

MOSCOW TREE COMMISSION



Ellis Eifert
Commission Chair

Regular Meeting
~Agenda~

David Schott
Staff Liaison

tree@ci.moscow.id.us

208.883.7098

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

Tuesday
May 4, 2021

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Minutes from April 6, 2021 (ACTION ITEM) - Eifert

Minutes presented for approval.

ACTION: Approve minutes as presented; approve minutes with amendments; or take other such actions deemed appropriate.

2. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

3. Farmer's Market Display Banners Review (ACTION ITEM) – Eifert / Schott

In the FY2021 budget, the Tree Commission has \$250 for the development and purchase of display banners for the Farmer's Market and other Tree Commission events. The Tree Commission will review the draft content to be included on the display banners.

ACTION: Approve the display banners content prior to fabrication; or take such actions deemed appropriate.

4. Report: 2021 Arbor Day Celebration – All

The Tree Commission will discuss the Arbor Day celebration that was held at Lola Clyde Park and included students from PCEI's Palouse Roots on Friday, April 30, 2021.

ACTION: No action, report.

5. Report: Farmer's Market on May 1, 2021 - All

The Tree Commission attended the Farmer's Market on May 1, 2021. Group will report on engagements with the public and the Arbor Day tree seedling giveaway.

ACTION: No action, report.

6. Report: Harvest Park Spring Tree and Shrub Planting - Schott

Schott will report on the 2021 spring edible tree and shrub plantings at Harvest Park, which included the planting of 43 edible trees and shrubs.

ACTION: No action, report.

ANNOUNCEMENTS / DISCUSSION

Tree pruning education materials, May utility newsletter.

UPCOMING EVENTS / MEETINGS

Next meeting: June 8, 2021

ADJOURN

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.

MOSCOW TREE COMMISSION



Ellis Eifert
Commission Chair

Regular Meeting
~DRAFT Minutes~

David Schott
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Tuesday
April 6, 2021

5:00 PM

Mayors Conference Room
206 E 3rd Street

The meeting was called to order at 5:00 p.m.

PRESENT: David Rauk (Virtual); Zena Hartung (Virtual); Mary Jo Hamilton (Virtual), Jeanne Leffingwell (Virtual); Ellis Eifert.

STAFF: Donna Howard; David Schott; Anne Zabala (Virtual).

REGULAR AGENDA

1. Approval of Minutes from March 2, 2021 (ACTION ITEM) - Eifert

Minutes presented for approval.

ACTION: Approve minutes as presented; approve minutes with amendments; or take other such actions deemed appropriate.

Hamilton moved to accept the minutes as presented. Cronan seconded the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

2. Public Comment and Response to Previous Comments (limited to 10 minutes)

None offered.

3. Consideration of the 2021 Arbor Day Celebration (ACTION ITEM) – Rauk / Schott

The Tree Commission will discuss the logistics for the 2021 Arbor Day celebration. Arbor Day will be held at Lola Clyde Park and include students from PCEI's Palouse Roots on Friday, April 30, 2021.

ACTION: Approve the Arbor Day celebration venue and theme; or take such actions deemed appropriate.

Schott contacted Palouse Clearwater Environmental Institute's (PCEI) early childhood program Palouse Roots and they agreed to participate in the event. They requested that the ceremony begin at 11 AM and end at noon to keep with their daily schedule. Rauk went over the to-do list and assignments. Rauk invited the Mayor and will update him on the start time. Schott said Mayor Lambert will read the Arbor Day Proclamation at the April 19th City Council Meeting, all are welcome to attend that, and Lambert will do an encore reading for the event at Lola Clyde Park. Due to COVID precautions, the Franklin H. Pitkin Forest Nursery will bag the seedlings. Schott added that there were some additional seedlings available, the limber pines that were requested for 2020 but weren't large enough last year. They will be given out along with the sugar maple, incense cedar and chokecherry seedlings ordered for this year. Hamilton volunteered to work on the handout flyers if Brunsfeld is unavailable; Schott will email Brunsfeld to confirm. Rauk will be back in Moscow on April 22nd, he will pick up the seedlings from the Pitkin and transport them to the Arbor Day Event and subsequent Farmers Market. He will also bring the J. Sterling Morton poster. Eifert asked how many people are expected to attend the event; Schott estimated less than fifty including the MTC members, City Staff and the people from PCEI. This year's Arbor Day event will not be open to the public but the commissioners can connect with citizens at the May 1st Farmers Market seedling giveaway. Rauk asked everyone to email their submissions to Howard and she will print the programs, flyers and anything else needed for these events. The City will provide shovels, tables, chairs, a podium and a PA system. Schott will have Parks staff prepare the planting site. He will also contact Idaho Department of Lands and invite their local representative to join the

celebration. Leffingwell asked if there would be a story in the paper about the seedling giveaway at Farmers Market (FM)? Schott gave the information to the FM coordinator, she will include it in her E-Newsletter and Schott will also include it in the Arbor Day Press Release. Leffingwell and Hamilton will take photographs and submit a picture to the paper. Rauk asked if there was a contingency plan in case of inclement weather; Hamilton will ask Tom Lamar of PCEI about using their covered area for the ceremony. The group also discussed how the preschoolers will be involved in the ceremony, Hamilton volunteered to ask PCEI about that as well. Schott said that he wants to buy multiple cherry or other fruit trees to plant on the higher, flat area where drip irrigation can be easily installed in place on the north end of the park. Hamilton added that slope is used for sledding in the winter; Schott will avoid planting in that area. Schott likes the idea of planting more fruit trees in City parks, goes hand in hand with the new Harvest Park. Rauk outlined what was needed for the display board and the seedling handouts. Hamilton volunteered to update the trifold board. Rauk asked Chair Eifert to send thank you notes to all who are assisting with the event. The following day the MTC will be tabling at the Farmers Market from 9 AM to noon. Leffingwell will staff the table from 9 AM to 11 AM, Rauk from 9 AM to 10 AM, Eifert from 10 AM to noon. Rauk will bring seedlings, literature, and anything else from the event Friday.

Leffingwell moved to accept the preparations as discussed. Hamilton seconded the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

4. Farmer's Market Display Banners Review (ACTION ITEM) – Eifert / Schott

In the FY2021 budget, the Tree Commission has \$250 for the development and purchase of display banners for the Farmer's Market and other Tree Commission events. The Tree Commission will review the draft content to be included on the display banners.

ACTION: Approve the display banners content prior to fabrication; or take such actions deemed appropriate.

Due to a lack of time, this item was tabled until next meeting.

Cronan left at 5:30 p.m.

5. Heritage Tree Program Ad Hoc Committee Formation (ACTION ITEM) – Eifert / Schott

The Tree Commission will create an ad hoc committee to develop a proposed heritage tree program and bring the proposed program back to the Tree Commission for consideration. The ad hoc committee must not move towards an action and is a temporary group created for this specific purpose. The ad hoc committee will follow open meeting laws. The Tree Commission will discuss commission members interested in being part of the ad hoc committee and determine a date and time for upcoming meetings.

ACTION: Approve ad hoc committee members and set time and date for meetings; or take such actions deemed appropriate.

Schott explained that this group will have to observe Idaho Open Meetings Law requirements. Laurie Hopkins, Moscow City Clerk, informed him that in order to comply it will need to have an agenda, a published meeting date and location. Hartung, Hamilton, Brunsfeld were interested in participating in this; together with Schott, they will determine when they can meet and inform the MTC of any recommendations that result from their deliberations. The Tree Commission will then make any motions needed to act upon those recommendations.

Leffingwell moved to accept the nominees for the ad hoc committee members and to allow them to agree upon a mutually convenient meeting date and time, to be announced. Rauk seconded the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

6. Harvest Park Core Development Team Member (ACTION ITEM) – Eifert / Schott

The Tree Commission is the lead commission for the creation of a draft management plan for Harvest Park. A working group with local expertise was created as a think tank to create a draft management plan for the Park. The Tree Commission will discuss any interest from Tree Commission members to serve as a representative from the Tree Commission for inclusion to the Core Development Team for Harvest Park.

ACTION: Approve a member of the Tree Commission to serve on the Core Development Team for Harvest Park; or take such actions deemed appropriate.

Schott said that the group will need another person to assist as Cronan is leaving the Core Development Team (CDT.) Hartung expressed interest in joining the CDT.

Rauk moved to nominate Hartung to the Core Development Team. Leffingwell seconded the motion.

Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

7. Harvest Park Guiding Principles Review (ACTION ITEM) – Eifert / Schott

The Core Development Team has drafted proposed guiding principles for inclusion in the management plan for Harvest Park. The Tree Commission will review the Guiding Principles for Harvest Park.

ACTION: Approved the Guiding Principles for Harvest Park; or take such actions deemed appropriate.

Hartung suggested adding the name of the group to the Guiding Principles statement and Hamilton recommended changing the word “moral” to “ethical.” After deliberating the need for it in the sentence, the group recommended deleting “moral” and not replacing it. They also suggested removing the parenthesis from the Guiding Principles.

Leffingwell moved to approve the document, subject to the discussed changes. Hamilton seconded the motion. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

REPORTS

Harvest Park Spring Planting Project Update – Schott

Together with University of Idaho Extension Educator Iris Mayes, Ph. D., Schott is organizing a workshop followed by a public planting event, tentatively scheduled for April 23rd. He shared his planting diagram for the bare root trees and shrubs he purchased. Leffingwell asked if this was an event organized by the UI Extension Office or the City; Schott replied that it's a City project but he is teaming up with the Extension to make it an educational and work event. Mayes will use the location to teach interested citizens about the plants, soil and growing conditions. Leffingwell asked who was invited to the event; Mayes notified the Master Gardeners, Schott reached out to the CDT members and will email others who would like to participate.

ANNOUNCEMENTS / DISCUSSION

Schott announced that long time Parks and Recreation Director Dwight Curtis recently retired. Greg Morrison will be handling Recreation programs, Schott will be handling Parks, Facilities and Community Forestry. Leffingwell asked if it will be a national search to fill the position; Schott does not know.

Leffingwell received positive feedback from Greg Morrison regarding this summer's arts workshop.

UPCOMING EVENTS / MEETINGS

Next meeting: May 4, 2021

ADJOURNED AT 6:03 PM