

NEIGHBOR  NEIGHBOR MEETING
Thursday, October 13, 2011
11:00 AM
Mansetti's

Agenda Items:

- Construction Progress and Schedule Update
 - a. Bridge: The majority of the work on the bridge is now done. Crews are still working on the signal systems in the interchange area.
 - b. Broadway Avenue: Misc work is being completed. Signal systems are the big item that still needs to be complete. If signal systems are fully functioning, the bridge will be 100% open to traffic on Oct 22. If they are not fully functioning, the plan is to have one-lane of traffic open in each direction.
 - c. Sanitary Sewer work between 3rd and 5th Streets: COMPLETE. All work east of 7th is complete for the year. Work will resume in the Spring 2012.
- 'BACK 2 BROADWAY CELEBRATION/FOREST LAKE FALL FESTIVAL: October 22 procession and ribbon-cutting ceremony. This ceremony will either take place at The Home Depot parking lot (if the bridge is fully open) or on the bridge itself (if the bridge is not yet open). This will be a last minute decision and there will be signs showing people where to go. 33 businesses are participating in giveaways, promotions, specials throughout the weekend. Check out the Broadway Bulletin to find these specials. All businesses that are participating with some sort of special will have 'Back 2 Broadway' balloons on at their business over the weekend.
- Other
- Future N2N meetings: This is the last N2N meeting scheduled for 2011. If you have questions or concerns prior to our next meeting, be sure to contact Business Liaison, Mindy Leadholm (651-470-7754 or mindy.leadholm@co.washington.mn.us) Weekly N2N meetings will resume in the spring a few weeks before construction begins. Leadholm will send an e-mail out alerting people of time time/location of the first meeting.


NEIGHBOR  NEIGHBOR MEETING
Thursday, October 6, 2011
8:00 AM
VFW

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Bridge and Ramps:
 - Construction crews are working on the SW Ramp. Will pave early next week.
 - This week: Painting and Median
 - Ornamental Metal Railings: Begin installing on Friday. Finish installing next week.
 - Freeway Work/Concrete Barrier: Next week.
 - Most of bridge work will be done by the end of next week.
 - b. Broadway Avenue
 - This week – Driveway Aprons and Sidewalk
 - Next week – Tie everything together, driveways
 - Lighting/Banner Poles – shipped in November. They will be put up when they are shipped.
 - Signals – May not be entirely up and functional by Oct. 22. Either way, we'll have the procession across the bridge and the ribbon cutting ceremony. The key to having the road completely open will be the traffic signals – if they are not fully functional, traffic could back up on the interstate, which is unacceptable. If traffic signals are not fully functional, it could be possible to open traffic one-lane in each direction and keep all way stops at the signal locations. Will have updated information next week.
 - Landscaping: landscaping will occur next spring. In the locations where sod will be placed next spring, temporary erosion control (hydro-seed) will be placed this fall. This will protect the area through the winter. In the spring, the area will be re-graded and sod placed.
 - All business access connections should be open by early next week (right in/right out)
 - c. Backage Road: Otherwise, City is still looking into any landscaping and lighting on the backage road. Landscaping plan will occur next year – Lighting would probably be installed this year if possible.
 - d. Sanitary Sewer work between 3rd and 4th Streets: Close to done. Will do temporary pavement and get the crossing at 3rd Street back open.
 - e. Sanitary Sewer work between 4th – 5th Streets: Read notice that was given to property/business owners. Work will take approximately 3 weeks.

2. Forest Lake Transit Center: Customer Appreciation Day!
 - 10.13.11. 5:30AM – 7:30AM. Complimentary coffee, bagels, and rolls.
3. 'Back 2 Broadway' Celebration/FOREST LAKE FALL FESTIVAL
 - Working on the finishing details for the celebration. M. Leadholm will send out an updated e-mail to all participating businesses regarding details on the procession, how they can pick up their balloons, etc.
4. Other
 - Gas Leak – there was some concern as to how a gas leak was handled late last week. What is the plan when something like this happens? Who is called? Who is evacuated? Who is in charge of communication? J. Campbell will review this process at the weekly construction meeting next week so everyone knows what is to happen.
 - Jackie McNamara mentioned that the City Council will discuss at the next meeting whether the City wants a trail or road on 8th Street north of 1st Ave NW.
 - Question was raised regarding signage for a temporary road closure (of less than a day). Contractor does not sign for this – unless an access to a business is completely blocked off.
 - Campbell and Leadholm discussed with the businesses present what their opinion was on continuing work in the Fall. The advantage would be to get more done this year and have less to do next year. The disadvantage is it is hard to judge how much could be completed before weather caused the contractor to stop. The businesses all agreed that it would be best to get as much done as possible this year. All roadwork would receive temporary pavement for the winter months – it would not be left dug up or gravel.
 - Question was raised about a 'Welcome to Forest Lake' sign at the Interstate or somewhere in that area. Campbell and Leadholm said that this was originally discussed and that there was not a good spot to put the sign, so it was decided not to install. However, this is something that could definitely be added to the landscaping plan for next year. McNamara was going to bring this question up at the next City Council meeting and see what the options are.
5. Next N2N meetings
 - a. October 13 – Mansetti's (new location for a N2N meeting – and last N2N meeting of the year!) Note that next year the N2N meetings will start back up again. Yes, there are fewer businesses in the area where construction will occur next year. However, N2N meetings, Broadway Bulletins, and other communication will continue to happen as it did in 2011.


NEIGHBOR NEIGHBOR MEETING
Thursday, September 29, 2011
8:00 AM
American Legion

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Bridge
 - This week and next week – contractor is working on cleaning up barrier on I-35 fixing everything that needs to be on I-35.
 - Metal railings on bridge – begin to install next week.
 - All bridge work and I-35 work: done the week of 10/10
 - b. Ramps
 - Getting the SW ramp ready to pave.
 - c. Broadway Avenue
 - Working on Curb and Gutter this week. (median and north side)
 - Starting entrances on North side – Friday (tomorrow)
 - There will be some traffic switches in the next few weeks – to get the median work done, and also the blvd work.
 - Sidewalk on North side: start next week.
 - Signals – still on schedule to be installed and operating by Oct 22 celebration.
 - d. Backage Road
 - Workshop next week on landscaping – will know more next week (as far as trees on the backage road)
 - Lights – City is still waiting on quote from Xcel.
 - e. Sanitary Sewer work between 3rd and 4th Streets
 - Removals done.
 - 3-4 weeks of work.
2. 'Back 2 Broadway' Celebration/FOREST LAKE FALL FESTIVAL
 - Group favored having a procession across the bridge instead of closing the bridge down. Procession will begin at the cul-de-sac on the backage road and end on the west side of I-35.
 - Taco John's team will work on revising the flyer/poster.
 - Blue/Green decided for base colors of the event. (balloons, flyers, posters, etc)
 - Colleen Eddy, Chamber of Commerce, will provide the ribbon and scissors
 - Cub Foods will provide cookies
 - Taco Johns offered to provide coffee (Starbucks has also offered to donate coffee)
 - Trick-or-Treating bags (Taco John's will provide bags for kids. Participating businesses can offer candy to fill the bags)

- Suggestion of a Kids Festival Area – activities for small kids? – possibly located in the park area near the backage road/1st Ave NW. Jackie McNamara will check with the City and relay information back to the group. City and businesses would put this part of the celebration together, but County would advertise in the general advertising for the entire weekend.
- Construction Guided Walking Tours – offered by the County between 10-1
- T-shirts for volunteers? Will look into the possibility of doing t-shirts. County staff will definitely have name-tags on for the event.
- More discussion on the Back 2 Broadway Celebration at next week's N2N meeting.

3. Other

- Water services added for watering plants?
- What are the ped crossing devices? New ada beeping?
- Can we put the CMS sign on I-35 identifying that the bridge is open?
- Can the CMS sign be on I-35 for October 22-23

4. Next N2N meetings

- a. October 6 – VFW
- b. October 13 – Mansetti's


NEIGHBOR NEIGHBOR MEETING
Thursday, September 22, 2011
8:00 AM
Taco John's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Bridge
 - Pouring Median on the Bridge – Wednesday(yesterday)
 - By the end of the week – most of concrete on the bridge will be complete
 - Stripping the bridge deck – Thursday evening/night SB double lane closure; Monday morning NB double lane closure
 - Last week of September or first week of October (weather dependent) – painting bridge
 - Week of 10/10 – patch everything on the interstate. Remove barrier on interstate
 - b. Ramps
 - NW and NE permanent ramps open this week. All permanent ramps open except the SW ramp. Contractor is now working on removing the temporary ramps and restoring the area.
 - Contractor worked the schedule so that they didn't have to temporarily close any ramps while making the switch from temporary back to permanent ramps. In the plan, there are 2-3 day closures to make these connections.
 - c. Broadway Avenue
 - This week: Turnlanes and misc hand pours
 - Monday: Concrete Curb and Gutter and aprons. Should finish next week.
 - Once this work is done, traffic will be shifted to outside lanes – and crews will work on the median.
 - West side of Interstate: Watermain work the week of 10/3. If water shut-offs are necessary, individual businesses will be notified.
 - Median between Everton and 19th – work will happen along with the rest of the median work/colored concrete work.
 - d. Sanitary Sewer work between 3rd and 4th Streets
 - Setting up for work today and tomorrow
 - Actual work will begin Monday, September 26.
 - Will take approximately 3-4 weeks to complete.
 - At 3rd and 4th – no crossing Broadway or Left turning movements.
 - Right turns will be allowed.
 - All businesses in this area have been notified. Post Office, Police Dept, Garbage, and School Bussing Co have been notified.
 - e. Backage Road (landscaping and lights)
 - Joe and Mindy have touched base with City Engineer, Ryan Goodman.

- Street Lights – still waiting on a quote from Xcel
- Trees – will talk about in City Council workshop (10/4)

2. 'Back 2 Broadway' Celebration/FOREST LAKE FALL FESTIVAL

- October 21-23 (Friday-Sunday)
- What do businesses want to contribute? What businesses want to contribute/participate? Are there people that would want to touch base with some businesses?
- Balloons – Back 2 Broadway (about \$200 for 500 balloons – helium rental - \$200)
- ADVERTISING
- Central Location – ceremony
- Businesses who want to participate – can offer a special/have a tent/game/pumpkin decorating/apple bobbing/band/etc.
- In addition, any business who wants to participate can pass out candy – this will be promoted.
- Candy (bring families) – if people start at Taco John's, they can get a bag to keep all of their goodies in (one bag/child)

3. Other

4. Next N2N meetings

- a. September 29 – American Legion
- b. October 6 – VFW
- c. October 13 – Mansetti's
- d. October 20 - ??


NEIGHBOR  NEIGHBOR MEETING
Thursday, September 15, 2011
8:00 AM
ERA Muske Company

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Interchange/Bridge
 - Bridge
 - Deck overlay on the bridge was done yesterday
 - Concrete railings on the deck were done this week
 - Sidewalk on the bridge will be done Friday and next week.
 - Ornamental railings end of September/beginning of October
 - Signal systems – up and running mid-end of October
 - Roadway between the bridge and ramps (on the east side) will be paved the end of next week
 - Concrete on the bridge should be complete by the end of the month
 - Bridge will be painted this Fall, unless weather conflicts arise. If this happens, it will be painted in the Spring.
 - Ramps
 - There will be no additional closures of the ramps
 - Contractors are working on the permanent ramps. As one ramp is finished, traffic will be shifted from the temporary ramp to the permanent ramp. Once this is done, the temporary ramp will be removed.
 - This has already happened on the SE ramp. (view on the OxBlue camera)
 - b. Broadway Avenue
 - Roadway west of Interstate – paved the North side. Will switch traffic in the next week and reconstruct the south side.
 - Concrete Paving work between 7th and Interstate – Yesterday (Wednesday) paving occurred between ramps and CarX. Tomorrow, there will be concrete paving between CarX and 7th Street. Work to happen next week: Driveway entrances, medians, curb and gutter, crosswalks, and turnlanes.
 - Sanitary Sewer work between 3rd and 4th Street
 - Sanitary Sewer work between 3rd and 4th Streets is in the staging plan to occur in the Spring. Contractors are ahead of schedule and would like to do this work in the Fall.
 - This work would begin September 26 (with set-up for the work late next week)
 - Sanitary Sewer line is down the middle of Broadway Ave. Middle 3 lanes of Broadway will be closed.

- Traffic at 3rd and 4th Streets will not be able to cross Broadway Ave or make left turns at these intersections. All right turns will still be allowed.
 - This work is estimated to take approximately 3-4 weeks.
2. MnDOT Update – Leadholm updated the group on the MnDOT e-mail she received regarding ramp closures on I-35E.
3. Communication Update
- Broadway Bulletins: Leadholm brought extra copies of the Broadway Bulletin. Cub Foods took the extras to have sitting in Cub.
 - Grand Opening – tentatively looking at the weekend of October 21-23.
 - Ideas for ‘Back 2 Broadway’ Celebration:
 - Beginning of an annual City Fall Festival
 - Posters/Flyers for businesses to pass out and hang
 - Cub Foods would stuff Flyers in grocery bags
 - Have balloons at all businesses who are participating with ‘specials’
 - Use as much media as possible: newspapers, websites, receipt messages, EDA, Chamber of Commerce, etc
 - Bridge and roadway tours
 - Drinks/Food Vendors
 - How can the businesses benefit from this?
 - East vs West of Broadway logistics (West side does not have the sidewalks and close proximity of businesses)
 - Get an e-mail sent to businesses to see interest in participation (Leadholm will send early next week)
4. Other
- Phone Lines: Question was asked if there have been any issues with Qwest/phone lines. Customers have lost phone service several times the past weeks. Washington County will look into this but also referred customer to call Qwest. There have been no known issues with Qwest in relation to the construction.
 - City Lights and Flag Poles – Legion has question on flag pole/lights that will be going up on Broadway Ave. Campbell will follow-up with Ryan Goodman, City Engineer, on this issue.
 - Will there be lights on the Backage Road – Jackie McNamara will follow-up with the City on this issue. Will report back to the N2N meeting.
5. Next N2N meetings
- a. September 22 – Taco John’s
 - b. September 29 – American Legion
 - c. October 6 – VFW
 - d. October 13 – Mansetti’s


NEIGHBOR  NEIGHBOR MEETING
Thursday, September 8, 2011
8:00 AM
Forest Lake City Hall

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Interchange/Bridge
 - This week – paving the approach panels
 - Next week – overlay on the bridge (2")
 - Week of 26th – additional concrete work on the bridge (median, sidewalks, etc)
 - By the end of the month, the contractor wants to have all concrete work on the bridge done. Tentatively, all of the bridge concrete work will be complete at the end of September.
 - b. Broadway Avenue
 - West of I-35, the North side of the road will be paved this week.
 - As of today, pavement has been removed from the Interstate to Burger King
 - Will be paving shoulders on the ramps this week – as the permanent ramps are complete, they will be open to traffic and the process of removing the temporary ramps will begin.
 - Water connections to private businesses took place last night and tonight. Water shut-off times are 12:00AM – 5:00AM. All affected businesses have been contacted.
 - Patching on the side streets east of 7th Street took place yesterday. These patches are in the area where utility work was done.
 - At this time, the sidewalks east of 7th Street are closed. In the next few weeks, crews will be working to place millings down on the sidewalk, compact them, and open temporarily.
2. Communication Update
 - a. September Broadway Bulletin
 - All 1500 September Broadway Bulletins were distributed on Tuesday (Sept 6)
 - Let Mindy Leadholm know if you need more or would like to see one.
 - b. Bridge Grand Opening Celebration
 - Leadholm has a 'comment' box on the home page of the project website. Any ideas for the Grand Opening Celebration are welcome!
 - Talked about tentative dates. Possible ribbon cutting weekend of October 22. An exact date will be hard to do because there are so many variables in exactly when the bridge will be complete and ready for traffic. By the end of September, a solid date will be in place. This date may not be the exact day the bridge will be open, but it will be close. The celebration may have to take place in a parking

lot near the bridge and not on the bridge. The goal is to get traffic traveling on the bridge as soon as possible!

- 'Back to Broadway' theme!!
- Time for businesses to thank residents for their support through the construction. Also a time for residents to show their support to the businesses who have had construction around their business throughout the summer.

3. Other

- Is there a plan for Hwy 8 and I-35? In the design stage, the county did look at the possibility of rolling the two projects together. However, there was no funding for the Hwy 8/I-35 Interchange. MnDOT does not have plans in the near future for any work in this area.

4. Next N2N meetings



- a. September 15 – ERA Muske Co
- b. September 22 – Taco John's
- c. September 29 – American Legion
- d. October 6 – VFW
- e. October 13 – Mansetti's


NEIGHBOR  NEIGHBOR MEETING
Thursday, September 1, 2011
8:00 AM
Wally McCarthy's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge – Grand opening/ribbon-cutting celebration today! 10:30 AM. Please join us. There was some discussion as to why the bridge was not painted. Joe Campbell explained that a painted bridge adds a lot of additional maintenance cost in the long run. A suggestion was made that an article be put in the paper as to the reasoning for this because many people are wondering. Leadholm and Campbell will talk with the paper and see if they are interested in putting an article in the paper.
 - b. Interchange/Bridge
 - Bridge deck pour today. 6AM – 2PM. 150 cubic yards (15 trucks) per hour. Will use over 900 cubic yards of concrete today.
 - The concrete is covered with wet burlap and plastic to protect it.
 - After 7 days of cure time, contractor can begin placing curb and gutter, trails, etc on the bridge.
 - Will be a changeable message board (as on Memorial Day and 4th of July weekend) letting Interstate travelers that all ramps are open.
 - Next week – permanent ramp shoulders will be paved.
 - c. Broadway Avenue
 - West side of I-35 – paving will occur next week.
 - Bike trail – being paved today between 7th Street and the Interchange
 - Traffic switch – will occur mid-week next week if not before.
 - We had talked about sodding the south side of the road before switching traffic – but temporary erosion control will be placed and sodding will occur later in September. This is because the maintenance of the sod would interfere too much with traffic if it was placed earlier.
 - Xcel Energy update – Had been working east of 7th Street. Many crews were sent to the east coast to help with Hurricane Irene power outages.
2. Communication Update
 - a. September Broadway Bulletin – Leadholm will have these available next Thursday at the N2N meeting. She will distribute to businesses on Tuesday, September 6.
 - b. Go Local Discount Cards – Should be all distributed. Businesses have positive things to say about them and are ordering more.
 - c. Bridge Grand Opening Celebration – Discussed the need to get a date set and get the word out. Next week at the N2N meeting, this will be a focus.

3. Where's the Concrete Truck? (official drawing) – official drawing was made. Winner receives a \$25 gift certificate donated by Taco John's. THANK YOU! Next drawing will be September 30.
4. Field Visit – View the Bridge deck pour for those interested. – Anyone interested in a field visit of the Bridge deck pour is invited to come. Campbell and Leadholm will provide a tour.
5. Next N2N meetings
 - a. September 8 – Forest Lake City Hall
 - b. September 15 – ERA Muske Co
 - c. September 22 – Taco John's
 - d. September 29 – American Legion
 - e. October 6 – VFW


NEIGHBOR  NEIGHBOR MEETING
Thursday, August 25, 2011
8:00 AM
Whitaker Buick GMC

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge
 - Contractor is putting the finishing touches on the railings.
 - Planning a bridge opening/ribbon cutting ceremony (tentative date Sept 6)
 - b. Interchange/Bridge
 - In the next two weeks, bridge deck will be poured. This takes one whole day
 - Deck pour will probably be after Labor Day, sometime that week.
 - Paving ramps on the east side of I-35 tomorrow (Friday)
 - Work on the west side of I-35 next week.
 - c. Broadway Avenue
 - Traffic will be switched from the north side of the road to the south side of the road the week of Labor Day.
 - Bituminous trail on south side of road will be paved next week.
 - The end of this week and beginning of next week, all driveway aprons on the south side of the road will be complete. Contractor will work with individual businesses to build the access either half at a time or at a time that most is convenient for them.
2. Communication Update
 - Leadholm will be adding a 'comment box' to the project website for people to add ideas for the Grand Opening Ceremony
 - Drawing for the 'Where's the Concrete Truck?' promotion will be next week.
 - Ideas from the meeting for Grand Opening Ceremony:
 - balloon release
 - restaurants/vendors
 - progressive/through the times theme. Have a horse – followed by a bike – various cars through the years...
3. Other – Leadholm commented on the overall schedule of the project. At the March 17 N2N meeting, the schedule was shown to have one side of Broadway Ave complete by August 26. She noted that this completion date was assuming no work on the other side of Broadway Avenue. To date (August 25), the contractor:
 - Is within one week of completing one side of Broadway Avenue from the interchange to 7th Street (an extra block from anticipated)

- Done major work on the other half (north side) of Broadway Avenue
- Worked through a 3 week State Shutdown, Utility changes, and extreme weather related issues.

The contractor has gone above and beyond in trying to maintain the schedule and complete the project on time.

4. Next N2N meetings
 - a. September 1 – Wally McCarthy’s
 - b. September 8 – Forest Lake City Hall


NEIGHBOR  NEIGHBOR MEETING
Thursday, August 18, 2011
8:00 AM
American Legion

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge – **Should be opened by the end of the week.**
 - b. First Ave NW – **more people are using the backage road each and every day. Businesses have put signs up designating their entrance. Working well!**
 - c. Interchange/Bridge –
 - **Beam setting took place the past 4 evenings between 8PM – 5AM.**
 - **Crews will be working on bridge decking for the next several weeks.**
 - **Continue working on permanent ramps and removal of surcharges.**
 - d. Broadway Avenue –
 - **Next Monday and Tuesday crews will pave the curb and gutter on the south side of Broadway Avenue.**
 - **Driveway aprons will also be poured next week. Driveways will either be poured ½ at a time or a temporary access will created for business use.**
2. Communication Update – **Broadway Bulletins have all been distributed, Article on the construction project in the FL Times.**
3. Other –
 - **Everton Avenue (between CR 83 and CR 2) speed limit has been lowered from 45 mph to 40 mph.**
 - **There will be some utility work done at the intersection of 4th Street and CR-2. Work will happen today and tomorrow.**
4. Next N2N meetings
 - a. August 25 – Whitaker Buick GMC
 - b. September 1 – Wally McCarthy's
 - c. September 8 – Forest Lake City Hall



NEIGHBOR  NEIGHBOR MEETING
Thursday, August 11, 2011
8:00 AM
Taco John's

Agenda Items:

1. Construction Progress and Schedule Update
 - Hardwood Creek Pedestrian Bridge: **open end of August.**
 - First Ave NW – **Paul Hornby, "We requested a quote from Xcel Energy for the installation of standard residential street lights on First Ave NW and 8th Street. The lights are likely to be placed on the north side of the roadway."**
 - **Several people at the meeting commented that the lights would be better on the South side of the road. Leadholm suggested that these people talk with the city (especially people who own businesses that will be directly affected).**
2. Interchange/Bridge
 - **Set Beams beginning on Sunday night (Sunday and Monday: NB)(Tuesday and Wednesday: SB) Times will be the same as they were during the bridge removal: 8:00 PM – 5:00 AM.**
 - **Start pouring bridge deck next week**
 - **Ramp work will continue**
 - **Broadway Avenue**
 - **Will be paved from 7th Street to Interstate (beginning today/Thursday)**
 - **Curb to be poured beginning on Friday of next week**
 - **Frontage Road open as of yesterday (Wednesday)**
 - **Joint Trench work – most of the work that can be done this year is complete. There will be some work for utilities on 2012 as well.**
3. Communication Update
 - **Broadway Bulletin: Leadholm has extra copies if necessary.**
 - **Leadholm brought photos of the 'white board' that is down on CR 83 at the off-ramp of I-35. Several businesses on the west side of the interstate have taken advantage of this opportunity and put their business signs. She encouraged other businesses to use this and the other 'white board' signs that have been made available by the City of Forest Lake.**
 - **Vehicles parking/trash/equipment\ - construction vehicles on private drives, blocking vehicles, blocking view, garbage – These issues were addressed at the Tuesday Morning Construction meeting and will continue to be addressed at these meetings. Construction workers are aware that they cannot block cars in or use parking spaces on private property, especially if the property has very few parking spaces to begin with.**
 - **Broadway Ave Bridge Opening Celebration: The entire group brainstormed what they would want to see in a Bridge Opening celebration**
 - **Time/Date – weekend or evening would work better. This would hopefully get more people to attend. Date is going to have to be somewhat flexible – bridge needs to be open to traffic at the time of the celebration**

- Location – Backage Road, Valvoline/Home Depot parking lot? Would need to decide a location and get permission.
- Who to attend – contractors, city and county officials, city council, EDA, FLACC, residents, business owners
- Information provided – where are we at with construction, what did we accomplish in 2011. What is still to come in 2012.
- How to advertise – papers will be key (Times and Press)
- Food
- Entertainment

4. Other
5. Next N2N meetings
 - a. August 18 – American Legion

NEIGHBOR  NEIGHBOR MEETING
Thursday, August 4, 2011
8:00 AM
ERA Muske Co

Agenda Items:



1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge: Trail will be open end of August. Bridge will close to traffic soon to remove chain-link fencing and put permanent fencing in.
 - b. Interchange/Bridge: Pouring pier caps next week. Beam setting for mid-August. Beam setting times will be similar to Bridge removal (4 nights/Monday-Thursday) Working on acceleration to get the bridge construction back to the original schedule.
 - c. Broadway Avenue:
 - Paving temporary ramps today on the eastside of I-35
 - Grading south side of Broadway Avenue (Prep for paving)
 - Paving will begin mid-week next week
 - South frontage road to open next week (before paving begins)
2. MnDOT project Updates
 - Leadholm received an update e-mail from Mn/DOT. She read to the group updates that are most closely related to Forest Lake
 - Shutdown is over and construction has resumed. Interstate 35 is restricted to a single lane in each direction between Sandstone and Hinkley until late-October for a pavement resurfacing project. Motorists should expect delays.
 - Interstate 35E is restricted to a single lane in each direction on the northbound side of the roadway between Ramsey County Road 96 in White Bear Lake and I-35E/I-35W split in Columbus, just south of Forest Lake. The interstate will remain single lane in each direction until mid-October while crews place a new concrete surface on the southbound lanes. The northbound lanes will be resurfaced next year.
 - Leadholm stated that there are updates once every few weeks and if anyone is interested in receiving these e-mails directly, they can sign up on the Mn/DOT website.
3. Communication Update
 - a. Broadway Bulletin: Leadholm distributed August version of the Broadway Bulletin. Discussed content with people.
 - b. Go Local Discount Cards: All 10,000 cards are distributed except for a few Leadholm is keeping to pass out at Arts in the Park
 - c. Other?: Many people would like to see a good "Bridge Celebration" when the Broadway Ave bridge is built. Decision is made for next week to be a time to discuss what people want/ideas/brainstorm topics for a celebration.

4. Other Topics

- Xcel Energy has been working many extra hours to get the power poles on the north side moved. Storms have caused some more delay but everything on the South side is now out of the way and North side should be out of the way in approximately a week.
- Group commented on construction/utility workers parking in their parking spaces, parking cars in, littering, parking too close to an intersection, closing roads without notice, etc. Leadholm and Campbell will address the construction workers and make sure they are more aware of what they are doing.

5. Next N2N meetings


- a. August 11 – Taco John's


NEIGHBOR  NEIGHBOR MEETING
Thursday, July 28, 2011
8:00 AM
Culver's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge
 - Poles are being installed for the permanent railings
 - Waiting on permanent railings to arrive and able to install
 - Planning a ribbon cutting for the end of August. Will keep people informed.
 - b. 1st Ave NW
 - The question came up again as to why 8th Street does not continue back to 2nd Ave NW. This issue was also mentioned at the last City Council meeting. City Council member Susan Young addressed the question by stating that doing so would adversely affect that particular neighborhood. She stated that a future project could make 8th Street continue through, but that the issue would have to be addressed with that particular neighborhood first.
 - City is still in the process of determining trees/lights/landscaping. More information to come in future N2N meetings.
 - c. Interchange/Bridge
 - Contractors are working to get back on track after the state shutdown
 - Center Pier work to continue
 - Some left lane closures on I-35. Closures coincide with traffic so that lane closures do not happen during peak hours NB and SB.
 - Contractor will be working some Saturdays and bringing in some extra crews to get back on track with the schedule.
 - d. Broadway Avenue
 - TENTATIVE schedule is to pave the south 2 lanes of Broadway Avenue beginning August 8. This paving will last approximately 2 weeks. During this time, traffic will drive on the temporary bituminous paving on the north side of the roadway.
 - TENTATIVE schedule is to pave the north 2 lanes of Broadway Avenue beginning August 22. This paving will also last approximately 2 weeks. During this time, traffic will drive on the newly paved surface on the south side of the roadway.
 - During construction, access will be given to all businesses throughout. During the paving of the south lanes, a one-way temporary frontage road will be built for all businesses to have access. This will allow all businesses to have access and also allow the paving crew to pave one continuous road – which will be a better quality roadway and will be built faster. One-way temporary frontage road will be EB beginning at 12th Street going to 7th Street. Business signing will be included and used at every access point along this area. Affected businesses will be informed this afternoon and will be provided copies of the frontage road map to give to their employees/customers/clients.

2. 'White Board' Update: A few businesses have utilized the 'white board' signs that the city put up. However, there is more room for others – and we encourage these boards to be used. Any business can put a sign on these white boards. Locations are at: 8th Street and Broadway Ave; 12th Street and CR 83; temporary off-ramp and CR 83. For more information, contact Mindy Leadholm at mindy.leadholm@co.washington.mn.us or 651-470-7754
3. Other Projects – Mitigating Impacts on Hwy 169 in St. Peter, MN: Leadholm discussed a similar project in St. Peter, MN when Hwy 169 was reconstructed. After the project was complete, many of the businesses responded to a survey asking questions related to their business, how it was affected during the reconstruction, and how it survived. Leadholm relayed this information to the group. This comparison was not to say that everything about the projects are the same, or that the business community in St. Peter has the same concerns/issues/problems that the Forest Lake business community has. It was merely an example of a recent construction project done in Minnesota. Leadholm relayed to the group that she will send out surveys after the 2011 construction season asking various questions about the project, communication, etc. She also encouraged businesses to relay their concerns whenever they have them, and not wait until the end.
 - In the St. Peter survey, only 30% of businesses responded. It was requested that Leadholm make an effort to have more businesses respond – use a variety of methods (mail, hand delivery, e-mail) to entice a higher response rate. She responded that she will do that.
4. Other Topics:
 - All 10,000 Go Local Discount Cards are distributed and should be circulating through the businesses. Businesses on the card have commented that they are being used.
 - The city is planning a right turn lane on 12th Street into Walmart. It was requested that this project be coordinated with the Broadway Avenue project so that too many roads aren't being worked on at one time. City and County Staff will coordinate on this issue.
5. Next N2N meetings
 - a. August 4 – ERA Muske Co.
 - b. August 11 – Taco John's


NEIGHBOR  NEIGHBOR MEETING
Thursday, July 21, 2011
8:00 AM
Wally McCarthy's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge: Waiting on the delivery of the bridge's permanent railings. Will hopefully arrive in the next week.
 - b. Backage Road Mindy Leadholm checked with SRF Consulting and they do not think there will be lights or trees on the backage road. Jackie McNamara advised that there might be a change to this – because she thought there were trees/lights on the backage road. Leadholm with talk with the City Engineer, Paul Hornby, for some answers on backage road questions. Leadholm will also talk with City Engineer on questions as to why 8th Street does not extend to the North and why the backage road goes to 8th Street instead of 7th Street. More information to come at the next N2N meeting.
 - c. Interchange/Bridge
 - Beam Fabrication continues off-site
 - As of today, crews are able to be back out on Mn/DOT right of way. It will take a few days to get everything back up and running to continue with construction. By Monday, crews should be working on the center bridge pier again.
 - d. Broadway Avenue
 - General Note: Crews will begin working at 5:30 AM (instead of 7:00 AM) while the heat/humidity are so high. This has been discussed and approved by the city and will only be in effect for the business area of construction.
 - Storm Sewer work on Broadway Avenue should be complete by Friday.
 - The plan is to pave the north ½ of Broadway Avenue on Saturday, July 23. This is temporary pavement and allows for a place for traffic to drive on while construction crews reconstruct the south ½ of the road.
 - This is a change in staging/schedule from originally planned. The reason for the change is because the Xcel power poles are in the way of the permanent paving on the north ½ of the road. Permanent paving cannot happen without these poles being removed.
 - TENTATIVE dates for permanent concrete paving – south side (Week of August 8) and north side (week of August 22). These dates can definitely change as the schedule progresses but this is the TENTATIVE dates we are looking at right now. More information in the weeks to come.
2. Sign Update
 - a. Backage Road Signing: Leadholm confirmed that business owners/managers who will use the backage road did receive a letter from the city. Culvers and Burger King had representation at the meeting and both confirmed they had received letters. Any specific questions related to signing should be directed to the city.
 - b. Additional Business Signing: There are now 4 'White Boards' placed strategically around the construction area. These 'white boards' are 4x8 pieces of plywood which are put on either

city property or private property with the owner's permission. They are blank and should be used by the businesses to place individual business signs. Leadholm will send out an e-mail to Businesses to make them aware of the details of how this works. Thank you to the City of Forest Lake for building and installing these signs.

3. **Other Topics:** On Monday, July 18, some of the businesses along Broadway Ave experienced a partial power outage. Leadholm has talked with Xcel energy and they are almost certain this was caused by the heat/humidity and not anything construction related. However, they are investigating and Leadholm will have more information at the next N2N meeting.
4. **Next N2N meetings**
 - a. July 28 – Culver's
 - b. August 4 – ERA Muske Co.
 - c. August 11 – Taco John's

NEIGHBOR  NEIGHBOR MEETING
Thursday, July 14, 2011
8:00 AM
Whitaker Buick GMC



Agenda Items:

1. Old Business
 - Business Sign on Hwy 8 had fallen over and has been put back into place
 - The make-up of 8th Street/1st Ave NW was decided in the planning stages of the project.
 - M. Leadholm will look into the plan for trees and lights on the backage road (1st Ave NW)
2. Construction Progress and Schedule Update
 - a. Hardwood Creek Pedestrian Bridge – bridge remains open with temporary chain link fencing. Still waiting on permanent railings – expected sometime later in July.
 - b. Interchange/Bridge – No work is happening onsite on the bridge. Beam fabrication continues.
 - c. Broadway Avenue
 - Joint trench utility work continues on the east side of the project (between 5th and 7th)
 - On the north side of Broadway Avenue, crews continue to work on storm sewer, grading, and getting the road ready to pave.
 - Paving on the north side of Broadway Avenue cannot happen into the Xcel power poles are moved. This work is estimated to be complete no earlier than August 5.
 - Redstone Contracting (prime contractor) is looking at what work can continue on the project, before the power poles are moved. Slight changes in schedule/staging may occur in an effort to continue forward in the project.
 - Will have updated information at next week's N2N meeting
3. Sign Update
 - a. Project signs – Additional Business Access at 8th Street signs have been put up along Broadway Avenue
 - b. Backage Road Signing – Everyone who is along the Backage Road should have received/will be receiving a letter from the city regarding what will be allowed for Backage Road permanent signing.
 - c. Additional Business Signing – The City is in the process of getting some blank white boards put up at strategic locations in the project area. These signs will be for the sole purpose of business advertising. Specifics to these signs will be sent out via e-mail when the signs are installed.
4. Other Topics
 - Billboard – location has moved. J. McNamara asked the group if they thought the billboard was worthwhile because she has heard mixed comments on it. The group as a whole thinks that the billboard is very worthwhile. They are happy with it and appreciate the EDA's \$10,000 contribution. One attendee commented that if the business community didn't think this was a worthwhile endeavor, they would not have agreed to contribute to the billboard.

- Question was asked about the left turn out of BP/Taco Bell/AmericInn. M.Leadholm will look into this.
- Question was asked about the schedule for roadwork on the west side of I-35. Joe Campbell responded by explaining that the work on the west side of I-35 is tied directly to the ramps/interchange area. At this time, that work is on hold until the bridge work starts back up again.
- Discussion about how to get word to the press expressing concerns as to the business impacts this is causing. Washington County will make sure to contact various media contacts. Also, any business who wants to contact media and 'tell their story' would be greatly appreciated. It is great to get the story from different angles in a situation like this.



5. Next N2N meeting

- a. July 21 – Wally McCarthy's


NEIGHBOR  NEIGHBOR MEETING
Thursday, July 7, 2011
8:00 AM
American Legion

Agenda Items:



1. Update on Impact of State Shutdown – roadwork continues on Broadway Avenue but there is no work happening between the ramps or on the bridge itself.
2. Construction Progress and Schedule Update
 - a. Interchange/Bridge – Washington County explored various options and found an independent inspector for the beams so these are now being fabricated. Fabrication will take up to 3 weeks, so it is a huge task to have found an independent person (not MnDOT who does about 95% of MN inspection) to inspect.
 - b. First Ave NW (backage road) – Open. Access from the backage road is open to businesses.
 - c. Broadway Avenue – Beginning tomorrow, the north side of Broadway Avenue will be closed. Businesses on the north side of Broadway Avenue should use the backage road to get to their business (with the exception of BP, Taco Bell, AmericInn, CarX, and Kennedy Transmission.)
 - d. Hardwood Creek Pedestrian Bridge – Temporary fence will remain up and pedestrian bridge remain open until the permanent railings arrive. Once they do arrive, temporary fencing will have to be removed, bridge closed, and the railings installed. This closure will be for approximately one week and bridge should be open again by the end of July.
3. Signs
 - a. Sign sweep of individual business signing in road right-of-way – If you are missing a sign, Mindy will check to see if we have them. Mindy will work with businesses who do want their signs back.
 - b. First Ave NW – temporary signing should be placed immediately for any business on the backage road. Businesses should also look into creating a permanent sign. Talk with the City on details/ordinances/etc.
4. Communication Update
 - a. Friday E-mail Blasts – encourage you to sign up for these updates. Once a week – every Friday. Reiterates what we have discussed at the N2N meetings.
 - b. Go Local Discount Card – most of the cards have been distributed.
 - c. July Broadway Bulletin – will be delivered today.
 - d. Where's the Concrete Truck? – Did not have any entries in the last drawing. Working on simplifying the rules.
5. Next N2N meeting
 - a. July 14 – Whitaker Buick GMC


NEIGHBOR  NEIGHBOR MEETING
Thursday, June 30, 2011
8:00 AM
Taco John's

Agenda Items:

1. Update on Impact of State Shutdown – Wayne Sandberg presented to the Forest Lake City Council on Monday, June 27 and the Washington County Board of Commissioners on Tuesday, June 28. The County's direction from the Board is to continue to pursue all avenues for possibly continuing at least some work on the project, if a state shutdown does occur. At this time, it looks as if the Broadway Avenue roadwork could continue, but any work on the bridge or ramps area will be stopped.
2. Construction Progress and Schedule Update
 - a. Interchange/Bridge – working on center pier work. Also, cleaning up any work on MnDOT right of way in preparation for a possible state shutdown.
 - b. First Ave NW (backage road) – Open! Start using for businesses on the north side of Broadway Avenue.
 - c. Broadway Avenue – Contractors are ready to install storm sewer. However, the storm sewer needs to be placed directly under the Xcel power poles. Because these are not removed yet, the project team has moved the storm sewer under the median of Broadway Ave. This creates a slight change in the staging plan – but throughout these changes the following will remain consistent:
 - Traffic will run one lane in each direction
 - Access to businesses will remain open. This access may be different from the normal access of a business, but each business will always have access.
 - d. Utilities – joint trench utility work will be complete from 6th Street to the west. Work will start next week on joint trench utilities east of 6th Street.
 - e. Hardwood Creek Pedestrian Bridge – columns were painted this week. Pedestrian Bridge will be open tomorrow temporarily through the July 4 holiday weekend.
3. Holiday Weekend Preparations
 - Hardwood Creek Pedestrian Bridge has temporary chainlink fencing and is open for the weekend. Fencing is temporary but has been placed so the bridge is safe for pedestrians during the holiday weekend.
 - Streets and parking lots will be swept
 - Equipment will be cleaned up and out of the way as much as possible
 - No work will be happening
 - No Lane closures (either on I-35 or Broadway Ave)
 - Changeable message boards will be placed on I-35 to alert traffic that the ramps are open. (Same message that was displayed over Memorial Day weekend)
4. Signs
 - a. SB Everton Ave and CR 83 – cross traffic does not stop sign was added on the stop sign.

- b. Individual business signs in road right of way – The county will do a sign sweep of business signs on road right of way today and tomorrow. Signs will be taken to the Washington County Public Works Building in Stillwater (11660 Myeron Road) If you are missing a sign and would like to know if it was picked up, contact Mindy Leadholm.
 - c. Backage Road – with the backage road open, businesses should get their signs out back so people can see where to turn into each business. Signs should not be placed on right of way – driveway aprons were poured to the right of way – please place signs beyond this line.
5. Communication Update
- a. Where's the Concrete Truck? – Will check later today to see if there were any entries into the drawing.
 - b. Go Local Discount Card – distribution today!
6. Next N2N meetings
- a. July 7 – American Legion
 - b. July 14 – Whitaker Buick GMC


NEIGHBOR  NEIGHBOR MEETING
Thursday, June 23, 2011
8:00 AM
ERA Muske Company

Agenda Items:


1. Construction Progress and Schedule Update
 - a. Interchange/Bridge
 - Working on center pier – pile driving this week and next week.
 - Lane closures all week this week and into next week (left lane–NB 6 AM-2PM, SB 10AM-6PM)
 - Surcharges on the east side of interstate are close to being complete
 - b. First Ave NW (backage road)
 - Curb and Gutter poured on Tuesday and Wednesday
 - Paving Monday and Tuesday of next week
 - Misc work including seeding, sodding, etc. Lots of equipment. Road should be open to traffic sometime next week.
 - c. Utilities
 - Joint trench utilities are mostly complete up to 6th Street. Will be complete up to 6th Street by the end of next week and will not go east of 6th until after the holiday.
 - d. Hardwood Creek Pedestrian Bridge
 - Putting up chain link fence temporarily so the bridge can be open on the 4th of July weekend.
 - This is just temporary and will be removed after the holiday weekend – replaced by a permanent railing.
 - Paving should occur this week. (weather permitting)
2. Update on Impact of Possible State Shutdown

Washington County Engineer, Wayne Sandberg has been one of the people leading the county's efforts in trying to figure out what will happen with the construction projects if a shut down were to occur on July 1. He has come here today to explain some of the possible impacts of a state shut-down and answer questions.

Wayne

 - There is no budget approval to date. If no budget is approved, there will be a state shutdown on July 1.
 - MnDOT does most of the certification for our federally funded project. Washington County is looking into finding alternate ways to get products certified if the state does shut down and MnDOT is unable to do this. If the county is unable to find alternative means for certification, there could be a possible complete project shutdown.
 - MnDOT has informed the county that they are not to work in MnDOT right of way. Working on the project with no state oversight puts the state at undue risk. The county is investigating ways to possibly continue work in the bridge area.

- A state shutdown could potentially risk the bridge being build in 2011. There are many factors to consider including – will there be a shutdown, how long with the shutdown last, when will winter start, etc.
 - Washington County will continue to update the public throughout this process.
3. Communication Update
 - a. Broadway Bulletin
 - 31 businesses
 - Printing and distributing either the end of next week or the beginning of the following week – would like to wait until we have some better answers with the state shutdown.
 - b. Facebook, Twitter, and YouTube. – added quite a few new photos and videos on the website, facebook, and YouTube. If you would like to follow the project and get some good shots at what is going on – this is where to go.
 - c. Where's the Concrete Truck? – drawing next week. If you do want to donate a prize, we'll do drawings next week and get the winners into the Broadway Bulletin as well. Help promote!
 - d. Go Local Discount Card – 18 businesses. Hopefully have printed and ready to distribute by next N2N meeting (June 30)
 4. Next N2N meetings
 - a. June 30 – Taco John's
 - b. July 7 – American Legion
 - c. July 14 – Whitaker Buick GMC


NEIGHBOR NEIGHBOR MEETING
Thursday, June 16, 2011
8:00 AM
Culver's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Bridge
 - Crews will begin work on center pier this week – start pile driving for center pier on Friday
 - Center pier work requires lane closures on I-35. Lane closures will be removed by 3 PM
 - Work continues on the west abutment through next week.
 - Some temporary ramps at the interchange will be paved at the same time as First Ave NW
 - b. First Ave NW (Backage Road)
 - Early next week (Tuesday and Wednesday), curb & gutter will be placed.
 - Paving Backage Road late next week or early the following week.
 - Crews are beginning to work on constructing the access points from the backage road to businesses.
 - If everything stays on schedule, First Ave NW will be open by the July 4th weekend.
 - c. Utilities
 - New gas line is in. Crews are now working on connections with various businesses. Affected businesses will be contacted individually.
 - Utility work (water main and sanitary sewer) on 7th Street should be completed today. Lane closure on Broadway Avenue will be removed when this work is complete.
2. Impact of possible MnDOT shutdown – At this time, the direction from MnDOT is that all projects within their r/w must shut-down if there is a shut-down. The Broadway Avenue bridge and interchange area are all in MnDOT r/w. Also, with federal money in the project (approximately 80-90% of the total project cost), shut-downs could be mandatory. If the project is shut-down, it is not known how the schedule, incentives, etc will be affected and dealt with. County staff (specifically Don Theisen and Wayne Sandberg) are working on ways that the project could potentially continue even if there is a shut-down. Washington County will continue to update businesses/residents on what we know. Also – encourage businesses to contact their state representatives to make them aware of the impacts that will be felt specifically in Forest Lake if there is a shut-down.
3. Signing
 - BROADWAY AVE sign is now up on I-35 NB traffic.
 - Jackie McNamara will be sending an e-mail to all participants of the Business Billboard. She will address how/who they will need to pay.



4. Communication Update

- a. Broadway Bulletin – Size of future Broadway Bulletins advertisements (beginning in July) will be 1x3. If you have an ad in the bulletin, please send Leadholm a revised version sized correctly. If you do not have an ad in the bulletin and are interested, send Leadholm an ad. Any questions should be directed to mindy.leadholm@co.washington.mn.us
- b. Where's the Concrete Truck? – moves today to the 4th location (last before our first drawing). Any interested businesses can donate prizes for the drawing. New clue is below:
June 16 – June 30:
*Open 24 hours a day,
If you are hungry – don't delay.
The last truck location before the first winners we call.
Remember to turn in your slip at FL City Hall.*
- c. Go Local Discount Card – Tamra Kennedy (Taco John's) gave an update on the Go Local Discount Card. There are 18 interested businesses. Card will be credit card size and double sided. Participating businesses need to get their logo and deal to Tamra by Friday (tomorrow) at noon. Next N2N meeting, we hope to have a sample of the card for approval by participating businesses. Plan on having the cards distributed by Thursday, June 30.

5. Hardwood Creek Pedestrian Bridge – As of today, it is not known if the pedestrian bridge will be complete prior to the July 4 weekend. Looking into possibility of temporary railings on the bridge and opening it or keeping it completely closed to the public. Washington County Staff will plan on giving an update at the next N2N meeting.

6. Next N2N meetings


- a. June 23 – ERA Muske Company
- b. June 30 – Taco John's
- c. July 7 – American Legion
- d. July 14 – Whitaker Buick GMC


NEIGHBOR  NEIGHBOR MEETING
Thursday, June 9, 2011
8:00 AM
Wally McCarthy's

Agenda Items:

1. Construction Progress and Schedule Update
 - a. Bridge
 - This week crews will finish pouring the east abutment and work on the west abutment.
 - There will be concrete pours this week and next on abutments.
 - b. First Ave NW
 - Storm sewer is almost complete, will finish in the next week.
 - Crews will begin pouring curb & gutter on backage road the week of June 20.
 - After curb & gutter is poured, work will begin on prepping for paving
 - First Ave NW is still on schedule to be complete prior to July 4 weekend
 - c. Utilities
 - Q3 is the contractor working on the utilities.
 - Joint trench work began on Monday, June 6.
 - Plan is to have joint trench work complete up to 6th Street prior to July 4 weekend. Will continue east of 6th after July 4 weekend.
 - Any affected business has/will be receiving explanation letters in the mail describing how their business will be affected, providing contact info, and restoration policy. If an affected business has not received the letter, they will shortly.
 - Next week, there will be some water main work near 7th Street, on the north and south sides of Broadway Ave. This work has to be complete before the joint trench work can come through in this area. Affected businesses will be contacted.
 - Question was raised about a potential power outage tomorrow. Any business that is affected should have been notified. Washington County will make sure this has happened.
2. Signing
 - a. Billboards
 - Business Billboard is now up – was put up yesterday.
 - Jackie McNamara thanked everyone involved for their efforts in design.
 - It was noted that this billboard stands out and makes an impact for interstate drivers
 - b. Additional Signs
 - Everton Ave sign is up at the intersection of CR83 and Everton Ave. Directs people to take a left (North) on Everton Ave
 - Twitter Sign is up in 4 separate locations.
 - Broadway Avenue Interstate sign – not up yet, but will be in the week
 - Signal at CR83 and temp ramp – a white stop line was put across the road for drivers. This should help people see how far to pull up, and thus help trigger the signal sensor.
 - c. Temporary Business Signs

- Mindy discussed the e-mail that she sent out yesterday, which relayed information on the MN state law pertaining to business signs in public right-of-way. Any sign in public right-of-way should be removed by next Wednesday, June 15.
 - Mayor Johnson mentioned that the City will work with the County in determining if there could possibly be blank 4x8 or 8x16 signs placed for businesses to post a small sign. Postings would be limited to one per business and have a size limit. Updated information on this will be provided at future N2N meetings.
 - Joe Gustafson, Washington County Traffic Engineer, stated more specifically why all of these signs cannot be on public right-of-way (against MN State law. This law is essential to traffic safety by keeping sight lines clear, preventing obstruction of traffic signs, preventing hindrances to right-of-way maintenance, and protecting the rights of adjacent property owners). An example of this is during campaign season when signs are placed around town. Any campaign sign must be placed on private property with the permission of the property owner.
 - Discussion on creating a sign with all business names on it – Washington County’s policy throughout the construction project is that there can’t be specific business signing placed. Any sign with all businesses listed on it would require lettering so small that the business names could not be read. Washington County has worked with and will continue to work with businesses to create general business signs – Forest Lake Businesses Open, Businesses East of I-35, Businesses West of I-35, etc.
- d. Traffic Questions
- On the west side of I-35, why is Broadway Avenue down to one lane for so long? Why the right lane closed? –To be consistent through construction, minimum amount of taper, safety for drivers/construction workers.
 - If there are any specific issues with this (a certain turn that is difficult), this will be looked at on an individual basis. (For example, the 19th Street right turn lane was modified based on comments from businesses/their customers)
3. Communication Update
- a. MnDOT Construction
- At Taste of Vadnais Heights on Thursday, June 9 (today) from 6-9PM there will be layouts and project information on the I-35E construction project.
- b. Post Cards distributed – elementary schools –
- 1800 postcards delivered to 4 area elementary schools – to go home with students today
 - Postcards have detour routes, website, and contact info on them.
- c. Go Local! Card
- As of today, there are 15 interested businesses. Still a few others who might be.
 - Plan is to make the Go Local card ‘business card’ size – double sided – w/offers from each business.
 - Cost of the plastic holder, initial package of Go Local! Cards, & poster will be <\$20.
 - Additional cards will be available for purchase at the expense of individual businesses.
 - More detailed information at next week’s meeting.
4. Additional Discussion Points
- It was requested that Mindy send out an e-mail asking any business to share impacts of construction, changes in traffic patterns, impacts of coupons/offers/signing, etc. Mindy will work on this and get an e-mail/survey sent to businesses.
5. Next N2N meetings
- a. June 16 – Culver’s
- b. June 23 – ERA Muske Company
- c. June 30 – Taco John’s

NEIGHBOR  NEIGHBOR MEETING
Thursday, June 2, 2011
8:00 AM
Taco John's

Agenda Items:

1. Construction Progress and Schedule Update

- I-35 NB on-ramp open as of last Friday (prior to Memorial Day weekend).
- Storm sewer work this week on 8th Street and First Ave NW (backage road)
- Water Main work is done in front of businesses until the backage road is open.
- Backage Rd should be open by the end of June
- Joint Trench (gas/electric/phone) work to begin next week.
- Joint Trench will be installed in part by open trench and in part by directional boring. The directional boring will be done to minimize interference with access. Any business that has an affected access will be contacted prior to any work being done.
- Bridge work this week and next will consist of work on the east and west abutments.
- Update on Hwy 8 Mill & Overlay: Mill & Overlay begins at I-35 and will continue for approximately 8 miles to the east. This is a 2 week project. Work will only be done Monday-Friday. No weekend work. Starts next Monday (June 6) There will be a ramp closure at Hwy 61.
- Water main Process - As work continues on the water main, crews are finding items that need to be replaced which were not anticipated. It is hard to anticipate the work needed for underground items, because you can't see what is there until you get down to it. When unexpected potential problems arise, it is much easier to do all the work that has to be done – while the utility companies are here and the ground is dug up – rather than having to do extra work after the road/landscaping work is complete. Because of this, water main work is taking a little more time than anticipated.
- Businesses mentioned that the changeable message boards on I-35 were nice to stress to interstate traffic that all ramps at CR-2/Broadway Ave were open. They asked if Washington County would consider the message boards for the July 4 weekend. Leadholm noted and will look into it.

Construction Question #1 – Are so many barriers needed on the north side of Broadway Ave (near Taco Bell)? Yes. Trucks are bringing loads and dumping, steep embankments. These barriers are there for the safety of workers and drivers.

Construction Question #2 – Why is Right Lane blocked from Everton Ave to I-35? Must get the traffic reduced to one-lane and this is the most safe/best spot to make that happen. As far as exactly why the construction barrels start where they do – we can look into this and see if that could be reduced. It is not causing traffic congestion or problems so will probably be left where they are at.

2. Communication Update

- a. Table Tents & Post Cards: Table tents have been delivered to any interested restaurants/businesses. Table tents have a detour map, contact information, website, and other project info. Great for putting on tables in restaurants or on counters. FLACC printed

post cards with same information as the table tents – to be used by any business who has a drive-thru. Any business who is interested in receiving more table tents and/or postcards can contact Eddy or Leadholm.

- b. **Broadway Bulletin:** Broadway Bulletin will be distributed to businesses tomorrow. (Friday, June 3) Still looking for more businesses for the July edition. July edition advertisements will most likely be made smaller (1x3) because of more interest.
- c. **Where's the Concrete Truck?** : Truck is now in a new location. New clue has been released. If any business is interested in donating prizes for the first drawing (which will be on June 30), contact Mindy Leadholm or Colleen Eddy.
- d. **Go Local Card**
 - Tamra Kennedy, Taco John's, explained the general concept of the Go Local! Card. Ideas consist of:
 - ✓ Small business-card like card
 - ✓ 24-28 businesses will fit on this card – each to offer a deal for their business
 - ✓ Cards will be 2-sided, full color
 - ✓ Each business will have a specific amount of space – to display logo and their special offer to the customers
 - ✓ Cards will be free of charge to customers
 - ✓ Offers will be continuous until 12/31/11. Customers will be able to use the card repeatedly until the end of the year.
 - ✓ Cards will be displayed at businesses on card – with a plastic display case
 - ✓ Initial cost to businesses will be \$20 or less.
 - ✓ Initial cost of printing is possibly sponsored.
 - ✓ Tamra Kennedy will send out an e-mail to all businesses we have e-mail addresses for by Sunday. This e-mail will present the Go Local! Card and ask if businesses are interested in participating
 - ✓ Because of limited space, Go Local! Participation will likely be on a first come-first serve basis.
 - ✓ The goal of distribution is to get these cards out as quickly as possible.
 - ✓ Updated information at next week's N2N meeting.


3. Additional Discussion Points

- Discussion on tracking of construction impact for businesses, how are the signs, special offers, construction specials helping business. How are times/customers/etc changing throughout the construction? What have businesses noticed in the first part of the construction process? Leadholm will work on how to gather this information for the benefit of everyone interested. It will be up to the businesses to gather this information.
- Forest Lake Business Billboard will be put up sometime next week (Week of June 6)

4. Next N2N meeting

- a. Schedule to be organized
- b. Need and Interest

Leadholm asked for business input on necessity of N2N meetings. Should they be weekly? Monthly? Are they beneficial for businesses? Input was given that at least through June, the N2N meetings should continue as they have been – every week. Leadholm will work on a schedule for the next several weeks and notify people of the plan.


NEIGHBOR NEIGHBOR MEETING
Thursday, May 26th, 2011
8:00 AM
American Legion Post #225

Agenda Items:

Introduction

Mindy Leadholm opened the meeting by thanking everyone for coming. She discussed briefly how past meetings have gone long, and we'd like to get through as much information in an hour as possible. She asked that we get through one complete topic of discussion (for example, signage) and then ask questions relating to that particular topic.

1. **Signage Update** – Leadholm addressed signage as a whole. WashCo appreciates all of the input we have been given on the signage – each and every one of you sees the signs/detours/construction in a different way and are affected differently. You all have different needs for traffic patterns, hours of operation, employees, and customers. She thanked all businesses for their input.
 - a. Hwy 8 & Hwy 61 – this 'Businesses East of I-35' signing should be up today.
 - b. No Parking on 12th - No parking signs were put up by the city yesterday (Wednesday)
 - c. Social Media Signs – In the process of creating these signs. Will be up in the next week or two.
 - d. Interstate Signage
 - Forest Lake Businesses Open During Construction – signing is up.
 - Broadway Ave follow 2 Detour – Washington County worked with MnDOT and was approved for the signing. Sign should be posted sometime in the next week or two. This sign will most likely be posted under the 'Forest Lake Businesses Open During Construction' signing.
 - e. Ramp closure will be open by Friday at noon. To emphasize to anyone driving on the interstate over the holiday weekend, we'll have the changeable message boards NB and SB that say something to the effect of CR 2/Broadway Avenue Ramps Open. – these message boards will not be posted throughout the entire summer – but during this weekend, since there have been some closures and this is the first major holiday weekend of the summer.
2. **Communication Update**
 - a. Overall/Utilities – Leadholm discussed what happened last week. Culver's was not informed of their access closure. The water main utility work is the reason for the closure. Culvers should have been notified of this closure and they were not. Ultimately this is a Washington County project and as the Washington County Business Liaison, Leadholm took responsibility for this miscommunication. She emphasized that in the future, any business with an access issue, will be notified before a closure occurs. If the closure happens during business hours and there are no alternative places of access, a temporary access will be installed. Leadholm stated that construction has an ever changing schedule and things may change from day to day, but any business impacted will be notified and solutions will be determined based on any specific circumstances.

- b. Primary contacts – Mindy Leadholm and Jason Pommier – Washington County.
 - c. Project Website Updates:
 - Construction photos, YouTube videos, and links to Twitter and Facebook have been added to the project website.
 - Lakes Area Community Television Channel 10 – “A View of Broadway Avenue” – detour routes, bridge demolition, etc. These are short video clips discussing the project. Can be found on the LATV website and the Washington County YouTube channel.
 - MnDOT – Construction Section...2011 Construction Projects. (there is a Map of projects, list of projects, and links to project websites) Can sign up for ‘I-35 South of Duluth’ e-mail updates or ‘I-35E between Forest Lake and White Bear Lake.’ E-mail updates (Each project has its own page with maps, project description, schedule, contact info, facebook page, e-mail updates, etc)
 - d. Table Tents – FLACC printed table tents for any business interested to put on tables, counters, display. Anyone interested, talk to Leadholm or Colleen Eddy with the FLACC.
 - e. Broadway Bulletin – June edition will be delivered next week...and Leadholm will have copies at next week’s meeting
 - f. Cross Promotions...Tamra Kennedy with Taco John’s has come up with an idea for a “Go Local” discount card. Basic idea is to get a bunch of businesses onto a card that people can use over and over again. More information at next week’s meeting.
 - g. Where’s the Concrete Truck? – Leadholm mentioned that she is working on getting the info. on this promotion out through the elementary schools in the area. This way, we can focus on getting the kids interested in finding the concrete truck as it moves through the city.
3. Construction Progress and Schedule Update
- a. Bridge – This week: pile driving, building the wall and footings on the east side and working on the west abutment. NB on-ramp will be open by noon tomorrow (Friday) to account for the Memorial Day traffic. Changeable message boards will alert traffic that all ramps are open.
 - b. Backage Road – Working on the subcutting. Will begin storm water work next week. There is some additional work in the backage road area because so debris was found buried that needs to be removed. At next week’s meeting, there should be a better schedule on the completion of the backage road.
 - c. Utility Coordination – Businesses will receive notice if their water/utilities/access will be affected. Joint trench work is expected to begin next week.
 - d. Additional Info:
 - On Friday, there will be a green mulch material placed along the project in areas that have been disturbed. This is a mixture of grass, mulch and is temporary. This is not the permanent fix for these areas.
 - Sweepers will be cleaning the street, parking lots, all areas for dirt, debris. Big clean-up prior to the Holiday.
 - No scheduled work over the Memorial Day Holiday.
4. EDA Update: Jackie McNamara provided an update on the billboard. The billboard will be put up in June. It will run 6 months. As of today, there are 17 businesses interested in having their logo on the billboard. These 17 businesses are paying for a part of the billboard. The rest is being paid by the EDA (\$10,000 + the cost of creating the sign donated by EDA). Jackie provided a sample of what the billboard will look like. There was some discussion on wording, sizing, and location of various pieces of information. McNamara recorded these comments and will have a final draft of the billboard by next meeting.
5. Next N2N meeting
- a. June 2nd – Taco John’s

NEIGHBOR NEIGHBOR MEETING

Thursday, May 19th, 2011

8:00 AM

ERA Muske Company (920 West Broadway Avenue)

Agenda Items:

1. Introductions and Sign-In
2. Old Business
 - a. Signing
 - Hwy 8 and Hwy 61: Business sign is up. Looking into adding another sign right at the Hwy 61 stoplight directing traffic south (left) for Businesses East of I-35. Jackie McNamara brought up the question of what sign was posted at Hwy 8 and Hwy 61. Mindy stated that she will check out this situation and make sure it is the correct sign.
 - Kettle River Blvd (Broadway and 220th Street): WashCo will not be putting up any signs at Kettle River Blvd. The first sign when on Broadway Ave when coming from the west states 'Road Closed Ahead. Follow Posted Detour.' This should eliminate people turning before they have to (at Kettle River Blvd)
 - Forest Lake Businesses Open During Construction: should be up end of this week or early next week.
 - Twitter and Facebook Signs: working on getting these signs up
 - Broadway Avenue on Interstate detour signing: Because there is no mention of 'Broadway Ave' on the Interstate prior to construction, there does not need to be any signage for 'Broadway Ave' on the construction/detour route.
 - GPS Systems: some GPS systems are getting the detour route/bridge closed into their systems. Not all – but some.
 - Jackie McNamara suggested a business sign at 19th Street and Everton Avenue – directing people to use 19th Street. This will be looked at, but is not probable due to the fact that 19th Street at Broadway Avenue is still open to traffic.
 - b. Calendar of Construction Events: will keep the calendar project specific. Link to MnDOT site for any of the projects on I-35 and I-35E.
 - c. Traffic
 - Everton Ave – speeding concern: Police Department has been notified of the speeding concern.
 - Parking on 12th Street: No Parking signs will be put up on 12st Street in the very near future.
 - d. Utilities: Joint Trench utilities will begin the week after Memorial Day. It will take approximately 5 weeks for crews to get to 8th Street. This construction will not affect the 4th of July celebration or parade route. Also, the city will be paying for the utilities to be buried to various businesses and properties. It was noted that communication is critical throughout the construction (roadway, water main, joint trench, etc) Regardless of what the reasoning, it is very important that business/property owners are made aware. The prime contacts for construction questions are Mindy Leadholm and Jason Pommier. If anyone has any question, concern, etc – these people should be contacted. Mindy and Jason will work with the contractors and businesses to make sure that communication is made throughout.

3. Construction Progress and Schedule Update

a. Bridge:

- NE Ramp work is ongoing throughout this week. The plan is to have this ramp open the Thursday or Friday prior to Memorial Day weekend so it is ready for the holiday.
- Pile driving has begun. Vibration monitoring was performed on the buildings closest to the bridge. The results of these monitoring were significantly less than any level that would be of concern. Monitoring will continue from time to time throughout the process, but is not required because of the distance and initial results.
- Continue to work on removals and muck excavation
- Wick drains will be installed to help with drainage.
- There will be no work over the Memorial Day weekend/holiday.

b. Backage Road: Contractors will be done sub-cutting next week and will then begin storm sewer work.

c. Utilities: Watermain work should be complete up to 8th Street by next week. Joint Trench utility work will begin the week after Memorial Day. More schedule updates to follow in the upcoming meetings.

d. Pedestrian Bridge: final road closure happened yesterday (Wednesday) between Hwy 61 and 4th Street. This road closure was because the bridge deck was being poured. There should not be any more total road closures, although there may be a few lane closures until the project is complete.

4. EDA Update

- Billboard is a go! Will be a 6 month contract (June 6-November 27).
- Total cost: \$18,938 + \$1,200 (design)
- Location = 3 separate billboard locations moved throughout the 6 months. All locations are on the East side of the Freeway (NB traffic) near the weigh station.
- EDA contributes \$10,000.
- Any business that is interested will have the opportunity to contribute to the remaining cost. Businesses who contribute will have a logo on the billboard throughout the entire 6 months.

5. Communication Update

a. Table Tents: Colleen talked about the table tents she had printed. They are for any business interested in having them at their location. To be put on tables, bank counters, etc. Have a map of the detour route and contact information listed. If you have a business and are interested in having table tents, contact Colleen Eddy or Mindy Leadholm

b. "Where's the Concrete Truck?" new location and clue: *With nine items on the menu, it was founded in 1948, At that time, \$0.15 burgers are what people ate. Now one of 32,000 restaurants world-wide, Join us for a meal – and find the Concrete Truck inside!*

c. Cross Promotions! Taco John's talked about some promotions they are doing for construction workers and local residents. They also expressed interest in being a part of cross promotions. (Example: Bring you Taco Johns receipt to Holiday Stations for \$0.05/off per gas. Bring your Holiday Station receipt to Taco Johns for \$1.00 off a burrito. Talked about getting going with punch cards, etc. Will work on ideas and bring to the next meetings. Any way to get the word out will be a good thing.

d. Businesses suggested that a human interest story on the businesses be brought up to Kare11 and other media to get the word out that businesses are still open and counting on Interstate traffic to keep them in business. Also stress that Forest Lake is a great community with many things to offer the visitor (events, lakeside downtown, on the way up North, etc).

Colleen Eddy and Taco John's/Tamra Kennedy are going to check out what contacts could be made.

6. Future N2N meetings
 - a. May 26th – American Legion
 - b. June 2nd – Taco John's
 - c. Mindy is working on getting a schedule in place through August. If you are interested in hosting, let her know now. Otherwise, the schedule will be set.

NEIGHBOR  NEIGHBOR MEETING

Thursday, May 12th, 2011

8:00 AM

Wally McCarthy's Chevrolet (533 19th Street SW)

Agenda Items:

1. Introductions and Sign-In
2. Construction Progress and Schedule Update
 - Joe C. and Jason P. gave a brief update on what has been done so far this week. Night work on the bridge demolition will continue one more night (tonight) because of weather and equipment problems. Tonight, NB I-35 traffic will be directed up and down the ramps at CR-2 (as they have the past 3 nights.) SB I-35 traffic will remain on the mainline-but there will be some lane closures.
 - Joe C. brought the 1967 bridge plaque that was recovered from the bridge removal. Anyone interested in looking at it can come up and check it out.
 - Backage Road (extension of 1st St NW) continues with more muck excavation.
 - Beginning Tuesday, May 17th – the NE ramp (NB I-35 on-ramp) will be closed for approximately two weeks. The goal will be to get the ramp open to traffic before the beginning of the Memorial Day weekend.
 - Utility work will start next week. Specific businesses will be contacted individually. Utility work will take about 5 weeks to complete up to 8th Street. The County staff is going to verify whether or not individual business/owners will be responsible for any utility relocation costs.
 - Jason updated everyone that clearing and grubbing on the project is now done. Also, a street-sweeper will be working on keeping the streets free of dirt and debris throughout the project.
3. Misc Updates from Washington County
 - a. Signs to be put in: Everton Ave signs at CR 83 were installed. Jason will get these signs on a higher pole for easier visibility; Hwy 61/Hwy 8 Business sign is being made – up next week; Forest Lake Business Signs are Open during Construction – up next week.
 - b. Signals: timing of the signals is being reviewed with the construction. Will be continuously monitored.
 - c. Detour Route: Mindy updated the group that she has talked to the FLPD and other people in Forest Lake and that the detour route seems to be working pretty well for people.

4. Reaction to the Construction/Detour

Businesses were able to discuss their reaction to the beginning of construction. There were a few questions on detour routes, signage, and signal timing. Also, a culvert replacement project in Anoka County has a small portion of Broadway Avenue closed. A request was made for signing at Kettle River Blvd and 220th Street. Some clarification to signing will be brought to the next meeting.

5. EDA Update

Jackie McNamara updated the group on the billboard discussion. There will be a billboard put up beginning June 6th. Billboard location: NB I-35 at Weigh Station. The EDA will fund \$10,000 (first 3 months). If businesses are interested, they can pay \$400 to have their logo put on the sign. This will help fund the billboard for another 3 months. Several businesses stated that they would be interested in this. Jackie will work on checking with other businesses to see if they are interested. She will provide another update next week.

6. Communication Update

a. Survival Guide/Detour Route

Mindy provided 2 detour route maps (color and B&W) for people to use at their business. They can also link to the project website from their website for visitors to see the posted detour routes.

b. Business Directory

Should be updated by end of week or next week.

c. What others are doing

Mindy gave a few samples of what others are doing (using the Broadway Bulletin, various marketing strategies to reach East Side, West Side, Construction traffic, Interstate Traffic, specials, detour route display, directions on business cards, etc.)

d. Cross Promotions


Next week the communication part of the meeting will focus on cross-promotions. What business can you join forces with the promote your business, etc.

7. Future N2N meetings

a. May 19th - ERA Muske Company

b. May 26th - American Legion


c. June 2nd - Taco John's

NEIGHBOR  **NEIGHBOR MEETING**
Thursday, May 5th, 2011
8:00 AM
Culver's (1007 West Broadway Ave)

Agenda Items:

1. Introductions and Sign-In
2. Broadway Avenue Construction Update (updated schedule)
 - Joe C. and Jason P. talked about the construction schedule and what will be happening in the upcoming week. Bridge closure will begin today sometime.
 - Signage will be up and temporary ramps will be open prior to bridge closing.
 - Bridge is planned to be removed Monday (deck), Tuesday (beams), and Wednesday (piers)
 - I-35 traffic will use the ramps and ramps will be closed to all other traffic between 8 PM and 5 AM on these days.
 - Utility coordination has started. It will be a few weeks before there will be another update with additional information on schedule for the utility work. Utility trench will take approximately 5 weeks to complete once it is started.
3. Other Construction Updates
 - a. Hardwood Creek Pedestrian Bridge – Pedestrian Bridge will arrive and be placed on Friday (tomorrow). Broadway Avenue will be closed between 7 AM – 7 PM on Friday.
 - b. I-35 construction, north of Forest Lake – Scheduled to begin Sunday evening (May 8th) Check Mn/DOT website for more details. (There is a link to Mn/DOT's website on www.broadwayaveforestlake.info)
 - c. CR-83 – working on painting the bridge, finishing touches on landscaping, etc. Work will be complete in the next week or two.
4. Signing
 - a. County Road 83 and Everton Avenue (during and after construction) During the construction, Road Detour signs and Business signs seem to be working. If county traffic engineers find they are not in the exact right place, they can be moved. Washington County is also working on getting permanent street signs at Everton Ave. In addition, Hwy 8 and Hwy 61 signs are being worked on – should be up in a week or two.
 - b. MnLogo Interstate business signing – MnLogo was able to come out and get the signing put up on the interstate signs. There are small orange signs on affected businesses saying 'Follow Detour East/West' MnLogo signs on the ramps will be removed until after construction is complete.


5. Billboard Update (EDA) - Jackie McNamara introduced a new idea instead of the billboards. The City of Columbus owns land on the NE corner of Hwy 97 and I-35. They'd be willing to allow the EDA to put up 1 (maybe 2) 8'x8' signs on their property. There was some discussion as to what should be up on the signs – map, wording, etc. Jackie will come next week with an update and more details as to whether or not this is possible.
6. Communication Update
 - a. Website – continuously updated. Make sure you check out the OxBlue cameras.
 - b. “Where’s the Concrete Truck?” – Mindy gave an update on the rules, what the truck looks like, how the game works, etc. Details are on the project, city, and chamber websites.
 - c. Broadway Bulletin – Mindy brought extra copies of the bulletin if people are interested in taking it. As always, get your ads in if you want to participate in the June edition.
7. Other discussion topics for today
8. Future Neighbor 2 Neighbor Meetings
 - a. May 12th – Wally McCarthy’s
 - b. May 19th – ERA Muske Company
 - c. May 26th - ?
 - d. June 2nd – Taco John’s

NEIGHBOR  **NEIGHBOR MEETING**
Thursday, April 28th, 2011
8:00 AM
Taco John's (1966 West Broadway Ave)

Agenda Items:

1. Introductions and Sign-In
2. Construction (Joe)
 - a. Updated Schedule – Joe gave an update on the bridge schedule. Bridge is scheduled to be taken down the week of May 9th. The contractor needs additional days prior to May 9th to get his equipment in order and everything ready for the removal. Bridge is tentatively scheduled to close on Tuesday, May 3rd. Temporary ramps will be open prior to bridge closing.
 - b. Utility Schedule – work will coincide with road construction. Notable dates will be posted on the website calendar.
 - c. '100 day' contract discussion – Joe discussed the topic of the '100 day' bridge discussion. He noted that the '100 day bridge' discussion was '100 working days' and that working days take out every Sunday and 5-6 days/month allowed for bad weather throughout the job. He also noted that when the DRC was discussing the '100 day bridge,' there were no temporary ramps or surcharge in the project. These two additions to the project are wanted and necessary, but do take additional time. Joe also noted that the project now allows for '140 working days' for bridge construction. With the incentives built in, the contractor could potentially get the bridge done in 95 working days, which would be less than originally discussed.
 - d. Streetscaping Plan – Streetscaping will be similar to the roundabout/downtown area. Bridge colors will be tan, instead of gray – will all match. The trees/shrubs are not in the same contract as the road construction. Washington County and the City of Forest Lake are working together to figure out the exact landscaping plan.
3. Rest Area Discussion (Cory) – Cory Slagle explained how the rest area will not work as an off-ramp. There would be many safety concerns and the rest area needs to be a safe place for people to use it as a rest area. A map was passed out showing the configuration of the rest area, how the temporary on-ramp will work, and how everything will look. Cory was asked whether the CR 2 ramps will be closed entire days while the bridge will be removed. He responded that the bridge removal will occur at night (tentative hours 8:30 PM – 5:30 AM) During these times, the ramps at CR 2 will be used only for I-35 traffic.
4. Signing and Detours (Mindy/Cory/Joe)
 - Twitter/Facebook sign will be placed at either end of the project
 - Hwy 8 and Hwy 61 sign is a strong possibility. (for Businesses East of I-35)

- County Road 2 detour signs will remain as is (no Broadway Avenue added)
5. Billboard Update (EDA) Jackie McNamara gave a Billboard update. She agrees with the businesses that the original billboard being discussed to use was not in a good location. Is getting some quotes from ClearChannel for different billboards (both NB and SB) and should have more information at the next meeting.
 6. Communication Update (Mindy)
 - a. Website/OxBlue – Should be up and running within the next week.
 - b. Mn/DOT construction update – Mindy gave a brief update of construction project on I-35 north of Forest Lake. The link to Mn/DOT on the project website should have additional information
 - c. “Where’s the Concrete Truck?” – Mindy and Colleen gave a brief discussion of the “Where’s the Concrete Truck?” game. Information will be in the Broadway Bulletin and posted on the project website, City of FL website, and FLACC website. The clues will also be posted in the FL Times.
 - d. Broadway Bulletin – Mindy is in the process of printing the May Broadway Bulletin. If you have updates or would like to get an ad for your business in the Bulletin, contact her ASAP.
 - e. FLACC Lakes Area Expo Home and Business Show – Washington County will have a booth at the FLACC Lakes Area Expo on Saturday, April 30th. Information on the project will be available. The show runs from 9:30 AM – 4:00 PM.
 7. Other discussion topics for today
 - County Road 83/Everton Avenue – signing/visibility. There is concern that after coming over the bridge (WB), people will not have enough time to turn onto Everton Avenue. Concern is for during construction and in the future. Washington County will look into this and bring information to the next meeting.
 8. Future Neighbor 2 Neighbor Meetings
 - a. May 5th – Culvers?
 - b. May 12th – Wally McCarthy’s

NEIGHBOR  **NEIGHBOR MEETING**
Thursday, April 21st, 2011
8:00 AM
American Legion (355 West Broadway Ave)

Agenda Items:

1. Introductions and Sign-In
2. Old Business
 - Rest Area – Joe Campbell and Mindy Leadholm discussed with the group the reasons why the rest area cannot be used as an off-ramp...at ANY time during the project. The main reasons that the rest area cannot be used as an off-ramp are safety concerns. The detour during this time will be Hwy 97. A request was made for a Mn/DOT member to attend the next N2N meeting and participate in the discussion. Mindy will contact Mn/DOT – to discuss the rest area issue and see if there is availability to attend a N2N meeting.
 - Revisited whether the detour signs on I-35 will read County Road 2 or Broadway Avenue. The standard is County Road 2 and Washington County will follow the standard.
 - Revisited whether there can be a sign placed at Hwy 8 & Hwy 61 to direct 'Businesses East of I-35' to use Hwy 61. Should have more answers next week.
 - Website: The Business Directory is now on the website; The N2N meeting minutes will be posted each week so anyone who misses a meeting can see them; the calendar mapping function the project calendar has been corrected to show the correct location of items; Project Schedule/Calendar will be updated throughout construction as often as necessary. The most up-to-date information will be available for you.
3. 35E Construction Update

There is now a link on the Broadway Avenue Project Website to Mn/DOT's 2011 construction. All I-35 construction should be on this link. Mindy and Joe C. will find some more information on the I-35 construction north of Forest Lake. There was also a question as to radio construction updates. Mindy will look into this and see if it is a possibility.
4. Construction Schedule

Joe gave an update on the construction schedule as we know it. The contract is scheduled to be awarded to the low-bidder, Redstone Construction, on Tuesday, April 26th. Tentatively, the bridge will be taken down either the 2nd or 3rd week of May.
5. Billboard Update (Jackie McNamara/EDA Update)

- There were no members of the EDA present to give a Billboard update. There was some discussion with business owners that the location of the available billboard was not ideal and people were questioning whether it would be worth the money. Next week, we will get an update from the EDA and discuss how they plan to proceed.
6. Broadway Bulletin and Business Directory – take copies and distribute
 - Need to Update John Freed's corrections. Mindy will work on this.
 7. Other discussion topics for today
 - '100 day' bridge discussion – Joe will look into this and discuss more at next week's meeting.
 - Utility Contract – how is the coordination going to happen? Joe discussed how the utility contractor will also know that access is important and will make sure all businesses have access throughout the project.
 - Landscaping – next week, Washington County will provide an artist rendering of what the landscaping/streetscaping plan will look like when Broadway Avenue is reconstructed.
 8. Future Neighbor 2 Neighbor Meetings
 - a. April 28th – Taco John's
 - b. May 5th - ???
 - c. May 12th – Wally McCarthy's
 - d. May 19th - ???

NEIGHBOR  **NEIGHBOR MEETING**

Thursday, April 14th, 2011

8:00 AM

ERA Muske Company (920 West Broadway Ave)

Agenda Items:

1. Introductions and Sign-In
2. Old Business
 - Discussion of signage on Interstate 35 – Mapquest uses both County Road 2 and Broadway Avenue. John Freed noted that his Garmin gives directions via Broadway Avenue. However, the signage on Interstate 35 will be County Road 2 – this is the standard for road signage on the interstate and is easiest for most travelers to understand.
3. Website – www.broadwayaveforestlake.info

Joe Campbell went through the project website, showing all in attendance the features, pages, and information that is on our project website. Questions were answered and people were encouraged to use the site for project questions. A variety of search criteria were used to bring the website up and it seemed to pop up reasonably well using various methods. Joe noted that information on the website will be updated throughout construction. The project calendar on the homepage will have specific dates as to what will be happening.

On the website, question was raised about the map feature on the calendar. It is not showing people to the correct location. Joe will check with Mindy on this issue. Question was also raised about putting the Business Directory on the website – Joe will talk with Mindy about this as well.
4. Billboard Update (Jackie McNamara/EDA Update)

Jackie gave some information on the billboard – should have more next week.
5. Broadway Bulletin – take copies and distribute
Additional copies of the Broadway Bulletin requested
6. Reminder: April 19th at Headwaters Service Center (3:30-7:00 PM)
Pre-Construction Open House
7. Other discussion topics for today
 - Mn/DOT construction – there is concern related to the construction on 35E south of Forest Lake. Joe noted that a link to the Mn/DOT website will be put on the

Broadway Avenue project website so people can stay updated on this construction as well.

- Rest Area – question was raised as to why the rest area cannot be used as an off-ramp while the SB exit ramp to Broadway Avenue is closed or restricted with no turns. Otherwise, traffic has to drive south to Hwy 97, U-turn at Hwy 97, and come back up to exit at County Road 83. Joe will look into how this was addressed and get back to the group next week.
- Discussion on Met Council working with the University Avenue businesses throughout the construction. Getting money from the Met Council for Broadway Avenue businesses is not an option.
- It was suggested that a ‘Businesses East of I-35’ sign be put at Hwy 8 and Hwy 61 to direct traffic south on Hwy 61. Joe will look into the possibility of that sign.

8. Future Neighbor 2 Neighbor Meetings

- a. April 21st – American Legion
- b. April 28th – Taco John’s

NEIGHBOR  **NEIGHBOR MEETING**

Thursday, April 7th, 2011

8:00 AM

Culver's of Forest Lake (1007 West Broadway Ave)

Agenda Items:

1. Introductions and Sign-In
2. MnLogo Update
Update: For anyone who uses MnLogo signs on the Interstate, there will be small 'FOLLOW EAST DETOUR' for SB traffic and 'FOLLOW WEST DETOUR' for NB traffic signs inserted below individual logos. This affects: AmericInn, Taco Bell, McDonalds, Burger King, Culvers, Perkins, White Castle and Super America on SB I-35. It affects: Country Inn & Suites, Famous Dave's, and Wendy's on NB I-35. MnLogo has ordered the signs and will install when the detour is implemented. There will be no cost to businesses.
3. Billboard Update
EDA will address on Monday, April 11th meeting. We will know more information at the next meeting (April 14th)
4. Broadway Bulletin
Mindy distributed copies to those interested. Encouraged businesses to distribute and have others participate in the advertisements.
5. Signing Plan
Mindy brought larger layouts of Local Detour Route and Business Detour Route. People had a chance to look at and ask questions on the plan. Question did arise as to why signs on interstate say 'CR 2' and not 'Broadway Avenue' or 'CR 83' and not '220th Street/11th Avenue'
6. Other discussion topics for today
None
7. Future Neighbor 2 Neighbor Meetings
 - a. April 14th – ERA Muske Company
 - b. April 21st – American Legion
 - c. April 28th - ??

NEIGHBOR  **NEIGHBOR MEETING**

Thursday, March 31st, 2011

8:00 AM

ERA Muske Company (920 West Broadway Avenue)

Agenda Items:

1. Introductions and Sign-In
2. Old Business – last week
 - Business Directory will be in the Spring Newsletter – Mailed out next week. Thank you to all of the comments from last week. The Bulletin has been revised and updated based on those comments.
 - Website has been updated – and will be kept up to date throughout the project. Front page has a calendar on it which will have all the Neighbor 2 Neighbor meeting information, as well as dates of other construction/communication related items.
 - MnLogo has been contacted. No room for additional signage...working on what to do with the signs that are there now. Should have more information by next week.
3. Communication Plan

Mindy went through the communication matrix of all of Washington County's communication methods. Discussed how these will work and who they will affect. Mindy passed out the matrix for all attendees to see.
4. Other discussion topics for today
 - Jackie McNamara talked about her efforts with the Billboard. If the EDA helped to support a billboard, it would have to be general and not target specific businesses. Could possibly use the 'east side' and 'west side' of I-35 descriptions. Costs she found were about \$3200/month. Will continue to looking into this – first available billboard is May 1.
 - Colleen Eddy was asked to go over what the businesses affected by the roundabout did during construction. She talked about how the provided construction discounts, got their specials to Ryan Goodman (Business Liaison), used cross promotions, gave coupons, etc. She encouraged all businesses to use the Broadway Bulletin and get their information to Mindy.
 - Colleen also talked about how the Chamber has a ½ page ad each month. Potentially we could use that for some construction/website promotions.

5. Future Neighbor 2 Neighbor Meetings

a. Discussion topics and goals for April

April 7th: Joe/Nik come? Discuss signage, detours, etc. Have a big display of where the Businesses West of/East of I-35 will be located.

April 14th – Have access to computer/internet at ERA Muske. Suggested that we go over each part of the website and show people where information is and where it can be found.

b. Locations – April 7 (Culvers), April 14 (ERA Muske), April 21, April 28.

Other possible locations for N-2-N meetings...talk to Legion, Famous Daves.

NEIGHBOR  **NEIGHBOR MEETING**

Thursday, March 24th, 2011

8:00 AM

American Legion (355 West Broadway Avenue)

Agenda Items:

1. Sign-In Sheet: If you have attended previous meetings, please verify your contact information and mark that you have attended on 3/24. If you have not attended previous meetings, please add your contact information.
2. Old Business – last week
 - Mindy provided size of signs for “Businesses East/West of I-35” and “Forest Lake Businesses Open During Construction” interstate signs.
 - Mindy provided extra March 17th agendas for anyone who missed the meeting and would like to see the chart with specified incentive information
 - Mindy provided extra Business Brochures to anyone who wanted copies.
 - Discussion on where “Businesses East/West of I-35” signs would be located – used the Business Directory to discuss these locations
3. Business Directory
 - a. Review – Talked with businesses present on the overall look of the directory and what could be done to make it better
 - b. Ideas to make better
 - Add the new car dealership business (also check all businesses listed)
 - Make the ramps at CR 2 stand out similar to the ramps at CR 83 – showing that these ramps ARE open.
 - Make I-35 stand out more – it is a road that everyone can relate to.
 - Support Your Local Businesses! Can be highlighted more – try to make that stand out.
 - c. Distribution
 - Will be on the website to look at and print.
 - Available at Forest Lake City Hall, Headwaters Service Center, FLACC, and other local businesses who want copies.
 - Possibly added to our Spring 2011 newsletter. Brian Johnson, SRF, is getting Mindy the cost estimate on adding an insert.
 - Possible to make tablets for businesses to have, pass out, distribute to customers, employees, etc.

4. Broadway Bulletin Update


- a. April 2011 edition needs more advertisements. Submit an advertisement to Mindy as soon as possible if you are interested.
- b. Cross-promotions – businesses should work together to provide various cross promotions. These can be included in the Broadway Bulletin
- c. Options of advertising in the newspaper – went over cost of having a Broadway Bulletin insert in the FL Times vs taking out a full-page ad in the FL Times. Other variables with this include:
 - Number of ads we could fit on a full or half page ad
 - Cost of inserts vs full/half page ad
 - Cost of printing
 - EDA could potentially find funding. Will have to be something that is approved at one of their meetings. Mayor Johnson provided some ideas and said he would talk at the next EDA meeting (March 28th) regarding the funding for this.
 - Broadway Bulletin will be available at local businesses who want to have it, FL City Hall, Headwaters Service Center, Library, FLACC, and on the website for viewing and printing.
 - Will list businesses the Bulletin is available on each bulletin.
- d. “Where’s the Dump Truck?” contest (Prize donations)
 - An idea that Colleen Eddy, Forest Lake Area Chamber of Commerce, came up with. Similar to “Where’s Waldo?” but will hide a dump truck or something ‘construction related’ in various businesses throughout construction. Broadway Bulletin can provide clues as to where it is located and people who find the dump truck will be entered into a drawing each month. Prizes would need to be donated by local businesses. Mindy will work with Colleen to determine logistics on this event. Meeting with Mindy and Colleen set for Tuesday, March 29th, 10AM at the Chamber office.

5. Other discussion topics for today

Billboard Discussion: Businesses present are very interested in having a Billboard (both NB and SB) on the interstate. This is something the EDA could possibly fund, but needs to be approved at an EDA meeting. Also, need dollar amounts and availability of billboards. Jackie McNamara was not present to provide any information she has found. Mayor Johnson will try to attend the March 31st Neighbor 2 Neighbor meeting and fill the group in on any discussion at the March 28th EDA meeting.

6. Future Neighbor 2 Neighbor Meetings

- a. Thursday, March 31st – ERA Muske Company (920 W Broadway Avenue), 8-9 AM
 - Future meeting times and locations will be on the project website on the main page – calendar.
- b. If any other business is interested in hosting, let me know or mark on sign-in sheet.
- c. Topics – contact Mindy if you have topics for discussion at future meetings.



NEIGHBOR NEIGHBOR MEETING
 Thursday, March 17th, 2011
 8:00 AM
 Culvers (1007 West Broadway Avenue)

Agenda Items:

1. Introductions and Sign-In Sheet
2. Old Business – last week
 - When the bridge is being taken down, the ramps at I-35 will be used as I-35. There will be NO right turns allowed during this time – the ramps will be used solely for I-35 through traffic. (MnDOT regulates this and will not allow turns)
 - The bridge will be removed during the week (probably a Tuesday-Wednesday). I-35 will not be shut down on a weekend. From the specs: “Construction activities utilizing the bridge removal detour shall occur midweek. Weekend closures will not be allowed.”
 - Billboard Updates? – Jackie McNamara has not heard back from her inquiries regarding cost and location of possible billboards.
 - If you have direct access on Broadway Avenue, please talk to Mindy to schedule a meeting so that we can review your individual needs/access issues, etc.
3. Construction Stages 1-7
Cory Slagle reviewed the Construction Stages using our staging maps.
4. Incentive Update
Cory Slagle talked about incentives and how they will work throughout the project.

| Incentive | Completion Date | Max Calendar Days |
|---|-----------------|-------------------|
| Completion of work WB Broadway Ave between 19 th and 8 th Streets, associated driveways and intersections | 8/26/11 | 30 |
| Completion of work EB Broadway Ave between 19 th and 8 th Streets, associated median, driveways and intersections | 10/31/11 | 30 |
| Completion of Bridge and Permanent Ramps | 10/31/11 | 45 |
| Completion of work WB Broadway Ave between 8 th Street and Centennial Dr, associated driveways and intersections from 8 th St to the East | 7/13/12 | 30 |
| Project substantial completion 2012 | 9/17/12 | 45 |

5. Broadway Bulletin – April 2011 edition needs more advertisements. Submit an advertisement to Mindy as soon as possible if you are interested.
Mindy needs ads submitted asap to get them into the April 2011 edition of the Broadway Bulletin. Do not have the numbers compiled for the cost of putting the Broadway Bulletin into the paper. EDA potentially has money to do this, but we need numbers. Mindy will work on having that by next week.
6. Signs
 - a. Broadway Avenue Signs –provided images of what the signing will look like. Still waiting on approval from the “Forest Lake Businesses Open During Construction” sign. Businesses asked about sizes of signs – Mindy will follow up and bring that to the next meeting.
 - b. MN Logo –Mn Logo is the company in charge of the “blue interstate signs with Business Logos.” Mindy provided businesses with the MnLogo website, details on how to qualify, and cost of having a logo on one of these signs.
7. Future Neighbor 2 Neighbor Meetings
 - a. Thursday, March 24th – American Legion (355 W Broadway Avenue), 8-9 AM
 - b. Thursday, March 31st – ERA Muske Company (920 W Broadway Avenue), 8-9 AM
8. Topics for Next Week:
 - a. Broadway Directory
 - b. Other?
 - Other opportunities for providing information were discussed (having a flyer in the SRC, City utility bills, table tents at restaurants, churches, Running Aces, Gas Stations, banks...Mindy will work with Colleen Eddy, Forest Lake Area Chamber of Commerce, to figure out the best plan for these ideas.
 - Idea for the Broadway Bulletin – somewhere on the bulletin, list the businesses that will have these available.

NEIGHBOR  **NEIGHBOR MEETING**
Thursday, March 10th, 2011
8:00 AM
Culvers (1007 West Broadway Avenue)

Agenda Items:

1. Introductions
2. Sign-in Sheet
 - a. Layout
 - b. Interested in Hosting, topics you'd like to cover
3. Upcoming Schedule – **review upcoming dates**
 - a. Bid Opening: April 5th
 - b. City Council Bid Concurrence: April 11th
 - c. Pre-Construction Open House: Thursday, April 19th
 - d. County Board Contract Approval: April 26th
 - e. Start of Construction – Early May
Would like a more complete schedule for next week. Plan on going through staging and incentives at the next meeting.
4. Broadway Bulletin
 - a. Review Content – **monthly project updates to individuals. Ads will remain the same unless the Business sends Mindy a revised ad.**
 - b. Advertising Opportunity – **Get your ads in! To be successful, we need business advertisements to fill the area.**
 - c. Distribution Locations
The plan is to distribute the Broadway Bulletin at: FL City Hall, Headwaters Service Center, FLACC, and any business interested in having the flyers at their location. The Bulletin will also be on the project website to be printed. Businesses would like to get this in the FL Times. Mindy will look into the cost of that and where the money will come from. Possible help from the EDA (per Jackie McNamara)
5. Thrive Brochure – discuss and review

Passed out the brochure – and will bring additional copies to future meetings. Discussed what was on the brochure – some ideas for communicating your business/specials you are running, etc.

6. Business Survival Guide – what do you want to see in this guide?
Suggestions: Detour Maps, Business Directory, Contact Info.
7. Future Meetings
 - a. Time and Locations mornings are good. Rotate businesses. Had a few offers to host. The project website will show a calendar on the home page which will have times/locations of the Neighbor 2 Neighbor meetings. These will occur weekly on Thursdays throughout the construction.
 - b. Advertise: e-mail list, Broadway Bulletin, project website
EDA will look into the cost/availability of a billboard on NB and SB I-35. Potential possibility for getting the message “Forest Lake Businesses are Open during construction”
 - c. What information would you like to hear at the meetings?
More information on incentives/schedule, also want to see images of business signs.
 - d. Various people in attendance
8. Topics for Next Week:
 - a. Business Directory
 - b. Draft of Survival Guide

Other topics brought up/Answers to find for next week:

- When the bridge is actually being removed, I-35 will be shut down and the ramps will become I-35 during that time. Will be allow any right turns from the ramps? When will this occur (weekend/weekday?)
- MNLogo Information – find out about the ‘blue logo signs’
- The UPS Store will be doing a direct door to door hanging. Will reach approximately 22,000 households. To get involved in this opportunity, businesses can contact The UPS Store directly.