

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 Thursday, May 24, 2007 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Carol Roberts
Vice Chairperson Lee-Ann Keever
Carole Brewer
Rex Harold
Terrill Ozawa
Roy Trenoweth

STAFF: Kathleen King, Recording Secretary

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

CALL TO ORDER AND DETERMINATION OF A QUORUM (1-0007) - Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Shirk was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0012) - None.

1. ACTION ON APPROVAL OF MINUTES - April 26, 2007 (1-0014) - Member Brewer moved to approve the minutes. Member Harold seconded the motion. Motion carried 5-0-1, Vice Chairperson Keever abstaining.

2. MODIFICATIONS TO THE AGENDA (1-0020) - Chairperson Roberts modified the agenda to address item 3-C upon Mr. Moellendorf's arrival.

3. AGENDA ITEMS:

3-A. DISCUSSION ONLY OF ARBOR DAY CELEBRATION HELD ON FRIDAY, APRIL 27, 2007 (1-0029) - Chairperson Roberts introduced this item, and requested input of the council members. The council members' comments indicated a consensus that the event was excellent. Chairperson Roberts advised of a video created by a Nevada Division of Forestry representative. She offered to provide copies to the council members. Discussion of the event details followed, and Chairperson Roberts requested input of the council members with regard to areas of improvement. Vice Chairperson Keever advised of having received feedback that the Capital Christian School students are excited about next year's poster contest. Chairperson Roberts advised that poster contest winner Rhythm Roberts' teacher, as well as members of her family, accompanied her to the event. Member Ozawa advised of having sent a CD of the event photographs to Member Shirk, and Chairperson Roberts advised that a copy will be needed for the council archives.

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3-B. DISCUSSION AND POSSIBLE ACTION TO DETERMINE WHEN AND UNDER WHAT CIRCUMSTANCES TO CONFER ON THE FIRST RECIPIENT THE NEWLY CREATED “TREADWAY” AWARD (1-0100) - Chairperson Roberts introduced this item, and requested input of the council members. Member Trenoweth suggested conferring the award at the Fall Tree Care Seminar. Chairperson Roberts suggested the award could also be conferred at a Board of Supervisors meeting. Discussion followed, and consensus of the council was to announce the award recipient at the Fall Tree Care Seminar and to confer the award at the second Board of Supervisors meeting in October. Chairperson Roberts requested input of the council members regarding design of the award plaque and where it should be displayed. Member Harold suggested designing one plaque for the recipient and one for the City to which a brass plate could be added each year. Member Brewer volunteered to contact Management Assistant Janet Busse in the City Manager’s Office with regard to getting an item agendaized for the second Board of Supervisors meeting in October, and to contact a Presbyterian Church representative. Member Ozawa and Vice Chairperson Kever offered their assistance to Member Brewer.

Discussion took place with regard to the plaque design. Member Ozawa and Member Brewer offered to design the plaque, to research costs, and to report back to the council at the August meeting. Chairperson Roberts entertained a motion. **Member Ozawa moved to present the Treadway Award to Presbyterian Church Pastor Kochsmeier at the second Board of Supervisors meeting in October, and to announce the award recipient at the Fall Tree Care Seminar. Member Trenoweth seconded the motion. Motion carried 6-0.**

3-C. DISCUSSION AND POSSIBLE ACTION CONCERNING WHAT TO DO WITH THE FUNDS ACCRUED BY THE CARSON CITY SHADE TREE COUNCIL (1-0683) - Chairperson Roberts advised that she meets monthly with Parks and Recreation Director Roger Moellendorf. She provided an overview of the agenda materials pertinent to this item, and read into the record an e-mail from Donna Curtis. She advised that Mr. Moellendorf had conveyed the council’s discussion of this item to Parks and Recreation Department staff, who indicated a preference for planting trees at the Mills Park Arboretum. Chairperson Roberts explained that the Ronald D. Wilson Memorial Park construction will not be completed and the park ready for landscape for approximately one year. She advised that if the council preferred to plant trees at the Ronald D. Wilson Memorial Park, the funding could be earmarked accordingly. Discussion took place with regard to water availability at the park. Member Brewer commended the Mills Park Arboretum Plan, but expressed a preference for establishing a Shade Tree Council grove. Additional discussion took place with regard to various methods for designating the council grove. Member Trenoweth expressed support for establishing the council grove at the Ronald D. Wilson Memorial Park. Member Ozawa expressed a preference for planting drought-tolerant trees. In response to a question, Chairperson Roberts advised she would request Parks staff to review the Mills Park Arboretum Plan at the next council meeting. Consensus of the council was that no action was necessary.

3-D. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2007 FALL TREE CARE SEMINAR (1-0345) - Chairperson Roberts introduced this item, and provided an overview of the agenda materials. She advised of having received permission to work with Contract Urban Forester Molly Sinnott to develop seminar topics. She further advised of having received feedback regarding an interest in topics more pertinent to Carson City and this region. Discussion followed, and consensus of the council was to include a seminar topic regarding vulnerable trees. Vice Chairperson Kever suggested asking State Archivist Guy Rocha to provide a presentation on the history of Carson City trees, to include information on George Washington Ferris and Aaron Treadway.

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Chairperson Roberts provided an overview of the table of recommended seminar speakers, included in the agenda materials. She provided background information on Sparks City Forester Mike Phillips, and suggested him as a possible speaker. Member Trenoweth expressed a preference for Dale Carlin, of Rail City Nursery. In response to a question, Member Ozawa advised that she will be developing a crossword puzzle as an activity for the seminar luncheon. Member Brewer suggested providing a gift certificate from Greenhouse Garden Center to whoever completes the crossword puzzle in the allotted time. Member Trenoweth advised he had not yet been able to reach Reservation Coordinator Gail Schroeder with regard to reserving the Sierra Room. Discussion followed, and Member Trenoweth advised he would contact Administrative Assistant Daria Petrenko instead.

Chairperson Roberts reminded the council members that many of the seminar details will need to be finalized by the August council meeting. In response to a question, she advised Member Brewer to purchase the gift certificate closer to the August council meeting, and to provide the receipt for reimbursement at that meeting. No formal action was taken.

3-E. DISCUSSION AND POSSIBLE ACTION CONCERNING THE SELECTION OF THE FORM TO BE USED TO RECORD COUNCIL MEMBERS' HOURS (1-0520) - Chairperson Roberts introduced and provided background information on this item. Discussion followed, and Member Brewer expressed a preference for using the new form. Consensus of the council was that a special time sheet would be developed for any grant funded project. Chairperson Roberts entertained a motion. **Member Ozawa moved to use the new form to record volunteer hours. Vice Chairperson Kever seconded the motion. Motion carried 6-0.**

3-F. DISCUSSION AND POSSIBLE ACTION CONCERNING POSSIBLE APPLICATION FOR A TREE CITY USA GROWTH AWARD (1-0626) - Chairperson Roberts introduced this item, and advised that a Growth Award had been conferred in 2000. In response to a question, she explained the significance of a Tree City USA Growth Award. Member Trenoweth requested to review Growth Award information and criteria at the August council meeting.

4. NON-ACTION ITEMS

STATUS REPORTS AND COMMENTS FROM STAFF (1-0867) - None.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (1-0869) - Member Harold advised of having attended the Nevada Shade Tree Council meeting yesterday. Vice Chairperson Kever discussed details of a memorial tree planting scheduled for Wednesday, May 30th at 2:00 p.m. in Mills Park. She acknowledged that the event will be video recorded. A brief discussion took place with regard to whether or not to publish a Notice of Possible Quorum. In response to a question, Vice Chairperson Kever advised that Parks Division staff would be selecting the tree. Member Brewer advised that she would be discussing with Vice Chairperson Kever publicity for the council's Certificate of Recognition program. Member Ozawa reported that catalpa trees around town "seem to be in trouble." She will be investigating the situation further. Chairperson Roberts discussed a presentation made, by the Incline Village Parks and Recreation Director, at the Nevada Shade Tree Council regarding the America In Bloom program. She advised that Incline Village was recently designated a Tree City USA. Chairperson Roberts reported on a recent meeting she attended with Planning Division staff, representatives

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of the Builders Association of Western Nevada, a contractor, and a landscape architect to discuss concerns regarding the landscape maintenance ordinance. She further reported that Member Shirk is continuing to work on a brochure, a draft of which was circulated at last month's council meeting.

5. FUTURE AGENDA ITEMS (1-1066) - Chairperson Roberts reviewed the tentative agenda for the August council meeting, which items will include the Fall Tree Care Seminar, the Certificate of Recognition program, residential construction tax grants, the Tree Selection Guide, and a presentation by Parks and Recreation Department staff on the Mills Park Arboretum Plan. She will re-agendize discussion and action regarding allocation of Shade Tree Council funds and an item regarding the Treadway Award. She requested input of the council members regarding future agenda items; however, none was provided.

6. ACTION ON ADJOURNMENT (1-1093) - Member Ozawa moved to adjourn the meeting at 6:29 p.m. Vice Chairperson Keever seconded the motion. Motion carried 6-0.

The Minutes of the May 24, 2007 Carson City Shade Tree Council meeting are so approved this 23rd day of August, 2007.

CAROL ROBERTS, Chair