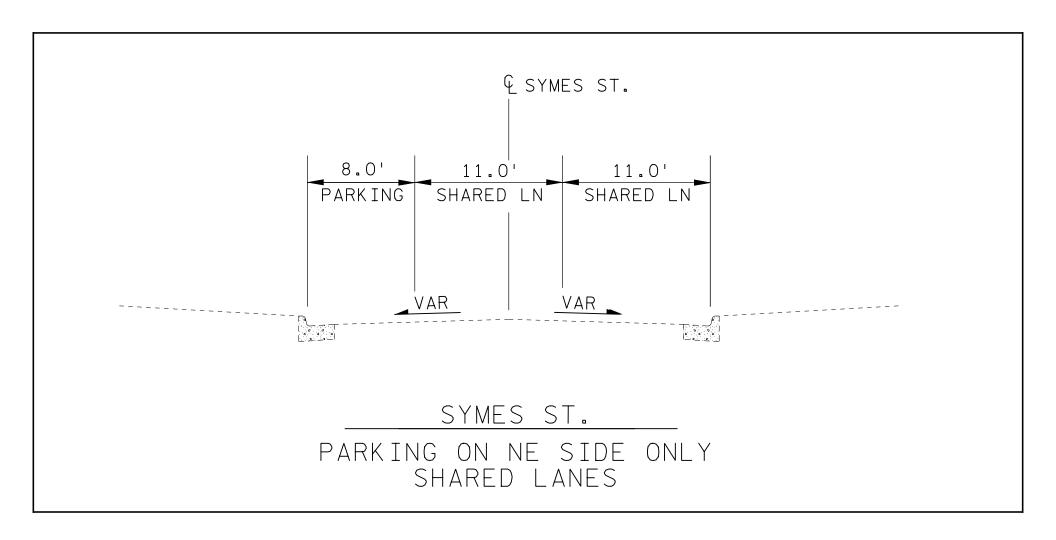


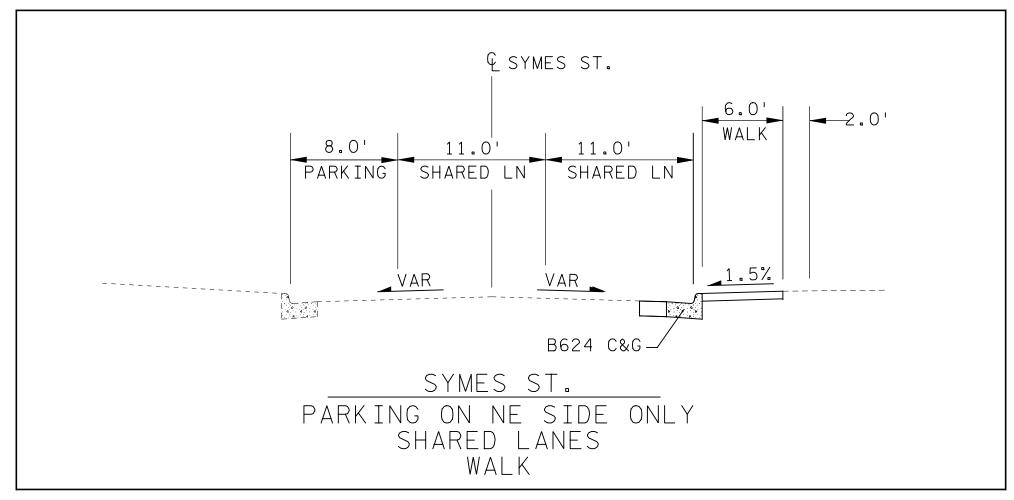


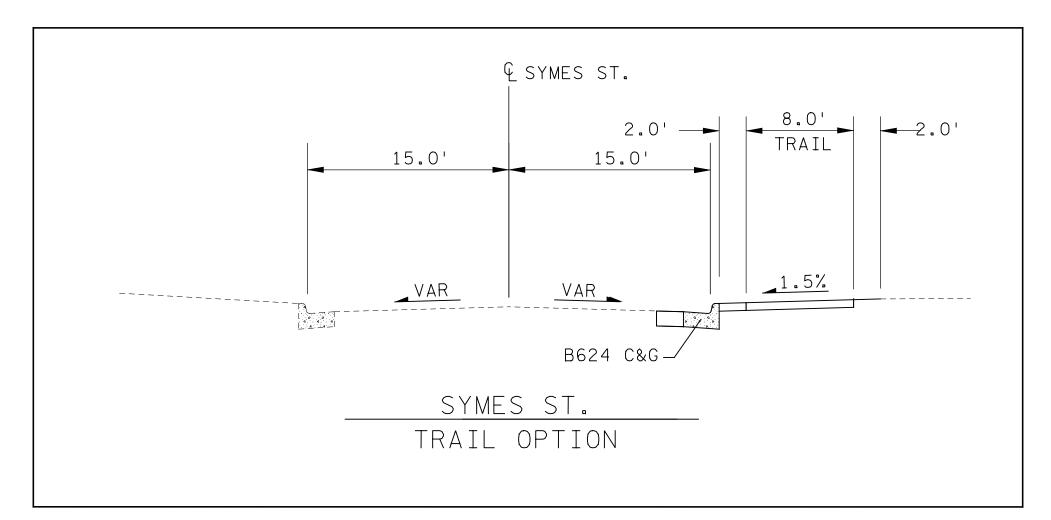


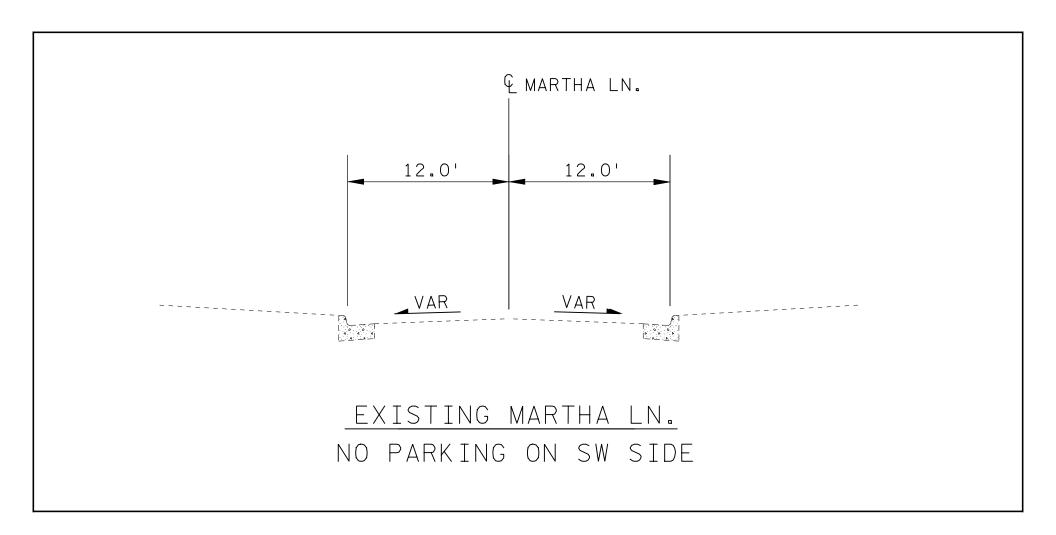
EXISTING CONDITION

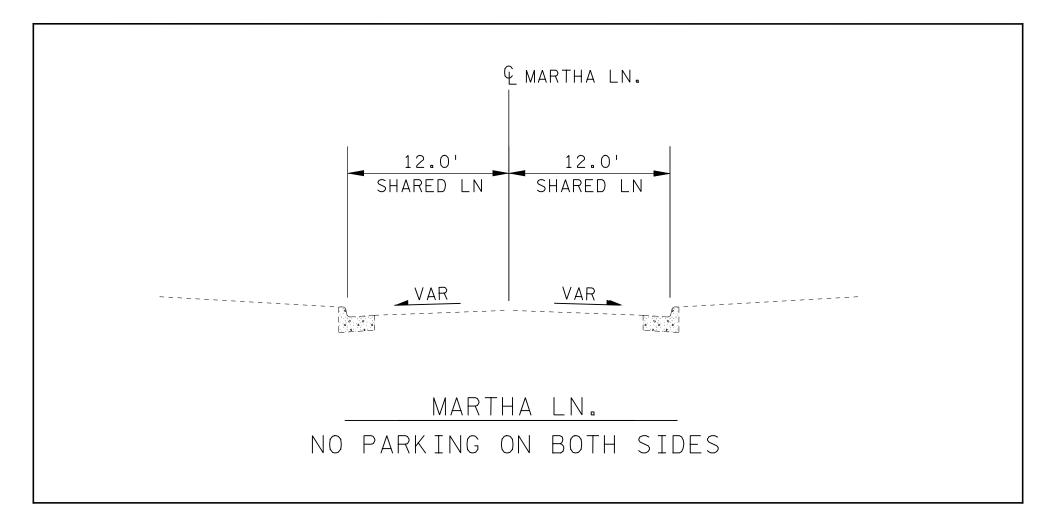


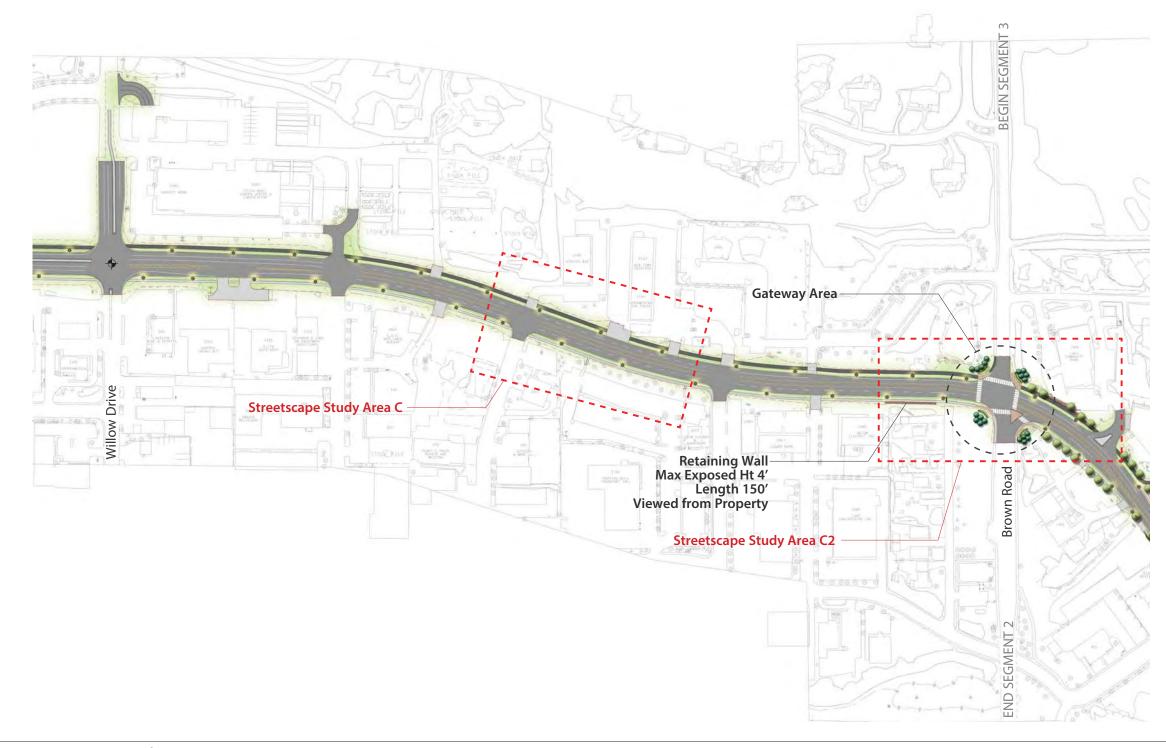












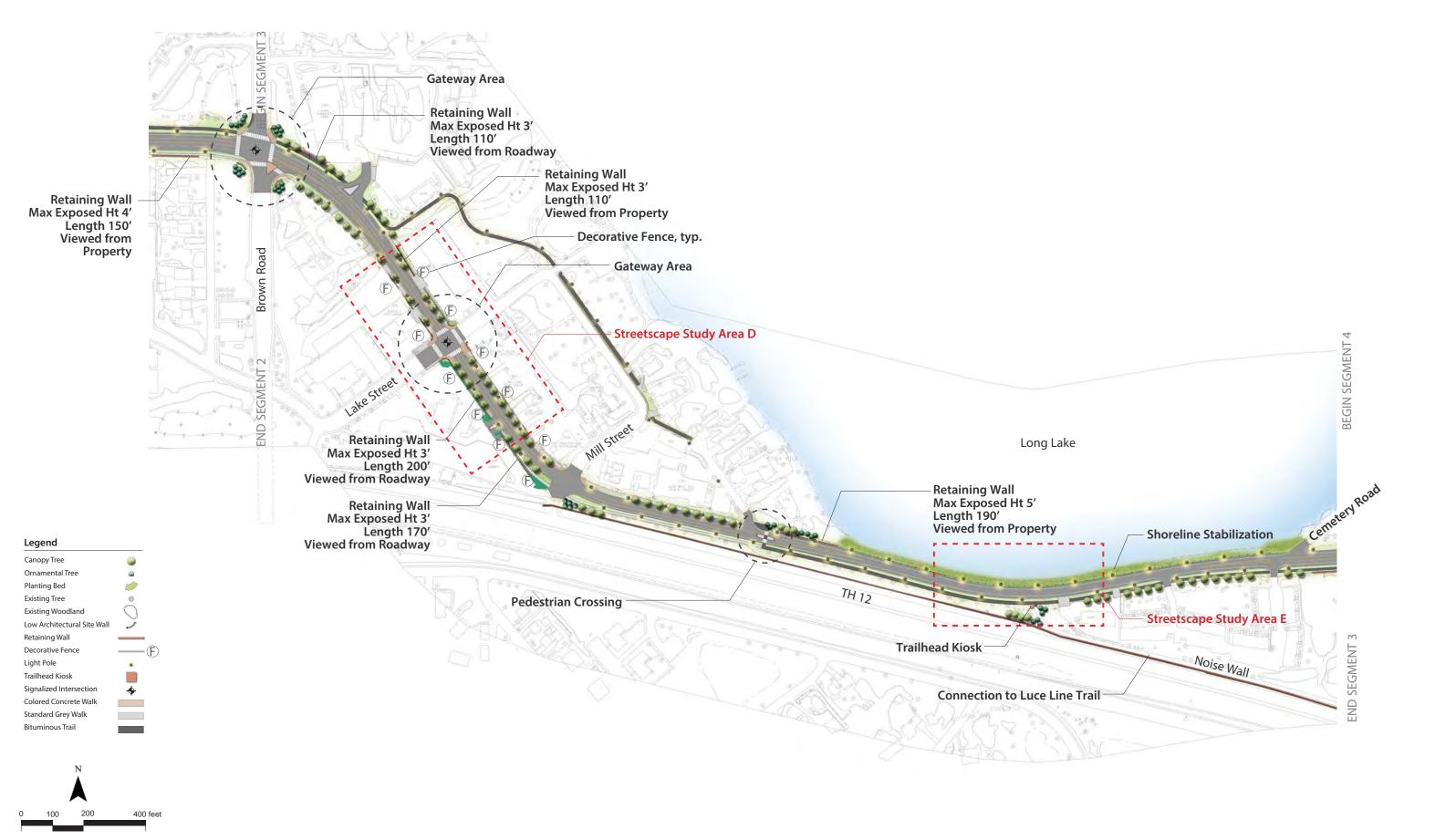
Existing Woodland Low Architectural Site Wall Retaining Wall Decorative Fence Light Pole Trailhead Kiosk Signalized Intersection Colored Concrete Walk Standard Grey Walk

Legend

Canopy Tree

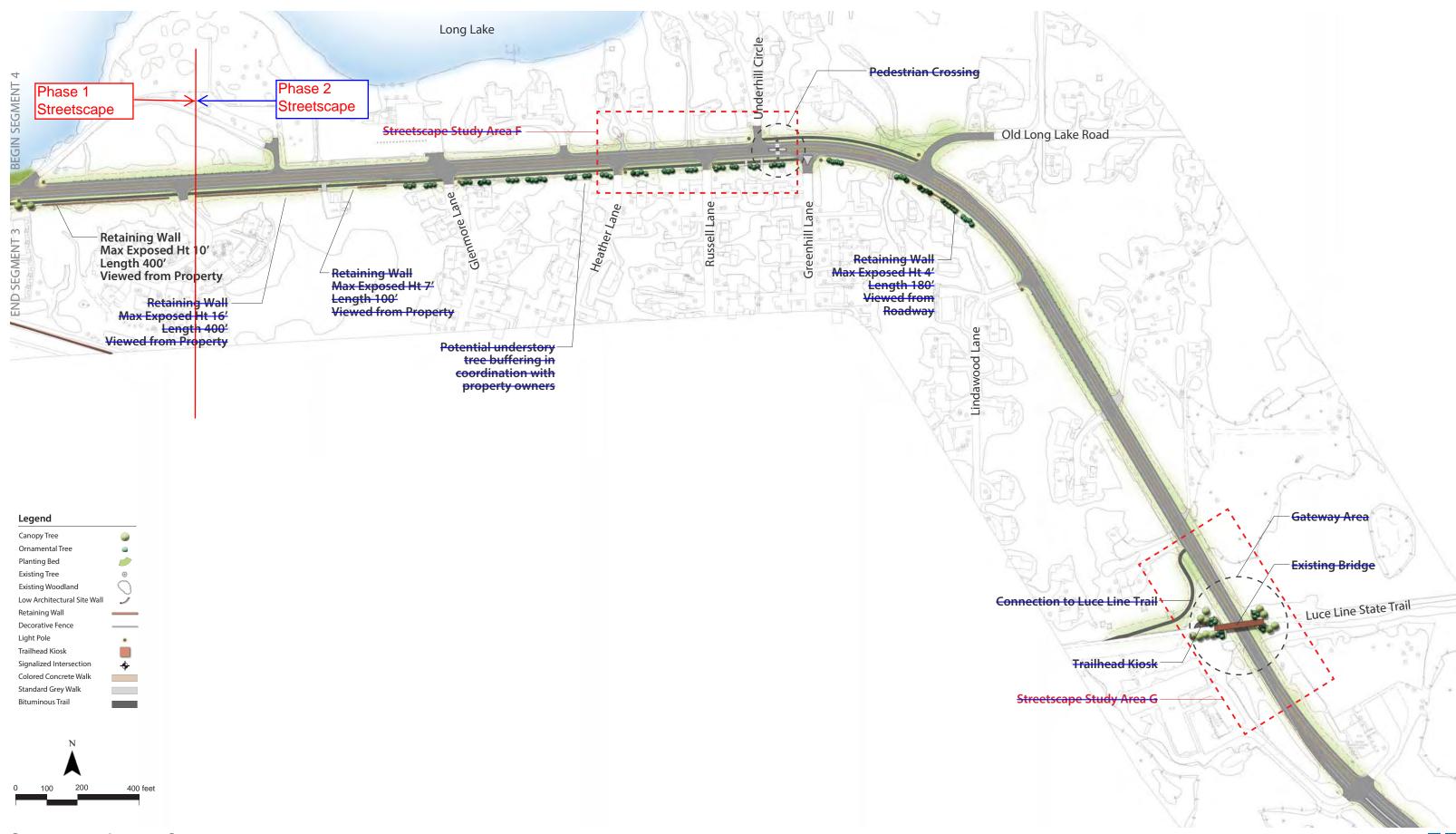
Planting Bed

Existing Tree



Streetscape Layout Segment 3

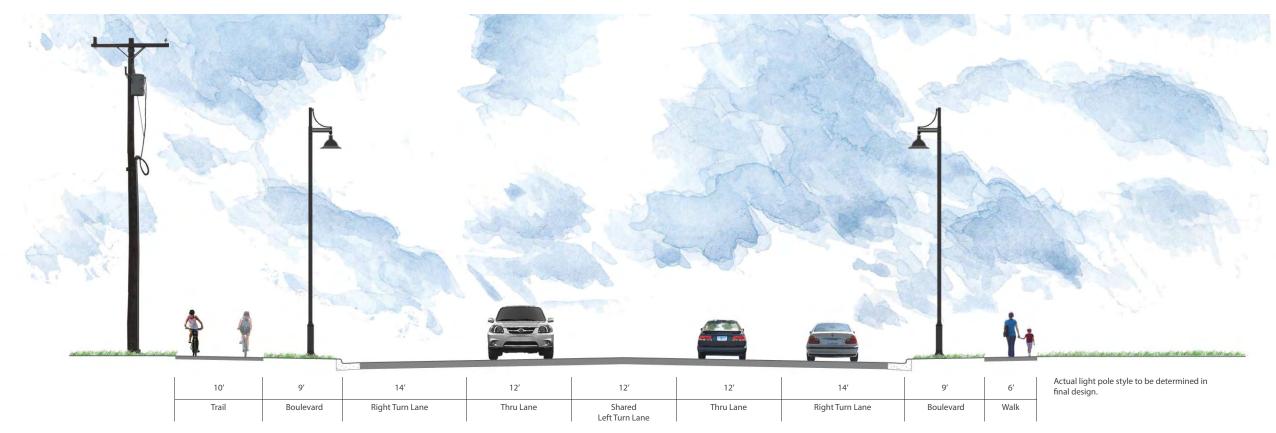
Hennepin County CSAH 112 Streetscape Study



Streetscape Layout Segment 4

Hennepin County CSAH 112 Streetscape Study

January 7, 2014
Orono • Long Lake



Section Area C (Looking East)



Figure B7

SRE

Preliminary Design of CSAH 112 from CSAH 6 to TH 12 Hennepin County



View Looking East at Brown Road Intersection



View Looking East at Brown Road Intersection with enhancements.



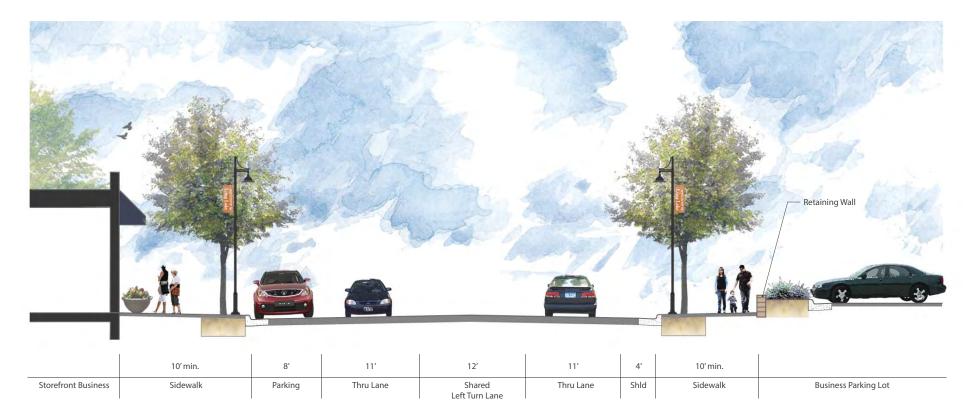


Actual sidewalk extents at intersections subject to change in final design . SRF

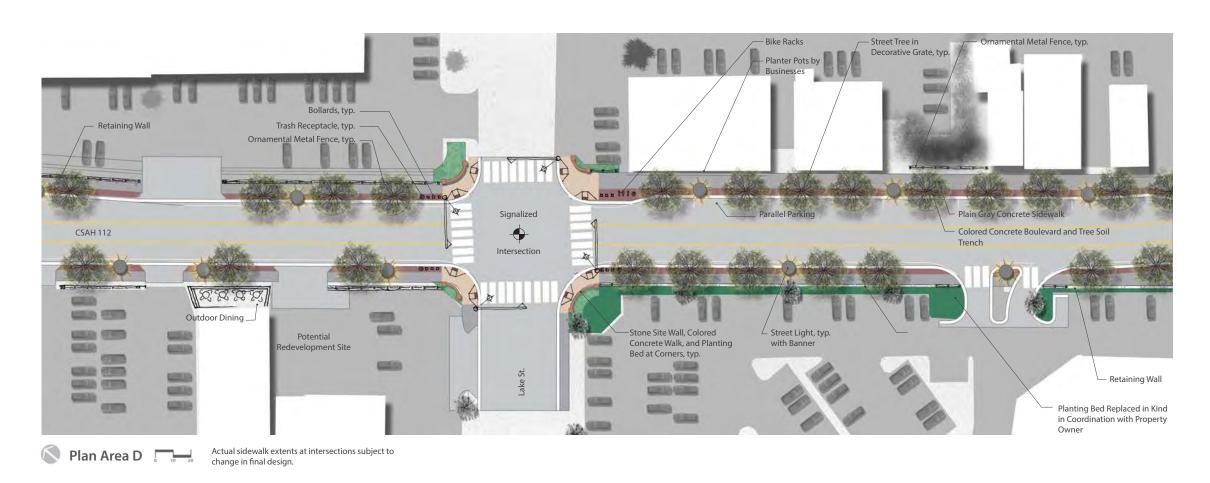








Section Area D2 Actual light pole style to be determined in final design.



Consulting Group, Inc.







BeforeView Looking East at Lake St. Intersection



Actual light pole style to be determined in final design.

After
View Looking East at Lake St. Intersection with Enhancements



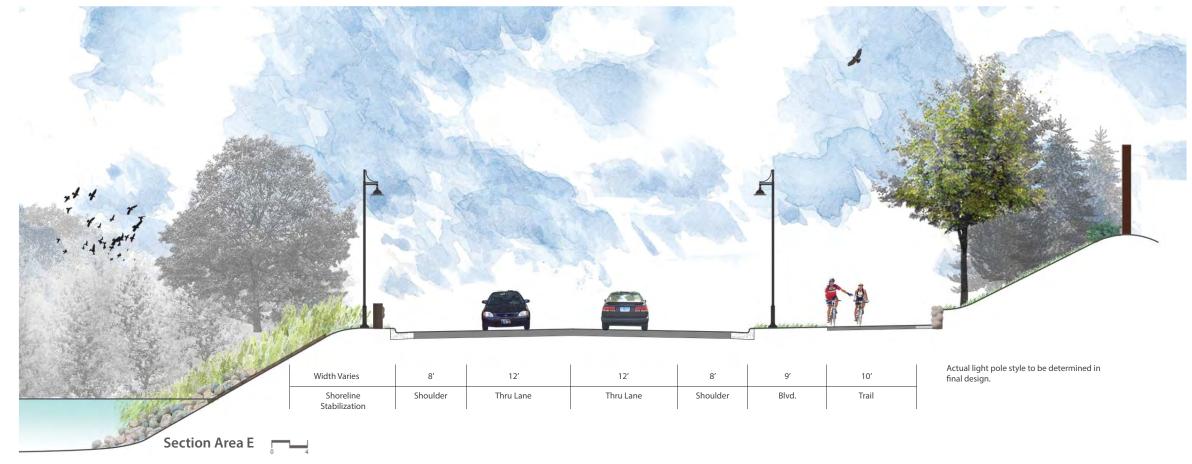
BeforeView Looking East along Symes St.



After
View Looking East along Symes St. with Enhancements









SRE

Preliminary Design of CSAH 112 from CSAH 6 to TH 12



Plan Area E



Existing View of South Shore from CSAH 112 Looking West



Existing View of South Shore from Long Lake



Proposed View of South Shore from CSAH 112 Looking West. Actual light pole style to be determined in final design.



Proposed View of South Shore from Long Lake

Figure B12

Segment 3

SRF Proj. No. 0148483 Meeting Schedule Printed: 12/9/14

CSAH 112 - Phase 1 Willow Dr to Wolf Pointe Tr Hennepin Co. Proj. No. 091101

Meeting Legend

Color	Meeting Type				
	PMT Meeting (Bi-Monthly)				
	PAC Meeting (Monthly)				
	Work Sessions				
	Public Meeting / Open House				
	City Council Meeting				
$\overline{}$	Holiday / Weekend				

Notes:

Long Lake Council/Work sessions occur 1st & 3rd Tuesday's of month

Orono Council meets on 2nd & 4th Monday's of month, work sessions at 2nd mtg

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CSAH 112 – Phase 1 Project Advisory Committee (PAC) Meeting Dates and Planned Topics 2014-2015 Meetings

PAC Dates / Times Locations	PAC Meeting Themes / Content	Remarks
November 19, 2014 8:00 – 10:00 am Orono City Hall	 Project Introductions Discussion of PAC / PMT / City Roles Symes Street and Martha Lane alternatives Crosswalk at Mill Street Streetscape overview & discussion Update of ongoing efforts Discussion of goals for Open House Meeting 	
December 17, 2014 8:00 – 10:00 am Orono City Hall Date TBD, 2015	 Review of overall project progress Streetscape alternatives, construction & maintenance costs Street lighting locations and fixture types (downtown vs west of Brown Rd) Review of materials for Open House Meeting Briefing on plans for First Open House Meeting Public Open House 	
January 21, 2015 8:00 – 10:00 am Orono City Hall	 Summary of comments received at 1st Open House Meeting Streetscape review: wall color & textures, details and costs Street lighting: fixture & color selection Utility Burial costs and locations Review of overall project progress 	
February 18, 2015 8:00 – 10:00 am Orono City Hall	 Review streetscape concepts, wall texture and color, costs and finalize items to include in plan. Review street lighting fixtures and finalize items to include in plan. Review of overall project progress 	
March 18, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	

April 15, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	
May 20, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	
June 17, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	
July 15, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	
August 19, 2015 8:00 – 10:00 am Orono City Hall	Review of overall project progress	

SRF No. 8483 County Project No. 091101

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CSAH 112 – Phase 1 Willow Drive to Wolf Pointe Trail Hennepin County Project No. 091101

Project Advisory Committee (PAC) Members

Name	Organization	Phone	Email
Agency Representatives	<u>'</u>		
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Liz Olson	Long Lake City Council		lolson@longlakemn.gov
Donny Chillstrom	Long Lake City Council (Mayor Elect)	612-710-0569	dchillstrom@longlakemn.gov
Tom Skjaret	Long Lake Resident (Jan. '15)		
Lili McMillan	Orono Mayor	612-840-8484	lmcmillan@ci.orono.mn.us
Jeanne Mabusth	Orono Resident	952-476-0578	jamabusth@mchsi.com
Marty Schneider	Long Lake City Council (Elect)	612-237-3843	martyexplore@msn.com