

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
July 5, 2022

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Moscow Tree Commission Minutes from June 7, 2022 (ACTION ITEM) – Ellis Eifert

Minutes presented for approval.

PROPOSED ACTIONS: 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. Consideration of the July 9, 2022 Farmers Market (ACTION ITEM) – Ellis Eifert

The Moscow Tree Commission is slated for the July 9, 2022 Farmer's Market. The theme for the market is supplemental water for mature trees. The commission will discuss any other potential themes and staffing for the Farmers Market.

PROPOSED ACTIONS: Approve theme and staffing for the July 9, 2022 Farmers Market; or provide staff with further direction.

4. Consideration of the Fall and Early Winter Parks and Recreation Brochure Classes (ACTION ITEM) – David Schott

Submittals for tree classes and workshops are due mid-July for the fall and early winter Parks and Recreation Brochure. This brochure will cover September 1, 2022 through December 31, 2022. The Tree Commission will discuss potential classes and workshops for inclusion in the Parks and Recreation Brochure.

PROPOSED ACTIONS: Approve classes and workshops for inclusion in the upcoming fall and early winter Parks and Recreation Brochure; or provide staff with further direction.

5. Consideration of the Harvest Park Subcommittee (ACTION ITEM) – David Schott

The Moscow City Council approved the Harvest Park Management Plan through resolution on June 27, 2022. The management plan was created after the formation of the core development team to utilize local knowledge. The formation of the Harvest Park Subcommittee will assist the City in the management and operations of Harvest Park. The subcommittee will report to the Tree Commission as a subcommittee of the Tree Commission. Members of the Harvest Park Subcommittee will be appointed by the Tree Commission. The Tree Commission will discuss potential members.

PROPOSED ACTIONS: Appoint members of the Harvest Park Subcommittee; or provide staff with further direction.

ANNOUNCEMENTS / DISCUSSION

2022 Idaho Recreation and Parks Association Award at City Council, August 1, 2022

UPCOMING EVENTS / MEETINGS

Next meeting: August 9, 2022

ADJOURN

NOTICE: 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
~Minutes~

David Schott
Staff Liaison

tree@ci.moscow.id.us

208.883.7098

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

Tuesday
June 7, 2022

5:00 PM

Mayors Conference Room
206 E 3rd Street

The meeting was called to order at 5:03 pm.

PRESENT: Pam Brunsfeld, Secretary; Ellis Eifert, Chair; Mary Jo Hamilton; Zena Hartung; Jeanne Leffingwell; David Rauk, Vice Chair.

STAFF: Donna Howard; David Schott; Gina Taruscio.

REGULAR AGENDA

1. Approval of Moscow Tree Commission Minutes from May 3, 2022 (ACTION ITEM) – Ellis Eifert

Minutes presented for approval.

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

Two corrections were made: to change the word “represented” to “representative” in the Arbor Day report; after the word “Hideout”, added the word “and” in the announcements.

Hamilton moved to approve the minutes as corrected. Leffingwell seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

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

There were none.

3. Consideration of the July Mature Tree Watering Utility Billing Newsletter (ACTION ITEM) – David Schott

The Tree Commission began discussing in September 2021 public messaging for supplemental water for mature trees in the hot summer months, typically July and August. The messaging was approved during their October 5, 2022 meeting. The Tree Commission will review the approved messaging prior to the June 19th submittal date for the July utility billing newsletter.

PROPOSED ACTIONS: Recommend approval of the final public messaging for the July utility billing newsletter; or provide staff with further direction.

Schott needs to submit this by June 19 for August Utility billing newsletter. Schott and the commissioners edited the draft version for brevity to fit on one page.

Hartung moved to accept the edited version of the document and allow staff to make changes as needed. Brunsfeld seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

4. Consideration of Moscow Heritage Tree Program Nominations (ACTION ITEM) – David Schott

Moscow City Council approved Resolution 2021-21 in November, 2021, which authorized the creation of the Moscow Heritage Program. The program was launched in the spring of 2022. The Tree Commission will discuss nominations for inclusion in the Moscow Heritage Tree Program.

PROPOSED ACTIONS: Recommend approval of Moscow Heritage Program nominations; or provide staff with further direction.

Schott was glad to announce that two Heritage Tree nominations were received. Only one was received in time to be considered during this meeting; the second nomination will be on the agenda when completed. Schott shared the application and photos of the tree as submitted by the property owner. The commissioners discussed the tree's attributes. He will include any future nominations with future meeting agenda packets to allow the commissioners time to visit the trees in question. He also cautioned against going to the sites as a group, as this could constitute a quorum outside of an official meeting, which is not allowed per Idaho's Open Meeting Law.

Hamilton moved to approve the nomination. Leffingwell seconded. Roll Call Vote: Ayes: Unanimous. Nays: None. Motion carried.

5. Consideration of the Fall and Early Winter Parks and Recreation Brochure Classes (ACTION ITEM) – David Schott

Submittals for tree classes and workshops are due mid-July for the fall and early winter Parks and Recreation Brochure. This brochure will cover September 1, 2022 through December 31, 2022. The Tree Commission will discuss potential classes and workshops for inclusion in the Parks and Recreation Brochure.

PROPOSED ACTIONS: Approve classes and workshops for inclusion in the upcoming fall and early winter Parks and Recreation Brochure; or provide staff with further direction.

Schott's deadlines for submitting these is mid-July and reminded the commissioners about the Tree City USA Growth Award requirements. A new class or workshop would constitute points toward this award. The commissioners brainstormed ideas but need more time; Eifert asked them to consider this for a decision at the next meeting.

NO ACTION: To be discussed in the June meeting.

6. Report: Public Right of Way Tree Systems – David Schott

Staff will report on the permit to plant, tree planting dedication fund, and current system to plant trees in the public right of way.

PROPOSED ACTIONS: No action, report.

Schott covered the history of the right of way (ROW) tree planting programs implemented by the City and their levels of success. Any trees planted in the ROW require a permit to be installed or removed. The Tree Planting Dedication Fund (TPDF), established by City Code in 1999, required developers to pay into a fund for purchasing ROW trees, the number per lot based on each lot's size and layout. After homes were built and purchased, homeowners were offered tree vouchers from the TPDF for their lot's tree allocations at \$100 per tree. Soon after Schott began working for the City, efforts were made trying to get homeowners to plant in empty ROW areas. Since this plan had limited success, leaving multiple empty ROW planting spaces, the City changed the Code in 2017 to require

developers to install the street trees prior to the City issuing a certificate of occupancy. This changed the terms of the planting requirements from voluntary to mandatory participation and ensures more trees were being installed. Schott used remaining TPDF monies, as allowed by ordinance, to install trees in each developments' public spaces such as parks and also to provide homeowners vouchers to replace dead ROW trees. Developments established prior to 1999 have fewer ROW trees; the TPDF program helped. Schott expects the latest program to be even more successful. A discussion ensued about ROW tree planting, vacant tree planting locations, and how to improve ROW tree planting participation in older neighborhoods.

7. Report: May 7, 2022 Farmers Market – Ellis Eifert

The Tree Commission hosted a table at the May 7, 2022 Farmers Market. The commission will report on engagements with the public and the Arbor Day tree seedling giveaway.

ACTION: No action, report.

Eifert was unable to attend due to illness; those who attended the Farmers Market (FM) event said it was cold and windy. The banner stand blew over multiple times, something is needed to help them withstand the wind. Hamilton said there was a lot of interest in the giveaway seedlings. The commissioners discussed if there was a policy on how many tree seedlings to give to each person; due to the weather, this year they were happy to give them away more than one at a time. Many people stopped at the table and asked good questions. Hartung will not be able to volunteer at the July FM due to family visiting and will also miss the July MTC meeting.

ANNOUNCEMENTS / DISCUSSION

Schott is working with Kathryn Wilson of Idaho Public Health, North Central District to use Idaho Physical Activity and Nutrition (IPAN) Program grant monies in City parks. One of the improvements will be providing more shade through planting trees at Indian Hills Park

Schott will be presenting the 2022 Idaho Recreation and Parks Association Award to City Council at their August 1 meeting. This award was given for the Heritage Tree Program. Schott invited the commissioners to attend and especially would like Brunsfeld, Hamilton and Hartung to be there to be recognized for their contributions to the Heritage Tree Program. Schott asked the commissioners to email him if they can attend.

Schott's office was recently relocated from the City Shop to the Eggen Youth Center.

UPCOMING EVENTS / MEETINGS

Next meeting: July 5, 2022

The meeting was adjourned at 6:28 pm.