

MOSCOW TREE COMMISSION



Clark J. Filip
Commission Chair

~Minutes~

David Schott
Staff Liaison

tree@ci.moscow.id.us

208.883.7098

<http://www.ci.moscow.id.us/commissions/Pages/tree.aspx>

**Tuesday
September 4, 2018**

5:00 PM

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

The meeting was called to order at 5:05 PM.

PRESENT: Clark J. Filip, Commission Chair; David Griffith; Debbie Kadlec

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

ALSO PRESENT: Mark Heinlein, Parks and Recreation Commission Member.

ABSENT: Mary Jo Hamilton, Commission Secretary; David Rauk, Vice Chair

1. Announcements

Filip and Schott authored a press release announcing the two open MTC positions are filled, pending approval at tonight's City Council meeting.

2. Approval of Minutes from August 7, 2018

ACTION: Minutes approved as presented.

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

3. Public Comment Period

Only for items not listed on the agenda, including responses to previous comments/questions from the public. Potential new MTC member Daniel Cronan introduced himself. He was unsure of his current status; Taruscio said he will be approved at tonight's meeting. Brian P. Bell, 1670 Flannigan Creek Road, Potlatch, ID, 83855 was also present and expressed interest in joining the commission. He has forestry education and experience and is currently managing his own land including 1500 trees he planted, 300 of which are fruit trees. Schott said the Commission positions are all filled but accepted Bell's résumé for future reference.

4. Official Naming of the Edible Food Forest Park – Schott

The proposed Edible Food Forest Park needs to be officially named. Schott outlined the process for naming a City Park: collecting public input, MTC consideration and recommendation, Parks and Recreation Commission consideration and recommendation, and City Council consideration. Griffith remarked that initially any name could be proffered; Filip observed how there could be a huge amount of names to consider. Schott said all submissions from the public would be considered. A press release would begin the 60-day time period for public input. Filip asked how to reach citizens who might miss the press release; Schott replied that he would mail information to area homeowners, local schools and that a second press release will occur 30 days after the initial distribution. Filip voiced concern over the lack of homes in the nascent subdivision. Kadlec observed that many neighborhoods' parkland dedications were named in a similar manner, before the homes had been built. She also commented on the use of social media, such as Facebook, and how this was employed

in naming the recently completed Indian Hills Park. Griffith and Kadlec both suggested contacting local organizations such as The Palouse Clearwater Environmental Institute (PCEI), Rural Roots and Backyard Harvest about the naming as they expressed interest in the park.

ACTION: Accept the process as proposed.

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

5. Consideration of the Edible Food Forest Park Development Plan - Schott

Schott shared the draft development plan created by the Moscow Parks & Recreation Department for consideration by the Tree Commission. Filip noted that the main difference in this month's discussion from last month's is that now the MTC will be approving an existing plan proposed by Director Dwight Curtis & Schott rather than creating the development plan as formerly proposed. Schott added that last month the MTC voted to be the lead commission on this project and, after August's discussion, Schott is now proposing the inclusion of non-MTC members on the core development team. Schott's draft plan follows:

Core Development Team: *The core development team will be the working group responsible for the initial planning of the Edible Forest Park and reporting to the {MTC} through the City of Moscow staff liaison. The core development team will consist of the following members:*

Team leader and staff liaison: David Schott (Confirmed)

{MTC} member:

{MTC} member:

Member of the public:

Edible forest expert:

Consulting group: *There are many aspects of this project that will require specific knowledge. Members of this group will be asked to provide specific information on a specific topic for the Core Development Team's consideration.*

Sustainable Environment Commission (pesticides):

City of Moscow Park Maintenance:

City of Moscow Water Conservation and Sustainability:

City of Moscow Grants Manager:

Goal #1: *Officially name the Park.*

Goal #2: *The first goal of the core development team will be to create a shared understanding of the project. This will be accomplished through a mind mapping exercise to brainstorm the attributes of the project to be cataloged into a work breakdown structure. The work breakdown structure will include measureable and assignable tasks.*

Goal #3:

- A. Development of a problem statement. This will include identifying key stakeholders and determine what obstacles exist.*
- B. Development of a mission statement. This will describe what we are going to do and who is doing it to achieve the vision.*
- C. Development of a vision statement for {MTC} consideration. What is the vision for the park? A vision statement will describe what the final results will look like. Moreover, the vision statement is the result everyone can get behind.*

Goal #4: *Development of a work breakdown structure that will include measurable and assignable tasks.*

Goal #5: *Prepare a scope of services for consideration by the {MTC} prior to reaching out to a project consultant.*

Goal #6: *Develop a list of stakeholders and prepare a communication plan.*

Timeline:

October 2, 2018: Scope of Services considered by {MTC} to hire consultant.

February 2019: Conceptual Plan and cost estimates by consultant for inclusion of the FY20.

Griffith questioned the “Edible Forest Expert” position as he felt there wouldn’t be anyone with that specific skillset available, due to the newness of this concept in the Pacific northwest. Schott replied that this is a draft document and, in theory, he would like to have someone on the core team who knew something about food forests. Griffith asked if it could be a park planner or landscape architect; Schott replied yes, that the conceptual plan needed as much input from local experts as possible before hiring the design consultant. Griffith then asked if the edible forest expert and the project consultant were not one and the same; Schott agreed. Kadlec said that with respect to the park’s permaculture the expert definition could draw on the knowledge of multiple specialists, like soil specialists, local food producers such as Rural Roots and other area resources. Filip recognized Bell who offered that his experience cultivating native plants, berries and fruit trees on his local ten-acre parcel could be helpful and invited the MTC to visit his property to learn from his successes, trials and tribulations. He suggested the MTC should rely on available local resources, especially permaculture experts. Filip thanked Bell for his contribution to the discussion and said with respect to the draft plan, there will be much consideration of included species as this is to be a food forest, not an orchard. Kadlec added there are many in the area working on similar ideas and agreed it would benefit to rely on their advice. Schott mentioned that the core development team would need a sub-group of experts to research how to maintain this forest and that the big goal of the core development team was to formulate a vision for the park’s design. His draft design plan was intended to provide measureable and achievable steps that could guide the team and troubleshoot possible pitfalls. Filip said that item 6 on tonight’s agenda was to select two MTC members for the Core Development Team and asked Griffith if he would like to serve on the sub-group. Griffith declined, stated that he had missed more meetings lately than he attended and was considering stepping down from the MTC because he didn’t think his availability would improve in the next 18 months. Griffith would like to be involved in some manner going forward but is unsure of his level of commitment. Filip asked if the commissioners thought the development plan looked like a good start; Griffith moved to accept the draft. Schott will begin filling the team positions and asked for suggestions of who to contact. Filip recommended contacting PCEI, Misty Amarena of Backyard Harvest and would like to include a member of the Parks and Recreation Commission. Griffith and Kadlec suggested Marci Miller of Rural Roots.

ACTION: Accept the draft Edible Food Forest Park Development Plan.

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

- 6. Selection of Two Tree Commission Members to Serve on the Core Development Team - Schott**
The initial tasks of the core development team will be to create a shared understanding of the project, develop a vision for the park, create a stakeholders list and communication plan and develop a scope of services prior to hiring a consultant. It is anticipated these tasks will be considered by the MTC during their October 2, 2018 meeting. Filip nominated Kadlec to be on the Core Development Team and suggested waiting until there were more MTC members present to choose another candidate. Schott expressed concern over running out of time to begin the project and would like to have the team meet next week, preferably after 5 PM. Filip asked if this would be a public meeting requiring agenda and minutes; Schott replied that would not be needed as this was only a voluntary, fact-finding group, researching information for consideration at MTC meetings. Filip asked Cronan if he would be interested and available for this team and the reply was affirmative. Filip expressed

apprehension about making this decision with two MTC members absent but accepted the motion. Schott added that if any absent members indicated a desire to join the team he could easily add them at any point during the process.

ACTION: Designate Kadlec and Cronan to serve on the core development team.

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

7. September 15 MTC Farmers Market Booth - Filip

The MTC will have a booth at the September 15th Farmers Market. Kadlec shared her ideas for the tri-fold's content using the Edible Food Forest Park as the subject. After a group discussion regarding the rough draft she will make some changes. Filip asked for volunteers: Taruscio will be there from 9 AM to 10 AM, Griffith from 10 to noon, Filip will be there 9 AM to noon, David Rauk will set up at 9 AM, come back at noon and take down the display. Filip will also have flyers from Avista regarding their tree replacement programs, some photographs of downtown Moscow showing what it looked like in the past and how the trees improved that area and information about what the MTC is doing for the City.

ACTION: Approve the manning roster and the content of the display, revised as discussed

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

Open Discussion:

Kadlec attended the Moscow screening of the movie *Symphony of the Soil*; she appreciated how it examined the complexity of soil and thought it would be a good film to share with the public or use for a future MTC class topic. She felt it would be helpful for people unfamiliar with the subject. Cronan also attended the screening and mentioned that public library cardholders could view it at no charge on Kanopy.

Griffith was unable to arrange for instructors from the Native Plant Society and will be teaching the Parks and Recreation class on Native Landscaping later this month. He asked if anyone was available to assist he would appreciate the support. Bell offered to discuss after the meeting how he could assist Griffith.

Filip remarked on the new landscaping at Identity and Sonic and how it improved the look of those areas.

The meeting was adjourned at 6:08

Next meeting: Tuesday October 2, 2018

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