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TO: Interested Parties

RE: Proposed 2018 Crosslake Street Improvements

Dear Interested Parties:

The City of Crosslake wishes to extend this invitation to an open house scheduled for 4:00PM on January 3, 2018 at City Hall, 37028 County Road 66, Crosslake, Minnesota, regarding proposed road and trail improvements for Manhattan Point Boulevard, Shadywood Street, and a portion of Summit Avenue. This notice has been sent to property owners of record that own parcels abutting the proposed construction areas. All interested parties of Manhattan Point, whether abutting or non-abutting the project areas, are welcome to attend the open house. This project is not proposed to be assessed.

This letter, and attached drawing, will provide a brief overview of the project area and improvements being proposed. You are encouraged to attend the open house where additional information will be provided, you will be able to ask questions and share any neighborhood concerns. The City Council and Public Works Commission members would appreciate your participation prior to preparing final project plans.

The project schedule has not been set in stone; however, in general, the City wishes to have plans and bidding documents completed by February 2018 to obtain competitive construction bids around the first of March. Utility companies will relocate, or lower, their facilities in specific areas where they will be impacted by the road/trail construction. Utility work is anticipated to occur as soon as frost conditions will allow in the spring (usually in April). Road and trail construction would follow the utility work, and is anticipated to start the first half of May after spring load restrictions are lifted. A completion date for bituminous paving has not been set; this will be a topic of discussion at the open house.

You may have already seen utility markings and surveyors collecting existing conditions information along these roadways. This information has been used to prepare base maps for design purposes. A preliminary meeting has been held with utility company representatives (telephone, cable, natural gas, and electric) to acquire their input, and to minimize conflicts where possible. Utility relocations, or lowering, will be needed in some areas.

The existing pavement width of Manhattan Point Boulevard averages about 23 feet. The proposed road pavement width is 24 feet for this part of the project. Shadywood Street and Summit Avenue have pavement widths of 22 feet; the proposed pavement widths will remain the same for these roads. There are no changes proposed with the existing paved trail that extends from Camp Knutson to Whitefish Avenue; however, there will be isolated areas where driveway and street approaches must be adjusted to meet the new road surface. This may require some trail adjustments in these areas to match surfaces. A new 8-foot wide bituminous paved trail extension is proposed to complete the connection from Whitefish Avenue to CSAH 66. The trail location will remain along the south side of Manhattan Point Boulevard, like the existing trail.

The existing bituminous pavement surface of the roadways will be reclaimed (ground in place), and will be graded to serve as the new gravel base for the new bituminous pavement section. The reclaimed base will also serve as temporary gravel surfacing to maintain traffic and access until paving can be completed. The contractor (to be determined) is required to maintain access for property owners, postal service, garbage collection, school buses, and emergency services during the construction. Residents will find Whitefish Avenue to be a potential alternate route to avoid a portion of the construction areas.



In addition to pavement reclaiming operations, there will be excavation and grading required in certain areas. In that respect, we wish to avoid damaging private utilities that may have been installed within the road right-of-way, such as: lawn irrigation lines and sprinkler heads, invisible dog fence wires, and other private utilities. If you can mark the location of these items prior to the utility companies beginning their work next spring, this will help avoid damage. The City will provide flags at City Hall that you can use to mark your private utilities as the construction start date draws closer.

The project will also include replacing existing mailbox supports with new swing-away supports like those you see on State, County, and other City right-of-ways. These supports minimize damage due to vehicle impacts and snowplowing operations. Your existing mailbox will be removed from the existing post support, and re-installed on the new support. If you have a pre-molded one-piece plastic style mailbox, or other style that cannot be transferred to the new support, then a standard sized metal mailbox will be furnished and installed. Newspaper boxes will either be attached to the new support or installed on a separate support. In some areas during the construction, the contractor may temporarily relocate your mailbox so grading operations can take place prior to installing the new support.

The primary goal of the project is to re-construct the roadway base and pavement sections, and to complete the trail connection. The horizontal and vertical alignments of the roadways will generally remain the same except for selected segments along Manhattan Point Boulevard where adjustments are proposed for the purposes of improving sight distance and clear zone width from utility pedestals and poles. When finished, the elevation of the roadway pavement surface may be slightly higher or lower than the existing surface is today. In these cases, the end of your driveway approach may need to be removed and replaced in kind to match into the new pavement surface.

A frequent question the City receives pertains to a property owner that is interested in paving their driveway in conjunction with the City's project. We will post the name and contact information of the successful bidder after a contract has been awarded. We request property owners contact the paving contractor directly to coordinate private work if so interested. A project link will be provided on the City web page www.cityofcrosslake.org that will provide updates of construction progress, and project contact information.

We hope this provides you with a reasonable understanding of the project scope and what to anticipate for the upcoming projects. We look forward to seeing you at the open house.

Regards,

WIDSETH SMITH NOLTING and ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "David S. Reese".

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Cc: Charlene Nelson, City Clerk