

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
February 4, 2025

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

ANNOUNCEMENTS

REGULAR AGENDA

1. Approval of Moscow Tree Commission December 3, 2024 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 a City of Moscow Utility Billing Newsletter Article Related to the Proper Care of Newly Planted Trees (ACTION ITEM) – David Schott

This past summer, staff received comments on the care of newly planted trees along the public right of way in portions of the City of Moscow. Moscow City Code does not specify care of newly planted trees in the public right of way; only that the adjacent property owner is responsible. To this end, there was an idea to create an educational piece for inclusion the City of Moscow Utility Billing Newsletter regarding newly planted tree care. Staff has drafted the messaging for the newsletter for consideration by the commission.

PROPOSED ACTIONS: Approve the City of Moscow Utility Billing Newsletter article related to the proper care of newly planted trees; or take other action as deemed appropriate.

4. Consideration of the 2025 Arbor Day Celebration (ACTION ITEM) – Ellis Eifert / David Rauk

The Tree Commission will discuss potential venues and themes for the 2025 Arbor Day celebration. Arbor Day falls on the last Friday of April each year, this year being April 25, 2025.

PROPOSED ACTIONS: Discuss and approve the Arbor Day celebration venue and theme; or take other action as deemed appropriate.

5. Consideration of the FY2026 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 FY2025 budget and discuss the upcoming FY2026 budget request.

ACTION: Approve the 2026 budget request; or take other such action deemed appropriate.

6. Consideration of the 2025 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 2025. The 2024 officers were: Ellis Eifert, Chair; David Rauk, Vice Chair; Mary Jo Hamilton, Secretary.

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

UPDATES/REPORTS

1. Downtown Tree Management Plan Update – David Schott

UPCOMING EVENTS / MEETINGS

1. Next Tree Commission Meeting: March 4, 2025

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
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Tuesday
December 3, 2024

5:00 PM

Mayors Conference Room
206 E 3rd Street

The meeting was called to order at 5:00 PM.

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

STAFF: David Schott

REGULAR AGENDA

1. Approval of Moscow Tree Commission September 3, 2024, 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.

Pamela moved to approve the minutes as presented. Jeanne seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

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

None

3. Consideration of Drafting a City of Moscow Utility Billing Newsletter Article Related to the Proper Care of Newly Planted Trees (ACTION ITEM) – David Schott

This past summer, staff received comments on the care of newly planted trees along the public right of way in portions of the City of Moscow. Moscow City Code does not specify care of newly planted trees in the public right of way; only that the adjacent property owner is responsible. To this end, there was an idea to create an educational piece for inclusion of the City of Moscow Utility Billing Newsletter regarding newly planted tree care.

PROPOSED ACTIONS: Approve drafting a City of Moscow Utility Billing Newsletter article related to the proper care of newly planted trees; or take other action as deemed appropriate.

David is proposing an educational article for the spring newsletter. He will bring the draft for the Tree Commission to approve before publishing.

Jeanne moved to approve drafting an educational piece for the newsletter. Pamela seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

4. Consideration of the 2026 Arbor Day Seedlings (ACTION ITEM) – Ellis Eifert / David Rauk

Each year the Tree Commission selects seedlings as part of the Arbor Day celebration. The nursery needs lead time for many of the species. For the 2025 sowing season, the nursery has indicated they can grow oceanspray, serviceberry, catalpa and red oak for the 2026 Arbor Day celebration.

PROPOSED ACTIONS: Approve 2026 Arbor Day celebration seedlings; or take other action as deemed appropriate.

Group discussion.

Jeanne moved to approve all four of the seedlings presented. Nick seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

5. Report: Farmers Market Fall Seedling Give Away – All

The Tree Commission will recap the fall tree seedling giveaway at the Farmers Market.

PROPOSED ACTIONS: No action, report.

The group says people were very interested in the seedling giveaway and they didn't last long. They would like to continue the giveaway next year.

6. Report: 2024 Moscow City Council Annual Report – Ellis Eifert

The Tree Commission will recap the annual report to City Council.

PROPOSED ACTIONS: No action, report.

The report was well delivered and received.

UPDATES/REPORTS

1. Downtown Tree Management Plan Update – David Schott

Inventory is complete and David is working on writing the report. He says the trees are in good shape.

Nick will be leaving the Commission.

UPCOMING EVENTS / MEETINGS

1. Next Tree Commission Meeting: January 7, 2025

ADJOURN The meeting was adjourned at 5:30 PM



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

DRAFT



City of Moscow Public Works & Services

Memo

To: Moscow Tree Commission

From: David Schott, Parks and Facilities Manager

Date: February 4, 2025

Re: City of Moscow Utility Billing Newsletter: How to properly Care for Newly Planted Trees DRAFT

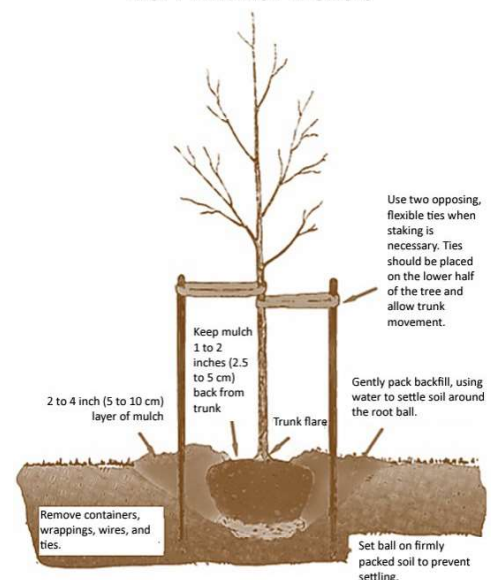
Recently, staff received comments regarding the care of newly planted trees along the public right of way in portions of the City of Moscow. Moscow City Code does not specify care of newly planted trees in the public right of way; only that the adjacent property owner is responsible. To this end, there was an idea to create an educational piece for inclusion the City of Moscow Utility Billing Newsletter regarding care of newly planted trees. Staff has drafted the messaging for the newsletter for consideration by the commission.

Care for Newly Planted Trees

Planting a new tree can have a variety of benefits. However, the mindset should not be to plant a tree but rather grow a tree. To ensure the tree has adequate space to grow, please consider the tree size at maturity. If you are considering planting a tree in the public right of way, please contact the City of Moscow Community Administrator at dschott@ci.moscow.id.us for a free permit to plant; as well as, other great tree planting resources; such as, the 2018 Street Tree Planting Guide.

Before planting, be sure to have all underground utilities located prior to digging. Dig a hole approximately 1.5 times the size of the root ball. Break up the soil outside the root ball. Since roots grow wide and shallow, this will ensure the roots will have an easier time penetrating and growing into the adjacent soil. Backfill the planting hole with the soil that was originally dug out. When the hole is half filled, lightly tamp the soil around the roots

BEST PLANTING PRACTICES



or root ball to stabilize the tree. Add water to settle the soil and remove air pockets. Continue to backfill until hole is filled. Water again until soil is saturated.

Place 2 to 4 inches of mulch (wood chips, bark chips, pine needles, etc.) over the planting site. Mulching provides multiple benefits for successful tree survival, such as improving root growth, conserving soil moisture, moderating soil temperature, reducing competition from weeds and keeping a mower deck and/or string trimmer away from the young tree trunk.

Girdling young trees with a mower deck and/or a string trimmer can have a catastrophic impact on young trees. Often, the girdling will kill the tree. If you hire a lawn care/landscaping company for maintenance, please have a conversation with them about not girdling trees with mowers and/or string trimmers.

Most planted trees do not need staking. Root systems develop a stronger foundation if the tree is allowed to sway in the wind. Stake the tree only for protection, such as in exposed, windy areas. Use two stakes opposite each and secure with slightly flexible material. Use tree straps rather than wire or hosing material which can cut and depress into the trunk. Remove after the first year of growth.

Young trees, newly planted trees, and thin-barked trees; such as, cherry, crabapple, honey locust, linden, maple, mountain ash, plum may be susceptible to sunscald. Sunscald happens when there are elongated, sunken, dried or cracked areas of dead bark, usually on the south or southwest side of a tree. On cold winter days, the sun can heat up bark to stimulate activity. When a cloud, hill or building blocks the sun, bark temperature drops rapidly, killing the active tissue. Prevent sunscald by wrapping the trunk with white guards to reflect the sun and keep the bark at a more constant temperature. Use a white commercial tree wrap or plastic tree guards. Do not use brown paper tree wrap or black colored tree guards as they will absorb heat from the sun. Wrap newly planted trees for at least two winters and thin-barked species up to five winters or more. Put the wrap on in the fall and remove it in the spring after the last frost.

Watering: All trees require supplemental watering for root establishment. Regular watering during the first three years is crucial to your tree's survival, and periodic, deep watering will help ensure its establishment. Use the following guidelines to establish your tree and help it thrive:

- Apply water to all areas above growing roots and just beyond planting site radius to encourage root growth. Tree roots have the potential to grow far beyond the drip line, however roots only grow where the soil is moist. Roots do not grow through dry soil.
- Apply enough water to penetrate the soil to a depth of 18" to 24". This is where a majority of absorbing roots grow.
- Keep the soil around the tree moist, but not wet. Use a tree bag or garden hose set at a trickle for best results.
- Check how deep the water has penetrated the soil. A metal rod or root feeder shaft will easily penetrate moist soil but will have a difficult time with dry soil.
- Water at least once a week during the growing season. Adjust as needed to allow for soil type and seasonal condition.
- Water more often during periods of drought and hot weather.
- Once your tree is established, supplemental watering is recommended during the peak of summer heat, typically July and August.

Pruning: Limit pruning to the removal of dead, broken, or crossing branches. Remove a branch just outside the branch collar (swollen area between trunk and branch or main stem). Never leave stubs or flush cuts. It is unnecessary and sometimes harmful to apply wound dressing or “tree paint” to the cut area after pruning. During its early growth, a young tree will also need training so that it may develop strongly attached branches.

For more information, please contact the City of Moscow Community Forestry Administrator at dschott@ci.moscow.id.us.

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