

DRAFT MINUTES
Regular Meeting
Carson City Shade Tree Council
Wednesday, October 7, 2015 ● 5:30 PM
Community Center Sierra Room, 851 East William Street, Carson City, Nevada

Board Members

Chair – Gianna Shirk **Vice Chair – Gary Borst**
Member – Terrill Ozawa **Member – Jens Peermann**
Member – Roy Trenoweth

Staff

Roger Moellendorf, Parks and Recreation Department Director
Jennifer Mayhew, Deputy District Attorney
Tamar Warren, Deputy Clerk/Recording Secretary

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

An audio recording of this Carson City Shade Tree Council meeting is available on www.carson.org/minutes.

CALL TO ORDER

ROLL CALL AND DETERMINATION OF QUORUM (5:28:48) – Chairperson Shirk called the meeting to order at 5:28 p.m. Roll was called. A quorum was present.

| Attendee Name | Status | Arrived |
|----------------------|---------------|----------------|
| Gianna Shirk | Present | |
| Gary Borst | Present | |
| Terrill Ozawa | Present | |
| Jens Peermann | Present | |
| Roy Trenoweth | Present | |

PUBLIC COMMENTS

There were no public comments.

1. ACTION ON APPROVAL OF MINUTES.

(5:29:30) – MOTION: I move to approve the minutes of the August 5, 2015 Carson City Shade Tree Council meeting.

| | |
|---------------------|--|
| RESULT: | APPROVED (5-0-0) |
| MOVER: | Ozawa |
| SECONDER: | Peermann |
| AYES: | Shirk, Borst, Ozawa, Peermann, Trenoweth |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

2. MODIFICATIONS TO THE AGENDA

There were no modifications to the agenda.

3. MEETING ITEMS

A. FOR POSSIBLE ACTION: REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING.

(3:30:28) – All Council members were present.

B. PRESENTATION BY DALE CARLON ON THE CITY'S PUBLIC URBAN TREE INVENTORY. DALE CARLON WAS SELECTED TO PERFORM A COMPLETE INVENTORY OF CITY OWNED TREES INCLUDING TREES LOCATED ALONG STREETS, IN PARKS AND ON CITY OWNED LANDSCAPED AREA TREES.

(5:30:42) – Chairperson Shirk introduced the item.

(5:31:14) – Dale Carlon introduced himself and gave a description on the i-Tree software capabilities and presented the methodology by which Carson City's tree inventory was conducted. He also reviewed a spreadsheet containing the City's inventory data, which he noted would eventually be presented to the Board of Supervisors. Mr. Carlon explained that the total number of City trees was 5,674 which included available planting sites for new or replacement trees, adding that new trees would only be planted if an adjacent homeowner is willing to irrigate them. He also calculated \$254,801 in environmental benefits based on the i-Tree algorithm. In response to a question by Chairperson Shirk, Mr. Carlon indicated that the Parks and Recreation department had access to the reports and the software to make the necessary modifications as trees are removed or added. Mr. Moellendorf noted that the survey data was "already old" as the Public Works Department had added 17 trees since the completion of the inventory, and that with the new Downtown Streetscape Project, many other changes would be implemented; therefore, keeping the inventory current was critical. Member Ozawa was informed that trees planted on the new section of the freeway will also be included in the inventory.

PUBLIC COMMENTS

(5:56:00) – David Howlett, Urban and Community Forestry Program, Nevada Division of Forestry, encouraged creating a final report utilizing the data. He also explained that i-Tree is more of a snapshot and not a management tool, adding that monetizing the tree inventory would have a positive impact and would drive change. Mr. Howlett noted that he had been pricing management tools and encouraged the City to purchase their own after a few years. Member Peermann suggested publishing the final report so that the Carson City residents are aware of the information. Mr. Carlon stated that the inventory information could be found at www.dalecarlonconsulting.com. Vice Chair Borst was informed that the tree conditions were also noted in the inventory.

(6:06:48) – Rod Haulenbeek introduced himself and expressed his thanks for completing the inventory. He also commented that the snapshot was a great baseline that required constant updates.

C. FOR POSSIBLE ACTION: REGARDING THE PLANNING OF THE ANNUAL FALL TREE CARE SEMINAR. THE SHADE TREE COUNCIL HAS SELECTED THURSDAY, NOVEMBER 12, 2015 AS THE DATE FOR THE WORKSHOP. THE COUNCIL SET THE REGISTRATION FEE AT

\$45.00 IF REGISTERED BEFORE NOVEMBER 2, 2015 AND \$55.00 AFTER THAT DATE. THE THEME SELECTED FOR THE SEMINAR IS “CHALLENGES OF TREE CARE DURING DROUGHT.”

- **EXHIBIT A IS A LIST OF TOPICS AND POTENTIAL SPEAKERS.**
- **EXHIBIT B IS A TENTATIVE SCHEDULE FOR THE SEMINAR.**

THE FOLLOWING DECISIONS NEED TO BE DETERMINED:

- 1. ASSIGNMENTS FOR CONTACTING SPEAKERS.**
- 2. SCHEDULE OF SESSIONS.**
- 3. APPROVAL OF “SAVE THE DATE” MAILING.**
- 4. OTHER ITEMS THAT MAY COME UP THROUGH THE DISCUSSION..**

(6:10:47) – Chairperson Shirk introduced the item. She also noted a correction to the schedule on agenda item 3C, Exhibit B, stating that the event would take place between 8:00 a.m. and 2:30 p.m. Discussion ensued regarding the speakers and their topics and the schedule was amended as follows:

| TIME | SPEAKER | TOPIC |
|--------------------|------------------------|----------------------------|
| 7:30 – 8:00 a.m. | Registration/Breakfast | N/A |
| 8:15 – 9:00 a.m. | Dave Howlett | Agroforestry |
| 9:00 – 9:15 a.m. | Dale Carlon | Tree Inventory |
| 9:45 – 10:30 a.m. | Anna Higgins | Defensive Space |
| 10:30 – 11:15 a.m. | Tom Henderson | TBD |
| 11:15 – 1:00 p.m. | Lunch Break | N/A |
| 1:00 – 1:45 p.m. | Rod Haulenbeek | Planting Trees for Drought |
| 1:45 – 2:30 | Casey Schmidt | TBD |

The following responsibilities were outlined for the Council members.

- Member Peermann to finalize the “Save the Date” Flyer, which would mention the receipt of ISA credits by attendees.
- Vice Chairperson Borst to arrange for the breakfast.
- Member Ozawa to prepare the puzzle and to photograph the event.
- Member Trenoweth to manage the registration.

There were no additional public comments.

(6:32:03) – MOTION: I move to approve the “Save the Date” flyer for the November 12, 2015 Fall Tree Care Seminar to include the schedule [outlined above].

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| RESULT: | APPROVED (5-0-0) |
| MOVER: | Ozawa |
| SECONDER: | Peermann |
| AYES: | Shirk, Borst, Ozawa, Peermann, Trenoweth |
| NAYS: | None |
| ABSTENTIONS: | None |
| ABSENT: | None |

4. NON-ACTION ITEMS

A. REPORTS ONLY – NO DISCUSSION AMONG MEMBERS OR WITH STAFF WILL TAKE PLACE ON.

STATUS REPORTS AND COMMENTS FROM STAFF

There were no additional reports from Staff.

MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

(6:35 17) – Member Ozawa announced that a tree she had donated to the City had been “adopted” by the Aquatic Center. Member Peermann stated that he had attended a tree care seminar in South Lake Tahoe, adding that the topics were not relevant to Carson City because the landscape is different in the lake area. He also shared a brochure developed by [UNR] Cooperative Extension and inquired whether Carson City had mulching standards. Mr. Moellendorf offered to research the topic for a future meeting. Chairperson Shirk noted that the City’s watering was being monitored and warnings had been issued. She also thanked Staff for updating the Shade Tree Council pages on the City’s website and reminded the public of the two vacancies on the Council.

There were no public comments.

5. FUTURE AGENDA ITEMS

- The 2016 Arbor Day Celebration.
- Mulching recommendations.
- Vacancies on the Shade Tree Council.

6. PUBLIC COMMENTS

There were no public comments.

7. ACTION ON ADJOURNMENT

(6:40:50) – MOTION: Member Ozawa moved to adjourn. The motion was seconded by Vice Chairperson Borst. The meeting was adjourned at 6:41 p.m.

The Minutes of the October 7, 2015 Carson City Shade Tree Council meeting are so approved this, 2nd day of December, 2015.

GIANNA SHIRK, Chair