

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
August 5, 2025

5:00 PM

Mayors Conference Room
206 E 3rd Street

WELCOME AND ATTENDANCE

ANNOUNCEMENTS

REGULAR AGENDA

1. Approval of Moscow Tree Commission July 1, 2025, Minutes (ACTION ITEM) – Ellis Eifert

Presentation of minutes for approval.

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or provide staff with 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 2026 Arbor Day Celebration (ACTION ITEM) – David Rauk / David Schott

On June 3, 2025, the Tree Commission approved an initial meeting with the University of Idaho (UI) to partner in the 2026 Arbor Day celebration. Commission member David Rauk and staff met with the UI Sustainability Manager, Olivia Weibe, to discuss the partnership. The university expressed interest in the idea after our preliminary meeting.

PROPOSED ACTIONS: Approve the partnership with the University of Idaho for the 2026 Arbor Day celebration; or take other action as deemed appropriate.

4. Consideration of the October 7, 2025, Tree Commission Meeting (ACTION ITEM) – David Schott

The staff liaison will be out of town this week. The commission will discuss the cancellation of the October 7, 2025, meeting or reschedule the meeting.

PROPOSED ACTIONS: Approve the cancellation of the October 7, 2025, Tree Commission meeting; or take other action as deemed appropriate.

5. Consideration of the Tree City USA Growth Award Categories (ACTION ITEM) – Ellis Eifert / David Rauk

The Tree Commission reviewed and discussed the current categories of the Arbor Day Foundations Tree City USA Growth Award at their July 1, 2025, meeting. Reviewing these categories is an effort to generate future ideas and projects for the Tree Commission to work

towards. The commission will identify and create a short list of project ideas to work on in the future. The link will take you to the Tree City USA Growth Award under “Download Activity List.” <https://www.arborday.org/our-work/tree-city-usa/growth-award>

PROPOSED ACTIONS: Identify and approve future Tree Commission projects; or take other such actions as deemed appropriate.

UPDATES/REPORTS

UPCOMING EVENTS / MEETINGS

- 1. Next Tree Commission Meeting: September 2, 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
Staff Liaison

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Tuesday
July 1, 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; Ellis Eifert; David Rauk; Jeanne Leffingwell; Ben Coe
STAFF: David Schott;

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Moscow Tree Commission June 3, 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.

David moved to approve the minutes as presented. Mary Jo seconded.

Roll call vote: Ayes: Unanimous. Abstain: Jeanne. Motion carried.

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

None

3. Consideration of a Tree Commission Member for the Harvest Park Subcommittee (ACTION ITEM) – David Schott

With the resignation of Zena Hartung, the Tree Commission will select a member of the Tree Commission to fill Zena's role on the Harvest Park Subcommittee. The formation of the Harvest Park Subcommittee was intended to assist the city in the management and operations of Harvest Park. The subcommittee reports to the Tree Commission because the Tree Commission is the parent commission of the Harvest Park Subcommittee.

PROPOSED ACTIONS: Approve a member of the Tree Commission to sit on the Harvest Park Subcommittee; or take other action as deemed appropriate.

Pam expressed interest in the position.

David nominated Pam for the Harvest Park Subcommittee representative. Jeanne seconded.
Roll call vote: Ayes: Unanimous. Abstain: none Motion carried

4. Consideration of the Tree Service Certification Test Questions (ACTION ITEM) – David Schott

It is unlawful for any person to engage in the business of planting, pruning, or removing a public tree or shrub for a fee without being licensed as required by City Code.

Any tree service contractor engaged in the business of tree service for a fee shall obtain a license from the Administrator. Such a license requires the contractor or at least one employee of the contractor shall be certified (tree service certification) as required by City Code.

As one part of the tree service certification, the applicant must complete a written examination to be administered by the Administrator.

The Tree Commission will review and discuss the two tests that were last updated in 1999: Laws and Safety and General Knowledge.

PROPOSED ACTIONS: Approve the test questions; or take other action as deemed appropriate.

The group looked over the test questions and all agreed that it needs some revamping.

David moved for David Rauk and David Schott to revamp the test and bring back a draft copy at next meeting. Ben seconded

Roll call vote: Ayes: Unanimous. Abstain: none Motion carried

5. Discussion of the Tree City USA Growth Award Categories – Ellis Eifert / David Rauk

The Tree Commission will review and discuss the current categories by the Arbor Day Foundations Tree City USA Growth Award to discuss upcoming project ideas and/or goals for the Tree Commission. This link will take you to the Tree City USA Growth Award under “Download Activity List.” <https://www.arborday.org/our-work/tree-city-usa/growth-award>

PROPOSED ACTIONS: No action, discussion

Group discussed projects they have done in the past for points. Some examples were a supplemental to the Arbor Day celebration, regional tree inventory, and educational outreach with children.

They agreed to continue discussion at the next meeting.

UPDATES/REPORTS

David will be re-using the August 2022 Utility Newsletter article, Supplemental Watering for Mature Trees, in the July Billing newsletter.

UPCOMING EVENTS / MEETINGS

1. Next Tree Commission Meeting: August 5, 2025

ADJOURN The meeting was adjourned at 6 PM



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