

**CARSON CITY SHADE TREE COUNCIL**  
**Minutes of the November 15, 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, November 15, 2007 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Vice Chairperson Lee-Ann Keever  
Carole Brewer  
Terrill Ozawa  
Gianna Shirk  
Roy Trenoweth

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Scott Fahrenbruch, Parks and Recreation Director of Operations  
Kathleen King, Recording Secretary

**NOTE:** A recording of these proceedings, 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 (1-0007)** - Vice Chairperson Keever called the meeting to order at 5:30 p.m. Chairperson Roberts and Member Harold were absent.

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

**1. ACTION ON APPROVAL OF MINUTES - October 18, 2007 (1-0018)** - Member Ozawa moved to approve the minutes. Member Trenoweth seconded the motion. Motion carried 5-0.

**2. MODIFICATIONS TO THE AGENDA (1-0026)** - None.

**3. AGENDA ITEMS:**

**3-A. DISCUSSION AND INTERVIEW ONLY OF APPLICANT(S) FOR SHADE TREE COUNCIL MEMBERSHIP VACANCIES (1-0029)** - Vice Chairperson Keever introduced this item. Mr. Fahrenbruch advised of Chairperson Roberts' original intent to be interviewed by telephone; however, she subsequently advised she would be unable to go forward with the telephone interview. Mr. Fahrenbruch provided a letter to the recording secretary, submitted by Chairperson Roberts, requesting consideration to serve an additional term as a council member. Members Brewer and Trenoweth advised that Chairperson Roberts had contacted each of them by telephone. Mr. Fahrenbruch advised that Chairperson Roberts' letter would serve as an official request upon which the council members could take action under the next agenda item. He provided additional direction with regard to the other two council members seeking reappointment: Vice Chairperson Keever and Member Shirk.

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**3-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPLICANTS FOR MEMBERSHIP APPOINTMENTS TO THE SHADE TREE COUNCIL (1-0054) - Member Trenoweth moved to recommend to the Board of Supervisors the reappointment of Carol Roberts, Gianna Shirk, and Lee-Ann Keever. Member Brewer seconded the motion. Following a brief discussion, Member Trenoweth called for the question. Motion carried 3-0-2, Vice Chairperson Keever and Member Shirk abstaining.**

**3-C. ACTION TO APPROVE ALLOCATING SHADE TREE COUNCIL FUNDS TO PURCHASE AND PLANT TREES FOR RENOVATION OF THE C-SCAPE DEMONSTRATION GARDEN IN MILLS PARK (1-0073) - Vice Chairperson Keever introduced this item. Mr. Fahrenbruch provided background information and oriented the council members to the location of the C-Scape Demonstration Garden. He reviewed details of the project, including the time line and estimated costs, and requested funding and partnership from the Shade Tree Council. He suggested that the site would serve as a nice Arbor Day Ceremony location.**

In response to a question, he requested a \$1,500 donation from the council. He advised he is in the process of establishing a budget which will inform the project design. In response to a question, he advised that, if additional funds are necessary, he will return to the council with an additional request. Discussion took place regarding the council's available funds. Member Ozawa advised of having served as one of the original c-scape master gardeners. She inquired as to the possibility of including additional seating areas which would not be conducive to sleeping; "small enough for a person to sit on but not long enough for somebody to sleep on." Mr. Fahrenbruch provided additional detail with regard to the proposed project design. Member Brewer expressed support for a \$1,500 contribution, but opposed any additional funding in favor of the council grove previously approved for Ronald D. Wilson Memorial Park. Additional discussion took place regarding available council funds. In response to a question, Mr. Moellendorf explained that an actual grove could be established at the C-Scape Demonstration Garden as opposed to offsetting the cost of purchasing and planting trees at Ronald D. Wilson Memorial Park which landscape design is already established. In response to a question, Mr. Fahrenbruch reiterated that the project budget will inform the C-Scape Demonstration Garden project design. Member Ozawa suggested that the council's participation in the project "would give the public a good view of us as proponents of bio-regionally appropriate trees." Mr. Moellendorf suggested that the C-Scape Demonstration Garden Project represents more of an opportunity for council identification. **Member Brewer moved to contribute \$1,500 toward the Mills Park C-Scape Demonstration Garden at this time. Member Ozawa seconded the motion. Motion carried 5-0.** Mr. Fahrenbruch acknowledged that the C-Scape garden will accommodate future growth.

**3-D. DISCUSSION AND POSSIBLE ACTION TO DEFINE CRITERIA FOR THE "TREADWAY AWARD" (1-0375) - Vice Chairperson Keever introduced and provided background information on this item. Following a brief discussion, consensus of the council was to defer this item to the January meeting.**

**3-E. DISCUSSION ONLY REGARDING THE RECENT SHADE TREE COUNCIL FALL TREE CARE SEMINAR (1-0400) - Vice Chairperson Keever entertained comments and input from the council members. Member Brewer expressed disappointment over the quality of the catered food. She provided background information on the reason for hiring this year's seminar caterer, and recommended trying a different caterer next year. Vice Chairperson Keever distributed Evaluation Results to the council**

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members and staff, and reviewed the same. In light of positive feedback regarding the outdoor seminar activities, she advised of a suggestion to schedule the seminar in October 2008. She commented on the diversity of people and organizations represented at the seminar. Discussion followed. Member Ozawa discussed the photographs she had taken. Consensus of the council was that the seminar was successful. Additional discussion took place regarding the seminar evaluation responses. Member Shirk advised this was her first Tree Care Seminar; that she enjoyed it and looks forward to next year.

(1-0698) Member Ozawa advised she is working on editing the photographs and will submit a CD to Parks Department Administrative Assistant Daria Petrenko.

**3-F. DISCUSSION AND POSSIBLE ACTION TO OBTAIN PERMISSION FROM THE BOARD OF SUPERVISORS TO APPLY FOR A TREE CITY USA GROWTH AWARD (1-0574)** - Vice Chairperson Kever introduced and provided background information on this item. Discussion took place, and Mr. Moellendorf offered to prepare the Board Action Form. No formal action was taken.

**3-G. DISCUSSION AND POSSIBLE ACTION TO RECOMMEND THAT THE BOARD OF SUPERVISORS APPROVE CREATION OF A BROCHURE TO INFORM PROFESSIONALS, AND POSSIBLY THE GENERAL PUBLIC, OF CARSON CITY TREES AND THE NEWLY ADOPTED LANDSCAPE DEVELOPMENT STANDARDS (1-0631)** - Vice Chairperson Kever introduced this item. Member Shirk referred to the original draft brochure which she had presented several months ago. She advised of recent computer problems, and that she has been working on restoring and revising the original draft brochure. Consensus of the council was to defer this item to the January meeting.

**4. NON-ACTION ITEMS:**

**STATUS REPORTS AND COMMENTS FROM STAFF (1-0673)** - None.

**MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (1-0706)** - Vice Chairperson Kever suggested agendizing a SlideShow presentation of annual council activities, as photographed by Member Ozawa, for a future meeting. Member Brewer requested the council members' volunteer hours. Member Shirk displayed the 2008 Arbor Day National Poster Contest packet. She reported on having recently testified before the School Board.

**5. FUTURE AGENDA ITEMS (1-0782)** - Member Shirk requested to re-agendize the draft brochure and to agendize the Arbor Day National Poster Contest. Vice Chairperson Kever noted that the Treadway Award criteria needed to re-agendized.

**6. ACTION ON ADJOURNMENT (1-0795)** - Member Shirk moved to adjourn the meeting at 6:15 p.m. Member Ozawa seconded the motion. Motion carried 5-0.

The Minutes of the November 15, 2007 Carson City Shade Tree Council meeting are so approved this 28<sup>th</sup> day of February, 2008.

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CAROL ROBERTS, Chair