

CARSON CITY SHADE TREE COUNCIL
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A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, August 5, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Member Carole Brewer
Member Terrill Ozawa
Member Roy Trenoweth

STAFF: Roger Moellendorf, Parks and Recreation Department Director
John Wilkinson, IT Director
Jano Barnhurst, Recording Secretary

NOTE: A recording of these proceedings, the council's agenda materials, and any written comments or documentation provided to the recording secretary are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER ROLL CALL AND DETERMINATION OF QUORUM (5:30:10) - Chairperson Keever called the meeting to Order at 5:30 p.m. Roll was called and a quorum was present. Member Horvath was absent and excused. Vice Chairperson Shirk was absent. Chairperson Keever noted that if there was an e-mail from her, she would also be excused.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:45) - None.

1. ACTION ON APPROVAL OF MINUTES - (5:31:01) - Member Brewer suggested printing everything double-sided to save paper and expense. **Member Brewer moved to accept the minutes of the April 1, 2009 meeting as written. Member Ozawa seconded the motion. Motion carried 4-0. Member Brewer moved to accept the minutes of the June 3, 2009 meeting as written. Member Ozawa seconded the motion. Motion carried 4-0.**

2. MODIFICATIONS TO THE AGENDA (5:32:24) - Chairperson Keever advised that the agenda had been modified by hearing Agenda Item 3(C) first.

3. AGENDA ITEMS

3(A) INTERVIEW OF POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL REGARDING MEMBERSHIP VACANCIES AND POSSIBLE MEMBERSHIP(S) APPOINTMENT(S) TO THE SHADE TREE COUNCIL (5:32:35) - Mr. Moellendorf gave some background information on this item. He suggested that applicant, Jens Peermann, be interviewed then asked to leave the room to allow the STC to discuss his suitability for the seat, and make a motion for a recommendation to the Board of Supervisors (BOS). He then introduced Mr. Peermann. In response to a question, Mr. Moellendorf replied that interview questions are generally regarding a person's background and involvement in trees, landscaping, position, etc. Chairperson Keever suggested Mr. Peermann provide an overview and the STC could ask questions if additional information is needed.

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Jens Peermann stated that he has been a resident of Carson City since approximately March 1997. He's known of the STC for a number of years through Members Brewer and Ozawa and recently became aware of the vacancy. He enjoys the type of work the STC does and thinks it's a very important community activity. He does a lot of nature photography and believes it ties in with the concern for healthy trees. He believes he would be an asset to the STC. In response to a question, Mr. Peermann replied that he is self employed, has flexible hours and time to devote to the STC. Member Brewer mentioned the importance of meeting attendance of which he is well aware. In response to a comment, Chairperson Keever advised that the STC begins in January by preparing for Arbor Day which is celebrated with a tree planting involving the community and local officials. They also present the Fall Tree Care Seminar with assistance from landscape professionals to present timely and beneficial topics for the community. There is generally a two hour meeting every other month. Member Brewer advised that meetings account for approximately twelve hours per year in addition to Arbor Day with an additional four to five hours and the tree care seminar with an additional eight to ten hours. Mr. Peermann expressed his understanding and acceptance of the required number of hours. Chairperson Keever stated that they are trying to add a couple of activities to the schedule to help the community become more aware of the STC. Members have different liaison assignments and duties and described Member Ozawa as the photographer and Member Brewer as assisting with catering events and doing whatever needs to be done. Mr. Peermann mentioned that he is a graphic artist and can prepare publications, flyers, etc. In response to a question, he replied that his involvement in community service has been as a member of Angel Flight, which is an organization of pilots that provides free transportation to patients in need of medical treatment. In response to another question, he confirmed that he is a registered voter. Mr. Peermann left the room to allow the STC to deliberate. Member Brewer stated that he is very conscientious and dependable. Member Ozawa commented that he shows a keen eye and intelligence in arranging his graphic work. Member Brewer added that she's known him for eleven years and will be a good addition to the STC.

3(B) ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPLICANT(S) FOR MEMBERSHIP APPOINTMENT(S) TO THE SHADE TREE COUNCIL (5:32:35) - This Item was heard in conjunction with Item 3(A). **Member Ozawa moved to recommend to the Board of Supervisors the acceptance of Jens Peermann for the open seat on the Carson City Shade Tree Council. Member Trenoweth seconded the motion. Motion carried 4-0.**

Mr. Peermann returned and Chairperson Keever advised that the STC unanimously voted to recommend him to the BOS for appointment to the STC and will ask for it to be agendaized for the next BOS meeting. Once the appointment is approved, he will need to be sworn in. Mr. Peermann thanked the STC for the honor and looks forward to serving.

3(C) DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING (5:30:04) - Member Horvath was absent and excused. Vice Chairperson Shirk was absent. Chairperson Keever noted that if there is an e-mail from her, she will also be excused.

3(D) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 FALL TREE CARE SEMINAR (6:00:25) - Chairperson Keever advised that at the last meeting, the STC decided to hold the Fall Tree Care Seminar on November 18, however scheduling problems have arisen and November 20 looks like the best date in order to have the facility all day. She explained that the room will have to be

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vacated by 4:00 if it is kept on the 18th and the theme and speakers need to be determined. Member Brewer advised that she will take care of the catering and thought that the price will be similar to last year's. Chairperson Keever advised that ISA certifications for continuing education credits need to be obtained and Molly Sinnott needs to be contacted regarding her participation. Member Ozawa suggested a theme for the seminar would be starting a tree, giving it a good foundation, planting, and mulching. Speakers could discuss establishing trees and do a tree planting. In response to a comment, Mr. Moellendorf agreed to coordinate with Ms. Sinnott on the type of tree to plant. Member Brewer suggested titling the seminar Starting Green, Staying Green and thought three speakers would be needed in the morning and three in the afternoon. Chairperson Keever suggested Dave Ruf may want to be a presenter. Member Trenoweth offered to contact the Division for Forestry regarding speakers. Member Ozawa will design a new tree puzzle or crossword. Member Brewer remarked that everything will need to be accomplished by the October meeting. Mr. Moellendorf suggested moving to select the date. Chairperson Keever confirmed that voting to appropriate funds at the October meeting would allow sufficient time to select a tree. She then entertained a motion. **Member Ozawa moved to change the date of the Starting Green, Staying Green Fall Tree Care Seminar from November 18 to November 20, 2009. Member Brewer seconded the motion. Motion carried 4-0.**

3(E) DISCUSSION AND POSSIBLE ACTION REGARDING THE DESIGN, IMPLEMENTATION, UPKEEP, AND MAINTENANCE OF THE SHADE TREE COUNCIL'S WEBSITE (5:47:53) - Chairperson Keever introduced the item and John Wilkinson, IT Director. She had spoken with Mr. Wilkinson about an interactive website as a place to make announcements and list the STC's goals. In response to a comment, Mr. Wilkinson replied that a lot can be done without spending a lot of money. He said it is all static material but IT staff could make changes, if needed, or the STC could find someone. He opined that he would allow about \$2,000 for a contractor to create a database such as a tree inventory because it's not done internally and he didn't know how elaborate a database was needed. He opined that the hardest thing is keeping the content current and to resolve having static content on the site as modifying things on a regular basis requires finding someone to make the changes. Mr. Moellendorf added that some static information is fairly easy to maintain as it doesn't change very often. City Departments have been losing positions which has made it difficult to update websites. In response to a question, Mr. Wilkinson replied that he didn't believe website security or providing website maintenance training for STC members would be a problem. In response to another question, he replied that to the extent he's allowed to provide services and share resources with the STC, he will, but doesn't yet know what the limits are. Member Brewer suggested adding pictures of trees from the early 1900's and the present. Mr. Moellendorf commented that there are photos on a CD and suggested letting Mr. Wilkinson review it to see if they can be included on the website. Chairperson Keever added that a photo album of Arbor Day and the Fall Tree Care Seminar would capture interest in the community. Mr. Wilkinson said if the photos are ready, he can do it. In response to a comment, Chairperson Keever suggested that the new member take pictures of the Fall Tree Care Seminar and opined that announcements would also be a good addition to the website. In response to a comment, Mr. Moellendorf suggested scheduling a meeting with Chairperson Keever, Mr. Wilkinson and himself to get more specifics of website contents and bring it back at a future meeting.

3(F) DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY SHADE TREE COUNCIL'S FALL PRUNING PROGRAM TO BE HELD AT THE GREENHOUSE GARDEN CENTER, CARSON CITY, NEVADA ON SEPTEMBER 13, 2009 (6:06:26) - Chairperson

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Keever advised that she contacted David Ruf at Greenhouse Garden Center who suggested September 13 at 10:00 a.m. He will conduct a tour of the grounds and explain why a particular tree is good or not good for this area. There will be a pruning seminar after the break and Ms. Sinnott and Tom from Healthy Trees will be asked for assistance. She has also contacted Gerald Fossett, chief tree trimmer with Nevada Energy to do a presentation explaining why the power company needs to trim trees around power lines. In response to a question, Chairperson Keever replied that press releases, the website, and Greenhouse Garden Center's marquee will advertise the seminar. They can also arrange with BAC to record the tour and presentation.

3(G) DISCUSSION AND POSSIBLE ACTION ON A POSSIBLE PARTNERSHIP BETWEEN THE SHADE TREE COUNCIL AND ONE OR MORE LOCAL ART GROUPS TO PRODUCE AN "ART TREE" (6:09:05) - Chairperson Keever advised that Member Horvath extended his apologies for not being able to present this item, but hasn't heard from any of the art groups and there is no information available on funding or materials needed. Member Brewer suggesting adding it to the website. Chairperson Keever suggested waiting for Member Horvath's return as she is unsure if participation in the project falls within the guidelines of their stated purpose. A starting plan is needed as to what type of tree, where to put it, funding, and maintenance responsibility so she deferred the item to October's meeting.

3(H) DISCUSSION ONLY REGARDING CARSON CITY'S LANDSCAPE STANDARDS (6:11:46) - Member Brewer suggested adding these to the website. Mr. Moellendorf passed a portion of the ordinance which is incorporated into the record and gave some background information. He advised that section 3 discusses the purpose and read a portion into the record. Enforcement is handled through the City's Planning Division. He advised that the ordinance is on the City's website, so a link could be created on STC's website and it is also available on CD through the Planning Division. He reviewed the areas covered by the ordinance and advised that it is geared towards development and not individual home owners. In response to a comment, he reiterated that the ordinance applies to large housing and commercial developments but not private ownership.

3(I) DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL'S LANDMARK TREE PROGRAM (6:21:23) - Chairperson Keever advised that she adopted criteria for Carson City from a couple of similar programs and if it meets with the STC's approval they could develop an application to implement their own program. She thought anyone living in Carson City could nominate a tree whether they own it or not. Mr. Moellendorf remarked that it has traditionally been a resident over age 18 and suggested eliminating the age so school children could do it as a class project which would also help educate them about trees. Member Trenoweth suggested deferring this item until the other two members are available. Chairperson Keever suggested discussing it now and putting it on the October agenda for discussion only explaining to them why such action was taken. Mr. Moellendorf suggested discussing it now and bringing it back for discussion and action at the next meeting. Chairperson Keever asked the STC to review the application for any revisions and suggested making it available on the website in addition to hard copies. In response to a question, Chairperson Keever replied that the States she reviewed were Minnesota and New York. In response to another question, she replied that photos could be included and a special register of protected trees could be developed to also have on the website. In response to a question, Chairperson Keever thought that targeting a landmark tree by vandals was a valid point but Mr. Moellendorf didn't think it was likely to be targeted. Chairperson Keever asked for further changes to be modified for the October meeting and bring it back for a vote.

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4. NON-ACTION ITEMS

STATUS REPORTS AND COMMENTS FROM STAFF (6:28:40) - None.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION SPECIFICALLY RELATED TO THE SHADE TREE COUNCIL (6:28:47) - Member Ozawa requested information on a rental in her neighborhood in which the neighbors are upset about the trees. Chairperson Keever remarked that it should be put on the next agenda as to whether it falls within their purview of duties. Member Ozawa offered to donate the books she purchased for the Arbor Day Award and Chairperson Keever suggested accepting the receipts and thanked her for the generous contribution. Member Brewer requested the members turn in their volunteers hours. Chairperson Keever reported on a letter to the editor written by a gentleman concerned about trees in his yard growing through power lines so she contacted the power company and now he's at a high priority on their tree trimming list. He's very happy and thinks the STC does a great job.

5. FUTURE AGENDA ITEMS (6:32:06) - Member Ozawa's neighborhood trees, the Landmark Tree program, the website, the Fall Tree Care Seminar and review of the pruning seminar.

FINALIZATION OF THE 2009 FALL TREE CARE SEMINAR (6:32:39) - Chairperson Keever commented that this will be on the next agenda. Member Brewer will call Comma Coffee regarding the catering and the date.

PLANNING FOR ARBOR DAY 2010 (6:33:13) - None.

6. ACTION ON ADJOURNMENT (6:33:18) - Chairperson Keever entertained a motion to adjourn. Member Ozawa moved to adjourn the meeting at 6:33 p.m. Member Brewer seconded the motion and it carried unanimously.

The Minutes of the August 5, 2009 Carson City Shade Tree Council meeting are so approved this 7th day of October, 2009.

LEE-ANN KEEVER, Chair