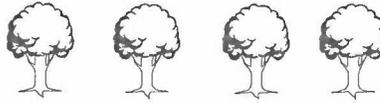


MAPLE GROVE  
ARBOR COMMITTEE  
REGULAR MEETING  
MARCH 10, 2016  
7:00 PM – ROOM 183  
MAYOR'S CONFERENCE ROOM



1. CALL TO ORDER
  
2. APPROVAL OF AGENDA AND MINUTES
  - A. APPROVAL OF AGENDA
  - B. APPROVAL OF MINUTES – FEBRUARY 11, 2016 REGULAR MEETING
  
3. OLD BUSINESS
  - A. EAB MANAGEMENT PLAN UPDATE
  - B. 2016 ARBOR DAY PLANNING
  
4. NEW BUSINESS
  - A. GREEN STEP CITY
  
5. AREA REPORTS
  
6. ADJOURNMENT



REQUEST FOR COMMITTEE ACTION

Item Number: 2 A & B

Meeting Date: March 10, 2016

Agenda Heading: Approval of Agenda and Minutes

Agenda Item: Approval of Agenda and Minutes

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Recommended Committee Action:

Call by Vice-Chairperson \_\_\_\_\_ for any additions or revisions to the agenda.

Motion by Committee member \_\_\_\_\_, seconded by Committee member \_\_\_\_\_ to approve as proposed or approve as amended the agenda for the March 10, 2016 regular meeting.

Motion by Committee member \_\_\_\_\_, seconded by Committee member \_\_\_\_\_ to approve the minutes of the February 11, 2016 regular meeting as presented or as amended.

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Discussion:

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Committee Comments:

**MAPLE GROVE  
ARBOR COMMITTEE  
REGULAR MEETING  
FEBRUARY 11, 2016  
MAPLE GROVE GOVERNMENT CENTER  
7:00 PM**

Call to Order	The regular meeting of the Arbor Committee was called to order by Julie Gamber at 7:01 p.m.
Members Present	Marilyn Arnlund, Julie Gamber, Rory Howell, Frank Kampel, Mary Lynn KenKnight, Terri Polski
Members Absent	Mary Parenteau, Steve Courtney, Joseph Hogeboom, Ed Reichow
Also Present	Judy Hanson – City Council Liaison Kelly Matzke - Staff Representative
Oath of Office	Councilmember Hanson administered the oaths of office to Vice Chairperson Mary Lynn KenKnight and Terri Polski. Their terms will expire on December 31, 2018.
Approval of Agenda and Minutes	<p>Julie Gamber asked if there were any additions or revisions to the agenda. Kelly Matzke requested to add “Item 4-C”, which would address a revised Kiddiegarten landscape plan. Kelly Matzke also requested to add “Item 5-A”, which would be introduced as the HyVee landscape plan. Marilyn Arnlund requested to add “Item 5-B”, which was the Minnesota GreenStep Cities Program. Hearing no further additions, Terri Polski made a motion to approve the agenda with the additions of 4-C, 5-A, and 5-B. The motion was seconded by Vice Chairperson Mary Lynn KenKnight and passed unanimously on a voice vote.</p> <p>Julie Gamber asked if there were any revisions to the January 14, 2016 meeting minutes. Hearing none, Vice Chairperson Mary Lynn KenKnight made a motion to approve the minutes as presented. The motion was seconded by Frank Kampel and passed unanimously on a voice vote.</p>

Old Business

EAB Management Plan  
Update

Kelly Matzke stated that staff is continuing to work on an EAB Management Plan. Kelly Matzke also stated that Hennepin County, along with the MN Department of Agriculture is helping in planning efforts. He mentioned that enforcing the diseased tree ordinance is something that is being discussed. Vice Chairperson Mary Lynn KenKnight asked how the City will be enforcing the ordinance. Kelly Matzke stated that staff is planning on handling complaints on an individual basis, and not looking for diseased trees on private property. He also stated that he will talk to Ken Ashfeld about the diseased tree ordinance that is currently in place.

Kelly Matzke mentioned that the budgeted cost for EAB is something that is still being determined. The tree inventory is approximately 40-50% complete so the total numbers are still unknown. Kelly Matzke stated that the current plan being drafted does not include replacement of boulevard trees taken down on residential streets.

Kelly Matzke stated that staff hopes to have a copy of the EAB Management Plan in the Arbor Committee's possession in the spring, and after review, to make the recommendation to the Council to adopt the EAB Management Plan.

Arbor Day Planning

Kelly Matzke introduced this item, and reminded the Committee that the 2016 Arbor Day celebration will be held on Saturday, April 30 at the Maple Grove Community Center. The Arbor Committee had previously discussed this item at the January 14, 2016 meeting.

Kelly Matzke stated that the following items have been confirmed for the event:

- Reptile and Amphibian Zoo
- U of MN Raptor Center
- Audubon Society
- Smokey the Bear/EAB Costume
- Master Gardeners/Tree Care Advisors

- Stop the EAB Nerf Game
- Tote Bags
- Dundee Nursery-Tree Delivery
- Tree Seedling Giveaway
- Wood Carvers
- Mulch Display

Kelly Matzke stated that Home Depot is no longer able to provide birdhouses; however, they are able to provide tool boxes. Marilyn Arnlund stated that, if anything, the tool boxes would be good to keep kids entertained and involved. Frank Kampel stated that changing the name from a tool box to a flower box would be a good option. Kelly Matzke said he would check with Home Depot to see if changing the name would be acceptable.

Terri Polski stated that she would not be able to attend the Arbor Committee Event this year, and that she is still interested in helping organize the passbook scavenger hunt if the Committee is interested. Kelly Matzke suggested tabling this topic, and discussing more at the next meeting.

Kelly Matzke stated that Hennepin County contacted him about having a booth at the Arbor Day Event with information about recycling and composting. Frank Kampel stated that they have been involved with the Arbor Day Event in past years, and it would definitely be something we would be interested in. Kelly Matzke stated that he will contact Hennepin County, and get them booked for the event.

Marilyn Arnlund stated that it would be good to have the tree inventory, buckthorn, and DNR invasive species booths in the same area. Frank Kampel agreed, and said that making that adjustment should not be a problem. Kelly Matzke stated that he is planning on stopping over at the Maple Grove Community Center to see the layout of the rooms that are reserved for the Arbor Day Event.

Julie Gamber expressed concern about the Arbor Day Event only having 2 one-hour presentations. Marilyn Arnlund stated that she thought having someone come in to do face painting, or blowing up balloons would be a great option. The Committee concurred, and Kelly

Matzke stated that he would try and contact someone that would be interested in providing this type of service.

Kiddiegarten  
Landscaping Revision

Kelly Matzke introduced this item, and explained that the revised landscape plan submitted by Kiddiegarten has made all of the suggested changes that the Arbor Committee recommended. Kelly Matzke also stated that the landscape plan does meet all of the minimum requirements of trees, along with not using over 20% of trees of one species.

Vice Chairperson Mary Lynn KenKnight stated that the arborvitae is not a good shrub for this area. She also was concerned about the location of the arborvitae. Terri Polski agreed, and suggested having some of the shrubs moved over to the west side of the lot.

Frank Kampel expressed concern about the amount of trees located in the north side of the lot. Julie Gamber agreed and recommended having the trees spread out on the west side of the lot as well. Marilyn Arnlund added that she would recommend having three of the honey locust trees put into the islands in the parking lot, rather than using arborvitae on the island. Kelly Matzke stated that he would make the suggestions to Kiddiegarten.

MN GreenStep City  
Program

Marilyn Arnlund introduced this item to the Committee. She stated that Maple Grove is currently not a member of the Minnesota GreenStep City, but we meet many of the criteria needed in order to become a GreenStep City. Marilyn Arnlund suggested taking home the information for review and being prepared to discuss at the next meeting.

Area Reports

Kelly Matzke shared with the Committee that he received an email from a resident concerned that people are not following the City Ordinance and keeping their dogs on leashes when taking them through the Forest Preservation Area off of Vicksburg Lane. He mentioned that the Ordinance applies to all areas in Maple Grove,

and he plans on meeting with the resident in the spring to discuss installing signs reminding residents that the Ordinance applies to all areas in the City of Maple Grove.

Adjournment

Rory Howell made a motion to adjourn the meeting at 8:58 p.m. The motion was seconded by Terri Polski and passed unanimously on a voice vote.

Respectfully submitted,  
Kelly Matzke, Staff Representative  
City of Maple Grove Arbor Committee

REQUEST FOR COMMITTEE ACTION

Item Number: 3A



Meeting Date: March 10, 2016

Agenda Heading: Old Business

Agenda Item: EAB Management Plan Update

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Recommended Committee Action:

None.

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Discussion:

Staff continues to meet monthly to discuss the EAB Management Plan. They are still in the process of compiling information from other cities, and hope to have a final copy to present to the Arbor Committee at the April meeting.

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Committee Comments:



REQUEST FOR COMMITTEE ACTION

Item Number: 3B

Meeting Date: March 10, 2016  
Agenda Heading: Old Business  
Agenda Item: 2016 Arbor Day Planning

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Recommended Committee Action:

Continue discussion on the planning of this year's Arbor Day Event.

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Discussion:

The following activities will take place at this year's Arbor Day Event:

- Reptile and Amphibian Zoo (12:00 – 1:00)
- University of Minnesota Raptor Center (3:00 – 4:00)
- Tree Raffle Drawing

The following activities will occur for the entire duration of the event:

- Display of trees
- Hennepin County recycling and composting information
- Tool box building sponsored by The Home Depot (while supplies last)
- Maple Grove Wood Carvers
- Tree seedlings give-away sponsored by Wright Hennepin Electric Cooperative
- Tree Inventory display which includes info on overplanted and acceptable trees to plant
- EAB and Smokey the Bear costumes
- Audubon Society
- Tree medallions
- Master Gardner / Tree Care Advisor
- Stop the EAB nerf gun game
- Video on how to plant a tree
- How to mulch a tree
- Free tote bags
- Mulch display

The following activities still need to be discussed or have not returned emails and phone messages:

- Passbook Scavenger Hunt
- Buckthorn Busters
- Flower pots with seeds
- Arbor Committee display
- DNR invasive species
- Refreshments
- National Honor Society
- Bee stand

Maple Grove Arbor Committee  
Request for Committee Action  
Item Number 3B  
March 10, 2016

Below are the activities that need assistance or at least one Committee Member. In years past the Arbor Committee has done one-hour shifts at different displays. A spreadsheet will be brought to the meeting for volunteer sign up for the following Arbor Day displays:

- Tree display / tree planting video
- Master Gardener / Tree Care Adviser
- Tree medallions / The Home Depot
- Tote bag distribution
- Tree seedling distribution
- Refreshments
- Tree mulch
- Stop the EAB nerf gun game
- Passbook scavenger hunt
- Arbor Committee display

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Committee Comments:

REQUEST FOR COMMITTEE ACTION

Item Number: 4A



Meeting Date: March 10, 2016

Agenda Heading: New Business

Agenda Item: GreenStep City

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Recommended Committee Action:

None.

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Discussion:

GreenStep City is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality of life goals. In 2012, Maple Grove became a GreenStep City. We are currently considered a Step 2 City, and staff is looking into implementing more practices to become a Step 3 City.

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Committee Comments:

A program of the Minnesota Pollution Control Agency  and its partners



# Minnesota GreenStep Cities

Home | About | The 29 best practices | Become a GreenStep City | Recognition | Ordinances | City log-in | Contact | Stay Connected  

Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program, managed by a public-private partnership, is based upon 29 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. These actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation. [\[More\]](#)



What are the benefits to being a GreenStep city?

<http://greenstep.pca.state.mn.us/>

## The Minnesota GreenStep Cities Program

### History and development

During fall 2007, Minnesota's Clean Energy Resource Teams (CERTs) held regional listening sessions around the state to discuss community-based energy opportunities and the state's Next Generation Energy Act of 2007. The idea was raised of creating a sustainable cities program, free to cities that would challenge, assist and recognize cities that were "green stars." This idea was taken up by the 2008 Legislature, which directed the MPCA, the Division of Energy Resources at the Minnesota Department of Commerce, and CERTs to recommend actions cities could take on a voluntary basis.

Those recommendations are contained in the report **Minnesota GreenStep Cities**. Representatives from dozens of cities, non-profit organizations, businesses and state government agencies provided the outline for what has been developed as the **Minnesota GreenStep Cities program, which began in June 2010**.

In May 2012 the GreenStep Cities program received awards in the categories of Sustainable Communities and 2012 Partnership of the Year from the Minnesota organization Environmental Initiative. The awards honor partnerships, inspire other organizations to create similar projects, and encourage collaborative approaches to environmental problem solving. Over 340 attendees at the awards dinner voted among the 15 finalists nominated for the 2012 Partnership of the Year.

### The GreenStep 29 best practices

Make planning and tracking easier: download this spreadsheet that lists all unique actions – approximately 175 – for all 29 best practices.

Cities that implement a minimum number of best practices organized into these five topical areas will be recognized as Step Two and Step Three GreenStep Cities. See **What are Step Two and Three Recognition Minimums?**

Cities should claim credit for best practices already implemented. Adding best practices over time will garner additional recognition.

For each best practice, and depending on city category (A, B or C), a city needs to complete one or more actions from a list associated with the best practice.

## **Buildings and Lighting**

**Buildings and Lighting 1. Efficient Existing Public Buildings:** Benchmark energy usage, identify savings opportunities in consultation with state programs, utilities and others to implement cost-effective energy and sustainability improvements.

**2. Efficient Existing Private Buildings:** Provide incentives for energy, water and sustainability improvements in existing structures.

**3. New Green Buildings:** Construct new buildings to meet or qualify under a green building framework.

**4. Efficient Outdoor Lighting and Signals:** Improve the efficiency and quality of street lighting, traffic signals and outdoor public lighting.

**5. Building Redevelopment:** Create economic and regulatory incentives for redeveloping and repurposing existing buildings before building new.

## **Land Use**

**Land Use 6. Comprehensive Plans:** Build public support and legal validity to long-term infrastructural and regulatory strategy.

**7. Efficient City Growth:** Promote financial and environmental sustainability by enabling and encouraging walkable housing and commercial land use.

**8. Mixed Uses:** Develop efficient and healthy land patterns that generate community wealth.

**9. Efficient Highway- and Auto-Oriented Development:** Adopt commercial development and design standards for auto-oriented development corridors and clusters.

**10. Design for Natural Resource Conservation:** Adopt development ordinances or processes that protect natural systems and valued community assets.

## **Transportation**

**Transportation 11. Living Streets:** Create a network of green complete streets that improves city quality of life and adds value to surrounding properties.

**12. Mobility Options:** Promote active transportation and alternatives to single-occupancy car travel.

**13. Efficient City Fleets:** Implement a city fleet investment, operations and maintenance plan.

**14. Demand-Side Travel Planning:** Implement Travel Demand Management and Transit-Oriented Design in service of a more walkable city.

## **Environmental Management**

**Environmental Management 15. Sustainable Purchasing: Adopt environmentally preferable purchasing policies and practices.**

**16. Urban Forests: Add city tree and plant cover that increases community health, wealth and quality of life.**

**17. Stormwater Management: Minimize the volume of and pollutants in stormwater runoff.**

**18. Parks and Trails: Support active lifestyles and property values by enhancing the city's green infrastructure.**

**19. Surface Water Quality: Improve local water bodies.**

**20. Efficient Water and Wastewater Facilities: Assess and improve city drinking water and wastewater facilities.**

**21. Septic Systems: Implement an effective management program for decentralized wastewater treatment systems.**

**22. Solid Waste Reduction: Increase waste reduction, reuse and recycling.**

**23. Local Air Quality: Prevent generation of local air contaminants.**

#### **Economic and Community Development**

**24. Benchmarks & Community Engagement: Adopt outcome measures for GreenStep and other city sustainability efforts, and engage community members in ongoing education, dialogue, and campaigns.**

**25. Green Business Development: Support expansion of the city's green business sector.**

**26. Renewable Energy: Remove barriers to and encourage installation of renewable energy generation capacity.**

**27. Local Food: Strengthen local food and fiber production and access.**

**28. Business Synergies: Network/cluster businesses to achieve better energy, economic and environmental outcomes.**

**29. Climate Adaptation and Community Resilience: Plan and prepare for extreme weather, adapt to changing climatic conditions, and foster stronger community connectedness and social and economic vitality.**



REQUEST FOR COMMITTEE ACTION

Item Number: 5

Meeting Date: March 10, 2016

Agenda Heading: Area Reports

Agenda Item: Area Reports

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Recommended Committee Action:

None.

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Discussion:

The Area Reports section of the agenda provides an opportunity for any Committee member to report any item in the City that needs staff attention. The issue will be forwarded to the appropriate staff member with a response provided at the next meeting.

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Committee Comments: