

MOSCOW TREE COMMISSION



Clark J. Filip
Commission Chair

~Minutes~

David Schott
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**Tuesday
February 6, 2018**

5:00 PM

**Mayors Conference Room
206 E 3rd Street**

The meeting was called to order at 5:00 PM.

PRESENT: Amanda Argona; Clark J. Filip, Chair; David Griffith (arrived at 5:06 PM); Mary Jo Hamilton, Secretary; David Rauk, Vice Chair (arrived at 5:05 PM.)

STAFF: Donna Howard, Staff Support; David Schott, Staff Liaison, Assistant Parks and Recreation Director; Gina Taruscio, City Council Liaison.

1. **Announcements** – Filip will not be able to attend the Arbor Day celebration and the May meeting.
2. **Approval of Minutes from January 4, 2018**

ACTION: Approve minutes as presented.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Mary Jo Hamilton
SECONDER:	Amanda Argona
AYES:	Argona, Filip, Hamilton
ABSENT:	Griffith, Rauk

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. **Tree Seedling Selection for Arbor Day 2019, 2020 - Rauk**

Filip opened the discussion of tree selection and availability for future Arbor Day tree seedlings. Per an email thread between Rauk and Don Regan of the UI's Pitkin nursery, the trees available for 2019 are the Kentucky coffeetree, Serviceberry, and Bristlecone pine. For 2020 it will be the Cascara buckthorn, Turkish filbert and Limber pine.

ACTION: Approve the tree seedlings for the 2019, 2020 Arbor Day celebrations.

RESULT:	APPROVED
MOVER:	Mary Jo Hamilton
SECONDER:	Amanda Argona
AYES:	Argona, Filip, Hamilton, Rauk
ABSTAINED:	Griffith

5. **Report: Printing and Publication of Final Draft of Revised Street Tree Planting Guide - Schott**

Schott needs approval from the City's attorney prior to being able to propose a timeline for printing. As the City Attorney position is vacant Schott will need to wait for approval of the final document. Preliminary price estimates are much higher than the budgeted amount for this project, which could limit the finished booklet's size, number of printed copies and use of color printing. The group discussed printing only as many as possible with the available FY 2018 funds, changing the icons for black and white printing, requesting additional pricing estimates and how many brochures have been printed and distributed in the past. Rauk mentioned that the previous document's printing was funded

in part by the Latah County Community Forestry program and asked if there was a method for again requesting their assistance. Schott replied that he would investigate that possibility with the City's Grant Manager, Alisa Anderson, and will also incorporate it in the FY 2019 budget request. Schott will revisit this with the Commission once the new City Attorney reviews and approves going forward with document printing.

ACTION: Recommend staff to move forward with printing the larger size booklet at the least expensive option once it is approved by the City Attorney.

RESULT:	ACCEPTED
MOVER:	Mary Jo Hamilton
SECONDER:	David Griffith
AYES:	Argona, Filip, Griffith, Hamilton, Rauk

6. Discussion: 2018 Arbor Day – Filip/Rauk

The MTC discussed where to hold the April 27, 2018 Arbor Day event and who to invite. Rauk and Clark will contact the principal at Lena Whitmore Elementary school; Argona will contact the Paradise Creek Regional High School principal about inviting those students as well. Lena Whitmore, Indian Hills and Berman Creekside Parks were chosen as possible locations. Once the location is finalized according to which groups can attend, Schott will research available trees and purchase a suitable specimen for the site. Schott recommended incorporating the City's 25th year as a Tree City, USA milestone into the celebration. Rauk asked for volunteers to bag the seedlings at the Pitkin Nursery, located at 1025 Plant Science Road, on Tuesday, April 24th at 2:00 PM. Filip, Rauk, Schott and Taruscio all volunteered.

ACTION: No action, discussion item.

7. Tree Classes for the Parks and Recreation Brochure – Schott/Hamilton

Schott needs the class descriptions by Friday, February 9th to forward to Dwight Curtis by Monday, February 12th for inclusion in the April 1st catalog. Hamilton emailed her write up about the first annual Tree Expo to the MTC members prior to the meeting and asked for input. The group discussed the logistics of the Expo to be held at the Hamilton Indoor Recreation Center (HIRC) on May 5, 2018 from 1 PM – 4 PM. Argona and Rauk suggested some edits. Debbie Kadlec, an Expo vendor and presenter, was present at this meeting; Kadlec agreed with the changes and suggested some of her own. Schott will revise the write up, submit it to Curtis and forward it to Hamilton for her records. Hamilton will talk to Don Regan about the UI Pitkin Nursery having a table at the Expo; she and Filip will follow up with vendors. Hamilton will work on a poster for the Expo and forward it to Schott to post on the City's Facebook page; Taruscio suggested submitting it to the Moscow Chamber of Commerce for their calendar and website. Rauk suggested a Firewise class and a class on tree insect and disease diagnosis; he will contact Yvonne Barkley of the UI Extension Office about organizing and teaching them. Argona was unable to connect with Backyard Harvest about a fruit tree pest workshop for this summer's catalog and will try again next year. The requirements for the Tree City, USA designation and the annual Growth Award with respect to classes were discussed. Hamilton will be unable to attend the March 3 Pruning Class and asked Howard to print the handouts; Filip will be at both classes.

ACTION: Accept Tree Expo, Firewise and on tree insect and disease diagnosis class topics as discussed.

RESULT:	ACCEPTED
MOVER:	David Rauk
SECONDER:	Amanda Argona
AYES:	Argona, Filip, Griffith, Hamilton, Rauk

(Taruscio left the meeting at 6:08 PM.)

8. FY19 Moscow Tree Commission Budget – Schott

Schott went over the FY 2018 budget and asked for input on the FY 2019 budget request. The following was proposed:

Description	FY 2019 Requested Amount
Arbor Day Tree Purchase	\$250
Arbor Day Seedlings	\$500
Heritage Tree Program brochure development	\$250
Arbor Day Dues	\$20
Revised Street Tree Planting Guide brochure development and publication	\$500
Education ISA Tree Care Brochures	\$250
Downtown tree information development and brochures	\$230
Total requested:	\$2000

ACTION: Accept the FY 2019 MTC proposed budget.

RESULT:	ACCEPTED
MOVER:	Amanda Argona
SECONDER:	Mary Jo Hamilton
AYES:	Argona, Filip, Griffith, Hamilton, Rauk

9. Report: 2018 Farmers Market Booth – Filip

The members were asked to choose five 2018 MTC Farmers Market Booth dates. The primary choices were May 5 and September 15, secondary choices were July 14 and September 22. Argona suggested reminding the Farmers Market Manager, Daniel Stewart, that May 5th is an important day for the MTC to be at market since it allows them to distribute any leftover Arbor Day seedlings.

ACTION: Filip will email the Tree Commission's Farmers Market Booth dates to the organizers.

RESULT:	ACCEPTED
MOVER:	David Rauk
SECONDER:	David Griffith
AYES:	Argona, Filip, Griffith, Hamilton, Rauk

10. Open Discussion – All

Adjourned at 6:35

Next meeting: Tuesday March 6, 2018

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Minutes Approved On


MAR - 6 2018
Clerk/Deputy Signature