

CARSON CITY SHADE TREE COUNCIL

Minutes of the June 2, 2010 Meeting

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A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, June 2, 2010, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Member Carole Brewer
Member Terrill Ozawa
Member Jens Peermann

STAFF: Roger Moellendorf, Parks and Recreation Department Director
John Wilkinson, Information Services 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-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:29:21) -

Chairperson Keever called the meeting to Order at 5:30 p.m. Roll was called and a quorum was present. Vice Chairperson Shirk, and Members Horvath and Trenoweth were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:07) – None.

1. **ACTION ON APPROVAL OF MINUTES (5:30:28) - Member Brewer moved to approve the April 7, 2010 meeting minutes. The motion was seconded by Member Ozawa. The motion carried 4-0.**

2. **MODIFICATIONS TO THE AGENDA – None.**

3. **AGENDA ITEMS:**

3-A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING

3-B. DISCUSSION AND POSSIBLE ACTION REGARDING THE COUNCIL'S WEB PAGE ON CARSON CITY'S WEB SITE (5:31:07) – Mr. Wilkinson presented the City's new website, www.carson.org, which, he stated, is much easier to use. The e-mail addresses would now read the user's first initial and last name @carson.org. The old e-mail addresses would still work during the transition. The Council's page would be reached directly by using the URL www.carson.org/shadetreecouncil. The agenda page could be simplified and separated from other meeting agendas. Videos could also be linked to the page. In response to a question, Mr. Wilkinson said he believed streaming live meetings was possible, but that he would check on this item to make certain. The page was also linked to a tour of the parks. An account was already set up for the Council to be followed on Twitter, but being followed would depend on fresh content. The most recent Council goals, from the May 6, 2009 workshop, were also posted on the site. Changes to web page content and links could be made anytime, and YouTube, Picasa or Flickr could be used to link photos or videos more efficiently. In response to a question by Member Peermann, Mr. Wilkinson confirmed that with a user ID and password, members could upload their own photos, videos, or agendas, however, non-routine content would be loaded by IT staff. He also stated that an author's name would be acceptable on brochures and content on the site, however, if the piece resembled an ad, an attorney's opinion would be sought.

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Chairperson Kever said that she liked what she saw, and in response to her question, Mr. Wilkinson stated that new content could be funneled through IT staff or through Mr. Moellendorf.

3-C. DISCUSSION ONLY REGARDING THE 2010 ARBOR DAY CELEBRATION HELD ON APRIL 30, 2010 (5:46:59) – Member Brewer reported that this year’s Arbor Day Celebration had been outstanding, with more participation than previous years. Chairperson Kever mentioned that she had driven by the tree today which was branching out nicely. Member Ozawa thought that the enthusiasm shown by all the winners was contagious, but unfortunately, the photos she had taken had been lost on her computer. Chairperson Kever mentioned that in the future, trees should be placed on city property instead of state property, to avoid additional state regulations. She also said that the Nevada Appeal had printed 3 of Member Peermann’s photos. On improvements, Member Brewer suggested having a seating area for the disabled, which could not have happened this time due to an 1870’s law of no seating on, and abuse of state property, including lawns. The Council was also advised to think about where to hold the event next year.

3-D. DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL’S ART TREE PROJECT AND TREE INITIATIVE (5:50:45) - This agenda item was postponed until the next meeting, since Member Horvath and Vice Chairperson Shirk were absent, and they would be the ones reporting on the project.

3E. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2010 FALL TREE CARE SEMINAR (5:51:36) – Member Brewer mentioned that the seminar has been successful every year. **Member Brewer moved to have this year’s seminar on November 3 or 4, 2010, based on the room availability. Member Peermann seconded the motion. The motion carried 4-0.** It was also agreed that Chairperson Kever would ask Member Trenoweth to reserve the room, and that Member Brewer would be responsible for the catering. Chairperson Kever suggested inviting the Sacramento Shade Tree Initiative members to share their efforts and experiences. She also suggested discussing the door prizes, and a possible reduction of entry fees, during the August 4, 2010 meeting.

3F. DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL’S GOALS FOR 2010-2011 (6:00:01) – Chairperson Kever stated that the Council’s goals were set in May 2009, during a workshop. Mr. Moellendorf distributed the May 2009 goals, and Member Peermann suggested e-mailing the PDF version to the Council members who were absent that day. After a discussion on whether meeting agendas and minutes could be downloaded off the web site, to save printing costs, it was agreed the Council members would be polled, to ensure they had access to the web. **Member Ozawa moved to postpone the discussion of the Shade Tree Council’s goals for 2010-2011 until August, so that the full complement of the Shade Tree Council could be in attendance for the discussion. Member Peermann seconded the motion. Motion carried 4-0.**

3G. DISCUSSION AND POSSIBLE ACTION REGARDING FUND-RAISING EFFORTS BY THE COUNCIL (6:05:41) - Chairperson Kever mentioned that the Council was self-supporting and depended on fund raisers to accomplish its goals. Mr. Moellendorf relayed a discussion with a Deputy District Attorney, who has reminded him that the Council had no authority to create sub-committees, but that Council members could be assigned to volunteer for projects without circumventing the Open Meeting Law. He also stated that the Fall Tree Care Seminar was more of an outreach to the public than a fund raiser. Instead, the Foundation for the Betterment of Parks and Recreation, a 501(c)(3) organization chaired by Fred Stanio, could be used to raise funds for the City. Council members could join the Foundation, should they desire. Member Ozawa suggested a public recognition, in the form of a “Giving Tree”, as a fundraising idea to bring to the Foundation. Member Peermann volunteered to be the Council’s contact to the Foundation and stated that he also had ideas for

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fundraising. Chairperson Keever asked Member Peermann to keep the Council informed of the Council's activities. It was also agreed to revisit this discussion at the next meeting.

3H. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE THE CREATION OF A BROCHURE TO INFORM PROFESSIONALS AND POSSIBLY THE PUBLIC OF INFORMATION RELATING TO THE TREES OF CARSON CITY AND THE NEWLY ADOPTED LANDSCAPE DEVELOPMENT STANDARDS (6:24:02) – Mr. Moellendorf stated he would put together a Board Action Report and bring the brochure to the June 17th Board of Supervisors (BOS) meeting, as a consent agenda item. Chairperson Keever encouraged the Council members to be present at that BOS meeting, and encouraged everyone to wear their Shade Tree Council T-shirts. Member Peermann reminded the Council that the printing costs must still be approved. He was awaiting a bid from the State Printing Office for the 20,000 brochures, 17,000 of which would go out with the July water bills, and the balance would be located on the counter in City Hall. **Member Brewer moved that Mr. Moellendorf have the authority to award the printing project to the lowest qualified bidder, and once complete, to ensure it be mailed with the July water bill, based upon the approval of the BOS. The motion was seconded by Member Ozawa. The motion carried 4-0.**

3I. DISCUSSION AND POSSIBLE ACTION ON THE COUNCIL'S SPONSORSHIP OF A SUMMER TREE CARE WORKSHOP (6:32:07) – Chairperson Keever stated that she had received questions during the Arbor Day Celebration about workshops in the summer. The pruning workshop last September was well-received, with around 30 attendees. Member Brewer thought the idea was very good, but that it needed the right community involvement. Chairperson Keever offered to consult with the Greenhouse Garden Center to see if they would do a tree-care seminar. She would convey their response during the August meeting.

3J. DISCUSSION ONLY REGARDING THE ROOP STREET EXPANSION PROJECT (6:33:57) – Chairperson Keever pointed out that some trees could be victims of the Roop Street expansion project. Mr. Moellendorf mentioned that he had spoken to Darren Schulz, Deputy Director of Public Works, and was made aware that with the street expansion, the planting area would be smaller and fewer trees would be replaced. He also said that with three stages to the project, the street improvements could cause having less mature trees but would have many more shrubs. Member Ozawa asked if any provisions were being made to have someone accept the lost trees for transplanting. Mr. Moellendorf replied that most of the mature trees were either in poor condition or were over-mature.

4. NON-ACTION ITEMS (6:37:39) – There were no status reports from Staff. Member Peermann suggested having a Shade Tree Council guide or handbook. Mr. Moellendorf offered to work with the District Attorney's office and put together a handout for current and new members, and bring it to the Council. Member Ozawa brought several photos of the dogwood trees at the courthouse and asked for clarification on certain shrubs. Mr. Moellendorf agreed to find out what the shrubs were, and said he would report back to the council. Chairperson Keever mentioned that she had noticed, in the newspaper, that the Nevada Department of Transportation (NDOT) had contracted for tree-trimmings, and that she would remind NDOT of the ordinance that any tree trimmer working in the City must have an ISA-certified arborist on staff, and that they must possess a Carson City business license.

5. FUTURE AGENDA ITEMS - None

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6. ACTION ON ADJOURNMENT (6:42:30) - Member Ozawa moved to adjourn the meeting at 6:42 p.m. Member Brewer seconded the motion, and it carried unanimously.

The Minutes of the June 2, 2010 Carson City Shade Tree Council meeting are so approved this 4th day of August, 2010.

LEE-ANN KEEVER, Chair