

CARSON CITY SHADE TREE COUNCIL
Minutes of the May 27, 2004 Meeting
Page 1

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, May 27, 2004 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: 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 (1-0009) - Vice Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Keever was absent. Chairperson Bondiett arrived at 5:35 p.m.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0015) - None.

1. ACTION ON APPROVAL OF MINUTES - March 25, 2004 and April 22, 2004 (1-0024) - Member Ozawa moved to approve the minutes, as written. Member Trenoweth seconded the motion. Motion carried 5-0.

2. CHANGES TO THE AGENDA (1-0032) - None.

3. AGENDA ITEMS:

3-A. ACTION REGARDING THE COMMUNITY COUNCIL ON YOUTH'S PROGRAM "YOUTH AT THE TABLE" PROPOSAL TO INVOLVE CARSON CITY YOUTH AS ACTIVE VOICES AND PARTICIPANTS IN THE COUNCIL'S ISSUES AND ACTIVITIES (1-0036) - Mr. Krahn provided background information on this item, and introduced Pauline Kiser and Rosa Laurie. Ms. Laurie distributed a Community Council on Youth ("CCOY") brochure to the Council members and staff. Ms. Kiser discussed the origin and mission of the CCOY, and she and Ms. Laurie provided an overview of the "Youth at the Table" program. [Chairperson Bondiett arrived at 5:35 p.m.] Member Brewer commended the CCOY on the idea, and commented that the program will be a good way to inspire long-term community service.

In response to a question, Ms. Kiser explained that whether or not the youth is given voting privileges will be determined by the individual committees involved in the program. Ms. Kiser referred future questions to Ms. Laurie, and thanked the Council for the opportunity to present the proposal. Mr. Krahn advised that the program will be presented to the Carson River Advisory Committee and possibly to the Parks and Recreation Commission and the Open Space Advisory Committee. The Council members thanked Ms. Kiser and Ms. Laurie. Vice Chairperson Roberts passed the gavel to Chairperson Bondiett, and volunteered to serve as the Youth at the Table mentor. **Member Trenoweth moved to approve the CCOY Youth at the Table Program. Member Ozawa seconded the motion. Motion carried 6-0.**

CARSON CITY SHADE TREE COUNCIL

Minutes of the May 27, 2004 Meeting

Page 2

3-B. REVIEW 2004 ARBOR DAY CELEBRATION HELD AT THE WESTERN NEVADA COMMUNITY COLLEGE OBSERVATORY ON APRIL 30, 2004 (1-0364) - Mr. Krahn reviewed the agenda materials pertinent to this item, and discussion took place regarding the photographs, the attendance, the observatory tour, and presentation of the Arbor Day Poster Contest award to Mariah West. Chairperson Bondiett advised of having submitted a photograph to the *Nevada Appeal* for the Capital Snaps feature. She commended the Council members on a successful Arbor Day Celebration.

3-C. ACTION REGARDING THE 2004 FALL TREE CARE SEMINAR (1-0440) - Mr. Krahn provided background information on this item. Member Ruffridge provided an overview of discussion which took place at the volunteer working group meetings. Discussion took place regarding possible dates, and consensus of the Council was to tentatively schedule the seminar for Tuesday, November 9th. Additional discussion took place regarding possible topics, catering costs and menus, and alternate seminar dates. Mr. Krahn agreed to provide Member Ruffridge with past seminar brochures. No formal action was taken.

3-D. ACTION REGARDING THE SHADE TREE COUNCIL'S ATTENDANCE AT THE NEVADA SHADE TREE COUNCIL ("NSTC") AND THE NEVADA DIVISION OF FORESTRY'S STATEWIDE URBAN AND COMMUNITY FORESTRY CONFERENCE IN RENO, NEVADA, ON SATURDAY, JUNE 5, 2004 (1-0732) - Following discussion, Vice Chairperson Roberts volunteered to attend the conference. Chairperson Bondiett requested her to submit any conference materials to Mr. Krahn, and to be prepared to provide a report to the Council at the next meeting. **Member Brewer moved to provide reimbursement for the conference lunch. Member Ruffridge seconded the motion. Motion carried 6-0.** In response to a question, **Member Brewer moved to reimburse travel expenses according to the City's mileage rate. Member Trenoweth seconded the motion. Motion carried 6-0.** Members Brewer, Ozawa, Ruffridge, and Trenoweth acknowledged that they would not be attending the conference. Mr. Krahn requested Vice Chairperson Roberts to submit her receipts following the conference.

3-E. ACTION REGARDING CARSON CITY'S APPROVED TREE SPECIES LIST, and 3-F. ACTION REGARDING THE TREE SELECTION GUIDE (1-0850) - Mr. Krahn provided background information on this item and, in response to a question, suggested that the volunteer working group should discuss with Urban Forester Consultant Molly Sinnott the reasons for removing certain trees from the list. Vice Chairperson Roberts provided an overview of the agenda materials pertinent to this item. She advised of having integrated the Approved Species List and the Summary Matrix into a Microsoft Access database. She reviewed a sample of the table generated from the database and discussed various ways to present the data.

Vice Chairperson Roberts and Member Ruffridge reviewed the Discussion Points from the April 22, 2004 Volunteer Working Group meeting, which were included in the agenda materials. Discussion took place with regard to the same, and with regard to the purpose of the Tree Species List and the extent to which it should be used in the City's commercial development processes. [Member Ozawa left the meeting at 6:31 p.m.; a quorum was still present.] Additional discussion took place with regard to using the Tree Species List in the Tree Selection Guide. In response to a question, Member Ruffridge suggested including in the Tree Selection Guide references to other resources, such as the University of Nevada Cooperative Extension. Consensus of the Council was to have the Tree Species List updated and submitted for review by the Council members over the summer. Vice Chairperson Roberts volunteered to update the list, and Mr. Krahn requested her to identify it as a working draft. Member Ruffridge suggested including brief descriptions for such terms as "street tree" and recommended water requirements.

CARSON CITY SHADE TREE COUNCIL

Minutes of the May 27, 2004 Meeting

Page 3

Discussion took place regarding the format for the Tree Selection Guide, the possibility of selling advertising space, the importance of utilizing sample photographs of trees from Carson City, the possibility of incorporating a recommended planting standard, and the project time table. Mr. Krahn discussed the habitat management plan being developed by a volunteer working group associated with the Carson River Advisory Committee. Based on his personal and professional experience, he expressed the opinion that willows and cottonwoods are appropriate within a natural environment. He advised that there will have to be a distinction between rural and urban settings, and discussion took place with regard to the same. In response to a question, Mr. Krahn discussed the possibility and benefit of integrating the Tree Selection Guide into City planning processes.

3-G. ACTION REGARDING USING SHADE TREE COUNCIL FUNDS TO PURCHASE TREE CITY USA 10-YEAR ROAD SIGNS, LABELS, AND BRASS PLAQUES (1-2044) - In response to a question, Member Trenoweth advised that, following a thorough search for the 10-year road signs, he discovered only one approximately 1/8 mile north of the intersection of Highway 395 South and Highway 50 West. Discussion took place regarding the number of road signs issued, whether or not to purchase additional signs and where to place them, and replacement of the brass plaques. **Member Ruffridge moved to purchase one sign to be placed at the east entrance of Carson City and to purchase replacement brass plaques for 1998, 1999, and 2000. Member Trenoweth seconded the motion. Motion carried 5-0.**

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-2280) - None.

STATUS REPORTS AND COMMENTS FROM STAFF (1-2286) - Mr. Krahn reviewed the "FYI" items included in the agenda materials. He discussed the Parks and Recreation Commission's action to plant a tree at the Aquatic Facility in honor of Ed Moran. He advised that the ALS foundation provided funding for an additional six trees to be planted at the ALS Memorial Grove in the Mills Park Arboretum. They were planted yesterday.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-2412) - Chairperson Bondiett reviewed the tentative August agenda.

5. ACTION ON ADJOURNMENT (1-2470) - Member Ruffridge moved to adjourn the meeting at 7:28 p.m. Member Brewer seconded the motion. Motion carried 5-0.

The Minutes of the May 27, 2004 meeting of the Carson City Shade Tree Council are so approved this 26th day of August, 2004.

JEAN BONDIETT, Chair