



**AGENDA OF THE LAKE LINKS**  
**BIKE TRAIL TASK FORCE**

**CITY OF BIRCHWOOD VILLAGE**  
**WASHINGTON COUNTY, MINNESOTA**  
May 8<sup>th</sup>, 2025  
7:00 P.M.

**Task Force Members:**

Jessica Granec, Chair  
Ben Creagh, Secretary  
Bridget Sperl, Council Liaison  
Bryan McGinnis, Member  
Cora Hankins, Member  
Ellen Pratt, Member  
Jane Wernt, Member  
Karen Freeberg, Member  
Mary Cahill, Member

**CALL TO ORDER/WELCOME**

**PUBLIC FORUM**

**APPROVE AGENDA**

**REGULAR AGENDA**

1. Review/approve minutes from April 10, 2025 meeting\*
2. Review meeting norms
3. Review city council presentation\*
4. Review/submit updates on pricing
5. Update on application process - Mary Cahill
6. Update on signage regulations - Mary Cahill

\* Denotes items that have supporting documentation provided

Minutes of the Birchwood Village Lake Links Trail Task Force

Birchwood Village, Minnesota

April 10, 2025

Task Force Attendees present: Mike Werner, Jane Wernet, Bryan McGinnis, Mary Cahill, Ellen Maas Pratt, Cora Hankins (Roads Task Force representative), Karen Freeberg, Ben Creagh, Jessy Granec and Bridget Sperl (Birchwood Village City Council-Lake Links liaison).

Call to Order/Welcome: Mary Cahill

Public Forum: No members of the public were present

Approve Agenda: Approved minutes from the March 13, 2025 meeting with the minutes amended to reflect that the Birchwood Parks Committee is looking to the Lake Links Trail Task Force to consider purchase of benches that may be placed at Tighe-Schmitz Park and at other places along the Lake Links Trail in Birchwood so walkers may rest.

Agenda: as officially posted.

- A. Reviewed the information that task force members obtained from the discussion at the March meeting:

1. Crosswalks-new crosswalk will be placed at Owl/Wildwood and at Wildwood/Grotto and crosswalks will be repainted at Cedar/Hall and Hall/White Pine. Cost will be paint and labor TBD.
2. Vegetation Removal- Mary spoke with Jim Rydeen, city maintenance worker and he will obtain information on options for equipment that would work to remove excess vegetation along roadways/blind corners. In addition, Ellen will continue to follow-up on this item.
3. Traffic Mirrors- Karen obtained estimates from Lord Henry Equipment and from Advance Protection Systems (see meeting packet). Karen reports that she will ask Marcus, City Engineer, to assist with mirror placement and to ensure there are no issues with reflections or other issues. This item will require follow-up/decision on mirror/vendor selection.
4. Electronic Speed Signs-Traffic Calm quotes obtained. \$9500. 600 Hall and 170 Wildwood. These would be permanent signs. Cora also obtained quote for a solar powered flashing stop sign and a 30-inch sign would be \$1812 and \$70 for install; however, it was felt that this type of sign is not relevant to the Lake Links Committee. In addition, Jane and Mike researched flashing speed signs to draw attention to the reduced speed as you enter the city from Mahtomedi and it was felt that this was duplicative if we are going to purchase other solar powered speed signs.
5. Sharrows: Ben will get estimates next week from Sir Lines a Lot. Discussion held about the need to delineate the biking vs walking routes on the road with stencils or other signage and Jane said she would look further into options. Given that it may be quite a long time before the roads where sharrows are planned to be placed will be repaved, we will plan to include sharrow placement into our Lake Links proposal for the locations previously discussed on Hall and Wildwood Avenues.

6. Stencils: the committee is interested to establish if there is an option to have a stencil that could be used where the walking/biking trails split. Jane will f/u on both stencil and signs for walkers.
  7. Sign enhancement- Karen showed pics of signs in White Bear Lake that were specific for their community that are “share the road” signs with bears on them. Discussed that Birchwood could also use specifically tailored signs or use an off the shelf share the road sign. Discussed putting share the road signs on existing speed limit signs on Hall Avenue and Wildwood Avenue. Mary will contact MNDOT to see if we can put share the road signs on speed limit signs and obtain cost; will get estimate for twelve signs. Cora will investigate the ability and cost of signs that could be placed in the middle of crosswalks to remind drivers to stop for pedestrians in the middle of the crosswalk; it is undecided at this time if this will be a recommendation or if this type of sign could be put at the side of the road by the crosswalk.
  8. Benches with concrete slabs- discussed placing these at Wildwood Park and at Tighe-Schmitz Park. Mary will look into this. The committee needs to clarify if there are other locations for benches along the walking trail.
- B. City Council Presentation(s): Discussed that several committee members (Mary and Jessy) will do a “preview” presentation to the Birchwood Village city council to introduce the Birchwood Lake Links projects being proposed and see if the city council has specific information they will want to see at the full city council presentation currently planned for June.
- C. Select presenters for the June City Council Meeting-Ben, Mary and possibly Jessy. It was discussed that the spreadsheet would need to be in the meeting packet and it may be advantageous to send the information out ahead of the meeting so the city council has time to review the information prior to the June meeting.

- D. Establish time frames for completing application process for the grant-Bridget will follow-up on the application process and clarify if the city council needs to commit to spending the money and have it in the city's budget in the event of overages or denial of funds; (funds are authorized by the Met Council). It is unclear if the city staff or if this committee is responsible to complete the actual application and Bridget will clarify.
- E. Discuss information obtained from City Administration regarding the planned road maintenance schedule from April 7<sup>th</sup> Infrastructure Meeting-no overlap of objectives for the road maintenance and Lake Links committee plans.
- F. Task force members shared cell phones with one another to be alerted if there is a need to check emails for urgent task force information.

Respectfully submitted by Jane Wernet

# Lake Links Trail – Birchwood Village

- Connecting Our Community with the Region
- About the Trail:
  - Shared-use path around White Bear Lake
  - Designed for safe walking and biking while linking neighborhoods and parks.
- Birchwood's Role:
  - Key segment in the regional network.
  - Public forum held; route selected based on community feedback using public rights-of-way.
- Birchwood Committee Members:
  - Committee formed in 2024; resident members include: Mary Cahill, Ben Creagh, Karen Freeburg, Jessica Granec, Bryan McGinnis, Ellen Maas Pratt, Mike Werner and Jane Wernet
  - Cora Hankins (Roads Task Force Representative), and Bridget Sperl (Council Liaison)
  - Chaired by Jessica Granec, Co-Chair by Mary Cahill.

# Financials & City Council Support

- Estimated Birchwood Segment Cost: \$ < \$70,000
- Grant Amount Available: \$70,0000
- Use of Funds:
  - Re-paint Crosswalks, signage, traffic mirrors, sharrows and stencils, electronic speed signs, benches
  - Vegetation Removal equipment
- City Council Support Needed:
  - Approve resolution to support project and pay upfront costs for reimbursement by Minnesota Management and Budget
  - Commit to on-going maintenance of trail
  - Support grant application

# Trail Benefits & Next Steps

- Committee Recommendations:
  - Use public corridors, prioritize safety
  - Preserve trees and neighborhood character
  - Add signage
- Benefits to Birchwood:
  - Safer walking and biking routes
  - Regional connectivity
  - Health and environmental benefits
- Next Steps:
  - Finalize grant documents
  - Generate and approve a resolution to support the project
  - Submit application by July 2025
  - Target construction: 2025
- Thank You!