

MOSCOW TREE COMMISSION



Clark Filip

Regular Meeting
~Agenda~

David Schott

Commission Chair

Staff Liaison

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

Tuesday

Mayor's Conference Room

5:00 PM

May 1, 2018

206 E Third St

Welcome and Attendance

1. Announcements

2. Approval Of Minutes For April 3, 2018

Action: Approve minutes as presented; approve minutes with amendments; or provide staff further direction.

Documents:

[MINMTC20180403 DRAFT.PDF](#)

3. Public Comment Period

Only for items not listed on the agenda, including responses to previous comments/questions from the public.

4. Report: Tree Expo – Hamilton

A tree expo class is being offered on Saturday May 5, 2018 at the HIRC.

Action: Review class progress on seeking instructors and venues. Report at May meeting to provide staff/commission further direction.

5. Moscow Farmers Market Booth

The Moscow Tree Commission will have a booth at the May 5, 2018 Farmers Market.

Action: Review and approve roster for manning booth and/or provide staff/commission further direction.

6. 2018 Arbor Day Celebration

The 2018 Arbor Day Celebration was held at Lena Whitmore Elementary School on April 27, 2018.

7. Tree Classes For The Parks And Recreation Brochure – Schott

The deadline for the fall catalog (August 1st through November 30th) is due to the City by early June, 2018.

Action: Review class topics and seek instructors and venues.

Adjourn

NOTICE: Moscow City Council and committee meetings are 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



Clark J. Filip
Commission Chair

~Minutes~

David Schott
Staff Liaison

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**Tuesday
April 3, 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; Mary Jo Hamilton, Secretary; David Rauk, Vice Chair.

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

ABSENT: David Griffith; Gina Taruscio, City Council Liaison.

1. Announcements

- A. Schott introduced new Moscow Tree Commission (MTC) member Debbie Kadlec.
- B. Filip will not be able to attend the May MTC meeting and won't be able to develop the agenda; Vice Chair Rauk will fill in for him.
- C. Rauk confirmed that the MTC will be staffing the Farmers Market (FM) table on May 5th and September 15th.
- D. The City's 2018 Commission training is April 19th at 6:00 PM in Council Chambers; the training is not mandatory but recommended, especially for new members or as a refresher for others.

2. Approval of Minutes from March 6, 2018

ACTION: Minutes approved as presented.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Rauk
SECONDER:	Hamilton
AYES:	Rauk, Hamilton
ABSTAINED:	Filip, Kadlec, Argona
ABSENT:	Griffith

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. Report: Tree Expo – Hamilton

Hamilton confirmed the Hamilton Indoor Recreation Center (HIRC) as the location for the Tree Expo class in the Multi-Purpose Room (MPR) on Saturday May 5, 2018, from 1 PM to 4 PM. She has speakers scheduled, sent instructions to the vendors about the event, has set up the floor plan for the MPR, the HIRC staff will have the tables in place Friday night and Hamilton has received offers of donations for door prizes. Hamilton asked for a short write-up from each of the speakers and a photo to include on the poster and flyers she is making. She asked Rauk to be the master of ceremonies for the event and he agreed. Since the MTC will be at the Farmers Market that day from 9 AM to noon, the group discussed coordinating both events. Hamilton will be at the Farmer's Market table by 9 AM. She will go to the HIRC around 10 AM. The Arbor Day seedlings will be given out to the public at Farmers Market; any remaining after the Farmer's Market will be given away at the Tree Expo.

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Rauk and Filip discussed the Farmer's Market items in the City Hall basement storage area. Rauk will come to City Hall on Thursday or Friday to pick up and transport items to Lena for the Arbor Day event on Friday, April 27th, then on May 5th to Friendship Square for Farmer's Market and finally the HIRC. Kadlec will see if she is available to help at both events. Hamilton will make sure the Tree Expo is on the Chamber of Commerce's calendar. Schott will compose a City press release and Filip will be the contact person for any media requests.

ACTION: Accept Hamilton's status report, motion the tasks be assigned as proposed, confirm and commit via email.

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

5. **2018 Arbor Day – Argona/Rauk/Filip**

Rauk confirmed the plans for the 2018 Arbor Day Event being held at the Lena Whitmore Elementary School grounds on April 27 from 1:15 to 1:45 PM. He and Schott met with Principal Kendra McMillan to confirm the specifics; since there could be more than 275 students and staff expected at the event, and there are only 350 seedlings, the MTC will instead give away seedlings at the Farmers Market on May 5th. Any remaining seedlings will be handed out at the Tree Expo. Schott and Filip will be at the April 16th City Council meeting when the Mayor reads the Arbor Day Proclamation and Filip will invite the Mayor and City Councilmembers to attend the event at Lena. Schott will follow up with emailed invitations. Hamilton will email the seedling care and information sheets, Rauk will email the day's program to Howard and she will print them. Rauk will email the schedule of events to the Mayor a few days before the event. The seedlings will be bagged by Filip, Rauk, Schott and Taruscio on Tuesday, April 24, at UI's Franklin H. Pitkin Forest Nursery, 1025 Plant Science Rd starting at 2 PM. After he has the program ready, Rauk will also forward it to Principal McMillan and ask how to invite the parents to the event. Schott will have Parks staff set up a podium, sound system and chairs for the VIP's, will provide shovels and dig the hole ahead of time for planting the red oak at Lena Whitmore. The school's Student Council representatives will help with the planting. Before the tree planting, students will read poems and there will be short speeches from Mayor Lambert and Jennifer Russell, the Idaho Department of Lands representative. In case of inclement weather Rauk said Principal McMillan could move the event indoors to the school's gym. As Hamilton has a conflict that day and cannot attend, Kadlec volunteered to photograph the festivities and will email pictures to Hamilton for the Farmers Market display board. Argona suggested photographing Russell presenting the awards to Mayor Lambert after the students are dismissed. After the event, Filip will send thank you notes to all parties involved.

ACTION: No action, discussion item.

6. **Parks & Recreation Master Plan**

Moscow Parks & Recreation is updating their master plan and requested input from the MTC and Pathways Commission. Director Curtis needed the questions submitted March 30th. After emailing between the members, Schott submitted the following:

- a. Would you enjoy taking a self-guided tree tour to learn about the different kinds of trees within a city park?
 1. Yes
 2. No
- b. How interested would you be in having a small area of an existing or new park devoted to a grove of fruit/nut trees whereby the ripened fruit/nuts would be available to any park user on a pick-your-own basis?

1. Not at all interested
 2. Slightly interested
 3. Moderately interested
 4. Very interested
 5. Extremely interested
- c. How interested would you be in having an edible forest park?
1. Not at all interested
 2. Slightly interested
 3. Moderately interested
 4. Very interested
 5. Extremely interested
- d. As new parks are developed, how interested are you in natural areas with walking trails, native plants, and informative signage?
1. Not at all interested
 2. Slightly interested
 3. Moderately interested
 4. Very interested
 5. Extremely interested
- e. Moscow has many mature, older trees that add value and are significant to heritage and the history of our neighborhoods and parks. How interested would you be in establishment of a Heritage Tree Program?
1. Not at all interested
 2. Slightly interested
 3. Moderately interested
 4. Very interested
 5. Extremely interested

Filip requested that in the future, when given an opportunity like this, the MTC would be sure to include questions about climate change and trees. Argona concurred that it would be good to keep this on the forefront as historically this has been a reoccurring MTC topic.

ACTION: No action, discussion item.

7. Open Discussion – All

Schott had three additional information items:

1. He circulated the MTC contact list and asked all members to verify and update their information as needed;
2. He submitted the revised Street Tree Planting Guide to City Attorney Mia Vowels and will inform the MTC when the document is approved for printing;
3. The Indian Hills Trading Company's property exchange request was approved at the April 2nd City Council meeting; this is the area being considered as a potential site for a public edible forest instead of a traditional park. After a 90 day waiting period to finalize the land swap, the planning process could begin and Schott emphasized that the final park designation was not yet approved. The group discussed the park's future location, development ideas, possible collaborations with local volunteer groups on the design and maintenance, partnering with the Parks and Recreation Commission on planning and development and concerns over citizens picking the area clean or selling their harvest for profit. Filip will notify Griffith that the land swap went through.

Argona asked where Parks and Recreation is in the development of Lola Clyde Park; Schott responded how that park has gone through conceptual design and he submitted a request in the Proposed FY 2019 budget for park development. The Hamilton Funds are earmarked for development of playgrounds and an accessible path to the playground; he requested funding for frontage road improvements along Polk St.

Hamilton remembered a wetland development being planned some time ago but Schott wasn't aware of this project, it was before his employment at the City. Schott said it could be a great place to host future Arbor Day festivities. Argona was wondering about tree planting at that site with respect to increasing the diversity of Moscow's community forest. Rauk asked if the MTC could be involved in the species selection process and Schott said he would keep the commissioners apprised of the park's development progress and welcomed their interest in being involved. Schott said this season's projects include Morgan's Orchard and Itani Parks' development. Schott appreciated the chance to discuss this and added that the edible forest project could be another opportunity for the MTC to assist choosing tree species. Filip will retain this as a future agenda item.

Argona then asked for clarification regarding giving out the 2018 Arbor Day Tree Seedlings. Filip reiterated that the group will give out the seedlings at Farmers Market on May 5th; Argona suggested advertising on Facebook that the MTC will be giving them away there and Rauk recommended having a large sign reading, "Free Seedlings". Any seedlings remaining after Farmer's Market will be offered to the Tree Expo participants. Rauk mentioned how hard it was to gauge the number of seedlings each year, as last year there were some left over and other years they ran out during the event.

Adjourned at 6:05 PM

Next meeting: Tuesday, May 1, 2018