

**NORTHFIELD ENVIRONMENTAL QUALITY COMMISSION**  
**Monthly Meeting**  
**Tuesday April 21, 2009**  
**Second Floor Conference Room - City Hall**  
**7:00p.m.**

**AGENDA**

1. Call to Order 7:00 p.m.
2. Public Comment: 7:01 p.m.

**This is the opportunity for residents of Northfield to address the Environmental Quality Commission. After being recognized by the chair, each individual will identify herself/himself and the group they represent, if any. To insure all individuals will have a chance to speak, speakers will be limited to a three-minute presentation. Please note this is the time for public comments on items not on the agenda.**

3. Additions/Revisions to Agenda 7:05 p.m.
4. Review and Approval of March 17, 2009 Minutes 7:07 p.m.
5. City Council Goals Update 7:10 p.m.
6. EQC Work Plan Discussion 7:20 p.m.
7. Tree Advisory Group Update 7:30 p.m.
8. Ad Hoc Energy Advisory Subcommittee Report 7:40 p.m.
9. Water Resources/CRWP Collaboration 7:50 p.m.
10. Earth Day/Arbor Day Update 8:00 p.m.
11. ICLEI Status 8:10 p.m.
12. Sustainable Framework Management 8:15 p.m.
13. EQC Intern 8:25 p.m.
14. Agenda Items for Next Meeting 8:30 p.m.
15. Meeting Summary with Council Liaison 8:35 p.m.
16. Adjourn 8:40 p.m.



Tuesday March 17, 2008  
Environmental Quality Commission Meeting  
7:00 PM  
2<sup>nd</sup> Floor Conference Room  
801 Washington, Northfield, MN 55057

Members Present: George Kinney, Susannah Shmurak, Suzie Nakasian, Daniel Jones, Peter Schmelzer, Stephanie Wolle

Also Present: City Council member Erica Zweifel, Staff Liaison to EQC Brian Erickson, Administrative Assistant Barb Thompson

1. **Call Meeting to Order**  
Chair D. Jones called the meeting to order at 7:00PM
2. **Public Comment**  
None.
3. **Additions and Revisions to the Agenda**  
Items 11- Sustainable Ag Conference and 14 – Local Food Issues can be combined
4. **Review and Approval of Meeting Minutes from February 17, 2009**  
**A Motion was made by Commission Member P. Schmelzer to approve the February 17, 2009 EQC Minutes. Motion was seconded by Commission Member S. Shmurak.**  
**All voted in favor.**  
**Motion passed.**
5. **Northfield Community Gardeners**  
Three members from the Northfield Garden Club addressed the Commission seeking support for the concept of Community Gardens in Northfield citing education, locally grown food and interaction between neighbors. After discussion the Board unanimously passed the following motion.  
**The Environmental Quality Commission supports the establishment of community gardens on public property, including City Parks.**  
**Motion was made by Commission Chair D. Jones and seconded by Commission member S. Shmurak.**  
**All voted in favor.**  
**Motion passed.**
6. **City Council Goal Update.**  
Council Liaison E. Zweifel reported. 4 goals have been tentatively identified by City Council.
  - Improved 2-way communication
  - Improved city facilities
  - Resource management and preservation
  - Systematic approach to problem solving
7. **EQC Goals/ Objectives/Task Assignments**  
The EQC Goals were discussed. S. Shmurak will present updated goal and assignment grid at the next meeting.
8. **Arbor Day/Earth Day**  
Activities have been planned including a tree giveaway, Contra Dance, and articles in the Northfield News. Signing of an Arbor Day Resolution is planned for the April 6<sup>th</sup> City Council meeting.

**9. Tree Preservation Update**

The group is looking at the new City Code ordinances as it pertains to trees. They are also beginning the task of cataloging significant trees in the City.

**10. "Green" Jobs Discussion**

P. Schmelzer reported. How to entice "green" businesses and businesses committed to "green" business practices to the newly annexed property in Northfield. There is a subcommittee being formed from EDA members, S. Nakasian will provide contact information to Schmelzer.

**11. Sustainable Agriculture Conference/Local Food Discussion**

S. Shmurak reported. A grass roots committee is being formed. Take dream ideas to workable solutions. Suggested to use the new Comp Plan to drive the group focus.

**12. Energy Task Force Discussion**

A discussion was held to reconstitute the Task Force in order to take advantage of grants that are available for projects pertaining to Energy Initiatives. The formal discussion before City Council to resurrect this group is not planned until late this year.

A Motion was made to form an Ad Hoc Energy Advisory Sub Committee with the following provisions:

- 1) The group will not require a staff liaison, but will report monthly to the EQC
- 2) This group will focus its activities to identifying and applying for State and/or Federal grants and other funding opportunities
- 3) This group will not incur any expenses to be charged to the City of Northfield
- 4) This group can not submit applications for State/Federal funds without Council approval
- 5) The group will be dissolved and will discontinue its work at the direction of the Council.

**13. Transit Grass Roots Group**

Broad ideas have been presented. A positive discussion with a negative past. The next meeting is scheduled for the first week in April.

**14. Agenda Item for Next Meeting**

Review Possibility of EQC Sub-Committees  
Project Article Assignments

**A Motion was made by Commission Member G. Kinney to adjourn the meeting at 9:00. Motion was seconded by S. Shumarak.**

**All voted in favor.**

**Motion passed.**

Respectfully submitted,  
Barb Yaeger-Thompson



## MEMORANDUM

*Public Services Department  
Public Works Operations Engineer*

Environmental Quality Commission  
April 21, 2009  
Agenda Item #4

**Item:** City Council Goals Update  
**Requested By:** EQC  
**Submitted By:** Brian Erickson, Public Works Operations Engineer

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### **Background:**

On February 27, 2009 the City Council met to discuss values, goals and objectives for the upcoming year and beyond. March 7, 2009 the City Council along with the Leadership Team (city staff) met to continue the discussion regarding started the week before.

On April 6, 2009, the Northfield City Council approved the Vision, Values and Goals as previously mentioned. The attachments detail the Vision, Values and Goals and are provided for the EQC as a reference and to use in preparing their work plan for the upcoming months.

### **Action Required:**

None, discussion only.

### **Attachments:**

1. 2009 Council Vision and Values
2. City Council 2009 Goal #1 – Communications Initiative
3. City Council 2009 Goal #2 – Sustainable Initiative
4. City Council 2009 Goal #3 – Facilities Initiative
5. City Council 2009 Goal #4 – Systems Initiative



## **Council Vision, Values, & Goals 2009**

### **Council Vision Statement:**

*Northfield values its unique heritage as a mill and college town, and will reflect its community identity by preserving its historic and environmental character and enhancing its citizen's quality of life.*

### **Community Values: “What do we care about, we value the \_\_\_\_\_” :**

#### **Small town character**

- Historic downtown and neighborhoods
- Connectivity
- Mixed-use, housing diversity
- Rural nature

#### **Natural Environment**

- Cannon River
- Open Spaces
- Recreation
- Green Technologies
- Sustainable use of resources

#### **Economic Development**

- Tax base growth and jobs
- Business retention and recruitment
- Sustainability
- In-fill and redevelopment
- Regional context

#### **Transportation**

- Regional connections
- Grid System of Streets
- Multi-modal & lifecycle transportation

#### **Public Safety and City Services**

- Open communication
- Excellent customer service
- High standards
- Cost effective delivery
- Innovative
- Treating People With Respect

#### **Build Community**

- Open communication
- Citizen involvement
- Culture
- Citizen Output
- Life Long Learning Opportunities

**City Council 2009 Goal #1:**

**Council will implement effective methods of communication with citizen advisory groups and community.**

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>Council will develop and initiate a communication plan for presentation of 2009 Council Goals:</b>						
Establish Council Goals	Council and City Staff	In process	March 2009	Council adopts 2009 Goals	Time	1
Communicate Council Goals to citizen advisory groups and establish their roles and responsibilities in implementation	Council Liaisons and Board and Commission Chairs	April	April 2009		Time	1
Communicate Council Goals to staff and establish action steps.	City Council/Mayor and City Administrator	April	April 2009		Time	1
Communicate Council Goals to general public through website, newsletter, local media and townhall/ward meetings.	Mayor/City Council City Administrator and Advisory Groups.	April	Ongoing	Consistent and coordinated message from Council/Advisory Groups/and staff that is tailored to appropriate audience.	Time	2
<b>Council will establish an effective two way communication process for the community:</b>						
Establish process for citizens and advisory groups to bring forward ideas, concerns, and solutions.	Council/Chairpersons	May			Time	2
Establish a regular reporting process from advisory groups on furthering Council Goals.	Council/Chairpersons	May	Ongoing		Time	2
Council reports on accomplishments/annual report.	Mayor/Council/City Administrator	Dec	Jan. 2010	Annual Report used as basis for 2010 Goal Setting Process	Time	2

**City Council 2009 Goal #2:**

**Council will build a foundation for a vibrant community where resources are carefully managed and preserved and which integrates economic, environmental and community values for long term success.**

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>The Council will establish a long-term sustainable financial framework:</b>						
Actively plan to maintain and improve city operations without state support <ul style="list-style-type: none"> <li>Funding major facilities projects within the community's ability to afford the debt.</li> <li>Identify and prioritize core City services to ensure excellent service within the financial limitations of the city</li> <li>Continue CIP process</li> <li>Supporting EDA initiatives,</li> <li>Evaluate cost saving measures, resource sharing, etc.</li> </ul>	Department Managers and City Council	May 2009	September 2009 then on-going	Adoption of 2010 Budget and 2010 - 2014 CIP	Time	1
<b>The Council will establish policies which establish long-term sustainable management of the natural resources:</b>						
Establish citywide energy policy and benchmarks.	Council/Boards & Commissions/Staff	Imm.	On-going	Measured by targets set for greenhouse gas emissions	Time	
Coordinate resource management by using multi-jurisdictional planning for stream protection, natural resources preservation, wind energy, etc.	Council/Boards & Commissions/Staff					
Develop policies which promote land development practices that protect open space and agricultural land.	Council/Boards & Commissions/Staff			Do land development codes reflect this initiative?		

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>The City Council will adopt and implement land use policies and practices which promote sustainable land use:</b>						
Complete and adopt new land development regulations that are intended to foster compact development, pedestrian scale streetscapes, environmentally sound practices, and prioritize redevelopment and infill as well as streamline the development process.	Council/Boards & Commissions/Staff		On-going	Do land development codes reflect this initiative and adopted Comprehensive Plan?	Time,	
Development of a NW annexation master plan.	Council/Boards & Commissions/Staff			Approval of Master Plan, which reflects the Comp Plan and Land Development codes.	Time and Financial Resources	
Develop an annual report on Comp Plan implementation and recommended changes.	Planning Commission		December		Time	
<b>The City Council will promote a sustainable transportation system which enhances economic growth and improves all modes of transportation:</b>						
Complete Safe Routes to School engineering study and continue involvement in the SRTS Task Force through the remainder of the grant program.	SRTS/Staff		Late Summer 2009	Study completed in time to submit grant application to fund identified projects if necessary.	Time	1
Review all Development Projects and City Projects for opportunities to improve pedestrian/bicycle access to downtown and near schools. These may include: <ul style="list-style-type: none"> <li>• Continue streetscape improvements incl. bicycle racks</li> <li>• Plan for improved pedestrian crossing of TH3 to downtown</li> <li>• Mill Towns Trail improvements to and through downtown</li> <li>• Elimination of gaps in sidewalk/trail network near schools; evaluate problem intersections and needed crossings.</li> <li>• Implementation of bicycle lanes as identified in Park &amp; Trails System Plan</li> </ul>	Council/Boards & Commissions/Staff	Ongoing			Time	1

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
Promote and support the initiation of a MnDOT environmental impact study/corridor study for future improvements to the TH19 corridor from I35-TH56.	Council/Boards & Commissions/Staff/Community	Ongoing	Fall 2009	Study Commences	Time	1
Completion of a long-term Infrastructure CIP which includes: <ul style="list-style-type: none"> <li>Plans for preserving opportunities for infrastructure improvements including trails as identified in comprehensive planning documents through official mapping, acquiring easements, rights of way and other tools.</li> <li>Development of a Right of Way use policy which includes fiber optic and utility infrastructure.</li> </ul>	Council/Staff				Time	2
Complete Fiber Optics Study and recommend business model for implementation. This may include: <ul style="list-style-type: none"> <li>Partnerships with communication companies.</li> <li>Investigation of possible grant opportunities.</li> <li>Public education on benefits of broadband infrastructure.</li> </ul>	Council/Staff	Ongoing	June 2009	Presentation and consideration by Council	Time Legal Fees	1

**City Council 2009 Goal #3:**

**Council will improve city facilities to ensure excellent service to our citizens within the financial limitations of the city.**

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>Establish prioritized facility improvement program:</b>						
1. Establish rough budget estimates for facility improvements 2. Develop financing scenarios / alternates 3. Develop timelines for construction of new / rehabilitation of existing city facilities 4. Coordinate timelines / financing with 2010 – 2014 CIP process. 5. Approve facility improvement program, 2010 – 2014 CIP	Boards/Commissions/Department Managers, and City Council	May 2009	August 2009 then on-going	Adopted 2010 – 2014 CIP which includes financial models for funding identified improvement projects.	Time	
<b>Safety Center:</b>						
Receive recommendations of the Task Force	Council	Current	May 2009	Consideration by Council to accept/adopt recommendations	Time	
Citizen education and input process on project recommendations and funding options.	TaskForce, Council, staff	May 2009			Time	
Complete land acquisition and design work	TaskForce, Council, staff	Summer/Fall		Identified land parcel acquired by City/Approval of final design by Council	Commitment of financial resources	

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>Library:</b>						
Complete Library fundraising feasibility study	Library Board	Current			Time and funding	
Design charette program along Washington Street from 2 <sup>nd</sup> to 5 <sup>th</sup> , including parking	Library Board, EDA, Mayor	Spring			Time and funding	
Citizen involvement and input on Charette outcomes	Library Board & EDA				Time	
Establish project funding strategies.					Time	
<b>Liquor Store:</b>						
Complete required repairs and deferred maintenance	Staff	Current	Summer	Project completed within financial parameters	Committed financial resources and staff time	1
If opportunities are presented consider alternate site locations	Staff	Ongoing			Time	3
<b>Parks:</b>						
Develop and inventory property or easement needs and establish a funding strategy for the development of the Greenway Corridor Plan	PRAB/Staff	Spring			Time	1
Skate Board Plaza: 1. Reach a consensus on site, design, and affordability issues. 2. Establish funding strategy. 3. Establish location and need for temporary plaza.	PRAB/Council	Current	Summer	Consideration of approval by Council	Time	1
Develop recommendations to improve park operating efficiencies or cost controls which may include: 1. Inventory of parkland that could be divested or used for other civic use. 2. Inventory of park areas where turf grasses could be eliminated. 3. Develop an "Adopt-a-Park" Program.	PRAB/Staff/ Council	Spring	Fall		To implement may require financial commitment and community support.	2



**City Council 2009 Goal #4:**

**The Council will implement a systematic approach to problem solving and decision making.**

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>Establish Metrics for Decision Making:</b>						
Adopt level of service standards, goals, and other data standards to support decisions of Council	Department Managers and City Council	May 2009	August 2009 then on-going	Level of Service standards, Council goals and other goals are clarified and incorporated into staff advice for Council decisions	Time	1
<b>City Council Decisions to Stay at High Policy Level:</b>						
City Council discussion at meetings should be directed at the policy level and not the administrative, operational or design level.	Mayor	Immediate	On-going	Frequency at which Mayor or other Council members remind the group of the need to keep discussion at the policy level	time	
Information obtained by one Council member from staff will be shared by staff with all Council members	Staff, Council, Mayor	Immediate	On-going	Frequency at which staff distributes memos and e-mail to all Council members	time	
<b>City budget prepared as a longer range financial plan representing how the City Accomplishes the Adopted Vision on an annual basis:</b>						
Metrics' goals and adopted plans are incorporated into the budget	Department Manager	Fiscal year 2010 budget process	On-going	Department Annual reports, City Administrator Budget message in subsequent year budget document	Time, Focusing revenues and expenditures on accomplishing metrics and goals	1

Action Step	Group/Person Responsible	Start Date	End Date	Success Indicator Outcome measure	Resources Required	Priority
<b>Adopt a Decision Making Continuum System:</b>						
Recognize that all Council decisions should adhere to a decision making continuum (Directing, Selling, Consulting, Participating, Delegating)	City Council			Council acts to acknowledge the decision making continuum	Time	2
Adopt decision making principles that align with continuum	City Council, staff			Principles adopted	Time	2
Mayor and City Administrator categorize agenda items in relation to decision making continuum.	Mayor, City Administrator			Agendas are developed using the continuum categories	time	2
<b>Undertake a "Sunset" Review Process of All Boards and Commissions:</b>						
Adopt City Council goals	Mayor, Council		2 <sup>nd</sup> qtr 2009		time	1
Meet with each Board and Commission to review purpose of Board or Commission in relation to laws, plans and goals of the Council	Mayor, Council	2 <sup>nd</sup> qtr 2009	3 <sup>rd</sup> qtr 2009	Meeting conducted	Time	2
Determine which Board or Commission remains or a re-aligned to support laws, plans and goals of Council	Mayor, Council	4 <sup>th</sup> qtr 2009	4 <sup>th</sup> qtr 2009	Indication from Council to Board and Commission indicating alignment, re-alignment or sunset	time	3



## MEMORANDUM

*Public Services Department  
Public Works Operations Engineer*

Environmental Quality Commission  
April 21, 2009  
Agenda Item #10

**Item:** Earth Day/Arbor Day  
**Requested By:** EQC  
**Submitted By:** Brian Erickson, Public Works Operations Engineer

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### **Background:**

As discussed that the March 17, 2009 EQC meeting a number of items were proposed for Earth Day/Arbor Day. Those items include a tree giveaway, a contra dance, and several articles for the Northfield News. In addition on April 6, 2009, the Northfield City Council approved a resolution declaring April 24, 2009 to be Arbor Day.

As a tie into Arbor Day the City of Northfield reinstated its boulevard tree-planting program. Included in the program were a number of various species. The species were chosen in order to allow residents to pick a tree best suited to their residence. For example some of the species grow to a shorter maximum height, which will make them suitable near overhead power lines. Information on the program is attached, and as of April 15, 2009 48 trees had been sold.

### **Action Required:**

None, discussion only.

### **Attachments:**

1. 2009 Arbor Day Resolution
2. 2009 Shade Tree Program
3. Tree Descriptions

CITY OF NORTHFIELD, MINNESOTA  
CITY COUNCIL RESOLUTION #2009 – 027

A RESOLUTION BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTHFIELD, MINNESOTA PROCLAIMING APRIL 24, 2009 AS ARBOR DAY IN NORTHFIELD.

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of and caring for trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Northfield has been recognized as a Tree City USA by the National Arbor Day Foundation in the past. The City is reapplying to be a Tree City and continue its tree-planting ways.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

The City of Northfield does hereby proclaim April 24, 2009 as Arbor Day in the City of Northfield, and urges all citizens to support efforts to protect our trees and woodlands and to support our City's urban forestry program.

BE IT FURTHER RESOLVED, that all citizens plant trees to gladden hearts and promote the well being of present and future generations.

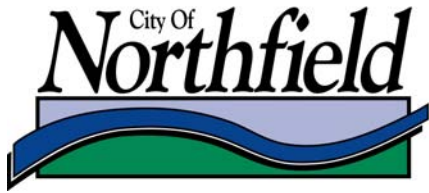
PASSED by the City Council of the City of Northfield on this 6th day of April 2009.

ATTEST

Debra Little  
City Clerk

Mary Mossy  
Mayor

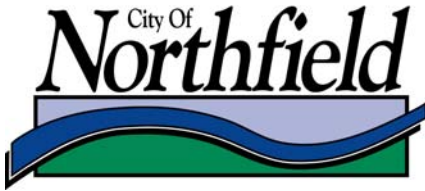
VOTE:      Y ROSSING      Y POWNELL      Y BUCKHEIT      Y DENISON  
              Y ZWEIFEL      Y POKORNEY      Y VOHS



## **2009 SHADE TREE PROGRAM**

In 2009, the City of Northfield will offer a Shade Tree Replacement Program. This program is intended to both offer replacement trees for the boulevard and/or front yard to residential properties within the City of Northfield limits. The trees are offered on a first-come-first-served basis starting April 6, 2009 and ending on April 17, 2009. A property owner may order up to six trees, provided the placement of the tree(s) meets the guidelines established by the City.

The program does allow the placement of these trees within the front yard of the property in addition to the boulevard area. The front yard is considered any portion of the lot from the front house line extension to the street. The expanded area for the program has been adopted to provide more flexibility to each property owner to select an appropriate location for the tree in relation to the guidelines stated later in this article. In particular, existing utilities (overhead and underground) place considerable constraint on tree locations for certain lots. The expanded area should provide ample opportunity for tree placement. (SPECIAL NOTE: The property owner is required to sign a "Waiver of Trespass" form before the City crews will plant the tree(s). These forms can be signed at the same time a tree(s) is ordered at the City Maintenance Facility (1710 Riverview Drive).



There are 102 trees being offered this year; below is the number and variety of trees, along with the cost per tree to the property owner:

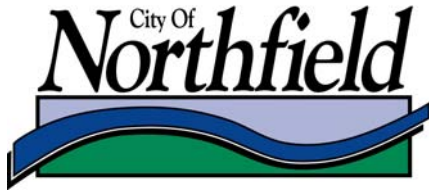
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20	River Birch-single stem	15 gal.	\$59.00
20	Blue Beech	15 gal.	\$59.00
8	Harvest Gold Crab	15 gal.	\$59.00
8	Prairie Rose Crab	15 gal.	\$79.00
5	Prospector Elm	15 gal.	\$69.00
5	Vanguard Elm	15 gal.	\$69.00
6	Greenspire Linden	15 gal.	\$59.00
20	Autumn Blaze Maple	7 gal.	\$59.00
10	Celebration Maple	15 gal.	\$69.00

Payment must be made at the time the order is placed. The price of the trees includes locating of utilities, planting, and the first watering. The trees are delivered and will be planted by the City of Northfield's Street Division May 4-8, 2009, weather and delivery permitting.

Property owners must stake the location of the trees that are ordered by April 27, 2009, and must ensure that the stakes remain in the ground until the trees are planted to allow the City crews and utility companies the ability to verify the locations. Tree locations and/or species will be altered by the City crews if a problem is encountered with either of the above.

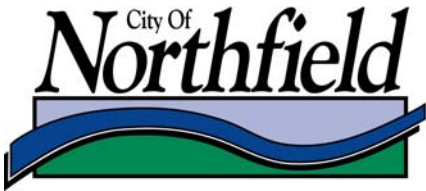
Tree location(s) must be accessible to Streets / Park Division equipment or the City will not dig the hole. On private property, the property owner will be responsible for any damage to lawns as a result of the equipment used by the City to plant the trees.



Property owners may elect to plant the tree(s) themselves; however, the City must be notified prior to the tree(s) being planted so that arrangements can be made for the tree(s) to either be delivered to the property or picked up at the Public Works Maintenance Facility. It will then be the responsibility of the property owner to dig the hole and plant the tree. All trees ordered are container and must be planted as soon as possible after delivery. The Public Works Maintenance Facility is located at 1710 Riverview Drive, Northfield, MN.

**THE TREES DO NOT CARRY A GUARANTEE.** Improper follow-up care by homeowners is the primary cause of the tree not surviving. If a tree does not survive, the property owner may have the opportunity to try again the next year subject to the varieties of trees offered and the cost that year. The size of the trees planted is eight to ten feet tall with a typical trunk diameter of 1– 1 ¼ inches. Mulch is available for purchase at the cost of \$10.00 per tree. This will provide an approximate two-foot circle around the tree with a minimum depth of two inches.

After the trees are planted, it is the responsibility of the property owner to stake and water the trees as necessary to give them a good start. Trees should be given a good slow soaking of water daily during the first week – add water until water is visible on surface – 3 times per week during the following two weeks, and weekly there after during the first growing season.



## **BOULEVARD TREE PLANTING GUIDELINES**

The following are guidelines that the City recommends property owners follow in order to determine whether they will be able to locate a tree(s) on their boulevard or in their front yard:

1. Trees should be at least thirty (30) feet from any existing tree.
2. Trees must be no closer than forty (40) feet from a corner intersection.
3. Trees must be at least six (6) feet from any driveway or approach sidewalk.
4. Trees should be approximately fifteen (15) feet from any power pole or utility shut off.
5. Consider overhead power lines when determining the location of a tree.
6. If an Elm tree or any other large tree was removed from the boulevard or front yard this year, do not plan to plant a new tree in the same location until the following year. The new tree should stay approximately ten (10) feet from the location of the removed tree.
7. If an adjacent lot has no trees on the boulevard, consider staying approximately fifteen (15) feet from the property line.
8. Finally, it is suggested that the property owner note what species have been planted in the area. For example, if there are a lot of Maple trees already in the block, it might be wise to select another species.

To find out more about the program, please call the Northfield Maintenance Facility at 645-3050 (8:00 am - 5:00 pm, Monday - Friday).

**CITY OF NORTHFIELD**  
**2009 Spring Shade Tree Program**

**LINDEN GREENSPIRE (\$59.00)**

**! DO NOT PLANT NEAR POWER LINES !**

The Linden Greenspire is an excellent landscape tree for large-scale sites. Foliage is denser than the Linden Redmond and the smaller leaves add a delicate touch. A prolific bloomer with small yellowish fragrant flowers opening in late June into July. Greenspire prefers a rich, well-drained soil with ample moisture but are fairly tolerant to a broad range of soil conditions. Full sun or partial shade.

Height: 40'-60'	Foliage:	Dark green
Spread: 35'-45'	Fall Foliage:	Pale yellow
Shape: Dense, symmetrical pyramidal crown		

**RIVER BIRCH (\$59.00)**

**! DO NOT PLANT NEAR POWER LINES !**

The River Birch is native from southeastern Minnesota to Massachusetts and Florida. In its native habitat it grows along streams and in flood plains. It is perhaps the most heat-resistant of all North American birch species. Often grown as a multi-trunked specimen to better exhibit the showy exfoliating bark in shades of tan, pinkish salmon and rich cinnamon-brown. The medium green leaves seldom color in the fall; however, this particular birch is even more spectacular without leaves. For best growth, soils should be moist and acidic with good soil fertility.

Height: 40'-60'	Foliage:	Shiny medium green
Spread: 30'-40'	Fall Foliage:	Some yellow
Shape: Pyramidal to oval form, broadens with age		

**Blue Beech (\$59.00)**

**☺ A PROPER TREE FOR POWER LINES ☺**

The Blue Beech, aptly named in reference to its blue-grey smooth bark. This tree of multiple common names is native to the entire eastern half of the United States and southernmost Canada. It is noted for its interesting mature bark, mature fruits, and fall foliage colors. Blue Beech performs best in moist, well-drained, acidic, deep, rich soils but can adapt to dry soils of neutral to alkaline pH. It grows in full sun.

Height: 30'	Foliage:	Narrowly oval to oblong, doubly and finely serrated, sometimes shiny
Spread: 20'	Fall Foliage:	Red, orange, yellow and purplish hue
Shape: flat or rounded top		

**Harvest Gold Crab (\$59.00)**

**☺ A PROPER TREE FOR POWER LINES ☺**

Harvest Gold Crabapple is grown for its showy white flowers and attractive, brightly colored yellow fruit. This tree has been successfully grown in urban areas where air pollution, poor drainage, compacted soil and/or drought or common.

Height: 20'-25'	Foliage: White flowers in spring, dark green foliage in summer
Spread: 15'-25'	Fall Foliage: Yellow fruit through late fall
Shape: oval upright	

**Prairie Rose Crab (\$79.00)**

**☺ A PROPER TREE FOR POWER LINES ☺**

Little or no fruit. Stunning double pink fragrant flowers set this crab apart. Blossoms come about a week after other flowering crabs, last a long time and almost give the appearance of a tree full of roses.

Height: 20'-25'
Spread: 18'

### **Prospector Elm (\$69.00)**

**! DO NOT PLANT NEAR POWER LINES!**

This fast-growing, dense, vase shaped elm has superior pest resistance and Dutch elm disease resistance. It is a little smaller than the American Elm. It tolerates adverse sites, soils and will grow best in well-drained soil. It has vigorous early growth of 3-4 feet per year. Prospector has green leaves with new leaves emerging orange-red in the color and maturing to green giving contrast during the growing season.

Height: 45'  
Spread: 45'  
Shape: Rounded vase shape

Foliage: Green summer foliage  
Fall Foliage: yellow

### **Vanguard Elm (\$69.00)**

**! DO NOT PLANT NEAR POWER LINES!**

Resistant to Dutch Elm disease. Grows quickly to a mature size. Tolerant of a wide variety of soil conditions. A good substitute for Ash trees, giving good shade in a hurry.

Height: 45'  
Spread: 40'

### **Autumn Blaze Maple (\$59.00)**

**! DO NOT PLANT NEAR POWER LINES!**

Selected 1997 Tree of the Year by the Iowa Nursery and Landscape Association, the Autumn Blaze is an extremely fast-growing maple with brilliant red fall color. Under good conditions it can grow 3ft. or more per year. It is tolerant of clay soils and drought and has a dense, oval head with strong branching. Developed in North Central Ohio, this tree will grow in a wide range of climates from Michigan to central Florida. Every yard should have one of these trees.

Height: 50'  
Spread: 40'  
Shape: Oval head

Fall Foliage: Brilliant Red

### **Celebration Maple (\$69.00)**

**! DO NOT PLANT NEAR POWER LINES!**

Celebration Maple is a hybrid of the Sugar Maple. The beautiful fall colors make it ideal for parks or large lawns. Colors range from brilliant yellow to orange to red. This maple is the principle source of maple syrup. It is also the most common tree in the northern forest. It can be planted in urban landscapes, upper shorelines and upland buffers. Sugar maple is a valuable timber species.

Height: 50'  
Spread: 40'  
Shape: Oval head

Fall Foliage: Brilliant Reds, Oranges, Yellows



## MEMORANDUM

*Public Services Department  
Public Works Operations Engineer*

Environmental Quality Commission  
April 21, 2009  
Agenda Item #13

**Item:** EQC Intern  
**Requested By:** EQC  
**Submitted By:** Brian Erickson, Public Works Operations Engineer

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### **Background:**

In early April an e-mail was received from St. Olaf College that provided an opportunity to possibly host an intern from June 10 – August 6, 2009. This intern would be provided a stipend, housing and a scholarship to complete the internship. As a result the EQC had asked staff to review the potential for 'hosting' an intern.

As a policy the City of Northfield allows unpaid volunteers to assist boards or commissions directly; however, paid type positions normally require an agreement, which can only be approved by City Council or possibly the City Administrator. Those paid type positions also require a very clear definition of the planned scope of work and also provide for a staff member to be assigned to assist with the project(s) being completed.

### **Action Required:**

None, discussion and decision regarding potential projects that might be assigned to an intern.