CITY OF SAINT PETER, MINNESOTA
AGENDA AND NOTICE OF MEETING

Regular Parks & Recreation Advisory Board Meeting of September 18, 2017
High School, 2121 W Broadway
Meet by tennis courts, Southwest Parking lots
7:00 PM

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. APPROVAL OF MINUTES – July 17, 2017

IV. VISITORS
   A. Scheduling of Visitor Comments on Agenda Items
   B. General Visitors Comments

V. UNFINISHED BUSINESS
   A. Urban Forest Management
      1. Developing “Tree Standards” – Build Urban Forest
      2. Recommended Tree List
   B. Site Visit – High School/ Community Spirit Park

VI. NEW BUSINESS
   A.

VII. REPORTS
   A. Chairs Report
      1. Fieldhouse Update
         a) Feasibility Study
   B. Department of Recreation and Leisure Services Update
      1. Summer Activities Report (attached)
      2. 
   C. Department of Public Works
      1. Traverse des Sioux – Orienteering (Tim)
      2. Next scheduled meeting October 16, 2017 at 7PM
      3. 

ADJOURNMENT

Director of Public Works
Pete Moulton
Memorandum

To: Parks Board Members
From: Pete Moulton
Director of Public Works

RE: Urban Forest and Tree Related Issues

May 11, 2017

During the next few Parks Board meetings, City staff will be discussing a path to update and improve our Tree Ordinance and Tree Policy’s. As you are aware in 2016 our City Forester informed the Parks Board and Tree Advisory Board of pending and future issues related to the plan we have for right-of-way trees, Parks trees and trees on private property. It would be our intention to address these issues with you and seek guidance on a direction for the City.

A few of the issues we see as important to address include:

- **Developing “Tree Standards”**
  - Build Economic and Environmental benefits
  - Build Urban Forest

- **Updating Tree Policy**
  - Diversify tree species
  - Improve street aesthetics
  - Address tree disease issues

- **Updating City Ordinance**
  - Discuss and improve street scape ideas
  - Align Ordinance to comprehensive plan

There may be other issue you wish to discuss so please feel free to contact me with your questions.
The City of Saint Peter lives up to its “Tree City USA” status with more than 4,700 trees. Below is a list of trees for boulevard, parks and green spaces that are approved by the City.

**Tree Planting Standard Details**
- Boulevard Tree Standard Detail 9004
- Coniferous Tree Planting Standard Detail 9005

**Boulevard Tree List**
- Acer Freemanii (Armstrong Maple)
- Acer Freemanii (Fire Fall)
- Acer Freemanii (Sienna Glen)
- Acer Platanoides (Crimson King)
- Acer Platanoides (Deborah)
- Acer Saccharum (Fall Fiesta)
- Acer Platanoides (Princeton Gold)
- Acer Platanoides (Royal Red)
- Acer Rubrum (Armstrong Gold)
- Acer Rubrum (Northwood)
- Acer Rubrum (Red Sunset)
- Acer Rubrum (Scarlet Jewel)
- Aesculus Sylatica (Buckeye Autumn Splendor)
- Betula Nigra (River Birch)
- Betula Populifolia (White Spire Birch)
- Celtis Occidentalis (Hackberry)
- Cladrastis Lutea (Yellowwood)
- Ginko Biloba (Autumn Gold)
- Ginko Biloba (Princeton Sentry)
- Gleditsia Triacanthes (Imperial Honey Locust)
- Gleditsia Triacanthes (Skyline Honey Locust)
- Gymnocladus Dioicus (Coffee Tree Expresso)
- Gymnocladus Dioicus (Coffee Tree Kentucky)
- Ostrya Virginian (Ironwood)
- Quercus Macrocarpa (Bur Oak)
- Quercus Ruba (Red Oak)
- Quercus Bicolor (Swamp White Oak)
- Tilia Cordata (Greenspire Linden)
- Tilia Monolica (Harvest Gold Linden)
- Tilia Americana (Redmond Linden)

*All other trees that are not listed above must be approved by City Staff for our urban forest records.*
Parks and Green Space Tree List

- Acer Freemanii (Armstrong Maple)
- Acer Freemanii (Fire Fall)
- Acer Freemanii (Sienna Glen)
- Acer Platanoides (Crimson King)
- Acer Platanoides (Deborah)
- Acer Saccharum (Fall Fiesta)
- Acer Platanoides (Princeton Gold)
- Acer Platanoides (Royal Red)
- Acer Rubrum (Armstrong Gold)
- Acer Rubrum (Northwood)
- Acer Rubrum (Red Sunset)
- Acer Rubrum (Scarlet Jewel)
- Aesculus Syylatica (Buckeye Autumn Splendor)
- Amelanchier (Autumn Brilliance)
- Amelanchier (Autumn Clump)
- Betula Nigra (River Birch)
- Betula Nigra (River Birch Clump)
- Betula Populilloia (White Spire Birch)
- Betula Populifolia (White Spire Birch Clump)
- Celtis Occidentalis (Hackberry)
- Cercis Canadensis (Northern Tree)
- Cercis Canadensis (Northern Tree Clump)
- Cladrastis Lutea (Yellowwood)
- Cornus Alternifolia (Pagoda Crabtree)
- Rhus Laternifolia (Pagdoa Crabtree Clump)
- Ginkgo Biloba (Autumn Gold)
- Ginkgo Biloba (Princeton Sentry)
- Gleditsia Triacanthes (Imperial Honey Locust)
- Gleditsia Triacanthes (Skyline Honey Locust)
- Gymnocladus Dioicus (Coffee Tree Expresso)
- Gymnocladus Dioicus (Coffee Tree Kentucky)
- Hydrangea Paniculata (Limelight Crab Tree)
- Hydrangea Paniculata (Quick Fire Crab Tree)
- Magnolia (Ann)
- Magnolia (Jane)
- Magnolia (Merrill Tree)
- Magnolia (Royal Star Tree)
- Malus Species (Flowering Crabapple)
- Ostrya Virginiana (Ironwood Honey Locust)
- Prunus Maakii (Amar Cherry)
- Prunus Sargentii (Spring Wonder)
- Quercus Macrocarpa (Bur Oak)
- Quercus Ruba (Red Oak)
- Quercus Bicolor (Swamp White Oak)
- Syringa Meyeri (Dwarf Korean Lilac)
- Syringa Reticulata (Ivory Silk Lilac)
- Syringa Reticulata (Ivory Silk Lilac Clump)
- Syringa Reticulata (Japanese Lilac Clump)
- Tilia Cordata (Greenspire Linden)
- Tilia Monolica (Harvest Gold Linden)
- Tilia Americana (Redmond Linden)

*All other trees that are not listed above must be approved by City Staff for our urban forest records.
1. PROVIDE AND INSTALL PLANT MATERIALS THAT MEET SPECIFICATIONS AND ARE OF THE SIZE TYPE AND SPECIES GIVEN IN PLANT SCHEDULE OR SHOWN ON THE PLANS.

2. REMOVE DEAD OR DAMAGED BRANCHES. RETAIN THE NATURAL FORM OF THE TREE.

3. SCARIFY BOTTOM OF PLANTING HOLE.

4. PLACE SOIL TO FORM SAUCER TO HOLD WATER.

5. REMOVE TOP 1/3 OF BURLAP AND WIRE FROM ROOTBALL.

6. DIG PLANT HOLE 1'-0" MINIMUM LARGER THAN BALL, ALL SIDES.

7. BACKFILL WITH PLANTING SOIL.

BOULEVARD TREE PLANTING

NOT TO SCALE

(REFER TO ANSI A300 PART 6/BMP)

SAINT PETER STANDARD

PLATE 9004

BOULEVARD TREE PLANTING

STANDARD DETAIL

PLATE NO:

9004

SAINT PETER UTILITY STANDARD DETAIL
3/4" RUBBER HOSE COLLARS TO BE PLACED APPROX. 2/3 HIGH ON THE TRUNK

4" COMPACTED WOODCHIP MULCH-KEEP MULCH AWAY FROM ROOT COLLAR

SOIL DIKE-TOP OF BACKFILL SOIL MIXTURE

MIN12"

SCARIFY SIDES AND BASE OF PLANTING HOLE

14 GAUGE WIRE

STAKES, WIRE & COLLARS TO BE REMOVED AFTER ONE GROWING SEASON

6' STEEL FENCE POST TO RETAIN GUY WIRES. (OPTIONAL- IF NEEDED)

PLANTING SOIL

WEED BARRIER

BACKFILL

NOTES:
1. PROVIDE AND INSTALL HEALTHY PLANT MATERIALS THAT MEET ALL SPECIFICATIONS AND ARE OF THE SIZE, TYPE AND SPECIES NAMED ON THE PLANT SCHEDULE AND SHOWN ON THE PLANS.
2. DIG PLANT HOLE 1'-0" MINIMUM LARGER ON ALL SIDES THAN ROOT BALL.
3. PRIOR TO PLACING TREE, SCARIFY BOTTOM AND SIDES OF THE PLANTING HOLE.
4. WATER THOROUGHLY AND ADD BACK FILL AS NEEDED AFTER MOISTURE IS ABSORBED.
5. BUILD SOIL DIKE AROUND PERIPHERY OF TREE TO HOLD WATER.
6. AFTER SETTLEMENT, MULCH WITH MINIMUM 4" LAYER SHREDDED BARK, WOOD CHIPS OR AS OTHERWISE SPECIFIED. DO NOT PLACE MULCH OVER THE ROOT COLLAR.
7. REMOVE DEAD OR DAMAGED BRANCHES RETAINING THE NATURAL FORM OF THE TREE.

BAG & BALL PLANTING NOTE:
1. REMOVE WRAPPING AND ALL TIES OR STRAPS. IF ROOT BALL IS WRAPPED IN BURLAP REMOVE TOP 1/3 OF BURLAP & WIRE FROM ROOT BALL. SYNTHETIC WRAP MUST BE REMOVED AND PROPERLY DISPOSED.
2. LOOSEN ROOTS TO ENSURE THEY ARE NOT GIRDLING THE ROOT BALL.
3. SALVAGE AND REUSE ALL SOIL THAT CAME WITH THE ROOT BALL.
4. WATER THE ROOT BALL PRIOR TO PLACING IT IN THE HOLE.
5. IF TREE IS CONTAINER GROWN, SALVAGE ALL SOIL AND MIX WITH SUPPLEMENTED SOIL FOR BACK FILL.

CONIFEROUS TREE PLANTING

(REFER TO ANSI A300 PART 6/BMP)

SAINT PETER STANDARD

PLATE 9005

CONIFEROUS TREE PLANTING

STANDARD DETAIL

PLATE NO:

9005

SAINT PETER UTILITY STANDARD DETAIL
<table>
<thead>
<tr>
<th>Activity</th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Baseball Total</strong></td>
<td>134</td>
<td>146</td>
<td>146</td>
</tr>
<tr>
<td>T-ball</td>
<td>88</td>
<td>93</td>
<td>102</td>
</tr>
<tr>
<td>Squirts</td>
<td>46</td>
<td>53</td>
<td>44</td>
</tr>
<tr>
<td><strong>2 Soccer</strong></td>
<td>24</td>
<td>14</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>3 Tennis Total</strong></td>
<td>87</td>
<td>92</td>
<td>78</td>
</tr>
<tr>
<td>Grades K-2</td>
<td>17</td>
<td>34</td>
<td>32</td>
</tr>
<tr>
<td>Grades 3-5</td>
<td>26</td>
<td>31</td>
<td>22</td>
</tr>
<tr>
<td>Grades 6-9</td>
<td>44</td>
<td>27</td>
<td>24</td>
</tr>
<tr>
<td><strong>4 Create A Camp Total</strong></td>
<td>734</td>
<td>79</td>
<td>142</td>
</tr>
<tr>
<td>Weekly</td>
<td>4</td>
<td>7</td>
<td>60</td>
</tr>
<tr>
<td>Specialty (# of Camps)</td>
<td>657(9 camps)</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>CAC Weekly Pick 3</td>
<td>5</td>
<td>12</td>
<td>20</td>
</tr>
<tr>
<td>CAC Daily Pick 4</td>
<td>2</td>
<td>n/a</td>
<td>9</td>
</tr>
<tr>
<td>Pick 3 Speciality</td>
<td>10</td>
<td>n/a</td>
<td>n/a</td>
</tr>
<tr>
<td>Passport to Summer</td>
<td>37</td>
<td>28</td>
<td>21</td>
</tr>
<tr>
<td>Rec Corner Activity Pack</td>
<td>19</td>
<td>32</td>
<td>32</td>
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<tr>
<td><strong>5 Mini Kids Programs Total</strong></td>
<td>113</td>
<td>122</td>
<td>146</td>
</tr>
<tr>
<td>Lil Rascals</td>
<td>62</td>
<td>89</td>
<td>97</td>
</tr>
<tr>
<td>Microstars</td>
<td>51</td>
<td>33</td>
<td>49</td>
</tr>
<tr>
<td><strong>6 Volunteer in the Park</strong></td>
<td>103</td>
<td>105</td>
<td>66</td>
</tr>
<tr>
<td><strong>7 Babysitter's Training</strong></td>
<td>16</td>
<td>5</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>8 Fencing</strong></td>
<td>23</td>
<td>18</td>
<td>18</td>
</tr>
<tr>
<td><strong>9 Grandmaster of Chess</strong></td>
<td>10</td>
<td>6</td>
<td>n/a</td>
</tr>
<tr>
<td><strong>10 Lego's Camp</strong></td>
<td>17</td>
<td>17</td>
<td>21</td>
</tr>
<tr>
<td><strong>11 Sport Camps</strong></td>
<td>106</td>
<td>107</td>
<td>91</td>
</tr>
<tr>
<td>(Dance, Golf, FB, etc)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>12 Special Events Total</strong></td>
<td>1175</td>
<td>1118</td>
<td>837</td>
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<tr>
<td>End of Summer Celebration</td>
<td>465</td>
<td>562</td>
<td>600</td>
</tr>
<tr>
<td>Movies in the Park (# of Movies)</td>
<td>570(3)</td>
<td>456(3)</td>
<td>137(2)</td>
</tr>
<tr>
<td>Fishing Contest</td>
<td>140</td>
<td>100</td>
<td>100</td>
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<tr>
<td><strong>SEASONAL TOTALS</strong></td>
<td>2,542</td>
<td>1,829</td>
<td>1,545</td>
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