

Chair

Mary Parenteau

Committee Members

Michael Aasen

Marilyn Arnlund

Steven Courtney

Julie Gamber

Bob Henke

Frank Kampel

Cody Lensing

Sarah Piket

Donald Varney

Jake Wanek



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**Arbor Committee Agenda
May 12, 2022
7 p.m.
Emergency Operations Center**

1. **OPENING BUSINESS**

A. Call to Order

2. A. Approval of Agenda

B. Approval of Minutes – April 14, 2022 regular meeting

3. **OLD BUSINESS**

A. Conservation Partners Legacy Grant

B. 2022 Arbor Day Event

C. Arbor Committee T-Shirts

4. **NEW BUSINESS**

A. Hy-Vee North Property

B. Maple Grove Days Parade

C. City Forester Presentation

5. **AREA REPORTS**

6. **Adjournment**



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Approval of agenda and minutes – agenda item 2A and 2B

PREVIOUS ACTIONS:
None

RECOMMENDED ARBOR COMMITTEE ACTION:

Call by Chair _____ 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 May 12, 2022 regular meeting.

Motion by Committee member _____, seconded by Committee member _____ to approve the minutes of the April 14, 2022 regular meeting as presented or as amended.

COMMENTS:
None

ATTACHMENTS:
April 14, 2022 Arbor Committee draft minutes

**Maple Grove Arbor Committee
Regular Meeting Draft Minutes
April 14, 2022
Emergency Operations Center
7:00 PM**

Call to Order	The regular meeting of the Arbor Committee was called to order by Chair Parenteau at 7:00 p.m.
Members Present	Chair Mary Parenteau, Sarah Picket, Julie Gamber, Don Varney, Bob Henke, Marilyn Arnlund, Steve Courtney, Mike Aasen and Jake Wanek.
Members Absent	Cody Lensing and Frank Kempel
Also Present	Judy Hanson, City Council Liaison Jesse Corrow, Staff Liaison
Approval of Agenda	Motion Marilyn, second Sarah to approve the agenda. Vote all ayes. Motion passed.
Approval of Minutes	Motion Marilyn, second Bob to approve the minutes from March 10, 2022. Vote all ayes. Motion passed.
<u>Old Business</u>	
Parking Lot Subcommittee	Committee has not met since last meeting but has meeting set this month.
Conservation Partners Legacy Grant	WSB will take over grant writing for the application. Hoping to have the grant to the council meeting by May 2. May 9 is deadline to submit the application.
2022 Arbor Day Event	Julie will be there after previously being unavailable. Marilyn discussed Arbor Day event items with the committee that she has purchased. As well as crafts she bought and worked on for kid's activities and boards for her booth. She also has a Bird ID YouTube video to show at the event that people can watch at the event. Sarah said we have volunteers for the event from Maple Grove High School for the event. Event members to get names of volunteers to Jesse for name tags to work the event.

Jesse mentioned there is no date yet for tree pickup. But seedlings will be gel-coated to last longer. May need to bag the seedlings if needed.

Maple Grove Citizens for Sustainability requested a flyer and Sarah created one for the event. Mary said to send to council, park board, and other city employees in addition to putting them up around town.

Signs for seedlings and show trees need to be made. Trees will come day of and Sunflower seeds and pots can be brought to community center on the Friday before the event.

Committee members are to be at event at 10 am if possible and will take turns and rotate through various areas of the event. Mary has booths organized together and high school volunteers will work the kid's area.

New Business

Tree Sale Planning

Dan from Grove Nursery provided list of trees to be sold at fall tree sale. Marilyn mentioned the two maples included on the list can have issues and may not be a good fit. Committee members agreed. Maples are out. Tree list approved with 11 total trees. Order form will be available in the summer newsletter and online.

Adopt-A-Street

May 19 at 5:30 pm at Basswood Elementary will be the meeting place for committee members

City Council Goals

Marilyn mentioned news article about council goals. Final goal is to develop 5-year plan to address budget and staffing needs. Asked if trees would fall under that umbrella. Mary asked Judy if Committee can do anything proactive to ensure trees are included in the council goals and future plans.

City Forester

Jake brought up some info on what other cities around the country are doing to pay for a city forester and some numbers around property values with cities with a higher tree canopy percentage.

Mary brought up Growing Shade project as a way to look at similar cities in the metro and their tree canopy percentages.

Mary will check with Joe H. on best way to bring Forester position to the council.

Area Reports

Marilyn discussed the potential dangers of jumping worms. Invasive species that can decimate a forest. Jesse will check with parks to see if there are any reports on jumping worms. Additional information on Landscape plans will be sent out. Mary asked if anyone else needed anything to fill out and evaluate the plans. Jesse will look into a google doc or working sheet for Committee members to give feedback on plans.

Rotary Club is having a buckthorn removal event at the Arboretum on April 21 at 4:30 pm.

Adjournment

Motion by Sarah Picket, second by Don Varney to adjourn the meeting at 8:46 p.m. Vote all ayes. Motion carried.

Respectfully submitted,
Jake Wanek, Arbor Committee Member
City of Maple Grove Arbor Committee



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022

PREPARED BY: Jesse Corrow, Associate Planner

AGENDA ITEM: Conservation Partners Legacy Grant - agenda item 3A

PREVIOUS ACTIONS:

At their meetings of April 14, 2022, March 10, 2022, February 10, 2022, January 13, 2022 and, December 9, 2021, the Arbor Committee discussed grant application progress.

COMMENTS:

The grant request was successfully submitted before the May 9th deadline. Staff was able to review the application material before it was submitted and will be informed of the application status within 4 to 6 weeks.

The application system will open again on August 1, 2022, for the first round of fiscal year 2023 Metro Grant Cycle applications. Funding from this grant cycle is up to \$400,000 and could serve upwards of 100 acres of land for the restoration activities that are being pursued.

ATTACHMENTS:

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REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: 2022 Arbor Day event – agenda item 3B

PREVIOUS ACTIONS:

At their meetings of April 14, 2022, March 10, 2022, February 10, 2022 and January 13, 2022, the Arbor Committee discussed roles, responsibilities and final planning for the event.

The 2020 and 2021 Arbor Day events were cancelled.

RECOMMENDED ARBOR COMMITTEE ACTION:

Arbor Committee review and comment on the event is requested.

COMMENTS:

The 2022 Arbor Day Event was a success! Follow-up discussion after the event is important to plan for future Arbor Day Events.

ATTACHMENTS:

None



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Arbor Committee T-Shirts – Agenda Item 3C

PREVIOUS ACTIONS:

The Arbor Committee has discussed plans for purchasing new t-shirts for each of the committee members.

RECOMMENDED ARBOR COMMITTEE ACTION:

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COMMENTS:

Mary and Bob will provide an update on T-Shirt ordering.

ATTACHMENTS:

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REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Hy-Vee North Property agenda item 4A

PREVIOUS ACTIONS:

The City of Maple Grove received cash-in-lieu funds from Hy-Vee for excessive tree removal at their property at 9960 Maple Grove Parkway, which is located in a T-Zone.

RECOMMENDED ARBOR COMMITTEE ACTION:

Provide input for possible uses of the funds.

COMMENTS:

As part of their 2016 development stage plans, the Hy-Vee North location received permission to remove more trees than the Tree Preservation Code allows in exchange for a robust landscape plan and cash-in-lieu penalty in the amount of \$67,150.

The site was graded and many of the trees were removed. However, the Hy-Vee store was never constructed and the land was recently put up for sale. The cash-in-lieu money has not been spent and staff is requesting input from the Arbor Committee on appropriate ways to spend the money.

ATTACHMENTS:

None



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Maple Grove Days Parade – agenda item 4B

PREVIOUS ACTIONS:
None

RECOMMENDED ARBOR COMMITTEE ACTION:
Plan for the parade and discuss needed items. Also, establish a time and place for Arbor Committee to meet prior to start of the Maple Grove Days Parade.

COMMENTS:
The Arbor Committee is registered to take part in the 2022 Maple Grove Days parade which is scheduled for July 14 at 6:30 p.m. The parade line up and other information will be sent out in June, this will include route map, instructions and all other important information

ATTACHMENTS:
Maple Grove Days 2022 participant rules



Maple Grove
Community
Organization
Presents...

Maple Grove Days 2022



PARTICIPANT RULES

Maple Grove
Days Parade

Thursday,
July 14th, 2022
@ 6:30pm

DEFINITIONS – As used herein, the following terms will have the following meanings:

“Event” – Maple Grove Days Celebration

“Participant” – Any business/organization that participates in the Maple Grove Days Parade

MGCO – Maple Grove Community Organization

DISTRIBUTION OF ITEMS TO PARADE SPECTATORS- Due to safety concerns – **NO** items (including water or candy) may be **thrown** to parade spectators from vehicles. Spectators have been injured by being hit by thrown objects. **All items must be handed to the parade spectators by participants walking along the white lines on the sides of the road.** Do not give out items in a manner that requires children/spectators to enter the street! We must enforce this rule for the safety of all viewers and drivers of units. **If you fail to comply we will take the items and return them at the end of the parade (see MN Statute 169.42).** All items must be suitable for a family audience.

You are responsible for ensuring that everyone associated with your unit is aware of ALL procedures, rules and contract requirements.

APPLICATION PROCESS:

FEES & PAYMENT IN ADVANCE – Entry fees are as follows: **\$15** for non-profit organizations, **\$175** for a Maple Grove Business, **\$225** for a non-Maple Grove business, and **\$175** for political units. Entry fee must be paid within stated timeframe once participant has received communication of acceptance into the parade. **For non-profit groups only** - your parade fee can be returned after the event if you provide a minimum of 6 volunteers for parade clean up or another Maple Grove Days event. If you interested in this option, indicate this on your parade application.

MUSICAL UNITS - Must adhere to the Performance Act of 1976 concerning copyright laws for music performed or played. Please limit your performance time to 2 minutes. We must be informed on your application if you intend to play music.

INSURANCE- Each unit should have liability insurance. If not, you must sign the waiver of liability. Participant acknowledges that MGCO does not maintain insurance covering the participant’s property and that it is the sole responsibility of the participant to obtain business interruption and property damage insurance covering any and all losses by participant. Please provide MGCO with a copy of Insurance Binder, Certificate of Insurance (naming MGCO and the City of Maple Grove as additional insured) or sign the waiver of responsibility.

REFUNDS – Refund of parade fees will be granted with written notice of cancellation postmarked by the end of May. No other refunds will be issued for any reason including inclement weather cancellation.

UNIT LOCATION – MGCO makes no promises as to the location of the participant’s unit in the line-up and reserves the right to change location of unit if necessary.

LINE UP AREA SPACE REQUIREMENTS – All participants’ equipment and persons must fit in the space (length) specified on the application (e.g. if you requested 25 feet of line-up space, everything including the vehicle pulling the unit must fit in that space-The maximum unit length allowed is 100 feet). No additional space is provided-no exceptions.

If your application is accepted, you will be sent a confirmation in May.

PARADE PROCEDURES & RULES:

SET UP – Set up begins at 4:45 p.m. All participants are required to be completely set up and in their designated line-up position by 6:00 p.m. Any units that arrive after 6:00 p.m. will be directed to the end of the parade. You **must** pull your parade vehicles into the space by **your line-up number**.

UNIT PARTICIPANTS DROP OFF – Car Pooling is required for all parade units. Find a designated pick up spot away from the parade route. Have one or two drivers that can then drive the participants into the parade line-up area, **no exceptions will be allowed**. If you miss the group entry please walk in. Additional information to share with your unit participants will be sent if your application is accepted.

PARKING – Off-site parking will be available on side streets and along Rice Lake Road north of 89th Ave. The Rice Lake School parking lot is Handicap Parking Only. **No cars can be left parked on the parade route** or in any No Parking Zone.

DISPLAY, DECORATIONS & EQUIPMENT– All displays and/or decorations will be the responsibility of the participant. Floats and novelty units need to be entertaining and aesthetically pleasing. All decorations must be safe for parade participants and audience. All mechanical equipment should be in good working order. Participants must supply all of their own equipment. MGCO cannot provide any equipment to participants.

CONDUCT– Participant agrees to conduct themselves in an orderly manner in full compliance with applicable laws and regulations. All participants are required to act appropriately and responsibly. All participants will comply with instructions given by the Parade Committee, the parade route monitors or Public Safety employees. **NO items may be THROWN from unit!**

ANIMAL UNITS – All animal units are required to provide their own cleanup. Violators will be asked to leave.

ALCOHOLIC BEVERAGES or FIREWORKS- No alcoholic beverages of any nature or fireworks will be permitted in or around the parade line up area, parade route or disbanding area.

CANCELLATION POLICY –The event will **not** be cancelled if there is light rain. In case of inclement weather prior to the start of the parade, the decision to cancel the event will be made by the Emergency Operations Center. We will post this information at www.maplegrovedays.org and on our voice mail 763-494-5985.

Parade Contact Information

Email: Parade@mgco.org



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: City Forester Presentation agenda item 4C

PREVIOUS ACTIONS:
none

RECOMMENDED ARBOR COMMITTEE ACTION:
Click or tap here to enter text.

COMMENTS:
Mary and Jake would like to share a presentation they have provided in support of a full time City Forester position.

ATTACHMENTS:
Click or tap here to enter text.



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: May 12, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Area Reports – Agenda Item 5

PREVIOUS ACTIONS:
None

RECOMMENDED ARBOR COMMITTEE ACTION:

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. Arbor related items will be forwarded to the appropriate staff member with a response provided at the next meeting.

COMMENTS:

Adopt-A-Street: A reminder that the Adopt-A-Street event will be on Thursday, May 19 at 5:30 p.m. The Arbor Committee will meet at Basswood Elementary School.

ATTACHMENTS:
None