

MOSCOW TREE COMMISSION



Clark J. Filip
Commission Chair

~Minutes~

David Schott
Staff Liaison

tree@ci.moscow.id.us

208.883.7098

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

**Tuesday
October 2, 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; Mary Jo Hamilton, Commission Secretary; Debbie Kadlec; David Rauk, Vice Chair.

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

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

ABSENT: Daniel Cronin; George Newcombe; Gina Taruscio, City Council Liaison

1. Announcements and Introductions

Since Daniel Cronan was absent, Filip will introduce him at the next meeting. Schott received Griffith's official resignation from the Tree Commission. Schott was also contacted by new MTC member George Newcombe about having a scheduling conflict on Tuesday nights so he will need to resign. Rauk asked about possibly rescheduling the MTC meetings to accommodate Newcombe's schedule; Rauk also may have a lead on a new applicant. Filip asked Schott to check with Judi Davis to see if there were any applications on file.

2. Approval of Minutes from September 4, 2018

ACTION: Minutes approved as presented.

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

3. Public Comment Period

Only for items not listed on the agenda, including responses to previous comments/questions from the public. Chair Filip recognized the nonmembers at the meeting, Brian P. Bell of 1670 Flannigan Creek Road, Potlatch and Mark Heinlein, Parks and Recreation Committee member and invited them to speak if they so desired. Kadlec received a video from Bell and she asked if he had sent it to any other MTC members. This aerial view of Bell's property recorded by a drone afforded a unique view of his tree and shrub plantings. Bell talked about the work he has done on his property, said he likes to share the information he's learned from his work and will forward the video to the rest of the commission. Kadlec suggested Bell could be a good source of ideas for future MTC class ideas.

4. Tree Seedling Selection for Arbor Day 2019 - Rauk

The Tree Commission previously approved bristlecone pine, serviceberry and rocky mountain maple tree seedling species for the 2019 Arbor Day giveaway; Rauk was contacted by Don Regan of the UI Pitkin Nursery to find out how many of each seedling the Commission wanted. Regan did not provide

the individual cost for each seedling. After discussing the MTC's available funds and each tree's attributes it was decided to spend 20% of the \$500 budgeted on bristlecone, 40% on serviceberry and 40% on maple seedlings. Rauk will pass this information along to Regan.

ACTION: Approve the quantities to order for the 2019 Arbor Day celebration.

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

5. Consideration of the Edible Food Forest Park Vision Statement - Schott

The Core Development Team (CDT) met on September 25th to brainstorm ideas for the new park. Schott shared a summary of what was discussed including the naming process' timeline, brainstorming about the park's attributes, delineating measureable and assignable tasks, identifying stakeholders and users, preliminary site plan ideas, maintenance and harvesting plan, permaculture design, water conservation, programming. The CDT then segued into working on a draft vision statement; the MTC discussed and offered their edited version which removed a tautology: *The edible forest park is a long term, dynamic landscape. This unique space is intended to provide educational opportunities and an example to our community of stewardship of a public food forest. This unique space will create a sense of place and community pride for the City of Moscow for generations to come.* Filip brought up the topic of naming the park; Kadlec asked if MTC members were allowed to suggest names. Schott said that all citizens were invited to submit potential park names during the open public comment period.

ACTION: Approve the draft Edible Food Forest Park vision statement as edited.

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

6. Report: Scope of Services for the Edible Food Forest Park - Schott

The City will hire a consultant to develop a conceptual plan for the Edible Food Forest Park. Schott has been working with a consultant and plans on contacting additional contributors; he brought a report on his draft scope of services. Schott envisions a kick-off and scoping meeting involving City staff and MTC members, then a site visit to educate the consultant on the project, a public meeting/workshop to educate the public on the project with an end goal of creating at least two concept plans. Then there would be a remote, go-to meeting with the consultants and MTC. With the MTC's input, the consultants would generate a final concept plan which would be considered by the MTC and the Parks & Recreation Commission at a joint meeting. Schott wanted to make sure the MTC was good with him going in this direction.

Hamilton asked for Schott's timeline; Schott wants to have the conceptual plans complete by early February to coincide with budget planning and for inclusion in the FY 2020 request. Filip asked how involved the CDT would be in this part of the process; Schott said they didn't have time to discuss this in the first meeting. Filip then asked if the CDT would be invited to the public workshops; Schott answered that these would be public meetings and the CDT as well as the community was welcome to attend and contribute. Kadlec overheard a suggestion to provide foods that could be grown in this park for the meeting to stimulate public interest and community involvement. Schott liked the idea but doesn't know if they can provide food. Filip asked how this process would differ from planning a traditional City park, if it would be a different type of consultant and could the MTC research the consultant in advance. Schott received a proposal from Bernardo-Wills of Spokane, a company that

had planned many of the recent park projects. Schott felt they had a good understanding of the project. Filip asked if anyone had any experience with the consultant Bernardo Wills and none did. Rauk asked what the role would be of the Parks and Recreation Commission in the planning process; Schott said the naming would be through the P&R Commission and then City Council per the standard process. The MTC is involved because of the forest component; the conceptual design will ultimately be brought to City Council. Schott wanted the support and approval of the P&R and MTC through the entire process especially since there isn't a consultant who specializes in an edible forest. With the uniqueness of this project the park design will rely on the expertise of many members of the local citizens and communities. Schott foresees the need for flexibility during the park design and planning phase. He asked for Kadlec's input as a landscaper; she responded that often the contractor needs to know what the client wants, help them identify what they can do and the reality of maintenance may change their intentions.

ACTION: Accept and provisionally approve the draft scope of services as presented for the Edible Forest Park.

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

Schott requested a good faith motion to add an agenda item: The Tree Commission's Annual Report to City Council.

7. Annual Report to City Council, November 5, 2018 – Filip/Schott

The MTC reports to City Council annually and, since this is scheduled before the next regular MTC meeting, the members needed to discuss this year's report at the current meeting. Schott asked if the MTC members wanted to approve the presentation and Rauk requested that it be emailed to the group for input. Filip asked if anyone wanted to make the presentation and none volunteered; he will make the presentation and invited the MTC members to attend the City Council meeting which begins at 7 PM. The group discussed possible content for the presentation. Items to include were Arbor Day 2018, seedling distribution, the edible forest park, the tree selection guide, Farmers Market participation, participation in Animals of the Night, classes offered, goals and future endeavors. Rauk suggested adding a slide to educate City Council on something relevant such as Urban Forestry. Schott showed the PowerPoint from the 2017 presentation. Filip will modify the previous PowerPoint and share with the members via email for input prior to presenting.

ACTION: Filip will update the 2017 PowerPoint for 2018's accomplishments and goals, share via email to the MTC members and, once the content has been approved, he will present it to City Council on November 5, 2018.

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

Open Discussion:

Schott advised the MTC that, for future tree classes, Greg Morrison is available to help with logistics such as arranging instructors, locations, etc. This will lighten the burden on the MTC members so they only have to suggest class topics and perhaps an instructor and then they can rely on Morrison to finalize the class details. Rauk would like to include David Benscoter's Heritage Apple Trees as the next class and will forward the information to Morrison. Schott said the April class on Trees of Idaho will be in the

December 1 catalog. Filip asked about the need for new class topics; Schott clarified that new topics are a necessary component for the Tree City USA Growth Award.

Filip notified the MTC on the upcoming 2018 Animals of the Night event at PCEI on Friday, October 26th. Last year Filip and Peterson operated the booth and prepared the display board. Filip asked if any present were interested in participating. Kadlec was interested in assisting Filip this year and they will work out the logistics via email.

The Farmers Market Booth on 9-15-18 was staffed by MTC members Filip, Griffith and Council Liaison Taruscio was well received. People stopped by, took street tree planting guides and some asked about their ailing trees. Filip heard positive comments on the display about the downtown trees but the Edible Forest display could have been more prominent. Rauk suggested in the future using larger lettering on the display to draw in people, something short and sweet. Kadlec remarked googly eyes could get people interested. Hamilton added the MTC should come up with something people can take away with them, like the tree cookies.

Rauk was curious how many people had registered for the 10/13/18 class on Successful Tree Selection and Planting; Schott said he didn't know and would ask Kristin Graham.

Filip please come support me at the City Council meeting starting at 7 PM on November 5, 2018.

Adjourned at 6 pm

Next meeting: Tuesday, November 6, 2018.

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

NOV 6 2018

Clerk/Deputy Signature