

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 9, 2004 Meeting
Page 1

A meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, December 9, 2004 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

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

STAFF: Scott Fahrenbruch, Parks and Recreation Department Director of Operations
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 5:33 p.m. Roll was called; a quorum was present. Members Brewer and Keever were absent.

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

- 1. ACTION ON APPROVAL OF MINUTES** (1-0015) - None.
- 2. CHANGES TO THE AGENDA** (1-0016) - None.
- 3. AGENDA ITEMS:**

3-A. INTERVIEW APPLICANTS TO FILL MEMBERSHIP VACANCIES ON THE SHADE TREE COUNCIL (1-0018) - Clint Wertz introduced himself, for the record, and described his position as a Planner at the Nevada Division of State Lands. He advised of having lived in Nevada for nearly a year. In response to a question, Mr. Wertz reviewed his work experience and education. In response to a further question, he compared the responsibilities of his present employment position with past positions. Mr. Wertz responded to additional questions regarding his interest in serving as a Council member, potential contributions to the Council, his familiarity with the Council and its sponsored functions and events, and his grant administration / writing experience. In response to a question regarding tree-related issues, he discussed the importance of increasing the City's tree canopy, an interest in improving the corridors and gateways, increasing plantings in parks and at schools, developing an Urban Forestry Plan, and utilizing GIS technology to map street trees. He advised of no anticipated conflicts with attending monthly Council meetings or attending evening or weekend functions.

The Council members responded to questions regarding the history of the Council, the number of Shade Tree Councils in Nevada, the Nevada Shade Tree Council, and the Council's current projects. Mr. Fahrenbruch provided background information on the Mills Park Arboretum and the Street Department Tree Inventory. Chairperson Bondiett thanked Mr. Wertz for applying and advised that he would be

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 9, 2004 Meeting
Page 2

notified of the Council's decision within the next week.

CARSON CITY SHADE TREE COUNCIL

Minutes of the December 9, 2004 Meeting

Page 3

(1-0379) Member Trenoweth advised that he is currently retired; however, he works for the State Legislature during its regular session and as a water watcher for the City's Utilities Division from June 1st to September 30th of each year. He responded to questions regarding previous work experience, his interest in continuing to serve as a Council member, previous and potential contributions to the Council, his participation in Council functions, and as the Council's liaison to other advisory commissions and committees. He advised of having administered grants in his previous employment position as State Forester, and discussed the importance of addressing the "cottonwood issue." He further advised of no anticipated conflicts with attending Council meetings or functions.

(1-0508) Member Ozawa described her position with the Nevada State Parks Division and responded to questions regarding her previous work and volunteer experience. She discussed her interest in continuing to serve as a Council member, previous and potential contributions to the Council, and her participation in Council functions and as the Council's school liaison. She advised of no experience writing grants, but of having contributed in-kind work toward grant-funded projects. With regard to tree-related issues, Member Ozawa discussed the hazard of blind corners created by overgrown trees and bushes. She anticipated no conflict in attending future Council meetings or functions. She described an education program provided at Washoe Lake State Park which focuses on trees and the environment.

(1-0630) Chairperson Bondiett referred to Carole Brewer's written request for reappointment and responses to the interview questions included in the agenda materials.

3-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS MEMBERSHIP APPOINTMENTS TO THE SHADE TREE COUNCIL (1-0645) - Member Ruffridge advised that he and his family will most likely be moving to Reno in May or June 2005. Discussion took place regarding possible action. **Member Ozawa moved to renew the term of Carole Brewer to the Carson City Shade Tree Council.** Vice Chairperson Roberts seconded the motion. Motion carried 5-0. Member Ruffridge moved to recommend Member Trenoweth's reappointment to the Council. Member Ozawa seconded the motion. Motion carried 4-0-1, Member Trenoweth abstaining. Vice Chairperson Roberts moved to reappoint Terrill Ozawa for an additional term. Member Ruffridge seconded the motion. Motion carried 4-0-1, Member Ozawa abstaining.

In response to a question, Mr. Fahrenbruch advised he would contact Mr. Wertz and the City Manager's Office to convey the Council's recommended action. In response to a question, Chairperson Bondiett advised that Council member terms are for a period of two years.

3-C. REVIEW OF THE NOVEMBER 10, 2004 FALL TREE CARE SEMINAR FINANCIAL STATUS (1-0882) - In response to a question, Mr. Fahrenbruch speculated that the \$855 in uncollected funds, delineated in the December 2, 2004 memo included in the agenda materials, was most likely due to purchase orders being processed by public agencies. He advised that final numbers are typically not available until approximately two months after the seminar. He further advised that registration fees were collected from all the private individuals. An updated report will be provided at the next Council meeting. Member Ozawa suggested considering the possibility of fund raisers. She offered to make prints of trees she has painted, and Chairperson Bondiett suggested discussing this during the

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 9, 2004 Meeting
Page 4

Council's goal setting meeting in January.

CARSON CITY SHADE TREE COUNCIL

Minutes of the December 9, 2004 Meeting

Page 5

3-D. ACTION TO APPROVE EXPENDITURE OF SHADE TREE COUNCIL FUNDS TO PAY FOR ANY MEMBERS' EXPENSES TO ATTEND THE CITY OF RENO SHADE TREE SEMINAR (1-0943) - In response to a question, Mr. Fahrenbruch advised that the Parks Administration Office had received no information regarding the date, time, or location of the City of Reno Shade Tree Seminar. Chairperson Bondiett provided background information on reimbursement of expenses. **Member Ozawa moved to approve expenditure of Council funds to pay for any member's expenses to attend the City of Reno Shade Tree Seminar. Member Ruffridge seconded the motion.** Chairperson Bondiett suggested that reimbursement of expenses only cover the registration fee. **Member Ozawa so amended her motion. Member Ruffridge continued his second. Motion carried 5-0.** Chairperson Bondiett requested the Council members to keep receipts and bring them to the January Council meeting.

3-E. ACTION REGARDING NOMINATING CARSON CITY TREES TO THE NEVADA DIVISION OF FORESTRY URBAN FORESTRY PROGRAM'S NEVADA BIG TREES REGISTER (1-1008) - Vice Chairperson Roberts advised of having discussed this item with Park Planner Vern Krahm, and requested input from the Council members with regard to whether any action should be taken. Chairperson Bondiett requested the Council members to consider this as a project to discuss during the Council's goal setting meeting in January.

3-F. UPDATE ONLY REGARDING TWO SHADE TREE COUNCIL REPRESENTATIVES AT THE PARKS AND RECREATION COMMISSION WORKSHOP ON JANUARY 5, 2005 WITH JEFF WINSTON AND ASSOCIATES ON THE PARKS, RECREATION, AND TRAILS MASTER PLAN (1-1056) - Mr. Fahrenbruch provided background information on this item. Both Chairperson Bondiett and Vice Chairperson Roberts agreed to attend. In response to a question, Mr. Fahrenbruch advised that other members of the Council could attend the meeting as private citizens.

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-1114) - None.

STATUS REPORTS AND COMMENTS FROM NEVADA SHADE TREE COUNCIL MEMBERS (1-1127) - Vice Chairperson Roberts advised of a meeting scheduled next Friday and that she will provide a report at the January Council meeting.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1132) - In response to a question, Mr. Fahrenbruch provided an overview of the Plan of Action, developed from the Boards, Commissions, and Committees Audit Report, included in the agenda materials. He advised that City Manager Linda Ritter will attend a future Council meeting to review her Plan of Action. With regard to the former Internal Auditor's recommendation, Mr. Fahrenbruch advised of Parks and Recreation Department staff's opinion that the Council serves a unique role which could not be fulfilled by the Parks and Recreation Commission.

Mr. Fahrenbruch provided background information on the original purpose of the audit to determine whether the advisory boards, commissions, and committees were fulfilling the roles for which they were established by the Board of Supervisors. In response to a question, Mr. Fahrenbruch advised that the Shade

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 9, 2004 Meeting
Page 6

Tree Council was originally established for the purpose of advising the Board of Supervisors regarding tree-related issues on public property. He responded to questions regarding Tree City USA qualification criteria. He acknowledged that Administrative Assistant Sandy Tschumperlin has completed the Tree City USA application.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-1278) - Vice Chairperson Roberts suggested agendizing discussion of the Tree Care Seminar for the January 2005 Council meeting.

5. ACTION ON ADJOURNMENT (1-1308) - Member Trenoweth moved to adjourn the meeting at 6:42 p.m. Member Ozawa seconded the motion. Motion carried 5-0.

The Minutes of the December 9, 2004 meeting of the Carson City Shade Tree Council are so approved this 27th day of January, 2005.

JEAN BONDIETT, Chair