LAUDERDALE ENVIRONMENT AND SUSTAINABILITY COMMISSION MEETING AGENDA 7:00 P.M. TUESDAY, JULY 15, 2025 LAUDERDALE CITY HALL, 1891 WALNUT STREET

1. CALL TO ORDER

2. ROLL CALL

3. APPROVALS

- a. Agenda
- b. Minutes of the June 17, 2025 Meeting

4. INFORMATIONAL PRESENTATIONS / REPORTS

5. DISCUSSION / ACTION ITEM

- a. DNR Tree Grant Status
- b. Eureka Recycling Tour Reschedule
- c. Arbor Day Foundation Programs
- d. Opportunities for Restoring Tree Canopy Discussion

6. SET AGENDA FOR NEXT MEETING

- a. Opportunities for Restoring Tree Canopy Discussion
- b. Scheduling Seminary Pond Tour

7. ADJOURNMENT

To participate remotely:

Lauderdale Meetings is inviting you to a scheduled Zoom meeting. Topic: July 15, 2025 Lauderdale Environment and Sustainability Commission Time: Jul 15, 2025 07:00 PM Central Time (US and Canada) Join Zoom Meeting https://us02web.zoom.us/j/86580973448?pwd=yaz7zPYbW1SQmrhBkzw3VTYyR6jlCM.1

Meeting ID: 865 8097 3448 Passcode: 874553

Dial by your location

- +1 646 558 8656 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 507 473 4847 US
- +1 669 900 9128 US (San Jose)

LAUDERDALE ENVIRONMENT AND SUSTAINABILITY COMMISSION MEETING MINUTES 7:00 P.M. TUESDAY, JUNE 17, 2025 LAUDERDALE CITY HALL, 1891 WALNUT STREET

CALL TO ORDER

Chair Winkelaar called the meeting to order.

ROLL CALL

Members Present: Ewa Prochniewicz; Josh Keller; Monika Davis, Jess Winkelaar; and Ann Sisel. Members Absent: Mindy Nakamoto and Bryan Carlson. City Council Member Present: Jeff Dains. Staff Present: Heather Butkowski and Jim Bownik.

APPROVALS

Chair Winkelaar asked if there were any proposed changes to the June 17, 2025 commission meeting agenda or the May 20, 2025 commission meeting minutes. There being none, Sisel made a motion to approve. Davis seconded the motion and it carried unanimously.

INFORMATIONAL PRESENTATIONS / REPORTS

DISCUSSION / ACTION ITEM

A. Day in the Park Tabling

After discussion, Sisel said she would make a pollinator flyer. Davis said she would make a flyer on composting. Winkelaar will make seed packets. During the event, the group will give away those materials in addition to the food scrap buckets remaining from the Sustainability Fair. Commissioners will also poll visitors on their environmental priorities.

B. Sustainability Fair Follow Up

The desire was to host the event again since the format has been created. Comments to consider in the future included not hosting the same day as Roseville and deciding whether the fair should be longer than two hours.

C. Breck Woods / HDR-C Zoning District

Butkowski briefly explained the HDR-C Zoning that was adopted for Breck Woods. The zoning ordinance requires developers to preserve some of the wooded area in exchange for additional density. The preserved land must be held in trust. Previously, the Minnesota Land Trust agreed to do that. Butkowski said the new developer seemed to understand the ordinance. An open house on the project is scheduled for July 16 at 5:30 p.m.

D. DNR Tree Grant Status Topic to be carried over to the next meeting

E. Eureka Tour Due to schedule conflicts, the Commission will look to schedule the tour again at a later time.

SET AGENDA FOR NEXT MEETING

- a. Status of DNR Grant
- b. Rescheduling Eureka Tour
- c. Arbor Day Foundation Restoring Tree Canopyd. Restoring Tree Canopy Discussion

ADJOURNMENT

The meeting adjourned at 8:06 p.m.

LAUDERDALE ENVIRONMENT AND SUSTAINABILITY COMMISSION AGENDA TOPIC FORM

Meeting Dat	e	July 15, 2025	Agen	ida Item DNI	R Grant
Action Requ Consent Action	iested	Public Hearing Resolution		Discussion Work Session	

DESCRIPTION OF TOPIC:

Late in 2023, the DNR received legislative funding for a grant program focused on removing and replacing trees infected with Emerald Ash Borer. The city applied and received \$38,910. Attached is a portion of the application.

As the rules and requirements have rolled out, it has been harder to use the money than expected, which we can discuss during the meeting. Ultimately, the City has removed the last nine boulevard ash trees with the money and will be replacing them shortly – Maybe this week.

Spent funds:	
Removal of 9 Trees:	\$17,510
10 Trees and Planting Supplies:	\$ 2,500
Arborist Services	\$500

That leaves about \$18,400 to spend. There are some trees we can remove in the Nature Area yet but the tree replantings then have to be in the Nature Area, which is a challenge due to lack of water access and the deer that live down there. The watershed planted trees and shrubs a few years ago that they feasted on.

To Be Removed			Tree	Removed Stum	Tree Removed Stumps Ground Soil and Seed Price	ind Seed Pric	e Preferred Tree
Malika Touahri	1862 Walnut	Boulevard Ash	Ash	6/2024	6/2024	6/2024	1850 Amela Gra Aut Brilliance
Brian Lindstrom	1951 Walnut	Boulevard Ash	Ash	6/2024	6/2024	6/2024	1350 Swamp White Oak
Brian Lindstrom	1951 Walnut	Boulevard Ash	Ash	6/2024	6/2024	6/2024	1350 Swamp White Oak
John Murray	1750 Eustis	Boulevard Ash	Ash	6/2024	6/2024	6/2024	1590 Amela Gra Aut Brilliance
Shinhee Son	1862 Eustis	Boulevard Ash	Ash	6/2024		6/2024	900 Amela Gra Aut Brilliance
Bassou Oulgout	1891 Carl	Boulevard Green	Green Ash	6/2024	6/2024	6/2024	3950 Amela Gra Aut Brilliance
Wade Bren	1917 Carl	Boulevard	Ash	6/2024	6/2024	6/2024	2200 River Birch
Ray Seeger	1974 Carl	Boulevard Green	Green Ash	6/2024	6/2024	6/2024	1640 River Birch
Ray Seeger	1974 Carl	Boulevard Green	Green Ash	6/2024	6/2024	6/2024	1640 River Birch
Maechelle Parry 1781 Lake	1781 Lake	Boulevard Ash	Ash	6/2024	6/2024	6/2024	2390 Amela Gra Aut Brilliance
							18860

All the second se

Exhibit A: Grant Project Deliverables

2023 Shade Tree Program Bonding Grants City of Lauderdale Deliverables

Grant Sum Total: \$38,910.00

Grant Parameters

- Planting trees can take place without removal.
- Removals need to be considered a necessary component of replanting.
- Removals conducted on streets and manicured parks must meet a minimum of one tree planted for each tree removed.
- Removals conducted in park woodlands must incorporate replanting at a meaningful rate.
 - Removals in woodlands need to be mitigating a public safety concern or to address degraded ecosystems.
 - o Removals must meet a minimum of one tree planted for five trees removed.

Accomplishment Reports

As work is completed, thoroughly address all applicable bullet points below. Add in the date of reporting (e.g. 1/1/24) and change the font color of your update to red, to show where information has been added. Continually add to this document over the lifetime of your grant, making sure that all bullet points are addressed by the time of the grant's completion.

A written update must be submitted by each reporting deadline, to ensure project is moving forward and on track to completion. Add written reports below corresponding to each reporting date:

July 1, 2024 Update: January 1, 2025 Update: July 1, 2025 Update: January 1, 2026 Update: July 1, 2026 Update: January 1, 2027 Update: July 1, 2027 Update: January 15, 2028 Final Report:

Work with DNR to fully execute and report on the impacts of the work plan by meeting the requirements as submitted in the application:

Anticipated Accomplishments: Trees Removed-20 Trees Planted-30

Project Overview and Need

The City of Lauderdale is adjacent to the St. Anthony Park neighborhood in St. Paul were the first EAB infected tree was found. The spread of the disease to our community was swift. The on-going removal of ash trees on public and private properties within the City is constant. This has been a drain on City funds. Since 2016, the City has spent \$116,000 on tree care, the vast majority on removing diseased ash trees. Each year the City removes the most diseased and hazardous trees based on what we can afford to spend on removal.

Our goal for this grant is to remove the remaining public ash trees from boulevards, Lauderdale Community Park, Skyview Park, and the Lauderdale Nature Area to make way for replacement boulevard and park trees. The City has financed the removal of all of the diseased public trees without outside support and created a tree inventory in our GIS system to track removals. Without this grant, the City will continue to remove diseased ash trees as funds allow. We will be unable to plant new boulevard or park trees until the diseased ash trees are removed because of the hazard they pose. We find the diseased ash trees become brittle quickly and need removal.

Until recently, Lauderdale was a low-income census tract. Per the Minnesota Pollution Control Agency's interactive environmental justice map Lauderdale's population is 35.74% people of color and 24.68% earn income less than 200% of the federal poverty level. Our tree canopy has declined noticeably in the past five years due to the ash tree loss. We will use the grant dollars to start the rebuilding process. This included planting in our parks that are heavily used by our BIPOC residents.

Project Timeline

January - December 2024 – Remove remaining public ash trees from boulevards, Lauderdale Community Park, Skyview Park, and the Lauderdale Nature Area along paths and adjacent to homes.

April - September 2024 – Identify tree planting locations.

October - December 2024 – Contact property owners adjacent to tree planting locations to discuss tree species and their ability to keep the tree bags filled.

January-March 2025 – Order trees and related materials for spring planting.

April – June 2025 – Plant trees.

Ongoing - Staff monitoring of new trees to verify they are unharmed, growing, and being watered.

Fall 2025, 2026, 2027 - Inspection and pruning by city arborist.

Project Budget Explanation

The City has approximately 20 public ash trees left on the boulevard, in parks, and in wooded areas near homes and along paths. Staff will use the funds to remove those, grind stumps where needed, and haul where needed. Trees in wooded areas will likely be left on site for habitat.

The trees will be planted along public streets and in city parks. After planting, they will be watered by tree bags and protected with tree protectors. Staff selected four tree options to increase diversity of species and allow homeowners to have some say in the planting process.

Staff do not regularly plant trees and we want these to grow successfully. The City's contracted arborist will assist with planting and the initial inspections and pruning.

Any unexpected costs, cost overages, or items not covered by the grant will be paid for by the City.

Project Impacts on Priority Landscapes and Populations

Lauderdale is a suburb with a development pattern similar to Minneapolis and St. Paul. Lauderdale always has been a gem for families starting out. With the most affordable properties in Ramsey County outside of St. Paul, Lauderdale has been a place where working class families and new immigrants could afford their first homes in a safe community with access to good schools. It has always been the goal of the City to preserve our naturally occurring affordable rental and owner occupied housing. That doesn't

just mean preserving an affordable price but providing a healthy environment with access to light, air, and shade that families with more money can afford to buy on bigger lots in wealthier suburbs.

The loss of our tree canopy due to EAB over the past five years is visually noticeable. We haven't been able to focus on replanting with all of the trees that we have had to finance removing. We are finally at the turning point. With only 20 or so public ash trees remaining, we can turn attention to replanting. With this grant money, we will be able to make our first investment in new trees to restore the City's lush tree canopy and the environmental health benefits that come with it. Per the Minnesota Pollution Control Agency's interactive environmental justice map, Lauderdale's population is 35.74% people of color and 24.68% earn income less than 200% of the federal poverty level. Our diverse population will benefit both from the newly planted trees as well as the relief to our budget and levy which greatly impacts our lower-income households.

Communication

The City's primary communication tools are its website, email distribution list, and quarterly newsletter. We will use these three formats to spread the word out about the grant, what the funds will be used for, and how they will benefit the community. We will send letters or call homeowners with boulevards that we think will be good candidates for tree planting.

This year, the City had a Forestry Corps member for three months. She created media materials specific to community forestry practices on small urban lots. The materials also include recommended trees for replacement in our climate that will remain resilient. We have these materials available on our website and will continue to promote them to encourage the planting of new trees on private property as well. While the City has lost many public trees, the loss on private property has been far greater.

Key Personnel

The key in-house personnel include the city administrator, public works coordinator, and contracted arborist.

Heather Butkowski, City Administrator BA and Masters Degree in Public Administration (MPA) Administration of the project: contracts management, grant management, financial management, procuring supplies, communication, lead public works staff.

Gordy Beck, Public Works Coordinator DNR Certified Tree Inspector Planting decisions, public education, tree monitoring, tree planting.

Key contractor Rod Mead, Owner Blue Chip Tree Company ISA Certified Arborist, 40-years in the tree business Oversee tree planting, condition assessment reports, pruning, and ash tree removal. Blue Chip Tree Company has provided the City's tree trimming and arborist services for over two decades.

Tree Planting

Grant funds will not fund the purchase of trees that are over-represented in your community. Any genera that comprise 10% or more of the community forest make-up will not be funded. Numbers

derived from the Minnesota Department of Natural Resources 2010 Rapid Assessment will be used unless an updated inventory is provided. For this community it means grant funds cannot be spent on purchasing:

- *Acer* (maple): 26.1%
- Picea (spruce): 18.6%
- *Fraxiunus* (ash): 10.3%

All trees planted with grant funds are expected to be maintained based on the grantee submitted Three Year Maintenance Plan as submitted and attached to contract. Trees that do not survive will need to be replaced prior to grant close-out utilizing the warranty the city has with the nursery that stock was purchased from, or at the expense of the grantee.

Trees must be planted in accordance with the standards set in the Minnesota Department of Natural Resources <u>Pocket Guide to Planting Trees</u>.

Reporting and Preparing for Reimbursement

Accomplishment reports, maps, and declarations and/or certifications of completed work will need to be submitted in order to make an official request for reimbursement. You may wait until the end of your project to submit an official request for reimbursement; however, you will be <u>required to submit the</u> <u>following annually on reporting deadlines as listed above under "Accomplishment Reports"</u> to ensure that you are on track for completing grant accomplishments and securing necessary documentation.

- Partial payment form along with invoices and proof of payment for grant-funded purchases, Cash Match form along with proof of payment, and In-Kind Match form
- Accomplishment Reports will include grant contract deliverables and their impacts (required biannually, see dates above)
- Photo documentation of the project's progress at appropriate phases, and illustrations, diagrams, charts, graphs, and maps to show results
- Maps will:
 - o Identify the location of ash that have been removed
 - o Identify the location of ash stumps that have been ground
 - o Identify the location and species of trees that have been planted
- All trees removed, and planted will be mapped and submitted as shapefiles, with the planted trees identified by species, to obtain grand fund reimbursement. If your community does not have access to shapefile-generating software, please notify your DNR Urban and Community Forestry Team Member, and they will work to assist you.

Following the submission of invoices and accomplishment reports, a compliance check will be conducted by Minnesota Department of Natural Resources staff. Staff will do a site evaluation ensuring that tree species submitted on maps are correctly identified and planted in accordance with the standards set in the Minnesota Department of Natural Resources <u>Pocket Guide to Planting Trees</u>.

Staff will also ensure that the project adheres to the 20-10-5 guideline which means that following planting, a community has no more than 20% of their trees within a single family, no more than 10% of their trees within a single genus, and no more than 5% of their trees within a single species. Staff will confirm that planted tree stock is $\frac{3}{4}$ - 2 inch caliper bareroot or a container class size #20 or smaller.

To Obtain Reimbursement

All documentation within the above section "Preparing for Reimbursement" will be required to obtain reimbursement. Additionally, you will be required to submit all relevant certifications and/or declarations.

Certifications and Declarations

This grant requires a declaration be recorded against real estate that is purchased or improved with state general obligation bond proceeds. When trees are planted in parks or public-owned properties, a General Obligation Bond Financed Property Declaration must be recorded on the legal description with the County Recorder. The recorded declaration proclaims a property as "Restricted Property," which prevents these properties from being sold, mortgaged, encumbered, or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget for 125% of the useful life of the Restricted Property. The useful life for this grant is 30 years, meaning 125% of that is 37.5 years.

If the grant project involves more than one park or public-owned property, **one declaration can be recorded with multiple legal descriptions** (this means you only pay one filing fee). Consider recording the declaration after all trees have been planted in parks or on public-owned properties, instead of beforehand, since removing a declaration from a legal description requires a written release from the commissioners of Management and Budget and Department of Natural Resources.

For projects or portions of projects that lie within roads, highways or utility or transit corridors, easements or rights-of-way, a waiver appeal can be requested. If approved, the grantee will require a certification in which the grantee acknowledges that the property purchased and/or improved is still state bond financed property and thus subject to certain statutory requirements will suffice in lieu of a declaration.

Certifications and declarations must be submitted **before** requesting reimbursement from DNR.

Please see Attachments 1A, 1B, and 2A. For more information and templates.

Acknowledgment

The Minnesota Department of Natural Resources needs to be acknowledged in publications, audiovisuals, and electronic media developed as a result of this award.

- Including any publications or outreach materials related to this grant or agreement, a statement of affiliation with Minnesota Department of Natural Resources, e.g., "This publication made possible through a grant from the Minnesota Department of Natural Resources." OR "This project was conducted in cooperation with the Minnesota Department of Natural Resources."
- Logo is permitted for use and can be obtained by contacting an Urban and Community Forestry Team Member.

LAUDERDALE ENVIRONMENT AND SUSTAINABILITY COMMISSION AGENDA TOPIC FORM

Meeting Date	July 15, 2025	Agenda Item Eureka Recycling Tour
Action Requester Consent Action	d Public Hearing Resolution	 □ Discussion ⊠ □ Work Session □
DESCRIPTION OF	F TOPIC:	
Kennedy St. NE, Mi	nneapolis. Staff have	ecycling materials and processes it at their plant at 2828 toured their plant in the past and found it really tour the facility as well.
Options for tour time	es.	
those times. We also	work around break ti	y or on weekends because the facility is not running at imes in the facility for those reasons. We could consider w commission members to attend before their usual
 On Fridays w runs shorter l We could po 	ough Thursdays we ty ve typically start tours nours tentially do an earlier	vpically start tours between 8-10am or 12-1:30pm s at 8am, 8:30am, 10:30, or 11:00am because the facility tour any day- the facility starts at 6am- so if a 6am or nost likely make that happen.
Is there a time in Au	gust that would work'	?

LAUDERDALE ENVIRONMENT AND SUSTAINABILITY COMMISSION AGENDA TOPIC FORM

Action Requested Consent Public Hearing Discussion Action Resolution Work Session	Meeting I	Date	July 15, 2025	Ager	nda Item Arbor Day	
		equeste				

DESCRIPTION OF TOPIC:

The big question with replanting trees is what capacity do we have to assist with planting, pruning, and keeping them alive. Is that a responsibility the commission wants to take on?

There are organizations like the Arbor Day Foundation that help cities distribute trees but not plant them. During the meeting, we will go through the Arbor Day information and see if the group thinks this is an option. It is the easiest way to disseminate lots of trees at no cost to the receiver (city pays) but the onus is on the recipient to plant and maintain.

https://www.linkedin.com/smart-links/AQGvWkaZHuVFRA/9263d990-f563-4f30-9b95f640623675d5



TREE DISTRIBUTION SOFTWARE

Growing a more hopeful future together.





CUSTOMIZED LANDING & WELCOME PAGE











ADDITIONAL FEATURES



STARTING A TREE RESERVATION & TREE SELECTION





 Martices fractions Martices fractions<!--</th--><th></th>	
• reservation • New Tree Reservation • Select Trees iddress · 100, Lincoln, NE 68508-1568 US • 100 Clincoln, NE 68508-1568 US · 100, Lincoln, NE 68508-1568 US • 100 Clincoln, NE 68508-1568 US • 100 Clincoln, NE 68508-1568 US · 100 pet datable on your tree reservation. • • • • • • • • • • • • • • • • • • •	
Idress 100, Lincoln, NE 68508-1568 US to get datalla on your tree reservation.	
t to get datality on your tree reservation.	
Email Address * Enter your email address to get details on your free reser	
Enteryour email address to get dataits on your tree reservation. BACK	
BACK	
	NEXT
NEXT	









Foundation.



OUTLINING YOUR STRUCTURE & TREE PLACEMENT









Arbor Day Foundation..













Arbor Day Foundation.

AGREE TO TERMS & CONDITIONS









Arbor Day Foundation.

III

THANKS! WE'VE RECEIVED YOUR ORDER.

Your reservation number is 116937. A confirmation has been sent to the email you provided.

Thank you for helping us plant more trees!







Learn how to prepare and care for your tree.

LEARN MORE



III

THANKS! WE'VE RECEIVED YOUR ORDER.

Your reservation number is 116938. A confirmation has been sent to the email you provided.

Thank you for helping us plant more trees!







Become an Arbor Day Foundation

member!

Learn how to prepare and care for

your tree.

LEARN MORE

Join our tree planting mission and you can ensure that forests are restored and communities are strengthened through trees.

LEARN MORE





EMAIL CONFIRMATION OF ORDER & CUSTOMER SUPPORT



ORDER CONFIRMATION

S142.75 ENERGY SAVINGS / YEAR That's 57.80 KWH and 1.40 therms per year. O.07 CARS OFF THE ROAD FOR ONE YEAR 692.45 lbs of C02 sequestered	34.93 BOTTLES OF WATER SAVED 279.44 gallons of runoff saved	PEOPLE'S DAILY OXYGEN 2.12 lbs of air pollutants removed	Estimated benefits atter 40 years. This data was generated using $\underline{\mathrm{Trae}}$.	Proudly brought to you by:	COMMUNITY CONNOPY.
our dd tto		u receive	FREE	\$0.00 \$0.00	FREE
Add this event to your calendar to Calendar attachment and follow the steps to add it to your calendar.	What to bring Please bring a plastic bag or tarp to keep your car dirt-free on the way home.	Your Order Paper Birch Tree will be 2 - 5 ft when you receive	it. dv: 1	Subtotal Tax	Total
					Î
Foundation. Great news!	Order number: 116941 Placed on: December 19, 2024 Be sure to have your order number when you pick up your tree.	When and where to pick up your	tree November 23, 2024	Pick up your tree between 1:00 PM - 2:00 PM Bur Oak City Park	1234 Park Ln Bur Oak, NE 68508





on the Help link in the top menu bar to submit their question & contact request. If at any point throughout the process the user needs assistance, they can click





PARTNERING FOR A BETTER TOMORROW

Next Steps

0

Follow up meeting

We'll bring our teams together to answer questions, align on goals, and solidify timelines.

02

Project Selection

We'll meet to solidify partnership specifics and identify program milestones that will drive the greatest impact



JUSTIN MCQUISTAN





matrix
 to a provide standard matrix
 to a provide standard matrix