

Chair
Mary Parenteau
Committee Members
Marilyn Arnlund
Bob Henke
Frank Kampel
Apeckhya Karki
Rachael Lamsal
Cody Lensing
Darlene Lindgren
Emma Molls
Sarah Piket
Donald Varney



Arbor Committee Agenda
June 8, 2023 7 p.m.
Mayor's Conference Room

Address:
12800 Arbor Lakes Pkwy
Maple Grove, MN 55369

Phone:
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1. **OPENING BUSINESS**
 - A. Call to Order

 2.
 - A. Approval of Agenda
 - B. Approval of Minutes – May 11, 2023 regular meeting

 3. **OLD BUSINESS**
 - A. 2023 Arbor Committee Work Plan
 - B. Maple Grove Days Parade
 - C. Tree Planting Event

 4. **NEW BUSINESS**
 - None

 5. **AREA REPORTS**

 6. **ADJOURNMENT**



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: June 8, 2023
PREPARED BY: Jesse Corrow, City 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 June 8, 2023 regular meeting.

Motion by Committee member _____, seconded by Committee member _____ to approve the minutes of the May 11, 2023 regular meeting as presented or as amended.

COMMENTS:

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ATTACHMENTS:

May 11, 2023 meeting minutes

**Maple Grove Arbor Committee
Regular Meeting Minutes
May 11, 2023
Mayor's Conference Room
6:30 p.m.**

Call to Order	The regular meeting of the Arbor Committee was called to order by Chair Parenteau at 6:30 p.m.
Members Present	Chair Mary Parenteau, Sarah Picket, Cody Lensing, Don Varney, Marilyn Arnlund, Bob Henke, Emma Molls and Apeckchya Karki
Members Absent	Darleen Lindgren, Frank Kampel and Rachael Lamsal
Also Present	Rachelle Johnson, Council Liaison Joe Hogeboom, Director of Community and Economic Development Justin Templin, City Attorney Jesse Corrow, Staff Liaison
Special Business	<p>City Attorney Justin Templin presented the Data and Ethics Practices and Open Meeting Law training to the Arbor Committee.</p> <p>Joe Hogeboom introduced a formal work plan approved by the City Council that is required for each city board and commission. Hogeboom discussed each of the assigned projects that include the following: Tree Planting Recommendations, Monarch Pledge, Engaging with Similar Community Groups, Forester Roles and Duties, Arbor Day Celebration, Pierre Bottineau Parade, Adopt-A-Highway and Forest Preservation Area Buckthorn Removal.</p> <p>Going forward, work plans will be provided annually each January.</p>
Approval of Agenda	Motion Picket, second Henke to approve the agenda for May 11, 2023. Vote all ayes. Motion passed.
Approval of Minutes	Motion Varney, second Molls to approve the minutes from April 13, 2023. Vote all ayes. Motion passed.

Old Business

Parking Lot Sub Committee

Subcommittee members expect they will be able to share their findings with the Arbor Committee after two or three more meetings. Per the direction of city staff, subcommittee meetings will be on hold until further notice.

Arbor Day Event

Committee members were asked to share their thoughts on the Arbor Day event and provide recommendations for next year. Committee members feel this was the most attended event they can recall. Nearly all of the tree seedlings were distributed, the serviceberry trees were very popular while the Chinese chestnut were not. Additional easel stands are needed for next year. Some of the material at the master gardener table is outdated and needs updating.

Hy-Vee North Funds

Committee members were not able to meet since the last meeting to design a landscape plan. Parenteau mentioned that Dan Sanford from Grove Nursery is willing to help with the landscape plan, she will contact Dan and hopefully have a draft landscape plan to review at the next meeting.

City Forester

Councilor Johnson mentioned there has been some discussion on the role of a city forester and if a new position is created, it would likely be paired with the environmental efforts the city is targeting. Staff does not see a city forester as a full-time job and feels that sustainability and environmental efforts would be a nice fit under its role. The committee discussed the qualifications this person should have and feels a degree or background in forestry is needed.

New Business

Maple Grove Days Parade

Corrow informed the group that the Arbor Committee is registered to take part in the parade on July 13, 2023. Corrow will contact Ed Reichow to see if he will drive his truck and trailer for the Arbor Committee Parade. Henke will contact the DNR about Smokey Bear.

Area Reports

Parenteau asked if MNDOT has collected the litter along the freeways. Corrow received an email response from the metro contact that the Maple Grove area is planned.

Parenteau reminded the group of the street cleanup event along Vicksburg Lane on May 17, 2023.

Varney discussed a presentation he heard that focused on best management practices for snow plow drivers. Varney will connect the speaker with the Lake Quality Commission and see about have her join a future meeting.

Adjournment

Motion Arnlund, second Varney to adjourn the meeting at 8:42 p.m. Vote all ayes. Motion carried.

Respectfully submitted,
Jesse Corrow, City Planner
City of Maple Grove Arbor Committee



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: June 8, 2023
PREPARED BY: Jesse Corrow, City Planner 2023 Arbor
AGENDA ITEM: Committee Work Plan - agenda item 3A

PREVIOUS ACTIONS:

Joe Hogeboom presented a formal work plan and discussed the responsibilities of the Arbor Committee at their meeting on May 11, 2023.

COMMENTS:

Following the discussion that took place at the previous meeting, a revised version of the Arbor Committee Work Plan will be shared at the meeting. Additions made to the work plan are underlined in red on the attached document.

ATTACHMENTS:

2023 Arbor Committee Work Plan



Arbor Committee Work Plan 2023

Introduction

The Arbor Committee serves as an advisory body to the City Council. The duties of the Arbor Committee are established in City Code, Section 2-211 through 2-216. This document establishes a work plan for the Arbor Committee for the remainder of 2023. Going forward, work plans will be provided annually each January.

New Projects

- Tree Planting Recommendations
Identify several potential locations of city-owned property on which trees will be planted.
- Coordinate a tree planting demonstration/ education event and promotion.
- Monarch Pledge
Review the Mayor's Monarch Pledge and its corresponding list of action items. Determine which action items are feasible, and provide policy recommendation to the City Council for their implementation.
- Identify community groups with similar objectives as the Arbor Committee, and look for ways both groups could coordinate community service events (i.e. working with the Rotary Club for buckthorn removal).
- Forester Roles and Duties
Provide a formal recommendation to the City Council requesting the consideration of a position that carries out forestry duties, in addition to other environmental and sustainability-related duties.
- Provide recommendations for City Code landscape requirements. Recommendations will be made in motion form and presented to the City Council.
- Continue to provide feedback regarding the Arbor Committee section of the City website.
- Continue to evaluate best management practices for parking lot trees, and provide those recommendations in the form of a motion to be presented to the City Council.

Annual Projects

- **Arbor Day Celebration**
Discuss the 2023 Arbor Day celebration, and determine what will be included in the 2024 event. The 2024 event could be an opportunity for a tree planting demonstration.
- **Pierre Bottineau Parade**
Continued participation in the Pierre Bottineau Parade, which will be held on Thursday, July 13th.
- **Adopt-A-Highway – Vicksburg Lane**
Continued participation in 1 to 3 clean-up events along Vicksburg Lane, between Bass Lake Road and the Plymouth city border.
- **Forest Preservation Area Buckthorn Removal**
Coordinate a buckthorn removal event in the Forest Preservation Area in late October. Continue to identify best management practices recommendations for the Forest Preservation Area, and if necessary, recommend best practices not currently in place to the City Council.



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: June 9, 2022
PREPARED BY: Jesse Corrow, Associate Planner
AGENDA ITEM: Maple Grove Days Parade – agenda item 3B

PREVIOUS ACTIONS:

Plans for the Maple Grove Days parade were discussed at the previous meeting.

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 2023 Maple Grove Days parade is on Thursday, July 13 at 6:30 p.m. Parade line up and other information will be sent to the Arbor Committee via email when it is received.

Tasks discussed so far:

Smokey and EAB Costumes: Bob
Truck and Trailer: Jesse
Candy: Jesse

ATTACHMENTS:

None



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: June 8, 2023
PREPARED BY: Jesse Corrow, City Planner
AGENDA ITEM: Tree Planting Event - agenda Item 3C

PREVIOUS ACTIONS:

At their meeting on May 11, 2023, committee members discussed the landscape plan for this year's tree planting event.

COMMENTS:

Chair Parenteau and staff met with Dan Sanford from Grove Nursery to inspect the site discuss the planting event. An estimate of quantities and possible tree species will be determined and findings will be shared with the committee.

ATTACHMENTS:



REQUEST FOR ARBOR COMMITTEE ACTION

MEETING DATE: June 8, 2023
PREPARED BY: Jesse Corrow, City 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:

- Pollinator Strong event at Great River Energy on Thursday, June 22 at 5 – 7 p.m.
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ATTACHMENTS:
None