



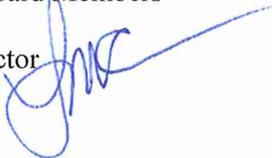
Living up to our name.

## Parks, Recreation & Forestry

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TO: Urban Forestry Tree Board Members  
FROM: Linda M Cadotte, Director   
DATE: July 13, 2021  
RE: **Urban Forestry Tree Board Agenda \*AMENDED\***  
**Thursday, July 15, 2021 4:30 p.m.**  
**ON-SITE MEETING AT THE SUPERIOR DOG PARK**

*\*Due to the on-site location, there will be no call in or virtual option for this meeting.\**

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*The Urban Forestry Tree Board shall advise the common council on matters of the urban forestry program. The urban forestry program shall include planning for planting, maintenance and removal of trees located in city boulevards and public areas and educating citizens about the city's tree resource.*

### **4pm Tribute Tree Planting/Ceremony**

*The dog park is located near the head of the Millennium Trail at the corner of N 28<sup>th</sup> Street and Wyoming Avenue.*

### **Meeting Agenda**

*(In case of inclement weather, the meeting will take place inside the ski shack located at the same place)*

1. Elect Chair
  - a. Elect Vice Chair
2. Approve meeting minutes from April 15, 2021
3. Tribute Tree Program
  - a. Updated Application
  - b. Promotion Ideas
4. Tree in Center City Park
5. RFP for Municipal Forest Master Plan – update
6. Director's Report
7. The next meeting will be Thursday, October 21, 2021 at 4:30 p.m. in Room 204 in the Government Center.

*Notice is hereby given that a majority of the members of the Common Council may be present at the meeting, and although this may constitute a quorum of the Common Council, the council will not take any action at this meeting  
The City of Superior complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in the public meeting process, please contact Parks and Recreation at (715) 395-7270 or by email: [parks@ci.superior.wi.us](mailto:parks@ci.superior.wi.us) by 4:30 p.m. on the day prior to the scheduled meeting. The City will attempt to accommodate any request depending on the amount of notice we receive.*

**URBAN FORESTRY TREE BOARD PROCEEDINGS**  
**April 15, 2021**  
**ZOOM Virtual Meeting**

Members Present: Ruth Ludwig, Robert-Jan Quene, Jane Anklam, Richard Kaufman, Nick Nelson

Members absent: Meghan Gil-de-Lamadrid

Also present: Linda Cadotte, Russ Behlings

Chair Ludwig called the meeting to order at 4:36 p.m.

1. Approval of the March 18, 2021 meeting minutes

**MOTION by Anklam, second by Quene and carried to approve the minutes from the March 18, 2021 meeting.**

2. 2021 Arbor Day Outreach Ideas

Director Cadotte shared that Gil-de-Lamadrid has some ideas she is working on for this celebration. There will be a planting for the Fallen Workers Memorial. Waiting to hear details on what that planting will look like. Some of our plantings that are part of the Sustain Our Great Lakes project or the Fallen Worker's Memorial planting could be recorded and shared on the City's main Facebook page and website as part of the celebration. The DNR has been suggesting that events be virtual due to the continued COVID pandemic status. Director Cadotte mentioned doing a short video of the process of pulling the trees from the gravel bed to planting them as part of the Tribute Tree program. With the combination of these smaller events, such as the CN Communities in Bloom Celebration, we should be well covered for the Arbor Day celebrations. Board members can submit ideas of people that might be interested in doing the videography, otherwise we will handle it in-house.

3. CN Communities in Bloom Celebration

The ceremony will be 30-45 minutes. There will be a couple of speakers, possibly the Mayor and a couple of others that spoke during the online judging sessions. We have to have it on the project location. It needs to be by Barker's Island Beach, Wisconsin Point, or the Osaugie Trail. The CN rep would speak for a few minutes as well as the America in Bloom Rep. We do have a little bit of money left in the grant to be spent. We talked about using that to replant any shrubs and trees that aren't coming back and freshening up mulch. Would arrange a volunteer day a week or two before to freshen that area up. Invitations will be sent out with details.

4. Superior Municipal Forest Master Planning – Approve Scope and Next Steps

Before taking the board’s recommendations back to Rettler, Director Cadotte would like to make sure everyone’s feedback is incorporated. Councilor Ludwig would like to put out an RFP to see what type of response we get to ensure we get the best partner.

**MOTION by Ludwig, second by Quene to create and send out a Request for Proposals on the scope and next steps for the Superior Municipal Forest Master Planning.**

Director Cadotte asked if the board would like to have a sub-committee or keep this as an item in the Tree Board meetings. The Board decided that they will keep this as a board item and not create a sub-committee.

5. Tribute Tree Program

Councilor Ludwig requested that we review the Tribute Tree Program as a refresher for the Board members of what that program is. The program started in 2002. There are a lot of different reasons or occasions for why someone would want to plant a tree. The program allows people to purchase not only a tree, but also a plaque, if desired, to commemorate the reason for the tree. There are sometimes ceremonies, dependent on who has purchased the tree and what they desire. This year there will be 11 trees planted, which seems to be a fairly good year. Councilor Ludwig would like to have this committee think about ways that we could promote this program more. That discussion will be put on the next committee agenda for discussion. If people want trees other than what is on the list that can typically be accommodated if given enough notice for ordering.

Current ways to promote the program:

Currently, if the Parks Department receives a call from someone wanting to do a memorial type thing, they will be directed to the Tribute Tree Program. It is also located on the City’s website and promoted on the City’s Facebook page at least once a year.

6. Parks, Recreation and Forestry Director’s Report

- a. Trees will be arriving soon so the Parks Crew is prepping for that.
- b. Brush pickup will be happening in May, so the Parks Crew is also preparing for that.
- c. The new Tree Software is in the final stages of setup and the hope is that it will be ready before we begin tree planting. The iPads are setup and ready to go.
- d. The last round of stump removals is being completed by Rick’s Tree Service and then we will take that back in-house for the summer.
- e. The Lake Superior National Estuarine Research Reserve is working on a project in the Superior Municipal Forest. They will install four water table monitoring wells with the black ash under planting plots. They would be there about five years and they would also like to expand their Centennial Vegetation monitoring, which would install some rebar to mark the corners of the plot so they can measure how that changes. We have asked them to paint them/camouflage them

to make them less noticeable. They have also been asked to provide the City with the data. Those will be installed this spring/summer.

- f. Parks, Recreation and Forestry Department is looking for guidance and will add this topic to a future agenda. The Center City Park has a wonderful park designed around the holiday tree. However, the tree has a split top. The Parks Crew would like to look at a replacement tree. A few ideas could be trees donated by someone or a larger tree replanted in this area. The tree is healthy, however the split top is a concern for wind. Lighting the tree has become difficult due to the numerous dead or open spaces. In the past, we have taken boughs from other trees and attached them with wire to fill in the voids in order to light the tree up. We have attempted to prune it back in hopes it would fluff out and fill back it but that has not happened. Some options of trees would be native spruce, balsam fir or other similar trees. The Board mentioned they would like to engage the community in this decision.

7. Next meeting July 15, 2021 at 4:30 pm.

Councilor Ludwig announced the meeting adjourned at 5:22 p.m.

Minutes submitted to the Council Meeting of May 4, 2021.



## Tribute Tree Program

*This program encourages the purchase of trees as a gift, paying tribute to individuals or groups, or for special occasions such as a birth, anniversary, retirement, graduation, holiday, or memorial.*



### **Tribute Tree information:**

- ❖ Citizens can purchase an individual 1.5” diameter tribute tree for \$200 or an individual 3” diameter tribute tree for \$350. A corporate program is available at a \$1,000 level. Tree sponsorships are tax deductible.
- ❖ You may select your choice of species and the boulevard, park, or neighborhood that the tree will be planted in. *(The City will make every effort to provide the species of your choice; however, substitutions may be made based on availability of stock. If this needs to happen, you will be contacted.)*
- ❖ Planting location: The donor selects which boulevard, park or neighborhood the tree will be planted in.
- ❖ Planting is done in the spring (May 1-June 15).  
**Application must be in by December 1 (previous year).**
- ❖ A City crew will plant the tree and care for it for the duration of its life.
- ❖ Tribute Trees are guaranteed for one year; if a tree fails during this time, the City will replace it at no cost.
- ❖ The donor, or the donor's recipient, will receive a Tribute Tree Certificate signed by the Mayor of Superior and may include a custom message.
- ❖ The City will host a dedication ceremony for your living gift including a custom plaque and recognition in the Superior Telegram.

**If you have any other questions, please call**

**Parks, Recreation & Forestry at 715-395-7270 or email [parks@ci.superior.wi.us](mailto:parks@ci.superior.wi.us)**

**THE FIRST NINE TREES PICTURED ARE SUITABLE FOR BOULEVARD PLANTING. THE FINAL 3 TREES (BUR OAK, QUAKING ASPEN & PAGODA DOGWOOD) ARE SUITABLE FOR PLANTING IN LARGER, MORE OPEN AREAS.**



**Hackberry**

40-60' tall & wide shade tree, wet sites, dry sites, clay tolerant, pollinator & songbird species



**Thornless Honeylocust**

30-70' tall & wide, fall color, filtered shade, reduced raking, drought tolerant, clay tolerant



**Japanese Tree Lilac**

20-30' tall, wet site, clay tolerant, ornamental planter tree



**American Linden**

60-80' tall; 20-40' wide shade tree, pollinator & songbird species, wet sites, clay tolerant



**American Elm**

60-80' tall; 30-50' wide shade, pollinator & songbird species, clay tolerant



**Kentucky Coffee Tree**

60-75' tall; 40-50' wide, storm resistance, reduced raking, clay tolerant, shade



**Ironwood**

25-40' tall; 20-40' wide, small space, storm resistance



**Ohio Buckeye**

30-40' tall, wet sites, requires partial to full shade



**Turkish Filbert**

40-50' tall; 20-30' wide, shade



**Bur Oak**

70-80' tall & wide shade tree, storm resistance, clay tolerant, wet sites



**Quaking Aspen**

40-50' tall & spreading canopy, shallow roots, clay sites, wet sites



**Pagoda Dogwood**

15-25' tall & wide spring flowers, pollinator & songbird species, small space, ornamental planter, clay tolerant, requires partial to full shade

## Tribute Tree Application

Completely fill in form and submit with payment (make check payable to City Treasurer)

Name:

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Address:

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Phone:

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Email Address:

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### Choice of Species\* (based on availability of stock)

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Hackberry                                 | <input type="checkbox"/> Honey Locust    | <input type="checkbox"/> Japanese Tree Lilac | <input type="checkbox"/> American Linden |
| <input type="checkbox"/> American Elm ( <i>disease resistant</i> ) | <input type="checkbox"/> Kentucky Coffee | <input type="checkbox"/> Ironwood            | <input type="checkbox"/> Ohio Buckeye    |
| <input type="checkbox"/> Turkish Filbert                           | <input type="checkbox"/> Bur Oak         | <input type="checkbox"/> Quaking Aspen       | <input type="checkbox"/> Pagoda Dogwood  |

### Size of Tree:

- 1 ½ inch diameter (\$200)       3 inch diameter (\$350)

### Location of Tribute Tree

State the boulevard, park and/or neighborhood where you would like the tree(s) planted.

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### Donor & Recipient Certificate Messages

Purpose:

- In honor of  
 In memory of  
 In recognition of  
 Other: \_\_\_\_\_

Donor Certificate

Recipient Certificate

Yes    No

**DONOR CERTIFICATE** custom message, if desired (will be printed on the paper certificate):

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**RECIPIENT CERTIFICATE** custom message, if desired (will be printed on the paper certificate):

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- Please check here if you **DO NOT** want your tribute published in the Superior Telegram.

Example Plaque:



Please fill in the spaces provided for your plaque:

This \_\_\_\_\_ Tree Planted in \_\_\_\_\_ 2022  
Type of Tree Month

Honor, Memory, etc...

IN \_\_\_\_\_ OF  
\_\_\_\_\_  
Name

\_\_\_\_\_  
\_\_\_\_\_  
Message

City of Superior Tribute Tree Program