

Lewiston Urban Forestry and Cemetery Commission Minutes

March 27, 2024 – 4:00PM

**LEWISTON COMMUNITY CENTER
1424 Main Street, Lewiston**

1. **CALL TO ORDER**

Roll Call

Commission Members Present: Shirley Philips, Elizabeth Goetzinger, and Maxine Miller

Commission Members Absent: Brian Hensley

City Council Liaison Present: Jessica Klein

Staff in Attendance: Tim Barker

The meeting was called to order by Chair Philips at 4:04PM

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

Comments may be made: (1) in-person, (2) by emailing the Parks and Recreation Director at tbarker@cityoflewiston.org or (3) by calling (208) 746-2313 x6102 and leaving a message.

Comments submitted by email or phone will be forwarded to the Parks and Recreation Commission. If you would like your comment to be read aloud during the meeting, please so indicate in your message. Members of the public who wish to provide in person comment, but who are unable to secure a seat in the designated meeting space and/or overflow room(s) due to occupancy or gathering limits, will be rotated in and out of the designated meeting space in order to provide comment.

There were no citizen comments at the meeting.

3. **CONSENT AGENDA**

A. Approval of Minutes from February 28, 2024 (Action Item)

A motion to approve the minutes was made by Commissioner Miller which was seconded by Commissioner Goetzinger. All were in favor of approving the minutes as presented.

4. **REPORTS Presentations, Communications and Correspondence**

A. February Parks and Recreation Department Monthly Report

There were no commissioner comments related to the monthly report.

5. **NEW BUSINESS**

A. Fiscal Year 2025 Fee Recommendations (Action Item)

Director Barker stated that the recommendations were not finalized in time for the meeting and they will be presented at the April commission meeting.

B. Tree on Leased Land from ITD Requested to be Removed by the Corps of Engineers (Action Item)

Director Barker brought a request for comment from the Idaho Transportation Department (ITD) to the commission regarding a tree that is being requested to be removed by the US Army Corps of Engineers to create an access road on property that the City leases from ITD. ITD does not feel that the tree should be removed and that the Corps should plan around it. The commission discussed the tree and options and a motion to support the tree to not be removed was made by Commissioner Miller and seconded by Commissioner Goetzinger. All commission members were in support of the tree staying in place and not being removed and encourage the Corps to come up with an alternate plan and solution to access the area.

C. Scattering Garden Examples

- a. Commission members asked to have a conversation added to the agenda related to the different types of scattering gardens

Director Barker shared slides that he created to show examples of scattering gardens for the commission to use as part of a discussion follow up from the March meeting with Dennis Hastings of Malcom's Funeral Home. Last month's discussion lead to the commission wanting to focus on the scattering area of the cremated remains development around the mausoleum because of the uniqueness of the garden to the region and the possible reduced cost to develop it. Barker will follow up with additional information at the next meeting.

6. **OLD BUSINESS**

A. Normal Hill Cemetery Master Plan Review and Update Continued Discussion

- a. Governance and Operation Recommendation and New Priorities

This item will be moved to a later date for continued discussion.

B. Arbor Day Celebration Saturday, April 27th

- a. Location at Modie Park and combined event with the Modie Park Conservancy and Lewis Clark State College

Director Barker made note that the celebration has been confirmed for 1PM on the 27th and the hope is that the Idaho Department of Lands can have a representative at the event to present the Tree City and Tree Campus USA awards to the city and the college.

- C. Current and Upcoming Development Review
 - a. Development Review Committee Items from the past month

Director Barker made mention of one proposal that will be going on a vacant lot at 7th and 4th by the college. The property has been vacant for some time and trees were removed a number of years ago. Barker will watch for a landscape plan to review.

7. **COMMISSION MEMBER COMMENTS**

Commissioner Miller noted that there are a number of examples of tree topping that have occurred already this spring. Barker mentioned that once the Code Enforcement Officers are off and running, it would be good to have them attend a meeting to discuss landscaping and city code.

8. **CITY COUNCIL LIAISON COMMENTS**

There were no additional comments made by the liaison

9. **UPCOMING MEETINGS**

A. UFCC April 24, 2024 @4PM at the Lewiston Community Center

10. **FUTURE AGENDA TOPIC**

B. Tree Selection Guide

C. Urban Forestry Management Plan Review

D. UFCC Presence at Community Events to Promote Urban Forestry

11. **ADJOURNMENT**

There was a motion to adjourn the meeting by Commissioner Goetzinger and seconded by Commissioner Miller. The meeting was adjourned at 5:06PM.