



SRF No. 9275
 County Project No. 091102
 SAP 027-712-002

**CSAH 112 – Phase 2
 Project Advisory Committee (PAC) Meeting
 November 17, 2016 (8:00-10:00 a.m.)
 Orono City Hall
 MEETING RECORD**

A project PAC meeting for the referenced project was held at the Orono City Hall on November 17, 2016 from 8:00 a.m. to 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 (5 Minutes)

- A copy of the meeting sign in sheet is attached to this meeting record.

2. Review of September 22, 2016 Project Advisory Committee Meeting Record (5 Minutes)

- Nate Will asked that any comments on the Meeting record from the September 22nd, 2016 meeting be sent to him at SRF.

3. Review of Previous Action Items (10 Minutes)

Task	Responsible Party	Due Date	Resolution
Drainage graphic for the area between Heather Lane and Russell Lane.	SRF	11/17/16	Complete
Update median geometry and layout for revised geometry at Green Hill Lane.	SRF	10/10/16	Complete
Discuss Wayzata Boulevard/CSAH 112/TH 12 ramps with MnDOT about existing grading, manhole and sign.	Kristy Morter	10/21/16	Complete
Discuss Wayzata Boulevard /CSAH 112/TH 12 ramps with City of Wayzata about existing grading, manhole.	Kristy Morter	10/21/16	Complete
Update Staging Layout for open House. Add short term Road closures to the Layouts.	SRF	10/17/16	Complete
Confirm Long Lake Fire Station availability for the Open House Meeting.	Scott Weske	10/1/16	Complete
Prepare September 22 PAC Meeting Record.	Nate Will	10/6/16	Complete
Prepare November 17 PAC Meeting Agenda.	Nate Will	11/3/16	Complete
Post September 22 PAC Meeting Record to County project website.	Kristy Morter	11/21/16	Complete

4. Discussion Items (60 Minutes)

a. Hennepin County Senior Communications Specialist - Colin Cox

- Colin Cox starting by telling the group he likes starting with taking in information on the project and local area. Understanding the project, community, and impacts helps them set a level of communication that is needed and desired in advance of anticipated construction.
- Colin Cox presented a handout to the group; it is attached to this meeting record.
- Colin Cox stated that all major projects like County Road 112 have a page on Hennepin County's website. The website has background information and updates. People can sign up to be on the e-mail list to get regular updates.
 - The e-mail updates usually go out weekly and have good information.
 - They can also set up an e-mail or hotline for people to call with questions or concerns.
- Mailings and door to door visits are also a possibility to get information out. When businesses are involved, the door to door communications can be very useful.
- Social media can also be an option. If the community finds social media to be a useful tool it could be considered as part of the construction project.
- A document can be developed that outlines a "Public Information Plan." It can contain key project information and key contact for the project.
- Contact cards can also be created to be distributed around Long Lake and Orono. Colin Cox had a few examples to show the group from previous projects at Hennepin County.
- Kristy Morter added that the projects construction manager could be available to be at public/business meetings.
- Mayor McMillan asked if texting was available for the construction project. The county has not used texting on projects but could look into it.
- Colin Cox summed up by asking the group to contact him with any thoughts, concerns, or extra input as it relates to the County Road 112 construction project. He wants to be proactive at heading off issues and concerns about the construction process.
- Kristy Morter added that there will be a preconstruction meeting for Phase 1 after the bid opening, before construction begins; probably around February or March 2017.

b. Open House Summary

- A meeting record of the open house was created by SRF and is attached to this meeting record.
- Nate Will stated the meeting was attended by approximately 39 people from both Long Lake and Orono residences, business owners, and other community residences.
- Nate Will stated one (1) comment was received at the Open House.
 - Comment pertained to minimizing tree impacts.

i. Trail Extension

- The vote was 25 votes “for” including the trail along County Road 112 versus one vote “against” the trail.

c. Project Update

- Nate Will presented a drainage figure for the area between Heather Lane and Russel Lane. A copy of the graphic is attached to this meeting record.
 - Nate Will described that the proposed storm sewer will pick up the ditch drainage along County Road 112. The apron will be low enough to allow grading of the ditch to properly move the water toward the apron.
 - Nate Will further explained that existing drainage boundaries need to be maintained.
- Nate Will stated that SRF will be gearing up to add the trail by updating the geometry, layout, and cross sections.
- Nate Will added that SRF is also finishing the lighting analysis and making a recommendation on two lights versus one light. The design will include the same 25-foot high lights that are proposed along Long Lake.
- Nate Will stated that we will be submitting 60 percent Plans to the County and Cities in January and will have final plans in March of 2017.

d. Existing Grading at Wayzata Boulevard

- Nate Will presented a graphic of the intersection. A copy of the graphic is attached to this meeting record.
- Kristy Morter spoke with MnDOT and they directed her to have further discussion with the City of Wayzata.
- Kristy Morter discussed with Mike Kelly from the City of Wayzata. Mike Kelly advised that the City maintains and mows the area and would not want to lose the trees along this area.
- Kristy Morter will continue to work with the agencies to see if it can be regraded or improved in any other ways.
- Dan MacDonald further added that moving the existing sign in this area is also important.

e. Other

- A question was asked if crosswalks would be painted at the intersection at the pedestrian ramps for Phase 2.
 - Kristy Morter replied that Hennepin County has a policy on painting cross walks. She will review the policy and talk with staff about the painting of a cross walk.
 - Another question was asked if the uses of a “temporary sign” or an in-street pedestrian crossing sign similar to the City of Wayzata be an option to use in the summer at the intersections at the pedestrian ramps.

- Currently Glenmoor Lane has the perception of the highest number of pedestrian crossing likely due to Birch's on the Lake. Where crossing at Heather Lane and Russell Lane would likely be for trail users.
- Nate Will added that this intersection will also have new lighting as part of the project.

5. Follow up items/Action Items: (5 Minutes)

Task	Responsible Party	Due Date	Resolution
Look into painting of a crosswalk at an intersection in Phase 2.	Kristy Morter	1/8/17	
Continue coordination with MnDOT and the City of Wayzata on County Road 112/Wayzata Blvd sight line improvements. Keep the PAC updated.	Kristy Morter	1/29/17	



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2. Review of September 22, 2016 Project Advisory Committee Meeting Record (*5 Minutes*)
3. Review of Previous Action Items: (*10 Minutes*)

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4. Discussion Items : *(60 Minutes)*

- a. Hennepin County Senior Communications Specialist - Colin Cox
- b. Open House Summary
 - i. Trail Extension
- c. Project Update
- d. Existing Grading at Wayzata Blvd

5. Follow up items / Action Items: *(5 Minutes)*

Task	Responsible Party	Due Date	Resolution



SRF No. 0169275 0040
County Project No. 091102

Wayzata Boulevard (County Road 112) – Phase 2 Project Open House Meeting October 27, 2016; 4:30 pm – 6:30 pm Long Lake Fire Station MEETING RECORD

A Project Open House meeting for the referenced project was held at the Long Lake Fire Station in Long Lake on October 27, 2016 from 4:30 pm – 6:30 pm. The following is a summary of the meeting.

Meeting Summary:

The meeting was attended by approximately 39 individuals, representing Long Lake and Orono residents and businesses and other community interests. 15 of these indicated that they were Long Lake residents / businesses and 5 indicated they were Orono residents / businesses. The remainder represented other interests or chose not to indicate a city preference. A copy of the sign in sheet is attached.

No formal presentation was made, and an open house format was used.

A project schedule and overview was provided.

A layout of the Phase 2 project was provided for viewing by the public. The Phase 2 layout showed the proposed improvements, the preliminary construction limits, the proposed typical sections and proposed ponding locations.

A separate layout was displayed to seek public input on whether or not the project should consider extending the shared-use trail from Old Long Road along the north/east side of County Road 112 to a final connection at the Luce Line Trail. The layout included graphics showing the proposed roadway with the trail and without the trail. The meeting attendees were encouraged to cast a vote by placing a sticker on which option (trail or no trail) they felt strongly about. A project lead was present at the table to answer questions that the attendees had related to either trail option. The vote was 25 vote “for” including the trail along County Road 112 versus 1 vote “against” the trail.

Additional layouts were provided for viewing by the public. These included a project schedule, detour map, construction staging layouts, proposed lighting units and retaining wall displays. A proposed detour layout with the revised detour route along Trunk Highway 12 to County Road 6. The construction staging layouts displayed illustrated the preliminary plan for multiple construction stages which include maintaining two-way traffic through the project and several temporary weekend closures.

The Phase 2 Layout including the other layouts and graphics displayed at the public open house will be posted on the project website at www.hennepin.us/countyroad112

Public Comments were requested. One (1) comment was received as of October 28, 2016. No additional comments were received by Thursday November 10, 2016. A copy of the comments provided is attached to this meeting record.

Meeting Record Revisions:

The preceding represents SRF Consulting Group's understanding of the referenced meeting and was prepared November 11, 2016. 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.

**CSAH 112 Project
Final Design – Phase 2
Project Advisory Committee (PAC) Meeting Sign-In Sheet
Thursday, November 17, 2016 (8:00 – 10:00 a.m.)**

Present	Name/Organization	Mailing Address	Phone	Email
<input checked="" type="checkbox"/>	Kristy Morter Hennepin County	1600 Prairie Drive Medina, MN 55340	612-596-0384	Kristy.Morter@hennepin.us
<input type="checkbox"/>	Mike Turner SRF Consulting Group	1 Carlson Parkway, Suite 150 Minneapolis, MN 55447	763-249-6717	MTurner@SRFConsulting.com
<input checked="" type="checkbox"/>	Nate Will SRF Consulting Group	1 Carlson Parkway, Suite 150 Minneapolis, MN 55447	763-249-6761	NWill@SRFConsulting.com
<input checked="" type="checkbox"/>	Amber Klein SRF Consulting Group	1 Carlson Parkway, Suite 150 Minneapolis, MN 55447	763-452-4839	aklein@srfconsulting.com
<input type="checkbox"/>	Jessica Loftus City of Orono	P.O. Box 66 Crystal Bay, MN 55323	952-249-4601	JLoftus@ci.orono.mn.us
<input type="checkbox"/>	Adam Edwards City of Orono	P.O. Box 66 Crystal Bay, MN 55323	952-249-4661	AEdwards@ci.orono.mn.us
<input checked="" type="checkbox"/>	Scott Weske City of Long Lake	P.O. Box 606 Long Lake, MN 55356	952-473-6961x2	SWeske@longlakemn.gov
<input type="checkbox"/>	Chris LaBounty City of Long Lake (WSB)	P.O. Box 606 Long Lake, MN 55356	763-231-4860	CLaBounty@wsbeng.com
<input checked="" type="checkbox"/>	Lili McMillan Orono Mayor	P.O. Box 66 Crystal Bay, MN 55323	612-840-8484	lmcmillan@ci.orono.mn.us
<input checked="" type="checkbox"/>	Donny Chillstrom Long Lake Mayor	P.O. Box 606 Long Lake, MN 55356	612-710-0569	dchillstrom@longlakemn.gov

**CSAH 112 Project
Final Design – Phase 2
Project Advisory Committee (PAC) Meeting Sign-In Sheet
Thursday, November 17, 2016 (8:00 – 10:00 a.m.)**

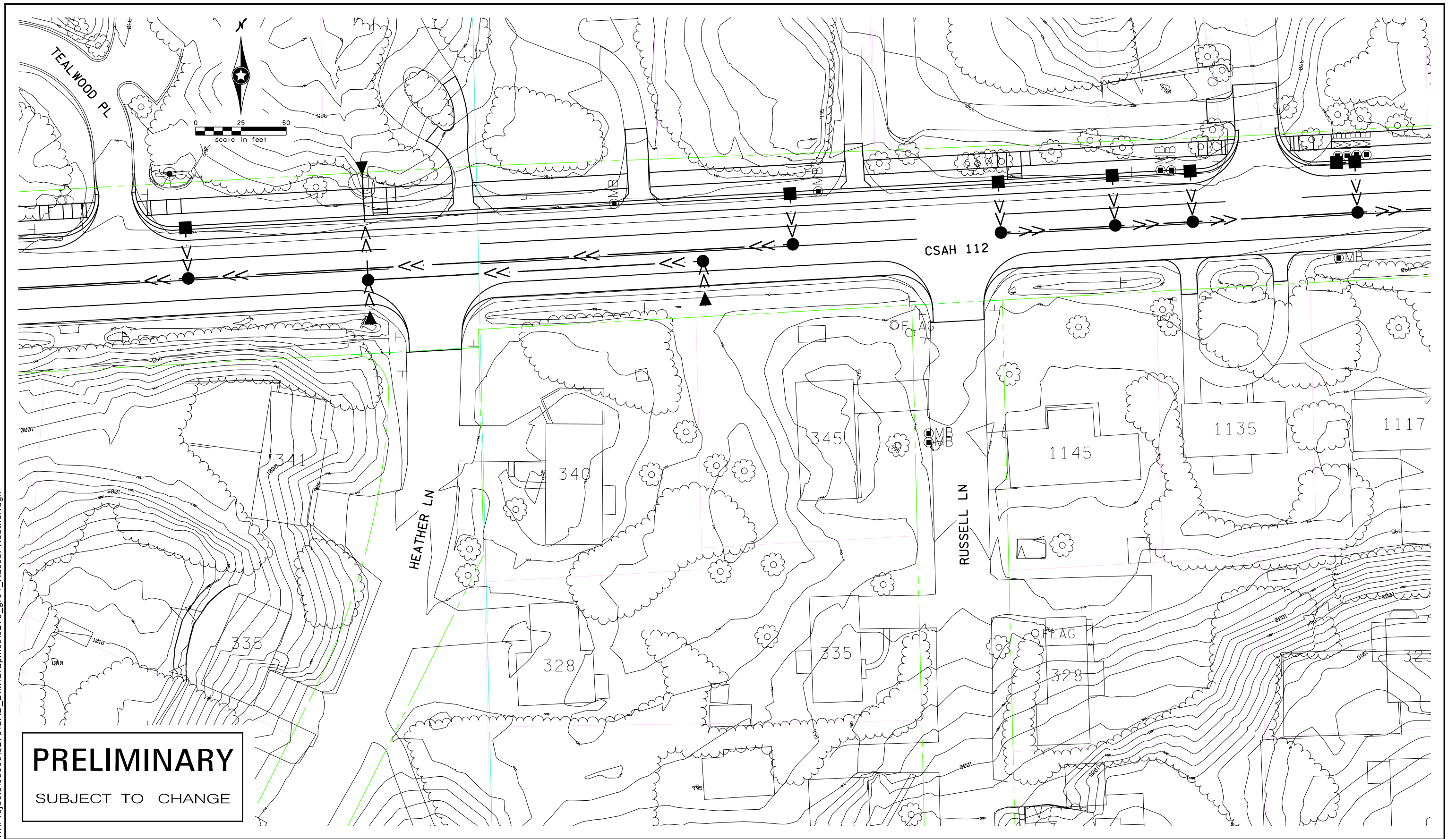
Present	Name/Organization	Mailing Address	Phone	Email
<input type="checkbox"/>	Jim Cornick Orono City Council	P.O. Box 66 Crystal Bay, MN 55323	952-300-0954	jcornickjr@ci.orono.mn.us
<input checked="" type="checkbox"/>	Marty Schneider Long Lake City Council	P.O. Box 606 Long Lake, MN 55356	612-237-3843	mscheider@longlakemn.gov
<input checked="" type="checkbox"/>	Dan MacDonald Long Lake Citizen	335 Russel Lane Long Lake, MN 55356	952-473-2201	yellowdogrescue@gmail.com
<input checked="" type="checkbox"/>	Dale Lemmerman Long Lake Citizen	1117 W. Wayzata Blvd. Wayzata, MN 55391	952-473-4995	
<input checked="" type="checkbox"/>	Jahn Dyvik			
<input checked="" type="checkbox"/>	Colin Cox Hennepin County	1600 Prairie Drive Medina, MN 55340	612-596-7426	Colin.Cox@hennepin.us
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				

Hennepin County Transportation construction project communications

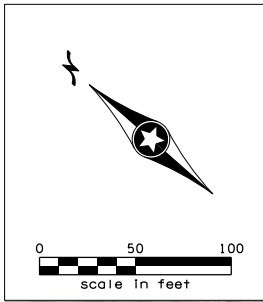
Website	All county projects get a Hennepin County website. All active projects feature: <ul style="list-style-type: none">- Project updates- Project background- Email sign up- Contact information <p>Projects can include other content, as it aligns with communications goals.</p>
Email	All county projects include GovDelivery communications, a county-wide system with targeted lists
Business and resident outreach	All county projects can use the county database for mailings; resources available for info drops
Social media	All county projects are incorporated into county Facebook and Twitter communications, connecting with those already interested in county communications and providing county-wide profile for project
Project handouts	All county projects can have project overviews and detour maps developed
People	All county projects provide access to Hennepin County construction project manager and communications for questions

Additional areas and detailed activities are determined through conversations with communities and key stakeholders.

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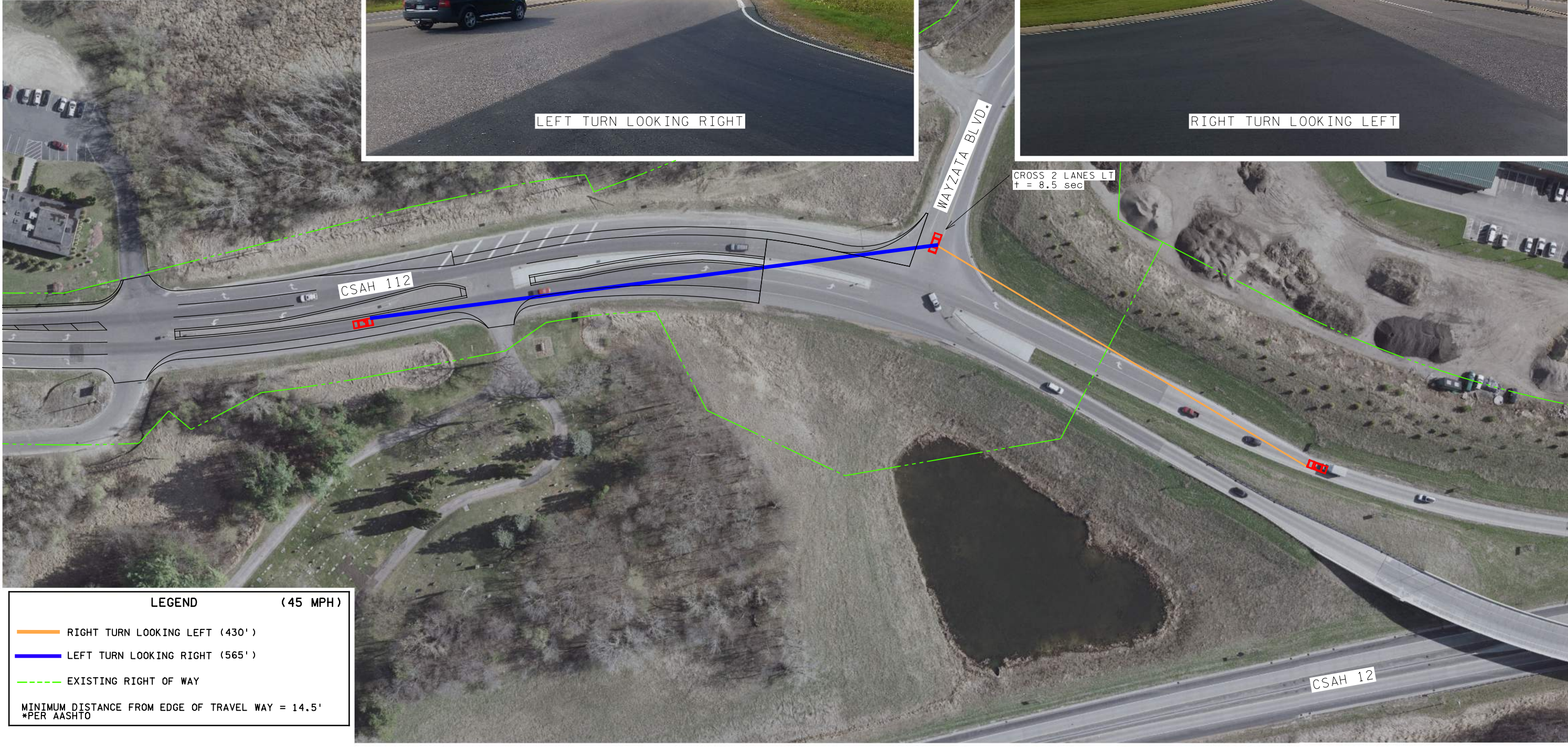
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LEFT TURN LOOKING RIGHT



RIGHT TURN LOOKING LEFT



LEGEND (45 MPH)

- RIGHT TURN LOOKING LEFT (430')
- LEFT TURN LOOKING RIGHT (565')
- - - EXISTING RIGHT OF WAY

MINIMUM DISTANCE FROM EDGE OF TRAVEL WAY = 14.5'
*PER AASHTO

Figure 3