

## **CARSON CITY SHADE TREE COUNCIL**

### **Minutes of the April 22, 2004 Meeting**

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A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, April 22, 2004 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Jean Bondiett  
Vice Chairperson Carol Roberts  
Lee-Ann Keever  
Terrill Ozawa  
Robert Ruffridge

**STAFF:** Vern Krahn, Park Planner  
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** (1-0008) - Vice Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Members Brewer and Trenoweth were absent.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS** (1-0017) - None.

- 1. ACTION ON APPROVAL OF MINUTES** (1-0020) - None.
- 2. CHANGES TO THE AGENDA** (1-0022) - None.
- 3. AGENDA ITEMS:**

**3-A. ACTION REGARDING THE SHADE TREE COUNCIL'S SUPPORT FOR G.R.O.W.'s (GARDNERS RECLAIMING OUR WAYSIDES) GRANT APPLICATION FOR THE NEVADA DIVISION OF FORESTRY'S URBAN AND COMMUNITY FORESTRY GRANT PROGRAM** (1-0036) - Mr. Krahn referred to the April 9, 2004 letter from GROW included in the agenda materials, and provided background information on this item. Jan Miller explained that GROW has applied for an \$8,000 Urban and Community Forestry grant to pay architectural and engineering fees for the design of one community gateway which would serve as a demonstration of freeway landscape. She requested the Council's support in the form of a letter to the Nevada Division of Forestry.

Mr. Krahn provided background information on the Vision document developed by GROW and Parks staff which established a landscape and erosion control plan for the Carson City bypass. He referred to a displayed aerial photograph and pointed out the community and neighborhood gateways along the freeway bypass. He reviewed the process for funding the demonstration project, and advised that it would be done at the Northridge gateway. The demonstration project will include interpretive signage explaining bioregional landscape, the relationship to the freeway, etc. which will also serve as an educational tool for the citizens of Carson City. Mr. Krahn expressed appreciation for the GROW representatives' efforts in developing the grant application. Ms. Miller conveyed Mary Fischer's apologies; she was unable to attend the meeting due to an injury.

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In response to a question, Mr. Krahn provided background information on the origins of GROW and allocation of funding for freeway landscape. He noted that due to the efforts of GROW, the freeway project went from a \$100,000 allocation for erosion/dust control to over \$4 million for a “true landscape plan.” Ms. Miller acknowledged that the freeway landscape project has evolved into a “very cooperative effort” between federal, state, and local agencies and organizations. Mr. Krahn acknowledged that the grant application is for planning not implementation. In response to a question regarding implementation of the demonstration project, Ms. Miller discussed other potential funding sources, including additional grant funding, fund raisers, and donations. She advised that GROW has requested \$1.4 million in federal funding to purchase plant materials and other landscaping enhancements. In response to a question, Mr. Krahn advised that Urban Forester Consultant Molly Sinnott will become involved once project specifications are established. He explained that the consultant team is comprised of landscape architects and planners, who have identified a variety of plant materials such as trees, shrubs, ground cover, etc. In response to a comment, Ms. Miller advised that there are two landscape themes: the Sierra theme and the Great Basin theme. Sun exposure and the erosion control mixes will primarily determine the type of plant material to be used in specific locations. Mr. Krahn diagramed the freeway and explained how the two themes will be incorporated. Ms. Miller invited the Council members to GROW’s May 11<sup>th</sup> meeting at the Carson City Library. She advised that NDOT Project Manager Jim Gallegos will be providing a presentation at 7:00 p.m. [Chairperson Bondiett arrived and Vice Chairperson Roberts passed the gavel.]

Ms. Miller acknowledged that GROW’s request was for a letter of support from the Council, and that the grant application had been submitted. Discussion took place with regard to the appropriate action, and **Member Ruffridge moved to support the grant application submitted by GROW to the Nevada Division of Forestry. Member Ozawa seconded the motion. Motion carried 6-0.**

**3-B. ACTION REGARDING AUTHORIZING THE SHADE TREE COUNCIL CHAIRPERSON TO SIGN A LETTER TO MS. SUSAN STEAD, URBAN FORESTRY COORDINATOR, SUPPORTING G.R.O.W.’S GRANT APPLICATION FOR THE NEVADA DIVISION OF FORESTRY’S URBAN AND COMMUNITY FORESTRY GRANT PROGRAM (1-0393)** - Mr. Krahn referred to the draft letter included in the agenda materials, and **Member Ruffridge moved to authorize the Chairperson to draft a letter generally supporting the grant application by GROW and submit it with her signature. Member Ozawa seconded the motion. Motion carried 5-0.** Ms. Miller offered to hand carry the letter to the Nevada Division of Forestry. Chairperson Bondiett commended GROW on their efforts.

**3-C. ACTION REGARDING THE 2004 ARBOR DAY CELEBRATION AT THE WESTERN NEVADA COMMUNITY COLLEGE OBSERVATORY ON APRIL 30, 2004 (1-0465)** - In response to a question, Mr. Krahn advised that Helaine Jesse offered to set up 50 chairs, a table, a podium, and a PA system on the observatory patio. He further advised that Ms. Sinnott selected a chokecherry tree for the site. He arranged to have the tree planted on Monday, April 26<sup>th</sup>. Chairperson Bondiett provided flyers for distribution to the Council members, and advised that a flyer had been faxed to the local newspapers. Mr. Krahn acknowledged that a press release had been prepared. In response to a question, he advised of having spoken with Mariah West’s mother who agreed to bring her to the Celebration. Vice Chairperson Roberts advised of having delivered a flyer to Ms. West’s school. Chairperson Bondiett advised that she would contact Ms. West’s teacher by phone. In response to a question, Mr. Krahn advised that Mike Tanckel agreed to order the George Washington Ferris Award plaque and deliver it to the Celebration. He acknowledged that Management Assistant Stella Hyatt would

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post a notice of possible quorum of the Council. He advised that Donna DePauw had requested the opportunity to speak once the George Washington Ferris Award is presented to Craig Hartman. He acknowledged that the Governor's and Mayor's Proclamations had been prepared, and that Member Brewer had made arrangements for a State government representative to attend the Celebration. He further acknowledged that Mayor Masayko will be in attendance. Discussion took place regarding the positive feedback received as a result of incorporating Ms. West's art work into the Arbor Day flyer.

(1-0903) Member Keever advised of having made arrangements for publicity of the Arbor Day Celebration. Vice Chairperson Roberts advised that Arbor Day flyers were delivered to the School District administrative offices for distribution. She also delivered flyers to Capital Christian Center, Bethlehem Lutheran School, St. Theresa's School, and the Seventh Day Adventist School. She will be meeting Ms. Sinnott and the WNCC grounds crew on Monday to photograph the tree planting. She acknowledged she would bring the award books to the Celebration. (1-0992) Chairperson Bondiett reviewed the places to which she delivered flyers. Mr. Krahn advised that Ms. Hyatt distributed the flyer through the City's e-mail system.

**3-D. ACTION TO FINALIZE THE SHADE TREE COUNCIL'S LIAISON ASSIGNMENTS AND COUNCIL MEMBERS' RESPONSIBILITIES** (1-0695) - Mr. Krahn provided background information on this item, and Chairperson Bondiett explained the responsibility of liaisons to serve as the Council's "eyes and ears." She cautioned Member Ozawa to never speak on behalf of the Council unless previous action has been taken to do so. In response to a question, Member Ozawa advised that she will continue to attend GROW meetings. (1-0780) Member Ozawa expressed an interest in helping to serve in the areas of Council photography and education. Mr. Krahn reviewed the assignments. **Member Ozawa moved to confirm the assignments. Member Ruffridge seconded the motion. Motion carried 5-0.**

#### **4. NON-ACTION ITEMS:**

**STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS** (1-0738) - In response to a question, Member Ruffridge provided an overview of the meetings of the Fall Tree Care Seminar and Tree Selection Guide work groups. He advised that the May Council meeting would be important to the progress of these items. (1-0983) Member Ozawa advised of having recently completed a research project for GROW with regard to the freeway bypass.

**STATUS REPORTS AND COMMENTS FROM STAFF** (1-1015) - Mr. Krahn advised of a recent presentation on the status of Question #18 projects to the Parks and Recreation Commission. He provided an overview of the Street Tree Program for the benefit of Member Ozawa. He advised that the soil samples taken for the "phone books for trees" program are in the process of being analyzed. Once the analysis is complete, Ms. Sinnott will be able to provide recommendations for appropriate trees at the various school locations. Mr. Krahn reviewed the "FYI" items included in the agenda materials, and requested the Council members to hold their hours sheets until the next meeting.

**FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS** (1-0761) - Chairperson Bondiett requested Mr. Krahn to add the Fall Tree Care Seminar and the Tree Selection Guide to the May Council agenda as action items. (1-1212) Chairperson Bondiett requested the Council members to be prepared to discuss the Fall Tree Care Seminar at the May meeting.

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**5. ACTION ON ADJOURNMENT** (1-1221) - Member Ruffridge moved to adjourn the meeting at 6:35 p.m. Member Ozawa seconded the motion. Motion carried 6-0.

The Minutes of the April 22, 2004 meeting of the Carson City Shade Tree Council are so approved this 27<sup>th</sup> day of May, 2004.

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JEAN BONDIETT, Chair