

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 5, 2012 Meeting

Page 1

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, December 5, 2012, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Kyle Horvath
Vice Chairperson Gianna Shirk
Member Terrill Ozawa
Member Ray Saliga
Member Roy Trenoweth

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Tamar Warren, 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's Office, and available for review during regular business hours.

CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:30:13) – Chairperson Horvath called the meeting to order at 5:33 p.m. Roll was called and a quorum was present. Member Brewer was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:35) – Chairperson Horvath entertained citizen comments. David Howlett, Urban and Community Forestry Program Coordinator, announced that the Urban Inventory Funding through the Western Competitive Grant they had applied for had a high ranking, even though it had not yet been awarded. He also delivered an application to the Council and to Mr. Moellendorf. Mr. Howlett stated that they were working on another grant to have UNLV and UNR students create a software application for an inventory database, preferably to use with Smartphones.

1. ACTION ON APPROVAL OF MINUTES (5:32:27) – Chairperson Horvath introduced the item. **Member Ozawa moved to approve the minutes of the August 1 and October 3, 2012 meetings. The motion was seconded by Vice Chairperson Shirk. Motion carried 5-0.**

2. MODIFICATIONS TO THE AGENDA (5:33:50) – Mr. Moellendorf requested discussing agenda item D prior to agenda item B.

3. MEETING ITEMS:

A. FOR POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING. (5:34:50) – Member Brewer was absent as excused.

B. FOR DISCUSSION ONLY: REVIEW AND ANALYSIS OF THE 2012 FALL TREE CARE SEMINAR ON THE FOLLOWING POINTS: SPEAKERS' TOPICS, CATERING OVERALL IMPRESSION, OVERALL COST, SUGGESTIONS FOR NEXT YEAR, GATHER PICTURES AND MATERIALS FOR THE TREE CITY USA AWARD. (5:39:40) – Chairperson Horvath introduced the item. Member Saliga noted that the content could be expanded to a larger audience. Mr. Moellendorf clarified that the seminars have been geared toward tree care professionals, but agreed that some could be interesting to the general public as well. He also expressed disappointment in the low turnout, but understood that many companies had cut back on seminar expenses. Member Saliga suggested making it a Cooperative Extension workshop as well. Discussion ensued regarding weekday versus Saturday seminars. Mr. Moellendorf suggested making the preferred day part of the survey. Vice Chairperson Shirk suggested using the water bill as a promotion vehicle. Mr. Moellendorf noted that the lunch catered by the High School Culinary Program was exceptional and Chairperson Horvath stated that many attendees had preferred the hands-on aspect of the seminar. Mr. Moellendorf suggested having a knot-tying hands-on class in the future. Member Ozawa noted that the comments from the audience were very positive. Chairperson Horvath entertained citizen comments; however, none were forthcoming.

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 5, 2012 Meeting

Page 2

C. FOR DISCUSSION ONLY: FUNDRAISING OPPORTUNITIES, NOT JUST FOR INVENTORY PROJECT, BUT ALSO FOR INCREASING THE SHADE TREE COUNCIL'S BUDGET. (5:53:17) – Chairperson Horvath introduced the item. Vice Chairperson Shirk suggested having seminars for the general public. Planting, pruning and other trimming ideas were discussed. Other ideas such as having a half-day seminar prior to the Arbor Day event and a silent auction were discussed. Another suggestion was to have a corporate sponsor for the Fall Tree Care Seminar. Chairperson Horvath entertained citizen comments; however, none were forthcoming.

D. FOR DISCUSSION ONLY: WEB PAGE AND ANALYZE PROPOSED OUTLINE FOR NEW WEBSITE. (4:35:52) – Chairperson Horvath introduced the item. John Wilkinson, Carson City IT Director, introduced himself. Chairperson Horvath summarized the Council's previous activities regarding the website and informed Mr. Wilkinson of an outline they had developed. He also wished to see the current information organized differently, and in a more easy-to-read and user-friendly fashion. Mr. Wilkinson explained that his department would do the work; however, the content and the links would have to be provided by the Council. It was agreed that Chairperson Horvath would provide pictures and other information as needed to Mr. Wilkinson. Member Saliga received confirmation that he could upload photos as needed, and Mr. Wilkinson agreed to provide his staff's contact information. Chairperson Horvath entertained citizen comments; however, none were forthcoming.

E. FOR DISCUSSION ONLY: DISCUSS THE CURRENT STREET TREE PROGRAM AND SUGGEST WAYS TO IMPROVE THE PROGRAM IN REGARDS TO ANALYZING CURRENT EXPENSES OF THE PROGRAM, INCREASE TREE OPTIONS, AND SUGGEST A TRACKING/REGISTRATION SYSTEM. (6:02:03) – Chairperson Horvath introduced the item. Mr. Moellendorf noted that this program had been put on hold several years ago when, due to budget cuts, the contractual arborist position had been eliminated. He also described the process of how the arborist would help a homeowner select a tree, the homeowner would purchase the tree, and the City would plant it. Mr. Moellendorf noted that very limited funds are left in that line item, and since the program is no longer available, the funds were used to plant trees in highly visible areas in the City. Mr. Moellendorf believed that the program struggled due to lack of publicity. Member Ozawa suggested soliciting the assistance of the Chamber of Commerce to help "get the word out". Chairperson Horvath entertained citizen comments; however, none were forthcoming.

F. REPORTS ONLY – NO DISCUSSION AMONG MEMBERS OR WITH STAFF WILL TAKE PLACE ON THESE ITEMS.

STATUS REPORTS AND COMMENTS FROM STAFF

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:08:30) – Chairperson Horvath introduced the item. Member Ozawa noted that she had donated four trees to the "Orchard Project". Vice Chairperson Shirk reminded the Council that there were only two meetings until Arbor Day, and suggested receiving periodic communication from the Chair, without any responses from the Members, in order not to violate the Open Meeting Law. She also announced that she might not be present at Arbor Day as she had joined the U.S. Navy Reserves and would be gone for six months.

4. FUTURE AGENDA ITEMS (6:09:50) – Previously discussed.

5. CITIZEN COMMENTS (6:10:21) – Chairperson Horvath entertained public comments; however, none were forthcoming.

6. ACTION ON ADJOURNMENT (6:11:02) – Chairperson Horvath entertained a motion for adjournment. **Member Ozawa moved to adjourn. The motion was seconded by Vice Chairperson Shirk. The meeting was adjourned at 6:11 p.m.**

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 5, 2012 Meeting

Page 3

The Minutes of the December 5, 2012 Carson City Shade Tree Council meeting are so approved this 25th day of March 2013.

KYLE HORVATH, Chair