



## COORDINATION MEETING MINUTES

**Project:** Shared-Use-Path Project, City of Beech Grove  
Franciscan Trail  
Project No. 1600657  
Des No. 1600657

**Date:** February 27, 2018

**From:** Matt McElroy, E.I.  
Project Engineer  
CrossRoad Engineers, PC

A coordination meeting was held for the above referenced project on February 26<sup>th</sup>, 2018, at 9:00 am at the Franciscan Alliance Office Center, 1500 Albany St., Beech Grove, IN 46107. The following individuals were in attendance:

<u>Name</u>	<u>Agency</u>	<u>Phone</u>	<u>Email</u>
Dennis Buckley	City of Beech Grove	317-788-4977	Dennis.Buckley@beechgrove.com
Brad Meriwether	City of Beech Grove	317-803-9091	Brad.Meriwether@beechgrove.com
Matt Nelis	Greenscape Commission	317-989-7775	beancounter1118@yahoo.com
Ken Catellier	Tonn and Blank Const.	317-423-1020	kenneth.catellier@tonmandblank.com
Tom Hannan, Jr.	Beech Grove Parks	317-363-5699	tom.hannan@beechgrove.com
Mark Swartz	Beech Grove Police Dept.	N/A	mark.swartz@beechgrove.com
Robert Cheshire	Beech Grove Fire Dept.	317-808-5603	robert.cheshire@beechgrove.com
Cathy Chappell	Beech Grove RDC	317-514-6598	cathychappell@msn.com
Victor Grisby	Franciscan Alliance	N/A	victor.grisby@franciscanalliance.org
David Terek	Franciscan Alliance	N/A	david.terek@franciscanalliance.org
John Parks	Franciscan Alliance	317-787-2757	john.parks@franciscanalliance.org
Michael Krossschell	The Schneider Corp.	317-826-7189	mkrossschell@schneidercorp.com
Trent Newport	CrossRoad Engineers	317-780-1555, x114	tnewport@crossroadengineers.com
Matt McElroy	CrossRoad Engineers	317-780-1555, x117	mmcelroy@crossroadengineers.com

The meeting began with introductions then Matt McElroy proceeded with providing a quick overview of the project scope followed by project schedule updates. The following are the project schedule updates:

- **Project Schedule Updates**
  - Environmental Document Update
    - Section 106 completed and approved.
    - Red Flag Investigation approved.
    - Archaeology Short Report approved.
    - Environmental Document (CE) draft should be completed and submitted by April.
      - Once reviewed and approved it will be submitted for public involvement with a 30-day comment period.

- CrossRoad Engineers (CRE) will initiate obtaining permits.
  - Geotechnical Report
    - Start beginning of March 2018.
      - CRE will send plans to geotechnical engineers once final path alignment is set. The alignment should be set in this meeting.
  - Pavement Design
    - Once geotechnical report is finished and approved the pavement design will be started.
      - The typical section for the path is currently the INDOT standard for multi-use paths. This may change depending on the approved pavement design.
  - Right-of-Way
    - Currently there are eight parcels that are affected by the path.
    - The exact right-of-way take is dependent on final alignment of the path.
  - Plan Development Schedule
    - Stage 3 – 02/14/2020
    - Final Tracings – 03/30/2020
    - Letting – 07/08/2020
- **Plan overview from CRE.**
  - CRE discussed the project scope in detail using aerial exhibits of the path. The exhibits, along with the current plans, will be available to all attendees. They will be provided via e-mail along with these meeting minutes.
    - Path alignment changes in Sarah Bolton Park
      - The path alignment was adjusted in Sarah Bolton to be closer to the roadway and will cross 15<sup>th</sup> Avenue near the parking lot.
      - The path was adjusted to miss the soccer fields and run closer to creek.
    - Path alignment change for bridge over Lick Creek (Bridge #1 per the plans and aerial exhibit).
      - The path and bridge were realigned to allow for ambulance/maintenance vehicle traffic to maneuver freely along the path.
    - Bridge Selection
      - The bridges for this project will be manufactured steel truss bridges that will be load rated to allow vehicular traffic such as ambulances and maintenance trucks.
      - The bridges shall only experience minimal vehicle use as well.
  - Based on discussion and feedback, the alignment was approved by all subject to approval at the upcoming Redevelopment Commission meeting on March 8<sup>th</sup>, 2018.
- **Plan discussion from Michael Krosschell, The Schneider Corporation**
  - Michael discussed the trailheads for the path which include five locations.
    - The locations include one at 13<sup>th</sup> Street, one at the parking lot in Sarah Bolton Park, one at the parking lot in South Grove Park, one at 4<sup>th</sup> Avenue, and one at Emerson Avenue.
    - Trailheads will include decorative pavement, benches, trash cans, landscaping, and trailhead signage.

- Trailhead details will be provided via e-mail along with these meeting minutes.
- **Design Questions/Comments**
  - There was a question about the path width.
    - CRE stated that the path will be a 12-foot asphalt path. In wooded sections of the path two-foot stone shoulders will be used. In open areas the path will just tie into the existing ground with earth shoulders.
      - The stone shoulders will consist of INDOT specified No. 53 stone.
  - The street crossing at 9<sup>th</sup> Avenue will include solar powered flashing beacons with pedestrian push buttons.
    - The street crossings in Sarah Bolton Park and along Hornet Avenue will utilize pavement markings and path signage due to the low volume of traffic and current speed reduction methods present.
  - There was concern about wayfinding for the path such as mile markers or trailheads.
    - Trailheads are planned for the project which will include signage for mileage and path information.
    - It was suggested that mileage markers along the path would also benefit emergency services as reference points.
      - Options for mileage markers include vertical posts along the side of the path or flush markings on the path.
        - It was noted that any vertical post is susceptible to vandalism, and the flush markers are cheaper and are easier to maintain.
        - A selection of which mileage marker to use is forthcoming.
      - Sarah Bolton Park will be the starting point for marking mileage and markers will be placed every quarter mile. It is suggested that the miles go north and south from the park.
  - It was determined through discussion that emergency call buttons would not be included for the following reasons:
    - The call buttons are susceptible to vandalism and may not always be reliable.
    - Many people have cell phones and rely on their phones in case of emergency.
  - A question about lighting and security cameras for the path was addressed.
    - The path is intended to be used from dawn to dusk, and adding lighting to the path would suggest that the path is accessible at all hours.
      - Lighting, if not already provided, can be placed at the trailheads for added safety.
    - Security cameras are currently located in locations near the path such as Sarah Bolton Park.
      - It was determined through group discussion that new security cameras will not be added to the project.
  - It was asked what type of landscaping would be considered for the path.
    - The trailheads will utilize small plants and trees that would not hinder the safety of pedestrians.
    - Mitigation for the construction in a floodway permit will require additional trees to be planted.

- These have been selected to satisfy the City's and DNR's required tree species list.
- It was suggested that bollards be provided in locations to prevent vehicles from accessing the path.
  - Two options were discussed. One type of is a retractable bollard that lowers into the ground and becomes flush with pavement. The other type is removable bollard that has a lock pin that can be removed to lay the bollard flat when a vehicle is to pass over it.
    - Through discussion the City decided to utilize the lock pin bollards that lay flat.
- **Misc. Items**
  - It was requested that CRE and Schneider present the material from this meeting at the Redevelopment Commission (RDC) meeting on March 8<sup>th</sup>, 2018.
    - CRE and Schneider will be in attendance to present the path at this meeting.

If you have any questions or corrections, please do not hesitate to contact me at (317)-780-1555, x 117 or [mmcelroy@crossroadengineers.com](mailto:mmcelroy@crossroadengineers.com).

Copy: All in attendance  
Mark Beck, CrossRoad Engineers, P.C.