MAPLE GROVE
ARBOR COMMITTEE
REGULAR MEETING
JANUARY 14, 2016
7:00 PM – ROOM 183
MAYOR'S CONFERENCE ROOM

1. CALL TO ORDER

2. OATH OF OFFICE

   A. MARY LYNN KENKNIGHT
   B. MARY PARENTEAU
   C. TERRI POLSKI
   D. ED REICHOW

3. APPROVAL OF AGENDA AND MINUTES
   A. APPROVAL OF AGENDA
   B. APPROVAL OF MINUTES – NOVEMBER 12, 2015 REGULAR MEETING

4. OLD BUSINESS
   A. EDUCATING RESIDENTS ABOUT EMERALD ASH BORER (EAB)
   B. EAB MANAGEMENT PLAN UPDATE

5. NEW BUSINESS
   A. 2016 ARBOR DAY PLANNING
   B. ATTENDANCE POLICY

6. AREA REPORTS

7. ADJOURNMENT

MAPLE GROVE
ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 2

Meeting Date: January 14, 2016

Agenda Heading: Oaths of Office

Agenda Item: Oaths of Office

Recommended Committee Action:

None.

Discussion:

The terms of Committee Members Mary Lynn KenKnight, Mary Parenteau, Terri Polski, and Ed Reichow were set to expire on December 31, 2015 and all have requested reappointment to the Committee for another three years. Oaths of Office will be administered to Mary Lynn, Mary, Terri and Ed. Attached is the list of all Committee Members.

Thank you Mary Lynn, Mary, Terri and Ed for your past and future commitment to the Committee.

Committee Comments:

City of Maple Grove
2016 Arbor Committee

Mary Parenteau, Chairperson
16410 Lake Ridge Drive
Maple Grove, MN 55311
Hm# 763-420-2019
Cell# 763-913-1124
mparenteau@edenpr.org
Term Expires: 12/31/15

Marilyn Arnlund
17792 93rd Place N.
Maple Grove, MN 55311
Hm# 612-597-1141
Wk# 763-494-6091
marnlund@maplegrovemn.gov
Appointed: 2/3/14
Term Expires: 12/31/16

Adam Bedard
9630 99th Avenue N.
Maple Grove, MN 55369
Hm# 218-851-2280
abedard87@hotmail.com
Appointed: 2/2/15
Term Expires: 12/31/17

Steven Courtney
7870 Ranchview Lane N.
Maple Grove, MN 55311
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Wk# 763-777-8498
courtn3333@gmail.com
Appointed: 2/3/14
Term Expires: 12/31/16

Julie Gamber, V. Chairperson
7312 Pineview Lane
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Maple Grove, MN 55311
Hm# 763-493-2360
Cell# 612-805-9471
Work# 763-424-9411
ZEEiroc@aol.com
Appointed: 2/7/05
Term Expires: 12/31/16

Joseph Hogeboom
6914 Garland Lane N.
Maple Grove, MN 55311
Hm# 763-420-6261
Wk# 763-593-8099
jhogeboom83@gmail.com
Appointed: 1/17/12
Term Expires: 12/31/17

Rory Howell
11998 - 91st Avenue N.
Maple Grove, MN 55369
Hm# 515-441-1977
rory.howell@concur.com
Appointed: 7/15/13
Term Expires: 12/31/16

Frank Kampel
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Maple Grove, MN 55311
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frankleslie23@hotmail.com
Term Expires: 12/31/17

Mary Lynn KenKnight
7300 Holly Lane N.
Maple Grove, MN 55311
kenknight1@comcast.net
Appointed: 6/16/14
Term Expires: 12/31/15

Terri Polski
7500 Maplewood Drive
Maple Grove, MN 55311
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pterri56@yahoo.com
Appointed: 2/1/10
Term Expires: 12/31/15

Ed Reichow
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Wk# 612-363-4540
edreichow@gmail.com
Appointed: 3/21/05
Term Expires: 12/31/15

Judy Hanson, Council Liaison
12263 88th Place N.
Maple Grove, MN 55369
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Kelly Matzke, Staff Liaison
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MAPLE GROVE
ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 3 A & B

Meeting Date: January 14, 2016

Agenda Heading: Approval of Agenda and Minutes

Agenda Item: Approval of Agenda and Minutes

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 January 14, 2016 regular meeting.

Motion by Committee member _____, seconded by Committee member _____ to approve the minutes of the November 12, 2015 regular meeting as presented or as amended.

Discussion:

Committee Comments:

MAPLE GROVE
ARBOR COMMITTEE
REGULAR MEETING
NOVEMBER 12, 2015
MAPLE GROVE GOVERNMENT CENTER
7:00 PM

Call to Order

The regular meeting of the Arbor Committee was called to order by Chairperson Mary Parenteau at 7:00 pm.

Members Present

Mary Parenteau, Julie Gamber, Joe Hogeboom, Ed Reichow , Frank Kampel, Marilyn Arnlund, Mary Lynn Kenknight , Steve Courtney, Rory Howell

Members Absent

Terri Polski, Adam Bedard

Also Present

Kelly Matzke - Staff Representative

Approval of Agenda and Minutes

Chair Parenteau asked if there were any additions or revisions to the agenda. Hearing none, Steve Courtney made a motion to approve the agenda as presented. The motion was seconded by Marilyn Arnlund and passed unanimously on a voice vote.

Chair Parenteau asked if there were any revisions to the October 8, 2015 meeting minutes. Hearing none, Julie Gamber made a motion to approve the minutes as presented. The motion was seconded by Frank Kampel and passed unanimously on a voice vote.

New Business

Kiddiegarten Landscape Plan

Kelly Matzke introduced this item by stating that a child care center is proposed at the southeast corner of County Road 30 and Garland Lane. Matzke stated that the proposed Landscape Plan for the project does satisfy the total number of tree requirements, but that it exceeds the total allotted percentage of a single species of tree.

Ed Reichow asked whether or not the applicant identified which particular species of arborvitae is being proposed. Matzke stated that the species of arborvitae is not identified, but it appears that the arborvitaes are being classified as a shrub for this project rather than a tree.

Frank Kampel stated that the notes on the Landscape Plan are confusing, and seem to contradict what is being shown on the Plan itself. Kelly Matzke stated that he will ask for the developer to clarify the notes and resubmit the Plan.

Mary Lynn Kenknight mentioned that, because the proposed development site is typically a dry area, perhaps the developer should consider including a species other than maple. Marilyn Arnlund concurred, and also stated that it would be advisable that the developer consider more evenly dispersing the proposed trees throughout the entire site, particularly in the area adjacent to the proposed playground.

Kelly Matzke will provide feedback to the developer that the plan appears to be incomplete, and a resubmittal will be required that incorporates the following:

1. No more than 20% of any one type of species of tree.
2. Consistency between what is shown on the Landscape Plan and what is listed in the Plan's notes.
3. Consideration of replacing maple trees with a different species of tree.
4. Consideration of dispersing trees more evenly throughout the site, including the addition of trees to the proposed playground area.

The Arbor Committee will review and recommend approval for a revised Landscape Plan at its next meeting.

The Village at Arbor Lakes Landscape Plan

Kelly Matzke introduced this item by stating that the Village at Arbor Lakes is a proposed phased mixed-use development that will be located at the northeast corner of Elm Creek Boulevard and Hemlock Lane. The first phase of the development includes a luxury apartment building which will be located on the north end of the site. Subsequent phases will include additional apartment buildings, connected by tunnelways, as well as mixed use commercial to the south.

The developer is required to plant 73 over-story trees for this development. The Landscape Plan indicates that 74 over-story trees are being proposed. Marilyn Arnlund stated that there is a good mix of proposed trees indicated on the Plan.

Mary Lynn Kenknight asked whether or not the Committee felt that too many Dakota Birch trees are being proposed. Ed Reichow stated that Dakota Birch trees are typically planted in narrow areas for ornamental purposes, and that he is unaware of any disease that threatens the tree.

Frank Kampel stated that he would like to see a proposed planting plan for the swimming pool area. The trees in that area are not identified on the Landscape Plan. Kelly Matzke stated that he has requested that the developer provide more specific information about that area for the Arbor Committee to review at its next meeting.

Old Business

EAB Management Plan Update

Kelly Matzke introduced this item by stating that the City is forming a staff taskforce to address ash tree mitigation in anticipation of the onset of the Emerald Ash Borer (EAB) infestation. The taskforce is currently comprised of Matzke, Marilyn Arnlund and leadership from the Public Works Department. The Parks and Recreation Department has been invited to participate as well.

Member Arnlund went on to discuss possible best management practices that could be incorporated into a city-wide EAD response plan. Arnlund explained that lessons can be learned from the eastern United States, which has already been impacted by EAB. Arnlund stated that the Public Works Department has entered Tree Inventory data into its Geographic Information Systems (GIS) database. Going forward, when a public tree is removed, it can be removed from the database. Conversely, when a new public tree is planted, it can be added to the database.

Marilyn Arnlund stated that the GIS database divides the City into 96 zones, or "neighborhoods". One thought that came up at the staff meeting was that if an EAB-infected ash tree is discovered, all public ash trees in that neighborhood would be removed.

Mary Lynn Kenknight asked whether or not private trees would be included in this plan. Arnlund stated that the City currently has a requirement that diseased or hazardous private trees must be removed. Theoretically, this would also apply to ash trees infested with EAB. Arnlund stated that she would like to find a way to document public and private EAB-infested ash trees that are being treated by homeowners.

Mary Lynn Kenknight queried who is ultimately responsible for tree health in Maple Grove since there is no City Forester. Marilyn Arnlund stated that, per City Code, the City Administrator is technically also the City Forester, and that he or she typically allocates those duties to other

staff. Kenknight stated the importance of having a dedicated City Forester for an undertaking of this size.

Marilyn Arnlund discussed how EAB diseased trees need to be removed during winter months, while the insect lies dormant. Kelly Matzke stated that there may be a staffing issue with removing trees in the winter. Arnlund reiterated the importance of contracting with a tree removal company early so that the service is available when the infestation reaches Maple Grove.

Chair Parenteau stated that she would like the staff group to continue to meet more frequently because of the magnitude of the issue, and the fact that EAB has already been discovered in neighboring Plymouth. Chair Parenteau stated the importance of early education for our residents.

Mary Lynn Kenknight stated that the City of Minneapolis has been identifying ash trees with a banner, and that perhaps we could consider something similar in Maple Grove. The Committee concurred that more information about EAB needs to be listed either on the City's website or on a social media account, such as Facebook.

Mary Lynn Kenknight stated that, as part of the City's EAB mitigation practices, consideration needs to be given to replacing removed ash trees with other species. Chair Parenteau stated that she would like to distribute educational material in utility bills.

Mary Lynn Kenknight stated that Minnesota is providing a thorough and effective response to EAB infestation, and therefore, infestation in Minnesota has spread far less quickly than it has in other states. Kenknight stated that the county-by-county quarantine of firewood transportation method is very effective in limiting EAB's advance. Members Kenknight and Arnlund stated that transportation of firewood containing EAB larvae is the most prevalent form of advancing the parasite's spread to other areas. Kenknight reminded the Committee that Hennepin County, Ramsey County and Anoka County are currently under firewood transportation quarantines.

Buckthorn Removal Event

Kelly Matzke stated that the November 7, 2015 Buckthorn Removal Event at the City's Forest Preservation Area on Vicksburg Lane went very well. Matzke has notified the Street Department that the wood is ready to be burned, if weather permits this winter.

Kelly Matzke recommends that next year, the removal occur near the parking area/ trail head and work its way up the trail.

Area Reports

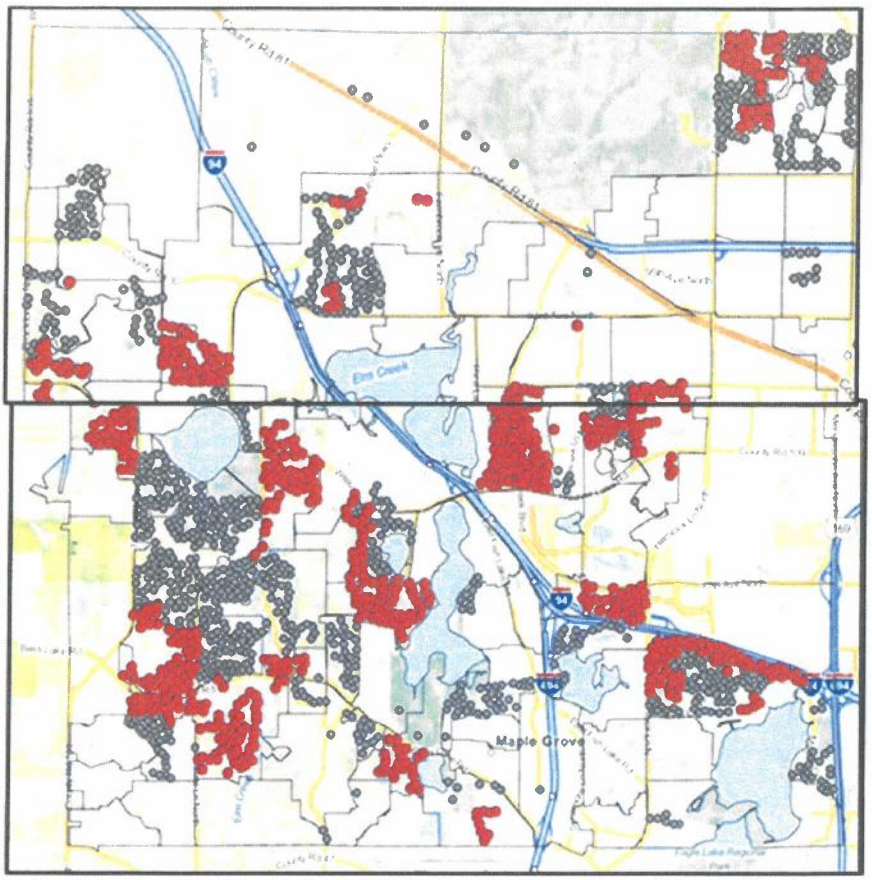
There were no Area Reports to discuss. Kelly Matzke provided an update on other issues that had previously been discussed by the Committee. Matzke spoke with the Public Works Department concerning the removal of wild parsnip and a tree impacted by oak wilt disease near the Bass Lake Road/Elm Creek area. In the spring, when the plants are better identifiable, the City will pursue removal.

Kelly Matzke stated that Eastern Wahoo has been removed from the "recommended tree list". Matzke also stated that the maple tree mentioned by Michelle Burkes at the last meeting in the Boundary Creek neighborhood has been removed.

Matzke stated that he is waiting to hear back from the Minnesota Department of Transportation (MnDOT) concerning the I-94 Interchange Planting program. Matzke hopes to have more information to report at the next meeting.

Mary Lynn Kenknight requested that more buckthorn removal dobbers be used at next year's Buckthorn Removal Event.

Marilyn Arnlund distributed the map below that shows where the Tree Inventory public trees have so far been identified. Arnlund stated that she would like to redirect the attention of the program volunteers to the older neighborhoods to the northeast as well as around West Fish Lake Road, since that is where there are the highest concentration of ash trees. The Committee thanked Arnlund for all of her diligent work in creating and managing this large program.



Maple Grove is 35 square miles or 22,428 acres.
The parks and trails take up approximately 3,341 acres.
The gravel mining area is approximately 2000 acres.
Maple Grove has seven lakes which is approximately 1,494 acres.
There is also lots of farming land and undeveloped land that I don't have the # of acres for...but if you take out the parks, trails, gravel mining area, and lakes there is ~15,593 acres of land.
If you look at the finished zones only...we have inventoried ~485 acres! That leaves about 15,108 acres to inventory.
I cut and pasted a picture of GIS Cloud with the gray dots which represent 2013 and 2014 trees inventoried and the red dots which represent this year (2015). The map is two pieces and is not perfect but it gives you a good picture of what is been done. Thanks, Marilyn ☺

Adjournment

Steve Courtney made a motion to adjourn the meeting at 8:41pm. The motion was seconded by Julie Gamber and passed unanimously on voice vote.

Respectfully submitted,
Joe Hogeboom, Secretary
City of Maple Grove Arbor Committee
November 13, 2015

MAPLE GROVE
ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 4A

Meeting Date: January 14, 2016

Agenda Heading: Old Business

Agenda Item: Educating Residents About EAB

Recommended Committee Action:

None.

Discussion:

Educating residents about EAB is something that has been discussed in previous meetings. One option that has been brought up is putting flyers in utility bills. This is a cost effective way of advertisement that gives the opportunity to educate residents. Please bring questions, comments, and concerns to the meeting.

Committee Comments:

MAPLE GROVE
ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 4B

Meeting Date: January 14, 2016

Agenda Heading: Old Business

Agenda Item: EAB Management Plan Update

Recommended Committee Action:

None.

Discussion:

Staff continues to work on writing an EAB Management Plan. Street, Park and Engineering Departments are meeting monthly to discuss the issues of EAB. The plan is to have a management plan in place sometime in the near future.

Committee Comments:

MAPLE GROVE ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 5A

Meeting Date: January 14, 2016

Agenda Heading: New Business

Agenda Item: 2016 Arbor Day Planning

Recommended Committee Action:

None.

Discussion:

At the January meeting, the Committee begins the process for the upcoming Arbor Day event. At the May 14, 2015 meeting, the Committee reviewed the 2015 event and offered the following suggestions and observations:

1. Neighborhood Buckthorn Eradication Program: Placing something in the City newsletter and Osseo/Maple Grove Press would be better than display.
2. Buckthorn Business: Person selling dabbers could explain its use more.
3. DNR Invasive Species: The display was located at the end. A different location would be better.
4. Mulch Display: Expand to include different types of mulch to use.
5. Home Depot: Displays should be related to landscaping.
6. Escalate Dance: Performance was not what was envisioned.

The following is a list of activities and exhibits from the 2015 event:

- Reptile and Discovery Zoo display
- Escalate – Nature Acting Program
- U of M Raptor Center presentation
- Tree Raffle Drawing

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

- Tree display
- Barb Boulka – landscape artist
- Bird House building sponsored by The Home Depot
- Maple Grove Wood Carvers
- Flower pots with seeds sponsored by Lynde Greenhouse and Nursery
- Tree seedling give-away sponsored by Wright Hennepin Electric Cooperative.
- Tree Inventory Display which includes panels on overplanted and acceptable trees to plant
- EAB and Smokey the Bear costumes
- Audubon Society
- Tree medallions
- Passbook Scavenger Hunt. Prizes include passes to the Community Center
- Paper tree making
- Invasive Species display by the Minnesota DNR
- Bee house making – by the Bee Squad
- Master Gardener/Tree Care Advisor
- Video on how to plant a tree
- How to mulch a tree

- Free tote bags
- The Girl Scouts were contacted to provide assistance on Arbor Day but did not respond.
- The National Honor Society at Maple Grove Senior High was contacted for assistance.
- Below are the activities that need the assistance of at least one Committee member.

Activity	**12:00-1:00**	**1:00-2:00**	**2:00-3:00**	**3:00-4:00**
Tree Display/Tree Planting Video				
Master Gardener/Tree Care Advisor				
Passbook Scavenger Hunt				
Tree Medallions/Home Depot				
Paper Tree Making				
Tote bag distribution				
Tree seedling distribution				
Refreshments				
Tree mulch				

Initial review and planning of the 2016 event is requested.

Committee Comments:

MAPLE GROVE
ARBOR COMMITTEE

REQUEST FOR COMMITTEE ACTION

Item Number: 5B

Meeting Date: January 14, 2016

Agenda Heading: New Business

Agenda Item: Attendance Policy

Recommended Committee Action:

None.

Discussion:

In January of 2015, City Council approved the attached attendance policy for Board and Commission members. The policy calls for attendance at a minimum of 75% of the meetings held (unless excused for illness, family emergency, or business conflict) and no more than three consecutive unexcused absenses.

Committee Comments:

CITY OF MAPLE GROVE
BOARD AND COMMISSION MEMBERS
ATTENDANCE REQUIREMENTS

Board and Commission Members **City of Maple Grove**

Upon application for and acceptance of appointment, board and commission members must demonstrate their intention and ability to attend meetings.

The City Council is most appreciative of the dedication and contribution by those who are willing to donate their time to community service. The Council anticipates that members appointed to the City's boards and commissions will make every reasonable effort to attend all regular meetings of their respective boards or commissions, to attend special meetings if applicable, and to be prepared to discuss matters on their respective agendas.

Regular attendance at meetings is a requirement for continued membership on any board or commission. Irregular attendance and frequent absences are detrimental to the entire group and put undue pressure on those members who do attend meetings. Regular attendance allows members to learn about and discuss issues in depth which contributes to more effective decision making.

Therefore, it is imperative that members maintain regular attendance. Members who cannot attend a meeting should contact the chair and/or appropriate staff member concerning his or her absence prior to the meeting. If no contact is made, the absence would be considered unexcused.

Attendance Requirements

The following are cause of a member's appointment to be considered for termination:

1. Any board or commission member who is absent from three consecutive meetings in a row (unexcused) will be deemed to have vacated his or her membership on the particular board or commission, unless his or her absence is excused for illness, family emergency and business conflicts.

2. Any board or commission member must attend 75% of all regular meetings from the time the member's term begins until the end of the calendar year and each subsequent calendar year thereafter.

3. City board and commission liaisons shall prepare an annual report of attendance noting the percentage of absences of members for the preceding fiscal year. This report shall be provided no later than November 30 of each year and will be forwarded to the Mayor and City Councilmembers who may use this information in considering reappointment.