

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 Wednesday, February 3, 2010 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Vice Chairperson Gianna Shirk
Member Carole Brewer
Member Kyle Horvath
Member Terrill Ozawa
Member Jens Peermann
Member Roy Trenoweth

STAFF: Roger Moellendorf, Parks and Recreation Department Director
John Wilkinson, IT Director
Jano Barnhurst, Recording Secretary

NOTE: A recording of these proceedings, the council's agenda materials, and any written comments or documentation provided to the recording secretary are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

CALL TO ORDER ROLL CALL AND DETERMINATION OF QUORUM (5:29:47) - Chairperson Keever called the meeting to Order at 5:29 p.m. Roll was called and a quorum was present. Member Ozawa arrived after roll call.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:05) - Tom Henderson of Healthy Trees presented background information on the Freeway Landscaping Work Group and advised of a freeway landscaping grant with a matching grant from NDOT for the northern portion of the freeway. He advised that the College Parkway interchange is proposed for public art but supported the original landscaping concept as it is a gateway to Carson City. He described the definition of landscaping as living plants. He advised that a plan to landscape all interchanges except College Parkway will be presented at the February 18 Board of Supervisors (BOS) meeting. He advised that Park Planner Vern Krahn explained they didn't feel it was feasible because of snowplow and sanding activities; shade under the overpass structures; drainage; and traffic safety. Mr. Henderson encouraged the STC to become aware of the issue and take a position on it. In response to a comment, Chairperson Keever noted that the matter could not be discussed. Mr. Moellendorf added that it will be included on the April agenda.

1. ACTION ON APPROVAL OF MINUTES (5:37:50) - Vice Chairperson Shirk moved to approve the minutes of the December 2, 2009 meeting. Member Peermann seconded the motion. Motion carried 7-0.

2. MODIFICATIONS TO THE AGENDA (5:38:31) - Member Peermann requested that items 3-E and 3-I be heard after item 3-B. Chairperson Keever suggested they be heard after item 3-C. Mr. Moellendorf suggested they be heard before item 3-C noting the presence of the IT Director.

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3. AGENDA ITEMS:

3-A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING () - None.

3-B. DISCUSSION AND POSSIBLE ACTION REGARDING THE ELECTION OF THE SHADE TREE COUNCIL'S CHAIR AND VICE CHAIR FOR 2010 (5:39:34) - Chairperson Keever introduced the item. **Member Ozawa nominated Lee-Ann Keever as Chair and Gianna Shirk as Vice Chair. Member Peermann seconded the nominations. Motion carried 7-0.**

3-C. DISCUSSION ONLY REGARDING CARSON CITY'S BUDGET SHORTFALL (5:58:06) - Chairperson Keever introduced the item and Mr. Moellendorf advised that because funds are raised through the Fall Tree Care Seminar, the affect to the STC is minimal. He gave background information on the Cutback Program Priority List, a copy of which is incorporated into the record. He explained the differences between the general fund, enterprise, and non-general fund budgets noting that those outside the general fund are not affected by the cutbacks. He explained how he rated each program and the difference between internal and external service charges noting that he placed a higher priority on cutting internal services. He explained that cuts to the PRD are approximately \$638,000 and that the Sheriff's Department, Fire Department and PRD have the three largest general fund budgets. He explained that the List was approved by the BOS and noted the areas including 5 percent, 6 percent and 10 percent cuts. He noted that all of the items will impact the City's levels of service and employees and programs may be lost. In response to a series of questions, he opined that if administrative staff is lost, services may be difficult to provide to the STC and other advisory boards. He added that minimizing packets by e-mailing them would help alleviate administrative costs and there may be a possibly of consolidating committees. He noted that he would check with staff regarding logistical issues about providing everything by e-mail. Chairperson Keever suggested doing whatever possible to help save money but not affect their ability to carry out their duties. Member Brewer suggested that board members volunteer to help with clerical work. In response to a question, Mr. Moellendorf acknowledged that the STC's account is safe from other departments. In response to a comment, he suggested working with the Foundation for the Betterment of Parks regarding fundraising efforts. In response to another question, he replied that applying for grants should be handled by the PRD or Foundation. In response to a request, he acknowledged that he will ask someone from the Foundation to attend the April meeting. Vice Chairperson Shirk encouraged the STC to look for ongoing donations. Chairperson Keever opined that people would feel more comfortable donating to the Foundation.

3-D. DISCUSSION AND POSSIBLE ACTION REGARDING THE COUNCIL'S LIAISON DUTIES FOR 2010 (6:22:41) - Chairperson Keever introduced the item and Vice Chairperson Shirk encouraged the STC to volunteer more as sub-groups and suggested a few members volunteer as a sub-committee to work on Arbor Day and different projects. In response to a question, Member Ozawa replied that GROW is involved with freeway landscaping. In response to a question, Vice Chairperson Shirk named Member Ozawa, Tom Henderson, and herself on the GROW sub-committee. In response to a question, Chairperson Keever clarified that sub-committee members would attend meetings and gather

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information. Mr. Moellendorf cautioned about forming sub-committees which fall under the requirements of Open Meeting Laws adding that they would create more work for staff. He suggested having more than one liaison assigned to the organizations. Vice Chairperson Shirk commented that sub-committees are a way to get more accomplished. In response to a question, Mr. Moellendorf advised that agendaing sub-committees and defining the Open Meeting Law will be agendaed for the April meeting. In response to a comment, Member Horvath expressed the understanding that the liaison list is for reporting and information gathering. Member Peermann expressed concern on its effectiveness as they only meet every other month. Chairperson Kever replied that emergency meetings could be called but other boards are under similar budgetary restraints. In response to a question, she replied that reports would be given under the agenda's status reports item but a quorum would be necessary for an emergency meeting.

Member Horvath volunteered for the Carson River Advisory Committee, Downtown Design Review Committee and Open Space Advisory Committee. In response to a comment, Mr. Moellendorf advised that e-mail notices can be provided to each other but they cannot discuss or reply to them. Member Trenoweth volunteered for the Parks and Recreation Commission, Planning Commission, Regional Transportation and Board of Supervisors. Chairperson Kever volunteered for State Buildings and Grounds, Legislative Council Bureau and Redevelopment Authority Citizens Committee. Mr. Moellendorf was asked to be the liaison for Nevada Shade Tree Council to which he agreed. Vice Chairperson Shirk volunteered for GROW, Parks and Recreation Commission, Public Works, Cooperative Extension and schools. Member Brewer volunteered for Fall Tree Care Seminar and volunteer hours. Member Ozawa volunteered for GROW, Downtown Design Review, Cooperative Extension, and Fall Tree Care Seminar. Mr. Moellendorf explained the difference between liaisons and duties noting that the Fall Tree Care Seminar is a duty. Member Peermann volunteered for Downtown Design Review, Planning Commission, and Parks and Recreation Commission. Mr. Moellendorf cautioned the members of not having more than three members as liaisons to the committees. In response to a question, he advised that agendas can be obtained on the City's web site.

3-E. DISCUSSION AND POSSIBLE ACTION REGARDING THE COUNCIL'S WEB PAGE ON THE CARSON CITY WEB SITE (5:40:12) - Chairperson Kever introduced the item and Mr. Wilkinson gave an overview of the STC web site. He explained that a top priority of the City is an internal web site but they should soon be able to work on the STC site and asked to return in April with an update. Chairperson Kever advised that she and Mr. Moellendorf met with Mr. Wilkinson in August regarding web page ideas. In response to a series of questions, Mr. Wilkinson replied that the City will construct the site and that it can be inside or outside the City's web site. He added that the STC could have something with a different look and feel, but it benefits the City to have a unified web site. He noted that it can be built to the STC's preferences. In response to a comment, Chairperson Kever replied that the Arbor Day and Fall Tree Care Seminar photos can be submitted for uploading and announcements can be made as well. In response to another question, Mr. Wilkinson replied that he will attend the STC meeting in April. In response to a further question, he replied that the site can be interactive but they need to stay compliant with the Rehabilitation Act so the hearing and visually impaired can use the web site.

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3-F. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2010 ARBOR DAY CELEBRATION (6:42:49) - Chairperson Keever introduced the item and suggested holding the celebration at the Capital grounds. In response to a comment, she noted that they would work with Buildings and Grounds to plant a tree. She also suggested asking George Washington Ferris' great-grandson to attend. She noted that Arbor Day is April 30. In response to a question, Member Trenoweth opined that the Capital grounds are full and suggested the LCB. Chairperson Keever suggested that the trees fronting the State Library could use replenishment. In response to a question, Member Trenoweth offered to speak with Loren Malkiewich. Vice Chairperson Shirk suggested a state parking lot and Chairperson Keever suggested the Sedway Office Building. Mr. Moellendorf suggested the park across from the State Library. Mr. Henderson suggested the fishing pond on Clear Creek but Mr. Moellendorf expressed concern about irrigation. In response to a question, he suggested choosing a location and he and Molly Sinnott would select a tree. Member Peermann expressed support for the park. Member Horvath opined that government workers would be more likely to attend if the celebration were close to downtown. In response to a question, Mr. Moellendorf suggested considering the Urban Fishing Pond next year. Chairperson Keever entertained a motion. **Member Ozawa moved that the Arbor Day 2010 tree be planted in the park across from the State Library provided that permission is provided from the State.** In response to a comment, **Member Ozawa amended the motion that the Arbor Day 2010 tree be planted in the park across Stewart Street from the State Library and Archives with said tree not to exceed \$500 in cost, and will be selected by Roger Moellendorf and Molly Sinnott. Member Trenoweth seconded the motion. Motion carried 7-0.** Mr. Moellendorf noted that he will select an appropriate tree for the location and will contact the appropriate State officials.

Vice Chairperson Shirk suggested that the invitations be sent very soon and each Council member invite as many guests as possible. Chairperson Keever replied that the invitations will be sent out as soon as permission is received from the State. Vice Chairperson Shirk suggested using an online web site to e-mail the invitations. In response to a question, Chairperson Keever noted that a lot of money was spent on mailing invitations last year. Vice Chairperson Shirk offered to invite Smokey the Bear, Woodsy the Owl, and the Crash Test Dummies.

(7:16:17) Chairperson Keever noted that a recipient was not determined for the George Washington Ferris award. Member Horvath advised of three businesses on Arrowhead Drive with mature trees that are very noticeable. He encouraged a drive on Arrowhead and suggested CGI. In response to a comment, Chairperson Keever suggested awarding it to all three businesses. Mr. Henderson recommended the Nevada National Guard as they moved 40 trees from their site to school yards in order to construct a solar facility. Member Horvath expressed support for the recommendation. **Member Ozawa moved that the National Guard and associates be awarded the George Washington Ferris award. Vice Chairperson Shirk seconded the motion. Motion carried 6-0-1.** Chairperson Keever advised that she will contact Mike regarding the award.

3-G. DISCUSSION AND POSSIBLE ACTION REGARDING THE SHADE TREE COUNCIL'S PARTICIPATION IN AN ART TREE PROJECT (6:56:11) - Chairperson Keever introduced the item, referred to the exhibit included in the agenda materials and read portions of Chapter 2.18 into the record. She suggested that they determine whether the project fits within the parameters of

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their goals and duties. Member Horvath referenced agenda item 3-H and opined that the two items could be tied together noting that it could be the reward for reaching a goal. He opined that the sculpture could be used as a ceremonial tree planting if it was tied in with a five year plan noting that it would be easier to obtain funding and government support. He explained that by setting a quantitative goal, the community follows the project over time and the sculpture is the outcome. Member Peermann opined that the art tree is an art project and doesn't fall within their purpose. Chairperson Kever opined that it doesn't fit within the definition of urban trees. In response to a question, Mr. Moellendorf opined that an art tree project could be used to promote tree planting, care and beautification. He noted that the STC's purpose is to advise the BOS and suggested that the idea be taken to them for a recommendation. Member Horvath noted that if the STC's purpose is reporting to the BOS, the Arbor Day celebration is over and above their duties. He added that educating the community of the importance of trees is an opportunity that shouldn't be missed. Chairperson Kever commented on the lack of support for the project by community members because of the economic times and being outside their purview. She opined that it is not part of their duties and shouldn't be pursued but would support it if that was the decision of the STC. Vice Chairperson Shirk opined that it could be an award for a big achievement and suggested it as a recurring agenda item. Discussion continued regarding whether the project should be pursued. Member Horvath expressed support for the project. **Member Trenoweth moved to postpone the item indefinitely.** Vice Chairperson Shirk suggested assigning it to a sub-committee and working on it over time. In response to a comment, Mr. Moellendorf advised that the project should be well defined including funding and the cost to the City before taking it to the BOS. Member Horvath expressed the opinion that they were deciding on whether to put forth the time and effort to do the project. Chairperson Kever noted the pending motion. **Motion died for lack of a second.** She then entertained any other motions. **Member Horvath moved to approve the formation of a sub-committee to find information to send to the Board of Supervisors at a later date. Vice Chairperson Shirk seconded the motion. Motion carried 4-2-1.** Member Peermann was absent for the vote. In response to a question, Mr. Moellendorf advised that forming a sub-committee can be agendaized for the next meeting.

Member Peermann left the meeting at 7:06 p.m.

3-H. DISCUSSION AND POSSIBLE ACTION REGARDING A COUNCIL-ENDORSED TREE INITIATIVE ENCOURAGING NEW AND INCREASED TREE PLANTING IN CARSON CITY (7:12:28) - Chairperson Kever introduced the item and **Member Horvath moved to combine items 3-G and 3-H for future agendas. Member Ozawa seconded the motion. Motion carried 4-2-1.** In response to a question, Mr. Moellendorf noted that a motion was approved to carry both items forward to the April meeting.

3-I. DISCUSSION AND POSSIBLE ACTION REGARDING AN INFORMATIONAL TREE-RELATED BROCHURE TO BE DISTRIBUTED TO MEMBERS OF THE PUBLIC EXPLAINING THE MANY BENEFITS OF TREES AND THE RESOURCES AVAILABLE TO CARSON CITY TREE OWNERS (5:49:11) - Chairperson Kever introduced the item and gave background information. Member Peermann suggested coordinating the overall look of the web site and brochure for consistency. He also suggested that it be distributed to nurseries, building material markets, and City agencies. In response to a question, Mr. Moellendorf offered to research whether they can be

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included with the water bills. In response to another question, Member Peermann replied that 5,000 brochures would cost approximately \$1,200. In response to a question, Mr. Moellendorf replied that he can obtain a quote from the City's preferred printer. In response to a question, Mr. Peermann opined that 15,000 could cost about \$2,000. In response to a question, Mr. Moellendorf reiterated that he will research a price and check into including them with utility bills. Member Peermann noted that he revised the logo and gave a presentation of a draft brochure, a copy of which is incorporated into the record. Chairperson Keever expressed concern about whether changing the logo would violate the Open Meeting Laws. Member Horvath expressed support for the revised logo. There was discussion on the brochure regarding content and proofreading. Chairperson Keever entertained a motion. **Member Ozawa moved that the Carson City Shade Tree Council accept the brochure representing our organization. Vice Chairperson Shirk seconded the motion. Motion carried 7-0.**

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM STAFF (7:13:24) - Chairperson Keever reported on a woman who attended a Fall Tree Care Seminar which resulted in her joining the Arbor Day Foundation. Vice Chairperson Shirk referred to a letter received from the Alliance for Community Trees and Chairperson Keever suggested incorporating it into the April agenda. Member Ozawa recommended the book *The Lives of Trees* which includes atypical information and recommended it as a future contest prize.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION () -

5. FUTURE AGENDA ITEMS (7:20:27) - None.

FINALIZATION OF THE 2009 FALL TREE CARE SEMINAR () -

PLANNING FOR ARBOR DAY 2010 () -

6. ACTION ON ADJOURNMENT (7:20:36) - Chairperson Keever entertained a motion to adjourn. **Member Ozawa moved to adjourn the meeting at 7:20 p.m. Member Horvath seconded the motion and it carried unanimously.**

The Minutes of the February 3, 2010 Carson City Shade Tree Council meeting are so approved this 7th day of April, 2010.

LEE-ANN KEEVER, Chair