

CARSON CITY SHADE TREE COUNCIL
Minutes of the June 3, 2009 Meeting
Page 1

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, June 3, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Member Carole Brewer
Member Kyle Horvath
Member Terrill Ozawa

STAFF: Roger Moellendorf, Parks and Recreation Department 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 (5:30:12) - Chairperson Keever called the meeting to Order at 5:30 p.m. Roll was called and a quorum was present. Vice Chairperson Shirk and Member Trenoweth were absent and excused.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:40) - None.

1. ACTION ON APPROVAL OF MINUTES - (5:30:47) - Chairperson Keever stated that on page 2, 'STC produced' should be a hyphenated adjective. On page 3, 'website' is a proper noun and should be capitalized, and on the comments about her son designing web pages, the minutes should reflect that she had offered his services for free. **Member Ozawa moved to accept the minutes of the May 6, 2009 meeting as corrected. Member Brewer seconded the motion. Motion carried 4-0.**

Member Brewer introduced Jens Peermann who is interested in serving on the Council.

2. MODIFICATIONS TO THE AGENDA (5:32:30) - None.

3. AGENDA ITEMS

3(A) DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING (5:32:35) - No comments were made about this item.

3(B) DISCUSSION AND POSSIBLE ACTION REGARDING POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL REGARDING MEMBERSHIP VACANCIES AND POSSIBLE MEMBERSHIP(S) APPOINTMENT(S) TO THE SHADE TREE COUNCIL (5:32:45) - Mr. Moellendorf advised that he contacted Rose Gardner in the City Offices who accepts the committee applications. Since 2006, there has been only one applicant and he tried calling to see if the

CARSON CITY SHADE TREE COUNCIL

Minutes of the June 3, 2009 Meeting

Page 2

individual may still be interested in serving but received a 'no longer in service' recording, so he didn't follow up any further.

3(C) DISCUSSION REGARDING THE 2009 ARBORDAY CELEBRATION HELD APRIL 24, 2009 (5:34:15) - Member Brewer thought it went very well and appreciated the Mayor attending as it's the first time he has come in many years. She liked the art poster and thought the event was very successful. Member Horvath thought there was more participation by the community and more people who attended from the prior year. In response to a question, Member Ozawa replied that sending out 300 invitations was an excellent idea and the public was interested in the historical material. Chairperson Keever heard a comment that there could be more participation if it was held at noon. Member Brewer responded that everyone on the STC works so it isn't possible to have it in the middle of the day. All the comments Mr. Moellendorf heard were favorable. He said it isn't possible to find a convenient time for everyone and recommended going with what the STC feels is the best date and time. He congratulated the STC and thinks they did a great job. He agreed that it was nice to finally have the Mayor attend. In response to a question, Chairperson Keever replied that postcard invitations were used and sent to all the civic groups, elected City and State officials, Smokey the Bear, legislators and staff and were mailed at the postcard rate. Member Horvath suggested sending them out electronically next year. Chairperson Keever opined that they received a good response as this was the first year of sending invitations. Member Brewer commented that there wasn't much of a response for sending out 300 invitations. Member Horvath said it got out to 300 people that didn't know about it before. Member Brewer commented that using e-mail next year will cut down on expenses. In response to a question, Member Horvath agreed that the STC should proceed in the same manner next year with the exception of the invitations.

3(D) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 FALL TREE CARE SEMINAR (5:40:29) - Chairperson Keever advised that the STC needs to select a date and reserve the location. They were initially pondering whether to join Molly Sinnott's group but she moved her date and invited them to participate with her next Summer. In response to a question, Chairperson Keever replied there should be a vote to set the date and location so reservations can be made. In response to a question, Mr. Moellendorf replied that he will ensure the date is reserved. Member Brewer added that it's usually the second or third Wednesday in November. There was discussion among the members as to what particular Wednesday to hold the seminar. **Member Ozawa moved to hold the Fall Tree Care Seminar here on November 18, 2009. Member Brewer seconded the motion. Motion carried 4-0.** In response to a question, Chairperson Keever replied that Member Trenoweth helps with speakers and reservations. Member Brewer will handle the catering. Chairperson Keever commented that as everyone is on the 'go green' bandwagon, speakers could discuss how trees help the environment. Member Brewer suggested calling it the 2009 Green Fall Tree Care Seminar. Member Ozawa suggested tree planting instruction as part of the program. Mr. Moellendorf will coordinate it with Ms. Sinnott and maintenance crews.

3(E) DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL'S GOALS FOR 2009/2010 (5:45:05) - Mr. Moellendorf commented that the STC did a good job of putting together their goals. He advised that after discussion and approving the goals, the Chair and/or a couple of members present them to the Board of Supervisors (BOS) for their approval. He

CARSON CITY SHADE TREE COUNCIL
Minutes of the June 3, 2009 Meeting
Page 3

cautioned that it may be too optimistic to think they can all be completed in a year as some are fairly aggressive and may be multi year goals.

Mr. Moellendorf then recited the goals from the staff report which is incorporated into the record. Regarding Goal #4, Member Brewer asked if the goals could be used to present to the BOS. Mr. Moellendorf replied they could be included in the annual report along with a list of achievements, programs, and projects completed during the year and present the goals for the coming year at the same time. Chairperson Keever commented that the annual report could be used as supplemental information when preparing the Tree City USA renewal package and including volunteer hours and achievements. Regarding Goal #5, Chairperson Keever commented that STC would select appropriate trees and have an arborist decide whether they were good choices. Mr. Moellendorf suggested working with the local news media in asking the public to nominate landmark trees but they would first have to determine the definition of a landmark tree. He suggested, "a tree of historical significance or outstanding example of a tree in its species." Chairperson Keever opined that once the criteria is developed, it could be nominated and visited by the arborist to determine whether or not it meets the criteria. Member Horvath suggested a photo contest as a way to involve the community by submitting nominated photos. Mr. Moellendorf commented that the large silver maple tree on King and Iris Streets may qualify depending on the criteria. Member Ozawa suggested any tree that is set apart and distinguished from ordinary trees in the City canopy. Chairperson Keever suggested continuing this discussion to the August agenda to develop the criteria and priorities. Regarding Goal #6, Member Brewer offered to check the arborists' certifications. **Member Brewer moved to accept the goals as written. Member Ozawa seconded the motion.** There was discussion among the members regarding prioritizing the goals and Member Horvath suggested developing a time line for each one. Chairperson Keever commented that for the August agenda, the discussion will be developing a website, the landmark tree recognition program, arborist certification, and funding. Mr. Moellendorf will invite the new IT Director. He advised that a good time to present the goals to the BOS is in September. In response to a comment, Mr. Moellendorf reminded the Members that these are the STC's goals and it's appropriate for the STC to give the presentation. Member Brewer offered to do the presentation if she's not working. **Motion carried 4-0.**

3(F) DISCUSSION AND POSSIBLE ACTION REGARDING THE CARSON CITY SHADE TREE COUNCIL CONDUCTING A WORKSHOP ON PROPER TREE TRIMMING/PRUNING TECHNIQUES (5:59:45) - Chairperson Keever advised that she contacted Dave Ruf at Greenhouse Garden Center who will partner with STC. He would conduct a tour of his facility recommending tree species appropriate for the area, take a break, then begin the tree pruning/trimming seminar. In response to a question, Chairperson Keever replied that it would be separate from the Fall Tree Care Seminar and would be held at Greenhouse Garden Center. Mr. Ruf is available Mondays and Fridays after 5:00 p.m., and Sunday afternoons. She also suggested serving refreshments for the break. In response to another question, Chairperson Keever replied that it's free to the public. In response to a question, Mr. Moellendorf replied that most of Mr. Ruf's seminars are filmed. Member Brewer suggested putting it on their billboard. Chairperson Keever entertained dates from the members. In response to a question, she replied that the appropriate time to prune trees is the Spring and Fall. Discussion ensued among the members regarding dates. Mr. Moellendorf advised that as far as the health of the tree is concerned, time of year for pruning

CARSON CITY SHADE TREE COUNCIL

Minutes of the June 3, 2009 Meeting

Page 4

is not that important. Member Brewer preferred to have it in September to which Member Ozawa agreed. Discussion ensued regarding possible September dates. Mr. Moellendorf suggested choosing a tentative day and checking with Mr. Ruf regarding his availability. After more discussion, Chairperson Keever advised that September 13 is tentatively selected and the discussion will be continued to the next agenda. **Member Ozawa moved to tentatively select September 13 at Greenhouse Garden Center cooperatively with Dave Ruf for a pruning seminar with refreshments the cost of which should not exceed \$150 and the fine points to be discussed later. Member Brewer seconded the motion. Motion carried 4-0.**

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” (6:07:16) - Member Horvath advised that he attended the Nevada Arts Council grant writing seminar. The seminar inspired an art project and the more committees that can be convinced to partner, the more avenues there would be to apply for grants. He’s considering a multi-group committee to oversee the project. The concept is to create a sculpture of a tree to provide shade and beauty; honor the influences and contributions of trees; and serve as a time line of Carson City history and future events. The base of the tree would be made from mining railroad era materials; the middle from gaming equipment pieces and the canopy would include sun and wind energy sources with lights that come on at dark. It would entail finding an artist competent in electrical and welding, creating something safe, last in the elements and look good. In response to a question, Member Horvath replied that it would be a multi-year project and would require approval from the BOS, City planners, Parks and Recreation, etc. In response to another question, he replied that it would be large enough to create shade. He envisions people sitting under it, with a ledge on which to have lunch or as an evening gathering spot. In response to another question, he replied that there was a temporary art project in Reno wherein six tree sculptures were installed in a vacant lot. Member Brewer and Member Horvath agreed it should be permanent. Member Ozawa commented that high winds could be an issue and suggested aluminum mesh for the canopy would allow air flow, with small wind turbines and solar panels to collect energy. Member Horvath said there are a number of groups that would be willing to help connect with the right people. In response to a question, he replied that they would come up with two to three ideas, sketches, and a master plan, get recommendations from the arts council and do an interviewing process. The group would determine the budget, skills, requirements and conduct interviews. The grant application would require an approved design, approval from the City, location and the artist’s portfolio. Member Brewer suggested getting as many artists as possible and have each responsible for different parts of the tree. Member Horvath cautioned that even with a lot of material donated, it will still be a \$10,000+ project which is not unreasonable for a permanent sculpture. In response to a question, he replied that he has not yet contacted anyone as he wanted to discuss it with the STC. A few agencies he is considering are Nevada Energy, private energy companies, casinos, libraries, mining and gaming museums, and art foundations. In response to another question, he opined it would take a couple of months to develop guidelines, a couple of months to secure artists, the time involved to build the project, and at least a year to obtain City approval. In response to a question, Mr. Moellendorf replied that it’s a visionary concept and depends on how it’s brought forward to the City. Location is important and there is a lot of emphasis in improving downtown and making it a destination place which would fit in well with those efforts. He agreed with Member

CARSON CITY SHADE TREE COUNCIL

Minutes of the June 3, 2009 Meeting

Page 5

Brewer about involving a lot of different artists which makes it more of a community wide project. He explained that an outline of the proposed art is sent to artists and they send their proposals back in with sketches. A committee then recommends which artists should be chosen. If the funding comes through the BOS, their approval would be required. Windmill turbines and solar cells could make it a tree of sustainability and a lot of different concepts will make it unique and attractive. He suggested discussing it in more detail and determining who may be interested in becoming involved. Chairperson Keever suggested inviting local art groups to the August meeting to present their overviews and determine how the project could be facilitated. Mr. Moellendorf suggested attending the organizations' meetings. Member Horvath advised that he is willing to do either. Member Brewer suggested inviting them to STC's meeting, and if that doesn't work, attend their meetings. Chairperson Keever opined that if they are invited to STC's meeting, they only have to make the presentation once and Member Horvath would be available to answer questions. Member Horvath said he would prepare an invitation, determine where it should be sent and prepare a guideline. Chairperson Keever suggested contacting CAT 10 so anyone else could also attend the meeting. She then entertained a motion. **Member Brewer moved to authorize Member Horvath to develop the invitation to the art groups and other people who may be interested in participating on this project. Member Ozawa seconded the motion. Motion carried 4-0.**

3(H) DISCUSSION ONLY REGARDING CARSON CITY'S LANDSCAPE STANDARDS

(6:24:56) - Mr. Moellendorf stated that the landscape standards ordinance he intended to discuss was inadvertently not included in the agenda packet, however he would discuss the one that was included. He explained that the ordinance enables the City to develop a landscape maintenance district and creates a procedure for developers to petition the City to have the City maintain parks, landscaped areas and open spaces. The ordinance has not been developed as there are no subdivisions being built right now. The purpose of the ordinance is to allow cities and counties to charge a residential construction tax up to \$1,000 per dwelling. The money goes to the City for beautification projects, parks and recreation facilities built in conjunction with that development. The ordinance also helps provide maintenance for the facilities after development. When it's determined what kind of landscaping, park, recreation and open space areas are going to be provided, the developer can petition the City to take over those projects. An assessment is made to each property owner in that development that pays for the maintenance of those facilities. He read Section III 17.18.010 'Purpose' into the record. Qualifying facilities include landscaping, public lighting, security walls, trails, parks, and open space. The developer has to meet many requirements to have the City take over maintenance. The Parks and Recreation Director has the responsibility of recommending to the BOS whether they should enter into the agreement. The developer is required to have a petition signed by at least 67 percent of the property owners to ensure they want to tax themselves for the maintenance of the facilities. In response to a question, Mr. Moellendorf explained that a development has owners and until the lots are sold, they are the majority owners so they can make the decision. Existing private developments can also petition the City to take over landscaping if they have homeowners' associations and privately owned parks and landscaping within their development. The properties have to be deeded over to the City to be used as public areas or have an easement that provides public access. In response to another question, he replied that John Mankins Park was completed a couple of years ago and it was stipulated in the development agreement that the developer use the residential construction tax to construct the park. In the development agreement, Silver Oak would have to maintain the park for two years after

CARSON CITY SHADE TREE COUNCIL

Minutes of the June 3, 2009 Meeting

Page 6

completion, then the City would take over ownership and maintenance which it is doing now. The development owns some landscaped areas of Silver Oak which the developer maintains. Other areas along College Drive are maintained by the City because they have been deeded to the City. The City required the developers to install landscaping but when they were deeded to the City, there was no maintenance funding. Silver Oak can petition the City to take over maintenance of some of those private areas but there is a lot of criteria to meet and they would have to become public facilities. Homeowners would also be assessed a tax for the maintenance of those facilities.

4. NON-ACTION ITEMS

STATUS REPORTS AND COMMENTS FROM STAFF (6:34:17) - None.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION SPECIFICALLY RELATED TO THE SHADE TREE COUNCIL (6:34:21) - Member Ozawa advised that she is continuing to photograph examples of tree maintenance in Carson City. In response to a question, Chairperson Kever replied that the sign is above the trunk of the silver maple on King and Iris Streets. In response to a question, Mr. Moellendorf replied that Randy Pahl is the Chairman of the Carson River Advisory Committee and a project they usually do every year is wrap cottonwoods to protect them from beaver damage. He thought they would be happy to have any assistance from the STC on their work day. Member Horvath suggested partnering with them for an educational project at the river. Member Ozawa commented that she participated in a river cleanup and they planted 1,200 cottonwoods. Chairperson Kever asked Member Horvath to contact them and report back at the next STC meeting. She also asked everyone to turn in their volunteer hours to Member Brewer by August to be included in the BOS presentation. She asked Mr. Moellendorf to bring a copy of the application sent to Tree City USA to go along with it.

5. FUTURE AGENDA ITEMS (6:38:36) - Fall Tree Care Seminar, Arbor Day 2010, the art tree.

6. ACTION ON ADJOURNMENT (6:39:50) - Chairperson Kever entertained a motion to adjourn. Member Brewer moved to adjourn the meeting at 6:39 p.m. Member Ozawa seconded the motion and it carried unanimously.

The Minutes of the June 3, 2009 Carson City Shade Tree Council meeting are so approved this 5th day of August, 2009.

LEE-ANN KEEVER, Chair