

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
January 2, 2024

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

ANNOUNCEMENTS

REGULAR AGENDA

1. Approval of Moscow Tree Commission December 5, 2023 Minutes (ACTION ITEM) – Ellis Eifert

Presentation of minutes for approval.

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

2. Public Comment and Response to Previous Comments (limited to 15 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 2024 Tree Commission Goals (ACTION ITEM) – Ellis Eifert / David Schott

The Tree Commission will review 2024 draft goals.

PROPOSED ACTIONS: Approve the 2024 Tree Commission goals; or take other such action deemed appropriate.

4. Consideration of the FY2025 Annual Tree Commission Budget (ACTION ITEM) – David Schott

Each year the Tree Commission discusses and approves their annual budget for inclusion in the City budget request. The Tree Commission will review the FY2024 budget and discuss the upcoming FY2025 budget request.

ACTION: Approve the 2025 budget request; or take other such action deemed appropriate.

5. Consideration of the 2024 Tree Commission Officers (ACTION ITEM) – Ellis Eifert

Each year the Tree Commission elects a Chair, Vice Chair, and Secretary for each calendar year. The Tree Commission will elect members within the Tree Commission for these positions for 2024. Current 2023 officers are: Ellis Eifert, Chair; David Rauk, Vice Chair; Pamela Brunsfeld, Secretary.

ACTION: Elect the Chair, Vice Chair, and Secretary positions.

REPORTS

UPCOMING EVENTS / MEETINGS

- 1. Next Tree Commission Meeting: February 6, 2024**

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

MOSCOW TREE COMMISSION



Ellis Eifert
Commission Chair

Regular Meeting
~Minutes~

David Schott
Staff Liaison

tree@ci.moscow.id.us

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

Tuesday
December 5, 2023

5:00 PM

Mayors Conference Room
206 E 3rd Street

The meeting was called to order at 5:08 PM.

PRESENT: Ellis Eifert, Chair; Pamela Brunsfeld; Secretary, Jeanne Leffingwell, Mary Jo Hamilton, Zena Hartung; David Rauk, Nick Koenig

STAFF: David Schott

REGULAR AGENDA

1. Approval of Moscow Tree Commission November 7, 2023 Minutes (ACTION ITEM) – Ellis Eifert

Presentation of minutes for approval.

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

Hamilton moved to approve the minutes as presented. Leffingwell seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

A few grammatical errors as well as a name spelling correction.

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

Leonard is hoping to serve as a liaison between the Citizens Climate Lobby tree sub commission and the Moscow Tree Commission (MTC)

3. Consideration of the 2024 Tree Commission Goals (ACTION ITEM) – Ellis Eifert / David Schott

The Tree Commission will review past goals and create Tree Commission goals for 2024.

PROPOSED ACTIONS: Approve the 2024 Tree Commission goals; or take other such action deemed appropriate.

In 2019 the MTC made a few five-year goals. Over the past few years a few of these goals have been accomplished. David has put together a list of draft goals/ideas:

- Farmers market events

- Annual City Council report
- Arbor Day celebration
- Tree City USA / Growth Award
- Downtown tree management plan
- Tree ambassador program
- Formalize tree donation program
- Coordinate with other local entities to promote Moscow's tree canopy.
- Consideration of Nils Peterson donation proposal to plant more trees
- Utility billing newsletter outreach

The group would like to wait to vote on a final list until the new year.

Jeanne moved to wait until the new year to choose final goals. Pamela seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

REPORTS

1. Guide for Plant Appraisal, 10th Edition Report – David Schott

David explained the process for tree appraisals. He will be able to perform these appraisals on City trees.

2. Tree Cookie Workshop Report – All

Started out with 100 cookie ornaments. Had a very good turnout.

UPCOMING EVENTS / MEETINGS

1. Next Tree Commission Meeting: January 2, 2024

ADJOURN

The meeting was adjourned at 5:50pm.



Ellis Eifert, Chair *(or stamped by Deputy City Clerk)*

DRAFT

Moscow Tree Commission
2024 Draft Goals/Ideas

Tree City USA Overarching Standards

- 1 Maintaining a tree board or department
- 2 Having a community tree ordinance
- 3 Spending at least \$2 per capita on urban forestry
- 4 Celebrating Arbor Day

Tree City USA Growth Awards Categories

- A: Building the Team
B: Measuring Trees & Forests
C: Planning the Work
D: Performing the Work
E: The Community Framework

Goal Number	Goal	Cat/Act Code	Points	Note
1	Attend two Farmers Markets			
2	Tree City USA and Growth Award			
3	Cultivate relationship building with other entities to promote Moscow's Tree Canopy			
4	Formalize a Tree Donation Program	C6	5	5 Section Plan, Subset of Public Trees
5	Draft a Downtown Tree Management Plan	C10	3	3 Planting-to-Removals Ratio
6	Tree Planting Goal: 400 Trees???	D6	4	4 Donation Account Established FY25
	Consideration of Nils Peterson's Offer (Increase Pitkin Nursery Order: Fall Farmers Market A2 Utility Billing Newsletter in Fall for Tree Planting	E13	3	3 Publications
7	Create a Tree Ambassador Program	E8	4	4 Volunteer Tree Care, Through Resolution?
8	Present Annual Report to City Council	E12	3	3
9	Drought Tolerate Species Class: Conifers	E21	3	3 Tree Care Workshops
10	Work with Schools to Plant Trees	E24	2	2 Outdoor Classroom



City of Moscow Parks and Recreation

Memo

To: Jen Pfiffner, Deputy City Supervisor – Culture, Recreation & Employee Services

From: David Schott, Parks and Facilities Manager

Date: February 2, 2022

Re: Moscow Tree Commission **FY23 Requested Budget**

On behalf of the Moscow Tree Commission, please consider the follow budget request for FY23 in the total amount of \$2,270, GL Account Number: 120-165-670-31

- Arbor Day tree purchase (\$750)
- Arbor Day seedlings (\$500)
- Arbor Day dues (\$20)
- Arbor Day refreshments (\$100)
- Downtown streetscape tree education and outreach materials (\$350)
- Heritage Tree Program promotional banner (\$350)
- Education, Outreach and Workshop Opportunities (\$200)

Total: \$2,270

Thank you in advance for your consideration of this budget request and please do not hesitate to contact my office with further questions or clarifications.