

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

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, April 1, 2009 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Vice Chairperson Gianna Shirk
Member Carole Brewer
Member Kyle Horvath
Member Terrill Ozawa
Member Roy Trenoweth

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 (5:29:58) - Chairperson Keever called the meeting to Order at 5:30 p.m. Roll was called and a quorum was present.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:17) - None.

1. ACTION ON APPROVAL OF MINUTES - (5:30:18) - Vice Chairperson Shirk commented that the date of the Arbor Day celebration is stated incorrectly on both sets of minutes as April 27 and should be April 24. **Vice Chairperson Shirk moved to approve the minutes of February 4, 2009 and February 20, 2009 as corrected. Member Ozawa seconded the motion. Motion carried 6-0.**

2. MODIFICATIONS TO THE AGENDA (5:31:30) - None.

3. AGENDA ITEMS

3(A) DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING (5:31:43) - Chairperson Keever noted that a quorum was present.

3(B) DISCUSSION ONLY REGARDING POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL RELATING TO MEMBERSHIP VACANCIES AND POSSIBLE MEMBERSHIP(S) APPOINTMENT(S) TO THE SHADE TREE COUNCIL (5:31:51) - Chairperson Keever introduced the item and advised that the position is still being recruited. In response to a comment, Mr. Moellendorf indicated that he will check with Rose Gardner to pull the old applications and contact the applicants to see if they may still be interested in serving as there haven't been any current applications. Otherwise, if anyone knows someone who may be interested in serving, to see Rose at City Hall for an application.

CARSON CITY SHADE TREE COUNCIL

Minutes of the April 1, 2009 Meeting

Page 2

3(C) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 ARBOR DAY CELEBRATION TO BE HELD APRIL 24, 2009 (5:32:52) - Chairperson Kever introduced the item. She passed out a to-do checklist for the celebration. She advised that she received an e-mail from the Division of Forestry who has a winner in their Arbor Day poster contest. The winning student is Rosemary Colver of Mark Twain Elementary School and her teacher is Debby Crozier. They asked if the STC would like to recognize the winner at the Arbor Day celebration and present her with a prize. **Member Brewer moved to recognize Rosemary Colver and add \$25 for books for the young lady. Member Ozawa seconded the motion. Motion carried 6-0.** It was discussed that Member Ozawa would choose the books for Miss Colver. Chairperson Kever commented that the Division of Forestry has a ribbon and book for her and miscellaneous items for the teacher. She will contact the teacher to see if they can attend on the 24th. Member Ozawa suggested scanning and reducing the poster at Office Depot. Chairperson Kever will mention it to the teacher.

Chairperson Kever reviewed the to-do checklist. Member Horvath was assigned to the publicity. He has contacted both Cat10 and the newspaper. Chairperson Kever said she also sent a press release to the newspapers. In response to a question, Mr. Moellendorf indicated that he and Molly Sinnott will select the tree for the ceremony. Chairperson Kever advised that Daughters of the American Revolution want to plant an Oak tree in July to mark their 10th anniversary. They would like to come to the June meeting to request help in selecting a location and tree. In response to a question, Mr. Moellendorf replied that it would be better to wait until the Fall to plant an Oak tree. He advised that Parks staff will dig the hole for the Arbor Day tree and bring the gold shovels. Chairperson Kever advised that she added 150 names to the invitation list and thanked Stella Hyatt for mailing them out. She has begun work on a pamphlet for the ceremony including history on the George Washington Ferris award. The award began in 1993 and went to any organization, business or individual who contributed to the improvement of Carson City's urban forests. The only requirement was that the tree plantings had to be in place for at least five years so their survival could be ensured. Recipients are not limited to one a year, two can be awarded if so desired. The award has been ordered and will be presented at the ceremony. Member Ozawa was assigned to photography. Member Brewer obtained a proclamation from the Governor's office. The Governor's office asked if STC would be interested in a photo opportunity on April 21. State Forester Rich Harvey and Susan Stead from the Division of Forestry will be attending in the Governor's place. Mr. Moellendorf indicated that Lorne Malkiewich, Director of the Legislative Council Bureau will attend and bring members of the legislative building grounds crew. Member Brewer advised that the Mayor's proclamation was under control. Chairperson Kever presumed that everyone will participate in setup and tear down. The Tree City USA flag, scrapbook and photos from the history project will be available.

Mr. Moellendorf pointed out a mistake in the agenda - the date of the Arbor Day ceremony was stated as April 27th. Vice Chairperson Shirk announced the correct date of the Arbor Day celebration as Friday, April 24, 2009, at 5:30 p.m., at Ron Wilson Memorial Park and read the directions into the record. In response to a question, Chairperson Kever said that Smokey the Bear has been sent an invitation and she will call to follow up.

3(D) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 FALL TREE CARE SEMINAR (5:44:36) - Chairperson Kever introduced the item and reminded the Council that

CARSON CITY SHADE TREE COUNCIL

Minutes of the April 1, 2009 Meeting

Page 3

Molly Sinnott asked whether STC would be interested in joining her in the July Western Chapter of International Society of Arborists seminar. The cost to STC is \$1,000 to participate but the profits would be divided. In response to a question, Chairperson Keever indicated that Ms. Sinnott has not yet provided a figure on the profits. Member Brewer expressed her concern about the final outcome as far as money is concerned. Chairperson Keever suggested deferring this to the June meeting in order to allow Ms. Sinnott time to provide the facts and figures. Member Shirk suggested having an extra meeting to discuss it. There was discussion on whether to have an extra meeting or defer to the June meeting. Mr. Moellendorf suggested making a motion as to whether to defer it to June or hold a special meeting. Chairperson Keever opined that deferring it to June wouldn't give Molly enough time and entertained a motion for a special meeting. **Member Ozawa moved to call a special meeting concerning Item 3(D) on the 2009 Fall Tree Care Seminar to be at Molly Sinnott's convenience. Member Brewer seconded the motion. Motion carried 6-0.** In response to a question, Chairperson Keever replied that the \$1,000 goes towards the purchase of trees. She will contact Molly regarding a meeting date.

3(E) DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL'S PARTICIPATION IN A RETREAT. SAID RETREAT WOULD GIVE THE COUNCIL MEMBERS AN OPPORTUNITY TO ASSESS THE COUNCIL'S GOALS AND FURTHER DEVELOP THOSE GOALS IN ORDER TO GUIDE THE COUNCIL THROUGH 2009 (5:48:26) - Chairperson Keever introduced the item and Mr. Moellendorf explained that this item is in a holding pattern and suggested taking it up at the special meeting. It should be planned for a minimum of three hours and could be done on a Saturday morning or weekday evening. He will check the availability of the first Wednesday in May. Members Ozawa and Horvath both commented they would not be available on Saturday mornings. Mr. Moellendorf advised that it would be a public meeting and therefore have to be noticed, recorded, and minutes taken. He will check on the availability of May 6th and see if Ms. Sinnott and the Clerk-Recorder are available. He advised that it may be another location besides the Sierra Room. In response to a question, Chairperson Keever replied that an individual may have to belong to the Society of Arborists in order to qualify for continuing education credits, but that certificates of participation would be doable. She thought it a great idea and if something is eligible for continuing education it could be used when doing Tree City USA. Vice Chairperson Shirk inquired if anyone on the Council would like to obtain certifications as arborists, they could participate and attend classes together. Chairperson Keever thought that would be an individual decision for each Council member. Mr. Moellendorf cautioned to not stray from the agenda and to bring the matter up under 'future agenda items'. He advised moving to select May 6th as a tentative date for the goal setting retreat/workshop, depending on availability. **Member Ozawa moved to set a tentative schedule of May 6, 2009 in the evening for the goal setting meeting. Member Brewer seconded the motion. Motion carried 6-0.** Vice Chairperson Shirk requested Mr. Moellendorf contact Ms. Sinnott about any type of recognition in attending this seminar.

3(F) DISCUSSION AND POSSIBLE ACTION REGARDING THE REPLACEMENT OF THE COUNCIL MEMBERS' OFFICIAL CARSON CITY SHADE TREE COUNCIL SHIRTS (5:56:02) - Chairperson Keever introduced the item and Member Horvath served as the liaison for Carson Screen Printing. He said he followed four criteria in looking at the design of the shirts. He advised that a one time start up fee for the logo would be \$100. He passed the shirt catalog to the Members for their review. He advised that a shirt similar to the shirts the Members currently have would be in the \$18-\$20

CARSON CITY SHADE TREE COUNCIL

Minutes of the April 1, 2009 Meeting

Page 4

range. There was discussion among the members regarding fabric, style, color, etc. Chairperson Keever suggested embroidering their names on the shirts and inquired if the shirts would be available for the Arbor Day celebration. Member Horvath indicated that he would let the company know that the shirts would be needed by then. In response to a question, Chairperson Keever replied that the invoice would go to the Council through the Parks Department. Discussion continued on the selection of the style, fabric and color of shirts. Member Horvath suggested a tech fiber shirt. The consensus of the Council was to go with a dark green color. Member Brewer commented it was the sport tech mesh at \$21 each, forest green. Chairperson Keever entertained a motion. **Member Horvath moved to purchase the shirts from Carson Screen Printing not to exceed \$300 in order to have them for the Arbor Day celebration. Member Ozawa seconded the motion. Motion carried 6-0.** Chairperson Keever suggested ordering six shirts and one for the new Council member when that person comes on board.

3(G) DISCUSSION AND POSSIBLE ACTION REGARDING SELECTION OF SHADE TREE COUNCIL MEMBERS TO ACT AS COUNCIL LIAISONS WITH VARIOUS STATE AND CITY OFFICES OR BOARDS (6:08:54) - Chairperson Keever introduced the item. A listing of the 2009 member liaison assignments is incorporated into the record. Discussion ensued regarding assignments. Chairperson Keever advised that a Member attends the meetings and if anything would impact the STC, bring the information to the Council in order to take action. Member Ozawa is very active in GROW and agreed to serve on Cooperative Extension. Member Trenoweth advised that he goes to every meeting unless he's out of town. Member Horvath stated that he will serve on the Carson River Advisory Council and Downtown Design Review. Chairperson Keever stated that she will serve on the State committees and Historic Resources. It was the consensus of the Board that Nevada Shade Tree Council, Public Works and Redevelopment Authority Citizens Committee would be taken as needed.

4. NON-ACTION ITEMS

STATUS REPORTS AND COMMENTS FROM STAFF (6:13:19) - Member Brewer expressed concern that Item 3(A) was not addressed. Chairperson Keever advised that a quorum was present so there was no need to address it. She explained that Item 3(A) concerns an absence by a Member and that person must notify Mr. Moellendorf or the Chair of their absence. When there are no absences and a full quorum is present, no action is needed. Mr. Moellendorf advised that when all Council members are present, there is no action on the item and currently all members are present outside of the vacancy. He said that, technically it's not a quorum as they could operate with four Members and have a quorum.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:14:35) - Member Horvath stated that he has spoken with Jed Block who had some questions regarding the trees by Comma Coffee. In response to a question, Mr. Moellendorf replied that the trees that were going to be removed were by 5th and Curry Streets. He stated that Public Works advised that the trees were uplifting the sidewalks, had considerable dead wood and were going to be removed. He cautioned that this is an area for no discussion but the matter can be agendized. In response to another question, Mr. Moellendorf replied that the City's development ordinance has tree replacement standards regarding development or converting areas into new types of development. It will be agendized for a future meeting.

CARSON CITY SHADE TREE COUNCIL
Minutes of the April 1, 2009 Meeting
Page 5

Chairperson Kever noticed a lot of topped trees and would like to sponsor a pruning workshop for Carson City citizens. Mr. Moellendorf indicated that the proper method is to make an observation and request adding it as a future agenda item.

Vice Chairperson Shirk reminded everyone that landscape standards with diagrams and illustrations are on Carson City's homepage. She stated that Carson Pride Week is the 6th through the 9th and the City will help spring clean. She advised that the City has teamed with 1-800-GOT-JUNK and the landfill. She mentioned a unique way to help Save The Trees - switch to recycled content toilet paper. She advised switching one roll saves 470,000 trees, which translates to 1.2 million cubic feet less landscape space and saves 169 million gallons of water. Trader Joe's and Seventh Generation sell recycled content toilet paper. She met with the Public Works Department regarding the blue recycling bins and was advised that it will be many years before the City has enough money to retrofit their trucks. She also advised that in the month of January, the City used 6-8 million gallons of water a day. In June it will jump to 20-25 million gallons a day. She reminded everyone to be cautious of water regulations.

5. FUTURE AGENDA ITEMS (6:24:18) - Member Horvath would like to present a tree art sculpture in June. Member Ozawa asked to include evidence of tree care.

6. ACTION ON ADJOURNMENT (6:24:45) - Chairperson Kever entertained a motion to adjourn. Member Ozawa moved to adjourn the meeting at 6:24 p.m. Member Brewer seconded the motion and it carried unanimously.

The Minutes of the April 1, 2009 Carson City Shade Tree Council meeting are so approved this 5th day of August, 2009.

LEE-ANN KEEVER, Chair