

**CARSON CITY SHADE TREE COUNCIL**  
**Minutes of the April 26, 2007 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 26, 2007 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Carol Roberts  
Carole Brewer  
Terrill Ozawa  
Gianna Shirk  
Roy Trenoweth

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Kathleen King, Recording Secretary

**NOTE:** Due to the mysterious disappearance of the recording equipment, no recording is available. The council's agenda materials and any written comments or documentation provided to the recording secretary during the meeting are public record, on file in the Clerk-Recorder's Office. These materials are available for review during regular business hours.

**CALL TO ORDER AND DETERMINATION OF QUORUM** - Chairperson Roberts called the meeting to order at 5:33 p.m. Roll was called; a quorum was present. Vice Chairperson Keever and Member Harold were absent.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS** - None.

**1. ACTION ON APPROVAL OF MINUTES - March 22, 2007** - Member Ozawa moved to approve the minutes. Member Brewer seconded the motion. Motion carried 5-0.

**2. MODIFICATIONS TO THE AGENDA** - None.

**3. AGENDA ITEMS:**

**3-A. CELEBRATION AND AWARD PRESENTATION TO THE CARSON CITY ARBOR DAY POSTER CONTEST WINNER** - Chairperson Roberts introduced this item. She conferred upon Rhythm Roberts a certificate and books about trees to commemorate her winning the Arbor Day Poster Contest. Mr. Moellendorf commended Miss Roberts on her poster, and the council members, staff, and citizens present applauded her. Member Ozawa took photographs. Chairperson Roberts advised the citizens present of the Arbor Day Celebration, scheduled for Friday, April 27<sup>th</sup>.

**3-B. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2007 ARBOR DAY CELEBRATION PLANNED TO BE HELD AT NOON ON APRIL 27<sup>TH</sup> AT THE FIREFIGHTER'S MEMORIAL IN MILLS PARK** - Chairperson Roberts introduced this item and distributed an itinerary to the council members and staff. She advised of having seen the five Arbor Day trees and that they are beautiful. She invited any interested council member to participate in making introductions during the Celebration, and reviewed the itinerary. She advised of having talked with Mike Tanchek regarding the George Washington Ferris Award. She reviewed factual information regarding the monetary and in kind contributions to Carson City by the Nevada Division of Forestry over the years. She solicited additional information from the council members. She advised that former council member Mary Moline has requested to read a poem at the Celebration. She further advised that cake will be served at one of the nearby pavilions.

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**3-C. DISCUSSION AND POSSIBLE ACTION REGARDING THE “CERTIFICATE OF RECOGNITION” PROGRAM** - Chairperson Roberts introduced this item. Member Brewer advised that Vice Chairperson Keever is handling advertisement and publication of the program. She has been requested to note, in every publication and advertisement, the importance of photographing trees to be nominated. Member Ozawa reminded the council members that the nomination submission deadline is July 31<sup>st</sup>. Member Brewer offered to have the nominations sent to her home. She advised that certified arborists will be involved in the decision-making process.

**3-D. DISCUSSION AND POSSIBLE ACTION CONCERNING PURSUING FUNDS FROM GRANT AND NON-GRANT SOURCES** - Chairperson Roberts introduced and provided background information on this item. She advised that the original council had solicited sponsorships for Arbor Day, and suggested this as a possibility for other council functions and events. Member Brewer suggested drafting a solicitation letter. In response to a question, Mr. Moellendorf advised that persons interested in donating trees should be referred to the Parks Department for the specific criteria. Chairperson Roberts discussed the possibility of sponsorship for council events and functions, such as the Tree Care Seminar. She advised that the Toyota Corporation is very connected with Arbor Day. Mr. Moellendorf suggested Waste Management, Inc. as a potential sponsor / donor, and noted the ALS Grove as part of the Mills Park Arboretum. Additional suggestions for potential sponsors / donors included the Builders Association of Western Nevada. Chairperson Roberts suggested that each council member consider suggestions for potential sponsors / donors which can be discussed at the next council meeting. In response to a question, Mr. Moellendorf advised that any monetary donations should be made to the Carson City Parks and Recreation Department / Shade Tree Council.

**3-E. ACTION TO SELECT THE FIRST RECIPIENT OF THE NEWLY CREATED “TREADWAY” AWARD. THE “TREADWAY AWARD WILL BE GIVEN BY THE SHADE TREE COUNCIL TO RECOGNIZE ORGANIZATIONS OR INDIVIDUALS THAT HAVE MADE OUTSTANDING EFFORTS TO PROTECT AND PRESERVE TREES IN CARSON CITY** - Chairperson Roberts introduced this item. She advised of an inquiry regarding the purpose of the subject award, and suggested removing the word “protect” from the criteria to distinguish it from the George Washington Ferris Award. She displayed photographs of a tree which was relocated as part of the Presbyterian Church’s renovation project. She advised that the Centennial Cottonwood may have been part of Treadway Park. In response to a question, Mr. Moellendorf described the location of Treadway Park on Minnesota Street and Fleischmann Way. He provided historic information on the park, and offered to provide written information to Chairperson Roberts.

Chairperson Roberts solicited nominations for the Treadway Award. **Member Ozawa nominated the Presbyterian Church on their commendable effort to preserve the old tree on the site. Member Brewer seconded the motion. Motion carried 5-0.** Chairperson Roberts requested the council members to provide input with regard to when to confer the award.

**3-F. DISCUSSION AND ACTION CONCERNING WHAT TO DO WITH THE FUNDS ACCRUED BY THE CARSON CITY SHADE TREE COUNCIL** - Chairperson Roberts introduced this item, and reviewed the pertinent agenda materials. She advised there were no travel expenses associated with last year’s Tree Care Seminar. She further advised that the council is purchasing one of the Arbor Day trees. She solicited comments and input from the council members with regard to how to spend funding. Discussion ensued, and consensus of the council was to spend \$3,000 on trees. In response to a question, Mr. Moellendorf suggested the Ronald D. Wilson Memorial Park as a possibility for the council to establish a grove. He advised that staff will be submitting the park to the bid process in the near

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future. Member Brewer suggested that any grove should be established in the name of the council. Additional discussion took place regarding council funds and possible locations for trees to be planted. Member Shirk suggested deferring action on this item until the next meeting. She further suggested the C-Scape Garden at Mills Park. Mr. Moellendorf suggested that University of Nevada Cooperative Extension Educator JoAnne Skelly could submit the C-Scape Plan, and Parks staff could present the Ronald D. Wilson Memorial Park plan to the council at a future meeting. Chairperson Roberts noted that the grove concept represents the possibility of “doing a little now and little later.” Member Shirk suggested one of the schools. Following discussion, Member Brewer expressed the opinion that trees should be planted at facilities managed by the Parks Department. Mr. Moellendorf offered to present the council’s suggestion at the Parks Department staff meeting on Friday. Member Brewer requested to have this item re-agendized for the May council meeting, and to have Mr. Moellendorf present suggestions at that meeting.

**3-G. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2007 FALL TREE CARE SEMINAR** - Chairperson Roberts introduced this item, and reviewed the Tasks / Activities list included in the agenda materials. Discussion followed, and the council members concurred with the assignments. In response to a question, the council members concurred with scheduling the seminar for Wednesday, October 17<sup>th</sup>. Member Trenoweth agreed to check the availability of the Sierra Room.

**3-H. DISCUSSION AND POSSIBLE ACTION CONCERNING THE CREATION AND MANAGEMENT OF A SHADE TREE COUNCIL “ORIENTATION” PROCEDURE AND PACKAGE FOR NEW MEMBERS** - Chairperson Roberts introduced and provided background information on this item, and reviewed the pertinent agenda materials. She circulated an orientation package which had been prepared by Parks Department staff, and thanked them for preparing the information. **Member Brewer moved to accept the council manual, as presented, with the opportunity to add or subtract in the future, as necessary. Member Ozawa seconded the motion. Motion carried 5-0.**

**3-I. DISCUSSION AND POSSIBLE ACTION REGARDING HOW TREES WITHIN THE COMMUNITY HAVE RECENTLY BEEN IMPACTED BY DEVELOPMENT OR OTHER HOUSING ACTIVITIES; WAYS THE EXISTING PERMIT PROCESS CAN BE USED TO REDUCE THE IMPACT AND IF ANY CHANGES WOULD HELP** - Chairperson Roberts introduced and provided background information on this item. In response to questions which came up after the landscape maintenance ordinance was presented last month, she contacted Planning Division staff, who informed her that regulations are pertinent only to commercial landscape. She displayed information available through the University of Nevada Cooperative Extension. Member Shirk distributed to the council members and staff a sample brochure which could be made available in the Planning Division and the Parks Department. Discussion followed, and Member Trenoweth requested to postpone action until Member Harold could be present. Member Brewer suggested developing separate brochures for commercial developments and residential developments.

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

**STATUS REPORTS AND COMMENTS FROM STAFF** - None.

**MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION** - Member Ozawa advised of having attended a recent Parks and Recreation Commission meeting at which the Secret Garden Mural was presented. Member Brewer reminded the council members to keep track of their hours. Discussion followed with regard to the time sheet format. Chairperson Roberts advised that she had been

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working on the council's web page. She encouraged the council members to attend the May 17<sup>th</sup> Board of Supervisors meeting at which the landscape maintenance ordinance will be presented.

**5. FUTURE AGENDA ITEMS** - Previously covered.

**6. ACTION ON ADJOURNMENT** - Member Ozawa moved to adjourn the meeting at 6:53 p.m. Member Shirk seconded the motion. Motion carried 5-0.

The Minutes of the April 26, 2007 Shade Tree Council meeting are so approved this 24<sup>th</sup> day of May, 2007.

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CAROL ROBERTS, Chair