

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, February 4, 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
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 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 AND DETERMINATION OF QUORUM (5:31:35) - Chairperson Keever called the meeting to Order at 5:31 p.m. Roll was called and a quorum was present.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:54) - None.

1. ACTION ON APPROVAL OF MINUTES - November 20, 2008 and December 12, 2008 (5:32:02) - Member Ozawa noted a correction to the spelling of Vice Chairperson Shirk's name on page one of the November 20th minutes. Member Ozawa moved to approve the minutes of November 20, 2008, as amended. Member Brewer seconded the motion. Motion carried 6-0. Member Brewer moved to approve the minutes of December 12, 2008. Member Ozawa seconded the motion. Motion carried 6-0.

2. MODIFICATIONS TO THE AGENDA (5:34:06) - None.

3. AGENDA ITEMS:

3(A) DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING (5:34:15) - Chairperson Keever noted all the members were present.

3(B) ACTION REGARDING THE ELECTION OF THE COUNCIL CHAIRPERSON AND VICE CHAIRPERSON (5:34:25) - Member Brewer moved to reappoint Lee-Ann Keever as chairperson. Member Ozawa seconded the motion. Motion carried 6-0. Member Ozawa moved to appoint Gianna Shirk as vice chairperson. The motion was seconded. Motion carried 6-0.

3(C) DISCUSSION ONLY OF POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL REGARDING MEMBERSHIP VACANCIES AND POSSIBLE MEMBERSHIP

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APPOINTMENTS (5:35:10) - Chairperson Kever introduced this item. In response to a question, Mr. Moellendorf advised of having checked with the City Manager's staff, who informed him there had been no applications submitted. He invited any interested citizen to submit an application to Management Assistant Rose Gardner at City Hall.

3(D) ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS AN APPLICANT FOR MEMBERSHIP TO THE SHADE TREE COUNCIL (5:35:48) - Deferred.

3(E) DISCUSSION AND POSSIBLE ACTION REGARDING THE COUNCIL'S BUDGET (5:35:52) - Chairperson Kever introduced this item. In response to a question, Mr. Moellendorf indicated that all 2008 expenses are current with a balance of \$10,446 remaining. In response to a further question, Mr. Moellendorf suggested that some of the funds should be used to carry over to activities, i.e., the Arbor Day Ceremony and Fall Tree Care Seminar. He further suggested retaining it to see what type of commitment is involved before any further decisions were made. In response to a question, Chairperson Kever recalled that the council's expenses and income are essentially the same each year as reflected in the agenda materials. Consensus of the council was that no formal action was necessary.

3(F) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 ARBOR DAY CELEBRATION TO BE HELD APRIL 24, 2009 (5:37:08) - Chairperson Kever introduced this item, and solicited input of the council members. In response to a question, member Trenoweth suggested holding the Arbor Day Celebration at Ronald D. Wilson Memorial Park. In response to a question, Mr. Moellendorf advised that the location would be fine as far as the Parks Department is concerned. He acknowledged that the irrigation system at the park is complete. Chairperson Kever entertained a motion as to the location of the Arbor Day Celebration. **Member Trenoweth moved to hold the 2009 Arbor Day Celebration at the Ronald D. Wilson Memorial Park. Member Ozawa seconded the motion. Motion carried 6-0.**

(5:40:25) Chairperson Kever solicited input of the council members regarding the George Washington Ferris Award recipient. In response to a question, she reviewed the nomination criteria. She indicated that the History Class at the college wanted to nominate Jo Salisbury who had planted a number of trees at Fuji Park several years ago. Member Horvath suggested a business on Arrowhead Drive which completed extensive landscaping last year. Discussion took place regarding possible nominees including Quail Park, and at Vice Chairperson Shirk's suggestion, each member should tour the city within the next couple of weeks. Viewers' suggestions were also solicited. Qualifications include an organization or person within Carson City, trees must be planted for a minimum of 3 years, and have to be visible from the road. It was suggested that the council meet again in the next 2-3 weeks with further nominees.

In response to a comment regarding the Arbor Day celebration, Chairperson Kever indicated that Assemblyman Parnell and Senator Amodei have been supportive of the council in the past, so perhaps they could be asked to do a joint presentation of the George Washington Ferris Award. It was suggested that if a legislator was unavailable, then perhaps Roger Moellendorf could handle the presentation. Susan Stead of State Forestry also needs to be contacted as they are sending a Tree City USA award. A vote at the December meeting was to consider purchasing one of the trees at the ice skating rink. In response to a

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question, Mr. Moellendorf indicated that the Park will have everything needed and his staff will determine the best location for the tree. In response to a further question, Mr. Moellendorf indicated that the Park would handle any type of tree, whether broadleaf, conifer or evergreen.

Another suggestion was to invite Smokey the Bear, law enforcement, the fire department, and the boy and girl scouts to participate. In response to a suggestion, Member Horvath agreed to draft an invitation and press release to invite all of the different groups. Mr. Moellendorf indicated that his office could assist Mr. Horvath with that project. Chairperson Keever deferred item 3(F) for 2-3 weeks.

3(G) DISCUSSION AND POSSIBLE ACTION REGARDING THE 2009 FALL TREE CARE SEMINAR (5:50:50) - Urban Forester Consultant Molly Sinnott provided background information on a July 2001 joint meeting of the Shade Tree Council and the Western Chapter of International Society of Arborists which gave the Shade Tree Council west coast recognition. She inquired as to whether the council would entertain the idea of participating again. In response to a question, Ms. Sinnott indicated that 50 people attended last year, but normally 80-90 attend. She discussed the Cosponsor Agreement which was circulated to the members and made a part of the record. In response to a question regarding the profit margin, Ms. Sinnott indicated that she would need to report back to the council at the next meeting. In response to a further question, Ms. Sinnott indicated she would need to know by early summer as to whether the Shade Tree Council would be interested in a joint meeting. Mr. Moellendorf discussed the benefits of partnering with Ms. Sinnott and advised that due to the economy some employers may be cutting back on their training opportunities. Member Brewer voiced her concern that the council's operating income is generated by the Fall Tree Care Seminar and asked if this would be in lieu of that seminar. Chairperson Keever indicated that this matter would be scheduled for a more in-depth discussion at the April meeting.

3(H) DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL'S PARTICIPATION IN A RETREAT WHICH WOULD PROVIDE THE MEMBERS AN OPPORTUNITY TO ASSESS THE COUNCIL'S GOALS AND FURTHER DEVELOP THOSE GOALS IN ORDER TO GUIDE THE COUNCIL THROUGH 2009 (6:06:50) - Chairperson Keever introduced this item, and Mr. Moellendorf discussed the purpose for scheduling a goal setting workshop and indicated that the reason this is important is that the Board of Supervisors will be conducting their own strategic planning session on March 6-7. The Board and department heads will be developing their goals regarding the direction they'd like the City to move in the coming years. He further advised that this is an excellent opportunity to obtain information they put together and distribute it to staff and advisory committees so it gets a "top down" direction of how the Board sees the growth and direction the City should move into. That information can be discussed at the goal setting workshop and the council can make recommendations and help them move in that direction. He said it's a unique opportunity, and traditionally recommendations come from advisory councils and move up to the Board of Supervisors where in theory there should be direction coming down from the Board of Supervisors to the committees, and then recommendations going back up to the Board. He also said that the other advantage to this opportunity is for the council to do some self reflection and look at things done in the past and whether they want to keep doing these things or try something different. He said staff would be willing to help in this session and discussed the possibility of bringing in an outside facilitator. He said there was a lot of

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flexibility in performing this and that traditionally they've been held on Saturdays, but don't have to be. He said it would make sense to have it after the Board of Supervisors meets on March 6-7. In response to a question, he advised that the workshop would be open to the public and noticed according to the provisions of the Nevada Open Meeting law. The public could attend and if they have any ideas on what direction the council should go, they'd be welcome to participate. Following discussion, consensus of the council was to agendize discussion of a goal setting workshop for the April council meeting. In response to a question, Mr. Moellendorf discussed the possibility of a workshop facilitator. Member Horvath expressed support for the workshop. Item 3(H) was deferred to the April meeting.

3(I) DISCUSSION AND POSSIBLE ACTION REGARDING THE REPLACEMENT OF THE COUNCIL MEMBERS' OFFICIAL CARSON CITY SHADE TREE COUNCIL SHIRTS (6:15:14) - Chairperson Keever introduced and provided background information on this item. Member Horvath reviewed research information, including t-shirt materials and costs. It was noted that the council is not required to order from a specific vendor. Chairperson Keever suggested that the shirts should be more uniform as everyone's collar and cuff is a different color. She also suggested that each council member's name be embroidered on their shirt in lieu of name tags. Member Horvath advised he will try to obtain sample shirts for the council to choose from. Item 3(I) was deferred to the April meeting.

3(J) DISCUSSION REGARDING THE STATUS OF THE SHADE TREE COUNCIL'S 2008 APPLICATION TO THE NATIONAL ARBOR DAY FOUNDATION FOR THE ANNUAL RENEWAL OF ITS TREE CITY USA STATUS (6:19:29) - Chairperson Keever introduced this item. In response to a question, Mr. Moellendorf advised that the application had been completed and submitted. Member Horvath inquired as to ordering Tree City USA stickers. Mr. Moellendorf indicated that National Arbor Day has bumper stickers and window decals which are nice free handouts during their ceremonies.

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM STAFF (6:21:22) - Mr. Moellendorf advised that a new Tree City USA highway entrance sign for the 395 north entrance arrived at the Parks Department. Staff has contacted NDOT representatives, who will soon install the signage.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:22:27) - Member Ozawa expressed concern over severe tree topping and pruning around town. Discussion ensued and Mr. Moellendorf cautioned the council that this part of the meeting is mainly for announcements and reports and very little discussion. He advised that if an item needs further discussion, it could be agendized for a future meeting.

5. FUTURE AGENDA ITEMS (6:24:05) - Consensus of the council was to agendize discussion of severe tree topping and pruning around town. Chairperson Keever reviewed the agendas for the special meeting and the regular April council meeting which include discussion about the Fall Tree Care Seminar, participation in a retreat, t-shirts, and a report on the status of the Tree City USA award.

6. ACTION ON ADJOURNMENT (6:25:35) - Chairperson Keever entertained a motion to adjourn.

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Member Ozawa moved to adjourn. Member Horvath seconded the motion. Motion carried 6-0.

The Minutes of the February 4, 2009 Carson City Shade Tree Council meeting are so approved this 1st day of April, 2009.

LEE-ANN KEEVER, Chair

*Minutes transcribed by Jano Barnhurst, Recording Secretary, February 18, 2009