

# MOSCOW TREE COMMISSION



Mark Heinlein  
Harvest Park Subcommittee  
Chair

Harvest Park Subcommittee  
Regular Meeting  
~Agenda~

David Schott  
Staff Liaison  
208.883.7098

tree@ci.moscow.id.us

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

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Wednesday  
November 12, 2025

3:00 PM

Mayors Conference Room  
206 E 3rd Street

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## WELCOME AND ATTENDANCE

## REGULAR AGENDA

**1. Approval of the Harvest Park Subcommittee August 27, 2025, Minutes (ACTION ITEM) – Mark Heinlein**

Presentation of minutes for approval.

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

**2. Public Comment and Response to Previous Comments (limited to 15 minutes)**

Members of the public may speak to the Subcommittee regarding matters NOT on the agenda or currently pending before the Subcommittee. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

**3. Consideration of the Vice Chair of the Harvest Park Subcommittee (ACTION ITEM) – David Schott**

With the resignation of Zena Hartung, the Vice Chair position within the Harvest Park Subcommittee is vacant.

**PROPOSED ACTIONS:** Approve the Vice Chair of the Harvest Park Subcommittee; or take other such action deemed appropriate.

**4. Consideration of a 2026 Spring Planting Project (ACTION ITEM) – Mark Heinlein**

The Harvest Park Subcommittee will discuss and begin planning a spring planting project at Harvest Park. Mark will overwinter native planting material acquired through donation and propagation for Harvest Park. The subcommittee will also discuss potential groups to do the work.

**PROPOSED ACTIONS:** Approve the 2026 Harvest Park spring planting project; or take other such action deemed appropriate.

**5. Consideration of the 2026 Arbor Day Celebration (ACTION ITEM) – Mark Heinlein / David Schott**

The Moscow Tree Commission is in preliminary discussions with the University of Idaho to partner for the 2026 Arbor Day celebration. The subcommittee will discuss any interest in having a table at the April 24, 2026 Arbor Day celebration to promote Harvest Park.

**PROPOSED ACTIONS:** Approve the tabling request for the 2026 Arbor Day Celebration; or take other such action deemed appropriate.

**6. Discussion: On Site Propagation – Mark Heinlein**

The subcommittee will have a discussion regarding on site propagation.

**PROPOSED ACTIONS:** No action, discussion.

**7. Discussion: Idaho Center on Disabilities and Human Development Meeting – Mark Heinlein**

Mark met with representatives of the Idaho Center on Disabilities and Human Development. Mark will report on the meeting to the subcommittee.

**PROPOSED ACTIONS:** No action, discussion.

**REPORTS / UPDATES**

**1. Management of Ongoing Projects - All**

**UPCOMING EVENTS / MEETINGS**

Harvest Park Subcommittee meetings are held in the Mayors Conference Room of City Hall located at 206 E 3rd Street. Regular meetings in 2026 are as follows:

1. February 11, 2026, from 3:00 p.m. to 4:00 p.m.
2. May 13, 2026, from 3:00 p.m. to 4:00 p.m.
3. August 12, 2026, from 3:00 p.m. to 4:00 p.m.
4. November 11, 2026, from 3:00 p.m. to 4:00 p.m.

**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](mailto: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



Mark Heinlein  
Harvest Park Subcommittee  
Chair

Harvest Park Subcommittee  
Regular Meeting  
~Minutes~

David Schott  
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Wednesday  
August 27, 2025

3:00 PM

Mayors Conference Room  
206 E 3rd Street

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## WELCOME AND ATTENDANCE

**PRESENT:** Mark Heinlein, Iris Mayes, Suvia Judd  
**STAFF:** David Schott

### 1. Welcome Pam Brunsfeld to the Harvest Park Subcommittee - All

## REGULAR AGENDA

### 1. Approval of the Harvest Park Subcommittee May 7, 2025, Minutes (ACTION ITEM) – Mark Heinlein

Presentation of minutes for approval.

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

Suvia moved to approve the minutes as presented. Iris seconded.

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

### 2. Public Comment and Response to Previous Comments (limited to 15 minutes)

Members of the public may speak to the Subcommittee regarding matters NOT on the agenda or currently pending before the Subcommittee. Please state your name and city of residence for the record and limit your remarks to three (3) minutes.

### 3. Consideration of a Fall Plantings (ACTION ITEM) – Mark Heinlein

The subcommittee will discuss the date, time, and logistics of the fall plantings at Harvest Park. The City has received a gracious donation of chestnut trees from Zena Hartung slated to be planted this fall on the site that has been prepared. A prior discussion suggested incorporating the planting of walnut and burr oak trees. Moreover, the City has received a shade tree donation from Michael Haseltine to plant a northern catalpa near the future amphitheater/educational area to honor Tina Baldwin and her daughter Kenyon Cornelius, both of whom died recently. Finally, there is a tentative plan for a grant funded fall planting of bunch grasses above and below the retaining wall in the dog leg area. This would be a fall forb planting by the Moscow High Environmental Club along the east retaining wall with herbaceous species grown privately, likely in October.

The upper classes from Palouse Prairie Charter School are likely sowing seed at a later time.

**PROPOSED ACTIONS:** Approve the date, time, and logistics for fall plantings; or take other such action deemed appropriate.

Group discussed waiting until the spring to plant since they have not received the nut trees yet. Preparing the area with mulch and proper irrigation was discussed.

Mark would like the Palouse Prairie Environmental Club to come help with a large planting.

Mark touched on some broadcast seeding this winter that would be funded by the Idaho Native Plant Society.

They discussed ways to protect the roots of new trees that will be planted.

**4. Consideration of the Vice Chair of the Harvest Park Subcommittee (ACTION ITEM) – David Schott**

With the resignation of Zena Hartung, the Vice Chair position within the Harvest Park Subcommittee is vacant.

**PROPOSED ACTIONS:** Approve the Vice Chair of the Harvest Park Subcommittee; or take other such action deemed appropriate.

Item is tabled until next meeting.

**5. Discussion: Interpretive Signage and Website for Harvest Park – All**

The Harvest Park Subcommittee will begin discussions about the overall strategy for interpretive signage and the city website for Harvest Park with the ultimate goal of creating a policy. The Harvest Park Management Plan states, “Signage and/or plaques need to be developed for education and to recognize volunteers and donors. Examples might include a “giving tree” in a central location or individual call out areas.”

Currently, the FY2025 budget has \$2,000 available for signage.

**PROPOSED ACTIONS:** No action, discussion.

Suvia expressed her desires for the sign and would like to see a website that gives visitors more information on the park.

They talked about how the park is not only an edible park, but a destination for people to enjoy nature.

**REPORTS / UPDATES**

**UPCOMING EVENTS / MEETINGS**

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**1. November 13, 2025, from 3:00 p.m. to 4:00 p.m.**

**2.**

**ADJOURN**