

**CARSON CITY SHADE TREE COUNCIL**  
**Minutes of the October 23, 1997 Meeting**  
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A regular meeting of the Carson City Shade Tree Council was held on Thursday, October 23, 1997 in the Capitol Conference Room, 201 No. Carson St., Carson City, NV at 5:30 p.m.

**PRESENT:** Chairperson Donna Kuester  
Vice Chairperson Ralph Marrone  
Mike Aragon  
Dallas English  
Mary Lee Foster  
Craig Hartman  
Isabel Young

**STAFF:** Scott Fahrenbruch, Parks Superintendent  
Fran Smith, Recording Secretary  
(SHA 10/23/97 1-0000.5)

**NOTE** - Unless otherwise indicated each item was introduced by Chairperson Kuester. Individuals speaking are identified following the heading of each item. A tape recording of these proceedings is on file in the Clerk-Recorder's office. This tape is available for review and inspection during normal business hours.

**A. CALL TO ORDER** - Chairperson Kuester called the meeting to order at 5:35 p.m. A roll call was taken and a quorum was present, although Member English had not yet arrived. Arrived at 6:03 p.m.

**B. APPROVAL OF MINUTES** - Member Young moved to approve the Minutes of the April 24, 1997 meeting. Member Foster seconded the motion. Motion carried 6-0.

Member Foster moved to approve the Minutes of the September 25, 1997 meeting. Member Aragon seconded the motion. Motion carried 6-0.

**AGENDA ITEMS**

**1. REVIEW AND POSSIBLE ACTION ON AREA SCHOOLS TREE CARE AND MAINTENANCE AS INSPECTED BY SHADE TREE COUNCIL MEMBERS** - (1-0057.5) Dan and Jude Graytak - Molly Sinnott - Chairperson Kuester said she had a report from Ann Nunnemaker and Judy Graytak who had inspected Eagle Valley Middle School. She also noted that Members Hartman, Aragon, English and Foster had completed their tasks at the schools to which they had been assigned. She said she would put these all together and send a report to Mike Mitchell, the school district maintenance person. Member Aragon said he and Member English had done the high school and he was of the opinion there had been too much watering of the trees. He added they had also done Mark Twain and that there were too many plants and that a better job of maintenance could be done there. Chairperson Kuester asked that the Members who had not yet submitted their reports to do so as soon as possible. Mr. Graytak said if trees are in an over watered turf area they, as well as shrubs, would be impacted adversely. Member Hartman had taken pictures showing an area with this type of problem and provided details. No formal action was taken.

**2. REVIEW AND POSSIBLE ACTION ON ARBOR DAY 1998** - (1-0198.5) Member Foster referred to the letters that went to potential sponsors and asked about some of the wording for those that will go out next year. This related to what would be communicated to corporate sponsors and those going to individuals and Chairperson Kuester explained the process. Chairperson Kuester then talked about getting ads on the Model Dairy cartons and Ms. Sinnott explained what is required. Chairperson Kuester also said if someone is going to work on this project they need to start as soon as possible. Member Marrone had a section of a recent copy of the newspaper which was aimed at young people and the subject was trees. He suggested this could be something to hand out as Arbor Day approaches and Member Young said she would contact the newspaper for the source of the information. No formal action was taken.

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Member English arrived as the next discussion was beginning.

**3. REVIEW AND POSSIBLE ACTION ON "TREE SELECTION GUIDE" MARKETING PLAN** - (1-0315.5) Member Young suggested putting an ad in the newspaper but it was agreed it would be too expensive. Chairperson Kuester noted the process that has been used in the past, e.g. putting them in places like K Mart, Wal Mart, Supply One and nurseries. She also said this would be the time of year to do this to take advantage of the stores purchasing inventory for the spring. Member Marrone said Dave Ruf of Green House Garden Center was in need of a new supply and Member English said her contacts in real estate had sold more books. Member Hartman said he would provide Mr. Ruf with some. Discussion ensued on reprinting the books and Chairperson Kuester felt this should be done before January. No formal action was taken.

**4. REVIEW AND POSSIBLE ACTION ON REORGANIZING SHADE TREE COUNCIL RECORDS AREA IN THE PARKS AND RECREATION DEPARTMENT OFFICE** - (1-0503.5) Mr. Fahrenbruch explained what has been kept to this point. Discussion ensued on what to retain and how to store it. Chairperson Kuester and Member Hartman agreed to go through the information and make a decision. No formal action was taken.

**5. REVIEW AND POSSIBLE ACTION ON FALL TREE CARE SEMINAR ON OCTOBER 28, 1997** - (1-0581.5) Mr. Fahrenbruch said there would be more than fifty people in attendance. Discussion ensued on registration and Chairperson Kuester said registrations received late would have to be accompanied by the fee because she did not want the person catering the lunch to lose money. Member Young suggested taking pictures of the seminar activities. Chairperson Kuester noted that the credits for participating would be 5-1/4. Discussion ensued on which trees in Mills Park should be used for the pruning segment and Mr. Fahrenbruch said he would organize that. They also discussed the timetable for each segment of the program. Chairperson Kuester then asked for help in copying some of the literature to be handed out and Member Foster said she would help. Member Young then noted that no door prizes had been discussed and Chairperson Kuester said she would take care of that. No formal action was taken.

#### **PUBLIC COMMENT**

(1-1331.5) Mr. Graytak talked of how, as a former member, he gets copies of meeting agendas. He felt that others who have served should not be forgotten because they continue to be interested and are a valuable resource.

#### **REPORTS**

Chairperson Kuester said the period for applying for positions on the Council ends on November 2. She added that two applications have been received but she would like to see at least five applications.

**Parks and Recreation Staff** - Mr. Fahrenbruch said the RCT funding allocation recommendations would be on agenda for the Board of Supervisors November 6 meeting. Chairperson Kuester said she would attend and invited the Members to attend as well.

#### **GENERAL DISCUSSION**

Member English noted this was her last meeting and thanked the Members for their help. She also passed the Council scrapbook on to Member Young.

There being no further business Chairperson Kuester entertained a motion to adjourn. Member English moved to adjourn. Member Young seconded the motion. Motion carried 7-0. Chairperson Kuester adjourned the meeting at 7:15 p.m.

The Minutes of the October 23, 1997 meeting of the Carson City Shade Tree Council

ARE SO APPROVED\_\_\_11/20\_, 1997

/s/ \_\_\_\_\_  
Donna Kuester, Chairperson