

# MOSCOW TREE COMMISSION



Deborah Kadlec  
Commission Chair

## APPROVED Minutes

David Schott  
Staff Liaison

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<https://www.ci.moscow.id.us/557/Tree-Commission>

**Tuesday**  
**August 4, 2020**

**5:00 PM**

**Zoom Link:**  
<https://us02web.zoom.us/j/84920920913>

### The meeting was called to order at 5:03 PM

|          |                                                                                                                            |
|----------|----------------------------------------------------------------------------------------------------------------------------|
| PRESENT: | Pamela Brunsfeld; Daniel Cronan; Mary Jo Hamilton, Secretary; Debbie Kadlec, Chair; Jeanne Leffingwell; David Rauk.        |
| ABSENT:  | Ellis Eifert                                                                                                               |
| STAFF:   | Donna Howard, Staff Support; Dave Schott, Assistant Director, Parks and Recreation; Brandy Sullivan, City Council Liaison. |

#### 1. Announcements

Jeanne Leffingwell was introduced to the commissioners. Everyone took a turn speaking about themselves to Leffingwell. With her appointment, the commission has full membership.

#### 2. Approval of Minutes from March 3, 2020 (ACTION ITEM) - Kadlec

Rauk questioned about approving minutes from as far back as March; Schott replied that the July meeting did not have a quorum.

**ACTION:** Minutes approved as presented.

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED BY ACCLAMATION VOTE</b>                     |
| <b>MOVER:</b>    | Hamilton                                                |
| <b>SECONDER:</b> | Cronan                                                  |
| <b>AYES:</b>     | Brunsfeld, Cronan; Hamilton, Kadlec, Leffingwell, Rauk. |
| <b>ABSENT:</b>   | Eifert                                                  |

#### 3. Public Comment Period

Only for items not listed on the agenda, including responses to previous comments/questions from the public. There were none.

#### 4. Consideration of the Vacant 2020 Vice-Chair Position (ACTION ITEM) – Kadlec

The Vice-Chair of the Tree Commission is vacant due to the resignation of Lauren King. Hamilton expressed interest in assuming the position and will resign as Secretary.

**ACTION:** The commission nominated Hamilton to serve as their Vice-Chair for the remainder of 2020.

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED BY ACCLAMATION VOTE</b>                     |
| <b>MOVER:</b>    | Rauk                                                    |
| <b>SECONDER:</b> | Leffingwell                                             |
| <b>AYES:</b>     | Brunsfeld, Cronan; Hamilton, Kadlec, Leffingwell, Rauk. |
| <b>ABSENT:</b>   | Eifert                                                  |

#### 5. Consideration of the 2020 Secretary Position (ACTION ITEM) – Kadlec

Brunsfeld previously expressed interest in serving as the Commission Secretary.

**ACTION:** The commission nominated Brunsfeld to serve as their Secretary for the remainder of 2020.

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED BY ACCLAMATION VOTE</b>                     |
| <b>MOVER:</b>    | Rauk                                                    |
| <b>SECONDER:</b> | Hamilton                                                |
| <b>AYES:</b>     | Brunsfeld, Cronan; Hamilton, Kadlec, Leffingwell, Rauk. |
| <b>ABSENT:</b>   | Eifert                                                  |

#### **6. Consideration of 2020 Arbor Day Date and Venue (ACTION ITEM) – Schott**

With the April 24, 2020 Arbor Day event postponed due to COVID-19, the Tree Commission discussed the date and venue for an October Arbor Day celebration. The group preferred the idea of a small venue to allow adherence to COVID-19 safety protocols. The group discussed Harvest Park as the location for the rescheduled celebration and the opportunity to plant the first tree in the park. Schott reminded the group that the future construction of the booster station could be detrimental to the tree's success and will carefully chose a planting location in the new park. Further discussion followed about preferred qualities for the chosen tree, possible tree species, arranging for a proclamation for the Mayor to issue at the October 5<sup>th</sup> City Council meeting and then holding the event on October 9<sup>th</sup>. A discussion followed about the allotted budget, planting an apple guild for the event and the specific location within the park. Kadlec asked for a motion to finalize the location with these dates and any further specific details will be decided at the September meeting. Schott will send out Kadlec's apple tree guild list before the next meeting; Rauk asked for more information from Cronan and Cronan agreed to provide an ethnobotany list and recommendations from one of his graduate students.

**ACTION:** Approve a smaller Arbor Day event, rescheduled to October 9<sup>th</sup> to include planting an apple tree or trees at Harvest Park.

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED BY ACCLAMATION VOTE</b>                     |
| <b>MOVER:</b>    | Leffingwell                                             |
| <b>SECONDER:</b> | Hamilton                                                |
| <b>AYES:</b>     | Brunsfeld, Cronan; Hamilton, Kadlec, Leffingwell, Rauk. |
| <b>ABSENT:</b>   | Eifert                                                  |

#### **7. Climate Change Impacts Assessment for Moscow (ACTION ITEM) – Kadlec**

Debbie Kadlec, Chair of the Tree Commission, is also a member of the Sustainable Environment Commission's subcommittee examining potential climate changes in Moscow. She asked if any other MTC members would be interested in assuming her position on the subcommittee. Schott clarified this is a subcommittee and the MTC member would be reporting back to the MTC. After discussing the matter, Cronan expressed interest in possibly joining the group and will discuss it with the staff liaison Kyle Steele. Schott offered to reach out to Steele via email and will include Cronan and Kadlec in the communication.

**ACTION:** Recommend Cronan to represent the MTC on the Climate Action Working Group.

|                  |                                                         |
|------------------|---------------------------------------------------------|
| <b>RESULT:</b>   | <b>APPROVED BY ACCLAMATION VOTE</b>                     |
| <b>MOVER:</b>    | Rauk                                                    |
| <b>SECONDER:</b> | Hamilton                                                |
| <b>AYES:</b>     | Brunsfeld, Cronan; Hamilton, Kadlec, Leffingwell, Rauk. |
| <b>ABSENT:</b>   | Eifert                                                  |

#### **8. Discussion: Downtown Tree Replacement Project – Schott**

While the street trees in downtown Moscow add to the vibrant atmosphere, some of the trees planted in the early 1980's are showing signs of decline. The City of Moscow's revised Strategic Plan recommends drawing up a proposal in FY 2021 to address replacing downtown trees. This would give staff guidance and direction for future replacements. A draft plan will then be brought to the Tree Commission for consideration, revisions and approval later this year. Schott explained that he would like the MTC to begin the outline for this, he will work on it with City staff and administration, then bring it back to the MTC to approve the final plan. The group discussed ideas for a replacement plan, limitations on City

resources that could hinder success, how to overcome obstacles and what the public perception of the program would entail. Hamilton suggested reexamining the survey the MTC completed at a Farmers Market table and Schott agreed to take another look at that data.

**ACTION:** No action, discussion item.

**9. Discussion: September Utility Bill Newsletter – Schott**

The City received a request from the public to include information about the benefits of trees to our community as part of its monthly utility bill. Schott added that the submittal deadline is August 20<sup>th</sup>. The commission discussed general ideas and themes to be included in the newsletter. Cronan suggested including icons from the street tree planting guide. Leffingwell suggested keeping the write-up short and simple. Schott will share a draft document via email for input. Rauk suggested as a topic for a future newsletter covering the do's and don't's of tree pruning, especially large trees, and what to talk about when hiring a tree worker. Kadlec will include this as an agenda item in the spring meetings for another flyer.

**ACTION:** No action, discussion item.

**Open Discussion:**

Leffingwell asked about the four requirements for being a Tree City USA; Schott explained that the city must have a tree commission, a tree ordinance, annually celebrate Arbor Day and annually spend \$2 per capita of the city's population on tree projects.

David Rauk will be out of town from September 4 through December 5 but will join the meetings via Zoom whenever possible.

Leffingwell asked who is the City's contact person regarding a problem with a City tree? Schott replied he is the contact person.

**Adjourned at 6:16 PM**

**Next meeting: September 1, 2020**

**NOTICE: Moscow City Council Commission meetings can be televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.**

**Minutes Approved On**

SEP 1 2020  
*Kristin Opham*  
Clerk/Deputy Signature