

MOSCOW TREE COMMISSION



Deborah Kadlec

Regular Meeting
~Agenda~

David Schott

Commission Chair

Staff Liaison

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

Thursday

Mayor's Conference Room

5:00 PM

January 10, 2019

206 E Third St

1. **Announcements And Introductions**
2. **Approval Of Minutes From December 4, 2018 (ACTION ITEM) - Kadlec**

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

Documents:

[MINMTC20181204 DRAFT.PDF](#)

3. **Public Comment Period**
Only for items not listed on the agenda, including responses to previous comments/questions from the public.
4. **Edible Forest Park "Harvest Park" Go To Meeting With Bernardo Wills Architects - Schott**
Go to Meeting with Bernardo Wills Architects for input by the Moscow Tree Commission for development of the conceptual plan for the park.

ACTION: No action.
5. **Consideration Of Spring/Summer Classes For The Parks And Recreation Catalog (ACTION ITEM) - Schott**
The submittal deadline for spring/summer classes is in early February. The Parks and Recreation catalog will cover April 1st through July 31st. The Commission will discuss class ideas, contacts, and brief descriptions.

ACTION: Approve spring/summer classes or provide staff further direction.
6. **Consideration Of 2019 Goals (ACTION ITEM) - Kadlec**
The Tree Commission will review and discuss goals for 2019.

ACTION: Approve goals for 2019 for the Tree Commission or provide staff/Commission with further direction.

7. Discussion: 2019 Arbor Day – Kadlec/Rauk

Arbor Day is Friday, April 26, 2019. Discussion of venue, program and tree selection for the project.

ACTION: No action, discussion item.

8. FY20 Budget Requests (ACTION ITEM) – Schott

Each year the City of Moscow develops and approves an annual budget. Tree Commission will consider a FY20 budget request for the Commission for period of October 1, 2019 through September 30, 2020.

ACTION: Recommend a FY20 Tree Commission budget request or provide staff with further direction.

9. Consideration Of The March 5, 2019 Tree Commission Meeting (ACTION ITEM) - Schott

The regular meeting of the Tree Commission is scheduled for March 5, 2019. Discuss a joint meeting with the Parks and Recreation Commission for a special meeting to consider and recommend the conceptual plan for edible forest park to City Council. The proposed meeting will be held on Wednesday, March 6, 2019 in the multipurpose room of the Hamilton Indoor Recreation Center at 5:15 p.m.

ACTION: Approve special meeting on March 6, 2019 and cancel the regularly scheduled meeting of March 5, 2019 or provide staff/Commission with further direction.

10. Open Discussion:

Adjourn

Next meeting: February 5, 2019

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

MOSCOW TREE COMMISSION



Clark J. Filip
Commission Chair

~Minutes~

David Schott
Staff Liaison

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**Tuesday
December 4, 2018**

5:00 PM

**Mayors Conference Room
206 E 3rd Street**

The meeting was called to order at 5:03 PM.

PRESENT: Daniel Cronan; Clark J. Filip, Chair; Lauren K. Goss; Mary Jo Hamilton, Secretary; Debbie Kadlec; David Rauk, Vice Chair.

STAFF: Donna Howard, Staff Support; David Schott, Staff Liaison, Assistant Parks and Recreation Director.

ABSENT: Gina Taruscio, City Council Liaison.

1. Announcements and Introductions

Filip introduced the newest MTC member, Lauren Goss; she's an alumna of the University of Idaho, is currently a UI graduate student and works at the UI Pitkin Forest Nursery. The MTC introduced themselves to Goss.

2. Approval of Minutes from November 6, 2018

Filip requested a correction to the first paragraph – Goss' appointment did not fill the final vacancy of the commission as written in the minutes, there is one remaining position. Cronan's name was misspelled numerous times in the document.

ACTION: Approve minutes with corrections.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Rauk.
SECONDER:	Filip.
AYES:	Cronan, Filip, Goss, Hamilton, Kadlec, Rauk.

3. Public Comment Period

Only for items not listed on the agenda, including responses to previous comments/questions from the public. Chair Filip recognized Kent Salisbury of 107 4th St., Moscow. Salisbury recently relocated from Idaho Falls, was immediately impressed with the trees and the community, Moscow's older trees and likes seeing the acorns.

4. Report: Edible Forest Park "Harvest Park" Update - Schott

Schott has been talking to the consultant, Bernardo Wills Architects (BWA); Schott, Parks & Recreation Staff and the Core Development Team (CDT) will meet with BWA on December 10, at 3 PM for a kick-off/scoping meeting. This will prepare BWA for the first public workshop on Wednesday, December 12 at 5:30 PM, also in the HIRC. A second public workshop is slated for January 16, 2019. Schott also invited BWA to attend an MTC meeting to discuss the project. Filip asked if the naming of the park is still in the 60-day window for public comment; Schott replied yes, and he has only received one positive comment on the recommended name of Harvest Park. At the end of the 60 days, if the name is still preferred, the MTC will recommend the name to the Parks and Recreation Commission who will in turn forward it to City Council for final approval.

ACTION: No action.

5. Consideration of the Specimen Tree Project - Schott

The City is considering a specimen tree program to be included in the FY20 budget request. Schott explained this idea was suggested by Parks and Recreation Director Curtis who heard about it at a recent conference. If the funds are approved for this project, the City would plant five specimen trees every year in the City's parks, properties and greenspaces. Schott asked if this commission would like to help determine which unique species to plant each year, who to contact for the specimen trees and procure them from suppliers. The MTC discussed how this could work, what specimens could be planted, what could define a specimen tree, how the trees would be planted and some varieties to consider such as the Kentucky coffee tree. Cronan observed that by planting a unique and showy tree it could make an impression on visitors to the area, create a catalyst for Moscow and become part of the city's identity. Hamilton added that it could increase the City's Urban Forest's diversity which Filip said is one of the commission's goals. Rauk mentioned that the recently updated Street Tree Planting Guide could be a resource for this project as it lists numerous unusual trees suited for Moscow. Hamilton recommended also consulting the director of the UI Arboretum, Paul Warnick, for advice on additional tree species. Rauk agreed Warnick was a great source of information. Cronan asked if each park would receive an annual specimen tree; Schott hadn't thought that far in advance and said locations would be a consideration depending on the chosen tree's size, etc. Cronan agreed the planting site needed to be carefully paired with the chosen trees. Filip voiced concerned about East City Park's elm trees succumbing to Dutch Elm disease and cautioned against one park planted with only one species; Kadlec agreed and said having specimen trees could guard against that. Hamilton added it would enhance the aesthetics of the parks. Cronan suggested it as a future agenda item for the MTC to consider and Schott appreciated the offer of assistance. Hamilton then asked if this could be incorporated into the Heritage Tree project, as these plantings would be on City property; previously that program was put on the backburner due to some nominated trees being on public property. Schott will revisit this request in agenda item 7's discussion of the MTC's 2019 goals. Filip asked about the availability of purchasing unique trees in Moscow; Rauk replied local retailers are readily willing to seek out specific trees from their suppliers when requested.

ACTION: Accept the report on the specimen tree project and move forward assisting with the project.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Hamilton.
SECONDER:	Kadlec.
AYES:	Cronan, Filip, Goss, Hamilton, Kadlec, Rauk.

6. Consideration of the January 1, 2019 Meeting - Schott

Since the next regularly scheduled MTC meeting will fall on a holiday, Schott asked the group to choose an alternative date. The primary agenda item will be a discussion of the edible forest with Bernardo Wills Architects. The group agreed upon a different meeting date.

ACTION: The next MTC regular meeting is rescheduled to January 10, 2019, at 5 PM in the Mayors Conference Room, City Hall.

7. Discussion: 2019 Goals - Schott

The Tree Commission reviewed their past goals and discussed some potential goals for 2019. Suggested goals for consideration were:

- a. Attend two Farmers Markets.
- b. Arbor Day Celebration.
- c. Annual report to City Council.
- d. Specimen tree program.
- e. Edible forest park.
- f. Tree classes and workshops (new ideas contribute toward Tree City USA Growth Award.)
- g. Heritage Tree Program.
- h. Downtown and Fort Russell aging tree replacement programs.

Schott invited the MTC to brainstorm ideas and a discussion followed. Rauk found in his notes that the last time this was done was in 2014; then the goals were set up to achieve points toward the Growth Award. He will email the 2014 Goals to the other members. Schott agreed this could help achieve the Growth Award requirements but would like to use it as an annual undertaking for milestones and accomplishments. Filip wanted to make sure the Arbor Day Celebration and Farmers Market remained on the list. Hamilton recommended regularly requesting FM dates in May and September. Cronan asked if Growth Award items had to be new each year; Schott replied they did in order to qualify. Cronan wondered if the management component could be a database or coming up with guidelines for how we determine heritage trees; all felt it was worth investigating. Filip would like a goal to be the downtown tree assessment, poster design and replacement program. Rauk suggested holding an annual workshop for certified tree workers and licensed contractors to reinforce basic tree care principals as a condition to keep their license current. Filip observed it could be akin to a CEU program and thought it had merit. Goss suggested an outreach and habitat restoration project in the City's parks or along Paradise Creek. Kadlec observed that the discussion revolved around points and goals, they were factors of one another and suggested setting them up to complement and mirror each other. Filip summarized the discussion by saying that Rauk would email out the 2014 goals, Filip and Schott will add what was discussed tonight and requested the commissioners to bring ideas to consider at the next meeting.

ACTION: No action.

8. 2018 Officer Elections – Filip

Filip opened by listing the current officers: Filip, Chair; Rauk, Vice Chair; Hamilton, Secretary. The responsibilities were highlighted: the chair establishes the agenda items with the staff liaison and runs the meetings; the vice chair fills in for the chair when unavailable; the secretary maintains the written records of the meetings. With the City staff support position now recording the minutes, the secretary no longer is responsible for that task; the commission secretary is, however, third in line to run the meetings should the chair and vice chair be unavailable. Hamilton was willing to continue as Secretary.

ACTION: Reelect Hamilton as Commission Secretary.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Filip.
SECONDER:	Kadlec.
AYES:	Cronan, Filip, Goss, Hamilton, Kadlec, Rauk.

Filip stated he no longer wanted to be Commission Chair. Rauk nominated Kadlec for Chair; Kadlec accepted.

ACTION: Elect Kadlec as Commission Chair.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Rauk.
SECONDER:	Hamilton.
AYES:	Cronan, Filip, Goss, Hamilton, Kadlec, Rauk.

Filip asked if Rauk would continue as Vice Chair; Rauk declined. Rauk nominated Cronan; Cronan declined. Rauk nominated Filip as Vice Chair; Filip accepted.

ACTION: Elect Filip as Commission Vice Chair.

RESULT:	APPROVED BY ACCLAMATION VOTE
MOVER:	Rauk
SECONDER:	Kadlec
AYES:	Cronan, Goss, Hamilton, Kadlec, Rauk.
ABSTAINED:	Filip.

Effective January 2019 Kadlec will be the Commission Chair; Schott & Kadlec will meet before the January meeting to discuss the responsibilities of the position. Filip will send a final action email to the commissioners from the December meeting.

9. Open Discussion:

Hamilton asked about the pruning classes the MTC has offered in the past; she usually contacted the instructor Deb Pehrson to coordinate dates and locations. She offered to continue in this manner even though Recreation Supervisor Greg Morrison was helping set up the classes. She asked when the next pruning classes were slated for 2019 and Schott said there weren't any in the December 1st Parks and Recreation brochure. There was a discussion about how to continue those programs due to their popularity; one suggestion was to offer the class in February as before and share the information via social media. Schott will contact Morrison and make sure they are included in future brochures. A discussion ensued about timing of the classes and when it was best to prune the different fruit trees. For future classes Schott asked that the MTC send their ideas to him and he would forward them to Morrison for planning the details and inclusion in the brochure. The group talked about ideas for classes such as another landscaping with native plants, homeowner landscaping classes and how these class ideas would need to be submitted to Schott in early January.

Rauk asked the commissioners to consider ideas for the 2019 Arbor Day venue and to add it to the next agenda.

Filip will meet with Anna Giles, journalism student at WSU, December 5th regarding the edible forest park, core development team, acquisition of land and future meetings. He reminded all present to please attend the first public workshop next week at the HIRC if they could.

The meeting was adjourned at 6:14 PM.

Next meeting: January 10, 2019, 5 PM, Mayors Conference Room

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