

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
April 1, 2025

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

1. **Welcome Benjamin Coons to the Moscow Tree Commission - All**

ANNOUNCEMENTS

REGULAR AGENDA

1. **Approval of Moscow Tree Commission March 4, 2025 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 and Update for the 2025 Arbor Day Celebration (ACTION ITEM) – David Schott**

Staff will update the Tree Commission on progress with the 2025 Arbor Day celebration. The commission will review the activity check list of the upcoming Arbor Day celebration on April 25, 2025.

Moreover, Rotary Club of Moscow expressed interest in participating the Arbor Day celebration both as volunteers and financially for the purchase and planting of trees.

PROPOSED ACTIONS: Accept update and approve Rotary Club of Moscow officially participating in the Arbor Day celebration; or take other action as deemed appropriate.

UPDATES/REPORTS

1. **Moscow April Utility Billing Newsletter Update – David Schott**
2. **Harvest Park 3/29 Volunteer Project Report – David Schott**

UPCOMING EVENTS / MEETINGS

1. **Next Tree Commission Meeting: May 6, 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
March 4, 2025

5:00 PM

Mayors Conference Room
206 E 3rd Street

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

PRESENT: Mary Jo Hamilton; Pamela Brunsfeld, Ellis Eifert; Jeanne Leffingwell

STAFF: David Schott

REGULAR AGENDA

1. Approval of Moscow Tree Commission February 4, 2025 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.

Mary Jo 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 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. At the February 4, 2025 meeting, the commission instructed staff to edit the document and bring back for consideration.

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.

David made changes to the newsletter draft per last meeting's suggestions, less text and more graphics. The group made a few final minor edits.

Mary Jo moved to approve the draft as presented. Jeanne seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

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

The Tree Commission will discuss the activity check list of the upcoming Arbor Day celebration on April 25, 2025.

PROPOSED ACTIONS: Approve the Arbor Day celebration activity checklist; or take other action as deemed appropriate.

The group was last looking at partnering with Paradise Creek High School. After reaching out the school agreed to work with them.

The Arbor Day proclamation will be declared during City Council on April 21st.

David will plan a time to pack the seedlings.

The group discussed plans for tree planting with the alternative high school at Berman Creekside Park.

Mary Jo moved to approve plans for the Arbor Day celebration as presented. Pamela seconded.

Roll call vote: Ayes: Unanimous. Motion carried.

UPDATES/REPORTS

Fall seedling giveaway at Farmers Market planned for September 2025.

UPCOMING EVENTS / MEETINGS

- 1. Next Tree Commission Meeting: April 1, 2025**

ADJOURN The meeting was adjourned at 5:25 PM



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