

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, September 25, 2003 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Jean Bondiett
Vice Chairperson Carole Brewer
Craig Hartman
LeeAnn Keever
Roy Trenoweth

STAFF: Vern Krahn, Parks 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 (1-0007) - Chairperson Bondiett called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Young was absent. Member Keever arrived at 5:40 p.m.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0013) - Tom Henderson introduced himself, for the record, as a former Council member and a recently recertified arborist. Jim Weller, of the Vietnam Veterans of America, introduced himself for the record.

1. ACTION ON APPROVAL OF MINUTES - June 26, 2003 (1-0021) - Vice Chairperson Brewer moved to approve the minutes, as written. Member Hartman seconded the motion. Motion carried 4-0.

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

3. AGENDA ITEMS:

3-A. ACTION TO APPROVE A SECTION OF THE MILLS PARK ARBORETUM AROUND THE NEVADA VIETNAM MEMORIAL AS A MEMORIAL GROVE COMMEMORATING VIETNAM VETERANS (1-0028) - Mr. Krahn reviewed the staff report, the War Memorial site plan (Exhibit A), the Nevada Vietnam Memorial Tree Grove (Exhibit B), a product description of the proposed bench and a portion of the Mills Park Arboretum Master Plan (Exhibit C). Jim Weller, President of the Carson City Chapter Vietnam Veterans of America, provided background information on development of the memorial and a detailed description of the same. He discussed the purpose of the proposed memorial tree grove to accommodate memorialization of Vietnam veterans who did not enter service from Nevada. He advised that the Vietnam Veterans of America have designated the Mills Park site as the Nevada State memorial. He discussed previous efforts, which were never realized, to establish a memorial at the Veterans Wall between the State Library and the State Capitol buildings. He encouraged anyone who hasn't visited the memorial to do so. He expressed appreciation to Mr. Krahn and Parks and Recreation Department staff for their assistance. [Member Keever arrived at 5:40 p.m.]

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Mr. Krahn provided an overview of Exhibit D, the draft policy developed by the Vietnam Veterans of America, with regard to planting trees in the memorial grove. Mr. Weller provided background information on the Vietnam Veterans of America governing policies. He reviewed the memorial trees planted to date. Mr. Krahn acknowledged that placement of the monument and plaques has been approved by the Parks Department. In response to a question, Mr. Krahn advised that dead trees in the ALS Grove have been replaced through the Parks Department operating budget. He anticipates that the same will be done for trees in the Veterans Memorial Grove. In response to a further question, he advised that effluent water will be used only on the turf area west of the skateboard park. Member Trenoweth disclosed that he is a member of the Vietnam Veterans of America, Chapter 388. Chairperson Bondiett expressed support for planting additional trees at Mills Park, and commented that the plan is well thought out. **Member Hartman moved to approve a section of the Mills Park Arboretum around the Nevada Vietnam Memorial as a memorial grove commemorating Vietnam Veterans. Member Trenoweth seconded the motion. Motion carried 5-0.**

3-B. UPDATE ONLY REGARDING THE TREE PLANTING EFFORTS AT THE ALS MEMORIAL GROVE IN THE MILLS PARK ARBORETUM AND THE ALS ASSOCIATION, NEVADA CHAPTER, WALK TO D'FEET ALS (AMYOTROPHIC LATERAL SCLEROSIS) EVENT TO BE HELD IN MILLS PARK ON SATURDAY, OCTOBER 11, 2003 AT 10:00 A.M. (1-0355) - Mr. Krahn advised that 19 trees have been planted in conjunction with the City's partnership with the ALS Foundation. Funding for an additional six trees has been provided, and staff is pursuing purchase of more unique species of lindens, catalpas, and maples which will be planted and then designated as memorial trees at some time in the future. Mr. Krahn reviewed the Walk to D'Feet ALS materials included in the agenda packets, and encouraged the Council members' participation. He acknowledged that trees which died within the grove have been replaced. He responded to questions regarding possible causes for the trees' death.

3-C. ACTION ON FALL TREE CARE SEMINAR TO BE HELD ON WEDNESDAY, NOVEMBER 19, 2003 (1-0475) - Mr. Krahn acknowledged that the Community Center Sierra Room and Gymnasium have been reserved. In response to a question, he recommended sending "Save the Date" postcards to everyone on the mailing list. Chairperson Bondiett volunteered to prepare the postcard and provide it to Mr. Krahn. Extensive discussion took place regarding potential speakers for the listed topics, the caterer and menu, and the registration fee. **Vice Chairperson Brewer moved to approve the early registration fee at \$45 and the late registration fee at \$60. Member Hartman seconded the motion. Motion carried 5-0.** Following further discussion, **Member Hartman moved to select the City Café and Bakery as the seminar caterer. Member Keever seconded the motion. Motion carried 5-0.** Vice Chairperson Brewer agreed to provide the Council's menu selection to the caterer, and Mr. Krahn agreed to provide a deposit to the caterer after an invoice is submitted. **Vice Chairperson Brewer moved to approve a caterer deposit in an amount up to \$300. Member Hartman seconded the motion. Motion carried 5-0.** Vice Chairperson Brewer offered to draft a letter thanking all the caterers for providing quotes. Discussion took place regarding the number of trees needed for the planting demonstration, and **Member Trenoweth moved to purchase two additional trees with Shade Tree Council funds. Member Hartman seconded the motion. Motion carried 5-0.**

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Member Trenoweth suggested inviting City Manager Linda Ritter to attend a portion of the seminar as the Council's guest. Member Hartman suggested inviting her to the seminar luncheon and the Council members concurred. Additional discussion took place regarding publicity, CEUs, and the seminar title. Member Keever agreed to research the CEU process with Mr. Krahn.

3-D. ACTION REGARDING THE SHADE TREE COUNCIL'S 2003 URBAN FORESTRY GRANT AWARD AND TREE PLANTING EVENT AT THE MILLS PARK ARBORETUM (1-1394) - Chairperson Bondiett commended Member Hartman on his efforts in securing the grant and arranging details of the tree planting event. Member Hartman advised of a meeting with Parks and Recreation Director of Operations Scott Fahrenbruch, Urban Forestry Contractor Molly Sinnott, and Chairperson Bondiett on Monday, September 22nd, wherein 10:00 a.m. on October 18th was selected for the tree planting event. He advised that Ms. Sinnott will select the trees and Urban Forestry Volunteer Coordinator Pat Rowley will be present to instruct the Boy Scouts on the planting. He requested the Council members to meet at Mills Park Pavilion B at 8:30 a.m. He has been in contact with the Boy Scout troop leaders to confirm the date and the number of volunteers. Pizzas will be purchased from Costco for lunch.

Chairperson Bondiett advised that Mr. Fahrenbruch will have the holes dug and the trees will be set next to them. Mr. Krahn advised of Ms. Rowley's offer to provide instruction to the Council members and Boy Scout leaders at 8:30 a.m. Member Keever offered to contact a *Nevada Appeal* photographer and request him to reserve the date and time. Chairperson Bondiett reminded the Council members and staff to keep track of the hours invested in planning and executing this event. Discussion took place regarding lunch, the event time table, and the average age of the Boy Scouts.

3-E. ACTION REGARDING UPDATING THE CARSON CITY APPROVED TREE SPECIES LIST (1-1882) - Mr. Krahn acknowledged that Ms. Sinnott's time will be evenly funded through Council funds and the Parks Department operating budget. He provided an overview of the existing Carson City Approved Tree Species list and the Proposed List of Approved Trees for Carson City, which used to be distributed by the Community Development Department. After meeting with Ms. Sinnott, Mr. Krahn suggested using the matrix developed by Community Development to begin considering the various species. Discussion took place regarding revisions to the format; including an inappropriate tree species list; and designating the trees into evergreen and deciduous categories, including information regarding height. **Member Trenoweth moved to approve staff and Ms. Sinnott's time to develop the proposed list of trees for Carson City incorporating suggestions already cited, using the matrix format. Member Keever seconded the motion. Motion carried 5-0.**

3-F. UPDATE ONLY ON THE CARSON CITY STREET TREE PROGRAM (1-2160) - Mr. Krahn referred to an article included in the agenda materials from the August 22, 2003 edition of the *Nevada Appeal*. He advised that Mr. Fahrenbruch has received four applications for the street tree program. He responded to questions regarding the City's standard definition of right-of-way. Discussion took place regarding publicity of the program, and Chairperson Bondiett commended Parks Department staff on their efforts at publicizing the program.

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3-G. ACTION TO CONSIDER PURSUING A PARTNERSHIP WITH THE CARSON CITY SCHOOL DISTRICT TO SPONSOR AN ELEMENTARY SCHOOL TREE AWARENESS POSTER EVENT (1-2280) - Chairperson Bondiett provided background information on this item, and Vice Chairperson Brewer suggested offering a nominal monetary prize. Chairperson Bondiett requested Mr. Krahn to re-agendize this item once planning for the Arbor Day Celebration begins.

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-2319) - Member Keever displayed a number of newspaper clippings for the Council's scrapbook. Member Hartman advised that Ms. Rowley informed him of the tree planting scheduled during the last two weeks in October which is sponsored by the Nevada Shade Tree Council. Discussion took place with regard to the proposed location, and Member Hartman requested Mr. Krahn to agendize discussion and possible action with regard to the same for the October Council meeting.

Member Trenoweth advised of having attended the majority of the Parks and Recreation Commission, Open Space Advisory Committee, and Carson River Advisory Committee meetings since the last Council meeting in June. He further advised that none of the meetings' agendas were pertinent to the Council.

Chairperson Bondiett referred to the resignation letter, included in the agenda materials, from Shirley Faiella. She advised that interviews will take place at the November meeting and will include interviews for four of the other Council members whose terms expire at the end of 2003. Member Hartman advised he would not be reapplying. Member Keever advised she has requested to be reappointed. Discussion took place regarding Member Young's membership status. Chairperson Bondiett requested the Council members to advise staff of any planned absences as soon as possible due to the decreased number of members. She suggested that the November meeting may have to be canceled or rescheduled.

Chairperson Bondiett expressed concern over the cottonwoods on the Capitol Motel property in light of the recently approved demolition permit. Ms. King provided the name of Cubix Ormsby's contact person. In response to a question, Mr. Krahn suggested considering applying next year for a Nevada Division of Forestry grant to plant trees in conjunction with the BLM's National Public Lands Day. Mr. Krahn provided an overview of the Big Tree Register included in the agenda materials. Chairperson Bondiett advised that enough money was raised for the Eagle Valley Golf Tree Fund to plant 32 additional trees. The trees will be planted Saturday, October 11th at 1:00 p.m. Chairperson Bondiett distributed copies of the *Eagle's Eye* newsletter to the Council members and staff.

STATUS REPORTS AND COMMENTS FROM STAFF (1-2814) - Mr. Krahn commended Parks and Recreation Department Director Steve Kastens on securing a location for the National Arbor Day Foundation flag. The flag will fly at the Fireman's Memorial in Mills Park.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-2919) - Mr. Krahn reviewed the tentative agenda for the October Council meeting. Member Keever requested Mr. Krahn to agendize a monthly budget report.

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5. ACTION ON ADJOURNMENT (1-2982) - Member Hartman moved to adjourn the meeting at 7:46 p.m. Vice Chairperson Brewer seconded the motion. Motion carried 5-0.

The Minutes of the September 25, 2003 meeting of the Carson City Shade Tree Council are so approved this 23rd day of October, 2003.

JEAN BONDIETT, Chair