

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 26, 2005 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Jean Bondiett
Vice Chairperson Carol Roberts
Carole Brewer
Terrill Ozawa
Robert Ruffridge
Roy Trenoweth

STAFF: Roger Moellendorf, Parks and Recreation Department Director
Walter Sullivan, Planning and Community Development Department Director
Vern Krahn, Park Planner
Jennifer Pruitt, Senior Planner
Molly Sinnott, Contract Urban Forester
Kathleen King, Recording Secretary

NOTE: A tape recording of these proceedings is on file in the Clerk-Recorder's Office, and is available for review during regular business hours.

CALL TO ORDER AND ROLL CALL (1-0007) - Chairperson Bondiett called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Ozawa arrived at 5:38 p.m. Member Keever was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0013) - None.

1. ACTION ON APPROVAL OF MINUTES - April 28, 2005 (1-0016) - Member Trenoweth moved to approve the minutes. Vice Chairperson Roberts seconded the motion. Motion carried 5-0.

2. CHANGES TO THE AGENDA (1-0025) - None.

3. AGENDA ITEMS:

3-A. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO REQUIRE, AS A MANDATORY REQUIREMENT FOR ANY LANDSCAPE CONTRACTOR TO INSTALL TREES ON CARSON CITY PROJECTS AND ALL RETAIL / COMMERCIAL / INDUSTRIAL DEVELOPMENT PROJECTS WITHIN CARSON CITY, AT LEAST ONE OF THE FOLLOWING: (1) ISA (INTERNATIONAL SOCIETY OF ARBORICULTURE) ARBORIST CERTIFICATION; (2) ISA TREE WORKER CERTIFICATION; (3) CERTIFIED LANDSCAPE TECHNICIAN THROUGH THE NEVADA LANDSCAPE ASSOCIATION; (4) NURSERY WORKER TRAINING PROGRAM CERTIFICATE OF COMPLETION FROM THE UNIVERSITY OF NEVADA, RENO COOPERATIVE EXTENSION; (5) EQUIVALENT CERTIFICATION APPROVED BY THE PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR (1-0027) - Chairperson Bondiett disclosed that she works for Greenhouse Garden Center. Mr. Krahn reviewed the staff report and the attached exhibits. [Member Ozawa arrived at 5:38 p.m.]

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(1-0147) Ms. Pruitt advised of the Planning and Community Development Department's support of the proposed requirements.

Mr. Krahn read into the record a letter from University of Nevada Cooperative Extension Educator JoAnne Skelly, copies of which were distributed to the council members and staff prior to the start of the meeting.

Member Trenoweth moved to adopt the recommendation outlined in item 3-A. Member Brewer seconded the motion. Motion carried 6-0.

3-B. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO ADOPT THE SHADE TREE COUNCIL'S CARSON CITY TREE LIST FOR USE ON ALL CARSON CITY PROJECTS AND ALL RETAIL / COMMERCIAL / INDUSTRIAL DEVELOPMENT PROJECTS WITHIN CARSON CITY (1-0209) - The council members thanked Vice Chairperson Roberts and Ms. Sinnott for their efforts in developing the tree list. Mr. Krahn reviewed the staff report, and responded to questions regarding written suggestions provided by Dave Ruf. **Member Brewer moved to approve the list. Member Trenoweth seconded the motion.** In response to a question, Mr. Krahn explained staff's recommended action. **Member Brewer amended her motion to include the revisions outlined in the staff report. Member Trenoweth continued his second.** Ms. Sinnott advised that all honeylocusts are marketed as thornless pursuant to industry standard. **Member Brewer further amended her motion to remove number 4 under the heading "Changes" in the staff report. Member Trenoweth continued his second. Motion carried 6-0.** Vice Chairperson Roberts advised she would provide a revised Tree List.

3-C. ACTION TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO ADOPT THE CARSON CITY PARKS AND RECREATION DEPARTMENT'S STANDARD TREE PLANTING DETAILS, TREE DRIP IRRIGATION DETAILS, AND TREE PLANTING NOTES / REQUIREMENTS FOR USE ON ALL CARSON CITY PROJECTS AND ALL RETAIL / COMMERCIAL / INDUSTRIAL DEVELOPMENT PROJECTS WITHIN CARSON CITY (1-0336) - Mr. Krahn reviewed the staff report. Ms. Sinnott acknowledged having approved the standard tree planting details, tree drip irrigation details, and tree planting notes / requirements. **Member Trenoweth moved to adopt the Parks and Recreation Department's standard tree planting details, tree drip irrigation details, and tree planting notes / requirements. Member Ozawa seconded the motion.** Mr. Sullivan expressed appreciation for all the time and effort invested by the council members and City staff. He acknowledged that the standards will be submitted to the Planning Commission and the Board of Supervisors, and eventually integrated into the City's Development Standards. In response to a question, Mr. Krahn provided background information on presentation of the planting and irrigation details to the Parks and Recreation Commission several years ago, and continued revision to the details over the years. Mr. Sullivan advised that the standards have been tried, tested, and fine tuned. He commented that the standards are not onerous; the City as well as the public are required to adhere to them.

Chairperson Bondiatt called for a vote on the pending motion; **motion carried 6-0.** In response to a question, Mr. Sullivan advised that this item would be agendaized for the August 31st Planning Commission meeting. The council members expressed a preference for the item to be agendaized after 5:30 p.m.

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3-D. ACTION TO ORGANIZE AND SCHEDULE THE 2005 FALL TREE CARE SEMINAR (1-0789) - Mr. Krahn discussed the purpose for agendaizing this item. Ms. Sinnott discussed a concern with regard to scheduling too many government employees as speakers. She noted that the Cooperative Extension provides training for the general public. She suggested determining a target audience, including government employees, landscape professionals, real estate professionals, etc., and the purpose of the seminar. She noted that one of last year's seminar topics was addressed to the general public 24-48 hours earlier at the Carson City Library for free. She discussed the opportunity to make the seminar cutting edge to the industry.

Chairperson Bondieth appointed Members Kever, Ruffridge, and Trenoweth to work on the seminar over the summer. Since there is a registration fee, she requested at least six hours of worthy content; three hours in the morning and three hours in the afternoon. She requested the work group to be prepared to provide a tentative schedule at the August council meeting. Ms. Sinnott suggested retaining seminar speakers as soon as possible. Discussion took place with regard to seminar topics. Member Ruffridge advised he would be tendering his resignation from the Shade Tree Council. Effective June 1st, his legal residence will be in Reno. Mr. Krahn requested Member Ruffridge to officially tender his resignation to Management Assistant Rose Gardner in the City Manager's Office. In response to a comment, Chairperson Bondieth advised she would participate in the seminar work group, if necessary; however, she was unwilling to lead it. Member Brewer acknowledged she would obtain catering estimates.

Discussion took place with regard to a proposed date, and **Member Trenoweth moved to designate Wednesday, November 16th as the seminar date. Member Brewer seconded the motion.** Following discussion, **Member Trenoweth amended his motion to include November 15th as an alternate date. Member Brewer continued her second. Motion carried 6-0.** Ms. Sinnott agreed to be available to consult on the seminar.

Discussion took place with regard to covering speaker expenses. **Member Ozawa moved to authorize funds for travel and per diem expenses for potential seminar speakers, when necessary. Member Brewer seconded the motion.** Chairperson Bondieth suggested registration fees may need to be adjusted to cover expenses. She called for a vote on the pending motion; **motion carried 6-0.**

3-E. DISCUSSION ONLY REGARDING THE APRIL 29, 2005 ARBOR DAY CELEBRATION (1-0545) - Member Trenoweth commented that the celebration was "excellent." The council members agreed the tree was beautiful, and discussion took place regarding details of the celebration. Chairperson Bondieth noted this year's celebration was the first in a number of years at which a local newspaper reporter was not present. She further noted the event was well publicized, and commended the council members on their efforts. In response to a question, Chairperson Bondieth suggested a council-sponsored poster contest for next year. Discussion took place with regard to the same, and Vice Chairperson Roberts suggested using this year's winning poster to advertise next year's contest. Mr. Krahn advised that use of the City's e-mail system was effective advertisement of the celebration. Vice Chairperson Roberts commented that holding the celebration in a residential neighborhood and advertising the event to that neighborhood was also effective.

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3-F. ACTION REGARDING THE SHADE TREE COUNCIL ORGANIZING AND SCHEDULING A NEVADA SHADE TREE WEEK EVENT IN OCTOBER 2005 IN CARSON CITY (1-0687) - Chairperson Bondiatt advised of having appointed a work group, comprised of Members Brewer, Ozawa, and Vice Chairperson Roberts. Vice Chairperson Roberts advised of having contacted Cooperative Extension staff with regard to the event. Member Ozawa advised of having contacted a Boy Scout Troop leader, who expressed an interest in participating in a tree planting project. Vice Chairperson Roberts advised that the Girl Scouts are also interested in participating in the event. Vice Chairperson Roberts advised that funding from the Nevada Shade Tree Council may cover the cost of tubelings for a tree planting project. Cooperative Extension staff have indicated the need to plant in the riparian areas of the Waterfall Fire burn area. Vice Chairperson Roberts advised of the possibility of multiple planting sites at various times over the course of a year. She suggested that the event could be moved to avoid conflict with other obligations of the Parks and Recreation Department. Chairperson Bondiatt requested the work group to continue organizing the event and to keep the council informed. She advised of having spoken yesterday with Cooperative Extension Educator JoAnne Skelly, who is currently seeking volunteers to transplant seedlings into tubes, and to water trees planted this spring. Ms. Skelly is very interested in working together on the Nevada Shade Tree Week event. No formal action was taken.

3-G. ACTION REGARDING THE SHADE TREE COUNCIL'S PROACTIVE INVOLVEMENT IN PROMOTING THE STREET TREE PROGRAM (1-1307) - Mr. Krahn provided background information on this item. He reviewed Mr. Fahrenbruch's suggestions for the council to become more proactive, including meeting with community service groups and developing a promotional video for community access television. In response to a question, Ms. Sinnott advised that the number of applicants has increased from last year. In response to a question, the council members advised of locations at which the Street Tree Program brochures are placed each year. Discussion took place with regard to other possible locations, and Member Ruffridge suggested there are very few homeowners in Carson City which actually qualify for the Street Tree Program. He suggested efforts may be better spent identifying properties which actually qualify and publicizing the program by direct mail. Discussion followed. In response to a question, Ms. Sinnott anticipated that the program will be advertised in August with plantings scheduled for early October. Chairperson Bondiatt requested Mr. Krahn to re-agendize this item for the August council meeting.

3-H. PRESENTATION ONLY REGARDING THE PROPOSED LOCATION OF THE NEW CARSON CITY RECREATION CENTER AT MILLS PARK (1-1512) - Mr. Moellendorf provided background information on this item, and narrated a PowerPoint presentation developed by Valentiner Crane Architects, the recreation center consultants. Discussion ensued. Mr. Moellendorf offered to provide the presentation to any community service group or social organization, and Chairperson Bondiatt advised that the Soroptomists would be interested. Members Brewer and Ozawa suggested the Democratic Central Committee and the Democratic Women's Club. Ms. Sinnott suggested providing the presentation to indoor soccer groups. Chairperson Bondiatt thanked Mr. Moellendorf for the presentation. Mr. Krahn responded to questions regarding the potential impact of the recreation center to cottonwood trees and the Arboretum plan at Mills Park. In response to a further question, he advised that possible removal of memorial and Arbor Day trees planted in front of the Aquatic Center will be dependent upon final design of the recreation center. He advised that the trees would be transplanted or replaced in a different location.

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4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-1009) - Member Ruffridge advised he would be tendering his resignation as a council member, effective June 1, 2005. (1-2886) Member Trenoweth reviewed the advisory committee meetings he had attended in his role as council liaison. Vice Chairperson Roberts reported on the tree inventory meeting she recently attended. Member Ozawa advised she would continue to liaison with different scout groups to get them involved in the Nevada Shade Tree Week project. (1-3072) Chairperson BondiETT thanked Member Ruffridge for his service and dedication to the council.

LIAISON REPORT FROM NEVADA SHADE TREE COUNCIL MEMBER (1-2939) - Vice Chairperson Roberts anticipates a “nice amount of money” for the Nevada Shade Tree Week event.

STATUS REPORTS AND COMMENTS FROM STAFF (1-2949) - Mr. Krahn reviewed the “FYI” items included in the agenda materials. He reminded the council members there would be no June or July meetings, and requested them to submit their volunteer hours to Member Brewer.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-2973) - Chairperson BondiETT and Mr. Krahn reviewed the tentative agenda for the August council meeting.

5. ACTION ON ADJOURNMENT (1-3086) - Member Trenoweth moved to adjourn the meeting at 7:52 p.m. Member Ozawa seconded the motion. Motion carried 6-0.

The Minutes of the May 26, 2005 meeting of the Carson City Shade Tree Council are so approved this 25th day of August, 2005.

JEAN BONDIETT, Chair