



AGENDA OF THE LAKE LINKS BIKE TRAIL  
TASK FORCE  
CITY OF BIRCHWOOD VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
October 10th, 2024  
7:00 P.M.

**CALL TO ORDER/WELCOME**

**PUBLIC FORUM**

**APPROVE AGENDA**

**REGULAR AGENDA**

1. Review/approve minutes from Sept. 12, 2024 meeting.
2. Review meeting norms:
  1. Purpose and goals of task force
  2. Purpose and goals for meeting
  3. Job duties
  4. Meeting Time limit
3. Finalize public forum meeting agenda items and how it will be conducted (i.e. who will speak/present, how community members will be able to give input, etc.)
4. Finalize presentation items (pro/con list, wish list, maps, feedback procedure, setup, etc.)
5. Updates on application process/status/timeline for the \$70K?

**ADJOURN**

\* Denotes items that have supporting documentation

Birchwood Village Lake Links Task Force  
(Draft) Meeting Minutes September 12, 2024 7:05 PM

ATTENDEES: Jessica Granec, Karen Freeberg, Jane Wernet, Mary Cahill, Bryan McGinnis, Mike Werner.

PUBLIC FORUM: No non-members were present

REGULAR AGENDA:

1. Minutes of August 8, 2024 meeting were amended to have item 3. D. read: "MARGARET WILL LOOK FOR COST OF IMPROVING EXISTING SHOULDER SURFACE ON HALL UP TO JAY." Amended Minutes were approved.

See attached file: *Approved Task Force Minutes August 8, 2024.doc*

2. Meeting Norms remain as previously approved and documented.

3. & 4. are grouped together as Plans for Public Forum

A possible "ballot" (submitted by email from Bryan to Task Force members) on which residents could enter preferences, concerns, etc was not thought to be necessary.

**The purpose/agenda of the Public Forum:**

Give brief general description of Lake Links Trail as it serves the five communities: (JESSICA WILL SEE IF BEN CAN DO THIS PART.)

Review limited money available and approximate costs for "improvements". JESSICA'S SPREADSHEET DATA CAN BE SUMMARIZED. Long term maintenance costs should be considered.

Explain and illustrate trail route alternative routes.

Include pros and cons for each route. JESSICA WILL GATHER PAST INFO ON THIS.

Receive input from residents: Comments, preferences, unfavored alternatives

**Setting up for the Public Forum:**

Announcements in White Bear Press, Village Email Blast, and outside announcement board

Include request for input.

Confirm Date: Proposed: Thursday, November 14, 7-8PM

JESSICA WILL CHECK WITH STAFF ON WHAT HAS TO BE DONE. e.g. Does a Councilmember need to be present? Reserve Village Hall.

**Physical stuff for the Public Forum:**

Three trail options each on large poster board (MARY)

With pros and cons for each

Display a large map of entire trail around the lake. (BEN?)

4 in x 4 in Postit Notes for residents to enter comments etc. to stick on the posters. (MARY)

The Task Force will not decide on a preferred route at the Public Forum meeting. At a following meeting the Task Force will put together a recommendation for the City Council. This procedure will be explained at the PF meeting.

5. On September 2, 2024 Margaret sent the following email message to the team: "*We have a working deadline of summer 2026 to secure the bonding funds, with a final deadline of 12/31/26 for the final executed agreement.*" There was no significant discussion on this information.

6. Time did not allow for discussion of overlap with the Road Safety Task Force beyond the possibility that the Council will approve RSFT's recommendation to obtain portable digital speed limit sign(s)

(7.) Item 3. D. of August 8 Agenda has not been completed: " MARGARET WILL LOOK FOR COST OF ~~ADDING ADDITIONAL SHOULDER~~ IMPROVING EXISTING SHOULDER SURFACE ON HALL UP TO JAY. (As revised from August 8 Minutes.)

(8.) Some other assignments at August meeting were not reported completed.

Adjournment by consensus.

Submitted by: Bryan McGinnis

Additional document to be included as part of the minutes:

Corrected and approved August 8 Minutes) *Approved Task Force Minutes August 8, 2024.doc*