A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, March 24, 2005 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

**PRESENT:** Chairperson Jean Bondiett

Carole Brewer Lee-Ann Keever Robert Ruffridge Roy Trenoweth

**STAFF:** Vern Krahn, Park 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** (1-0008) - Chairperson Bondiett called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Vice Chairperson Roberts and Member Ozawa were absent.

### CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0014) - None.

- 1. ACTION ON APPROVAL OF MINUTES February 24, 2005 (1-0016) Member Trenoweth moved to approve the minutes. Member Brewer seconded the motion. Motion carried 5-0.
- 2. CHANGES TO THE AGENDA (1-0020) None.
- 3. AGENDA ITEMS:

3-A. ACTION REGARDING THE SHADE TREE COUNCIL'S SUPPORT FOR A G.R.O.W. (GARDENERS RECLAIMING OUR WAYSIDES) GRANT APPLICATION FOR A CARSON CITY COMMUNITY SUPPORT SERVICES GRANT FOR LANDSCAPING THE CARSON CITY FREEWAY'S ARROWHEAD INTERCHANGE (1-0022) - Mr. Krahn introduced Jan Miller and Marie Bresch, of GROW, referred to the grant application included in the agenda materials, and provided background information on this item.

(1-0067) Jan Miller, of GROW, explained the request for the Shade Tree Council's written support of a grant application which would provide funding for development of landscape plans for the Arrowhead Interchange. She discussed the importance of developing the landscape plans prior to completion of the freeway bypass construction in order that actual landscaping can begin as soon as access to the landscape areas is granted. The landscape design will include rocks, mulches, and plants which are native and naturalized to Nevada and will not require high maintenance.

In response to a question, Mr. Krahn explained the bioregional concept associated with the freeway landscape and erosion control plan, which includes the use of native and naturalized plant materials to landscape certain portions of the freeway. He referred to the Reno-Tahoe International Airport as an example. He advised that the Nevada Department of Transportation has installed irrigation sleeves, power

drops, boulders, talus, grading, and an erosion control seed mix which includes a variety of plants, herbs, and ground covers. GROW is seeking funding for the landscape design of the gateways and interchanges which includes containerized trees, shrubs, and plants. Mr. Krahn referred to the cost estimates included as part of the grant application. He acknowledged that trees will be used on the slopes of the gateways and interchanges, in the islands, etc. He referred again to the Reno-Tahoe International Airport, and advised that the landscape design for Carson City includes a variety of different trees and plant material. He stated that the landscape design is a very important aspect of the visual mitigation of the freeway as the interchanges become a gateway to the community.

Member Trenoweth expressed concern that the trees may grow to become visual obstacles after a few years. Mr. Krahn advised that NDOT will not allow any type of landscape which could create a traffic or safety issue. He acknowledged that trees will be planted on the slopes and "larger pockets" of some of the interchanges. He explained that the interchanges are fairly large and that sufficient distance exists off the roadway to plant trees and plant material. He assured the Council members that safety distances will be considered in the landscape design which must be presented to NDOT for approval. Mr. Krahn acknowledged that the Council was being asked to provide written support for GROW's grant application. Member Ruffridge expressed understanding for Member Trenoweth's concerns, and support for beautifying public spaces. He commented that some combination of trees, shrubs, and landscape is "certainly preferable to dirt." Mr. Krahn further acknowledged that GROW was requesting no funding from the Council at this time.

Chairperson Bondiett referred to the Council's past support of GROW and, in response to a question, Mr. Krahn advised that the Council's recommendation to approve a \$7,500 allocation from Question #18 beautification funding had not yet been presented to the Board of Supervisors. He explained that the federal enhancement grant, for which the \$7,500 represents a portion of the required match funding, had not yet been approved. He reviewed the approval process for the federal enhancement grant application, which included presentation to the Regional Transportation Commission, the Board of Supervisors, and the Carson Area Metropolitan Planning Organization ("CAMPO"). CAMPO submitted the grant application to NDOT to determine qualification for federal enhancement funding. NDOT staff reviews the grant application and, eventually, it will be submitted again to CAMPO. A decision on the federal enhancement grant is expected in May, a decision on the funding allocation is expected in September, with funding to be disbursed in October. In response to a question, Mr. Krahn explained that the federal enhancement grant funding is for the neighborhood gateways at Emerson Drive, Northgate Lane, and Carmine Street. The federal enhancement grant application requests \$600,000 for which the City is required to provide \$30,000 in match funding. The \$7,500 is part of the \$30,000 match requirement. Mr. Krahn noted that the federal grant process is "long and arduous," and advised that GROW has actively participated in moving the grant application through the approval process.

In response to a question, Mr. Krahn clarified the subject request is for written support of a grant application to develop landscape design plans for the Arrowhead Interchange. In response to a question, Ms. Miller explained that the Council's letter of support will be included with the grant application. Mr. Krahn advised that GROW requested \$18,000 through the Community Support Services grant process last year and was awarded \$7,500. This year's grant application is for \$26,000 which represents half the design costs.

Ms. Miller acknowledged that GROW will most likely pursue Nevada Division of Forestry grant funding again this year. In response to a question regarding the reason last year's grant application was not funded, Mr. Krahn explained the perception, by NDF representatives, that NDOT should be responsible for landscaping the north leg of the freeway bypass. He advised that NDOT has refused to do so because landscape wasn't a part of the original project. NDOT has installed irrigation sleeves, electrical drops for irrigation controllers, contour grading, boulders, enhanced erosion control seed mix, and a talus on some slopes. As far as NDOT representatives are concerned, that is the extent of the landscaping required as part of the northern leg of the freeway. Another speculation as to the reason GROW was unsuccessful in securing NDF grant funding is that the application was for design fees and not actual planting.

In response to a question, Ms. Miller clarified that the Community Support Services grant application is for landscape design plans for the Arrowhead Interchange. Extensive discussion took place to clarify the differences between the federal enhancement grant and the subject Community Support Services grant. Mr. Krahn acknowledged that each interchange will have a separate landscape design plan which is separate from the landscape design plans for the neighborhood gateways. The north leg of the freeway includes four interchanges: North Carson Street, Arrowhead, College Parkway, and Highway 50. The gateways are grade separations over which the freeway will pass, including Northgate Lane, Emerson Drive, and Carmine Street. Mr. Krahn explained that the federal enhancement grant application was for landscape design plans for the three neighborhood gateways. He reviewed the funding sources which are providing the required match for the \$600,000 federal enhancement grant.

Mr. Krahn explained that the purpose of the subject process is to begin acquiring the necessary match funding for an additional federal enhancement grant to be used for the Arrowhead Interchange. Ms. Miller advised that GROW wrote a grant application in 2002 to the Federal Transportation Board which is still pending. Member Trenoweth moved to support GROW's application for Carson City Community Support Services grant funding for landscaping the Carson City Freeway Arrowhead Interchange. Member Brewer seconded the motion. Motion carried 5-0.

3-B. ACTION TO AUTHORIZE THE SHADE TREE COUNCIL CHAIRPERSON TO WRITE A LETTER TO MARY FISCHER, G.R.O.W. PRESIDENT, SUPPORTING G.R.O.W.'S GRANT APPLICATION FOR A CARSON CITY COMMUNITY SUPPORT SERVICES GRANT FOR LANDSCAPING THE CARSON CITY FREEWAY'S ARROWHEAD INTERCHANGE (1-0688) - Member Brewer so moved. Member Trenoweth seconded the motion. Ms. Miller clarified that the support letter requested should be addressed to the City, and discussion took place with regard to the same. With the clarification, Member Brewer withdrew her original motion. Chairperson Bondiett entertained a motion to authorize the Council chairperson to write a letter for Mary Fischer, supporting GROW's application for Carson City Community Support Services grant funding for landscape design plans at the Carson City Freeway Arrowhead Interchange. Member Brewer so moved. Member Trenoweth seconded the motion. Member Ruffridge advised Ms. Miller and Ms. Bresch of the Council's plans for this year's Arbor Day Celebration tree planting. He suggested keeping the interchanges and gateways in mind for future Arbor Day Celebration tree plantings. Chairperson Bondiett requested the GROW representatives to provide the Council with progress reports on the pending grant applications. She called for a vote on the pending motion; motion carried 5-0. Ms. Miller thanked the Council members for their support.

3-C. ACTION ON THE APRIL 29, 2005 ARBOR DAY CELEBRATION (1-0802) - Mr. Krahn distributed Arbor Day flyers to the Council members and staff. Chairperson Bondiett provided background information on the site selected for the Arbor Day tree planting. In response to a comment, Member Brewer offered to secure the Mayor's and Governor's Proclamations. Discussion took place with regard to the same, and Chairperson Bondiett advised that the City had received its eleventh annual Tree City USA Certification. Member Keever offered to request letters of acknowledgment from the Assembly and Senate Natural Resources Committees. Chairperson Bondiett provided, to Mr. Krahn, letters to both Steve Kastens and Alyssa Bradley for copying and mailing. NDF Forestry Staff Specialist Susan Stead will present a ribbon to Ms. Bradley. In response to a question, Mr. Krahn advised of having left a phone message for Mike Tanchek. He will follow up to confirm that Mr. Tanchek intends to purchase the George Washington Ferris Award plaque again this year. He and the Council members commended Chairperson Bondiett on the Arbor Day Celebration flyer. In response to a question, Mr. Krahn advised of having spoken with Contract Urban Forester Molly Sinnott about an evergreen tree, something native to the eastern slopes of the Sierra. Chairperson Bondiett described the planting site, and advised of plans to request the City Manager or the Mayor to discuss reforestation of the Waterfall Fire burn area.

Chairperson Bondiett advised she will draft a letter to the homeowners near the planting site. Parks and Recreation Director of Operations Scott Fahrenbruch volunteered his staff to hand deliver letters / flyers. In response to a question, Chairperson Bondiett requested Member Keever to include directions to the planting site in all Arbor Day Celebration publicity. She acknowledged that Ms. Bradley's parents granted permission to use her name in the publicity. Member Trenoweth suggested having USFS and/or NDF representatives discuss their burn areas and plans for reforestation. Mr. Krahn suggested NDF Conservation Staff Specialist Jenny Scanland, and discussion took place with regard to the same. Chairperson Bondiett advised that the ceremony should be kept to about an hour. Member Brewer offered to ask Member Ozawa to take photos at the ceremony.

Mr. Krahn acknowledged that the City Manager and the Board of Supervisors would be invited to the ceremony. He further acknowledged that copies of the flyers will be included in the Parks and Recreation Commission and Open Space Advisory Committee agenda materials. Flyers will be mailed to the Carson River Advisory Committee members. Discussion took place with regard to e-mailing the flyer to all City employees. Mr. Krahn read into the record the letter to Mr. Kastens regarding the George Washington Ferris Award, copies of which will also be provided to the advisory committee members, City staff, and the elected officials. [Member Brewer left the meeting at 6:40 p.m.; a quorum was still present.] Mr. Krahn provided an overview of the Facility Permit which was distributed to the Council members and staff.

3-D. ACTION REGARDING THE SHADE TREE COUNCIL APPLYING FOR A NEVADA DIVISION OF FORESTRY URBAN AND COMMUNITY FORESTRY PROGRAM GRANT (1-1278) - Chairperson Bondiett advised that Vice Chairperson Roberts had volunteered to write the grant. The NDF workshop was canceled due to lack of interest; however, Ms. Stead has indicated a willingness to meet with Chairperson Bondiett and Vice Chairperson Roberts to discuss the grant application. Chairperson Bondiett advised that the grant application is due April 11<sup>th</sup>, and the request for funding will be to plant trees. She explained that the grant funding is allocated on a reimbursement basis.

Following discussion, consensus of the Council was to plant trees in the Arboretum and to apply for a similar amount of funding as last year. Member Ruffridge moved to authorize Vice Chairperson Roberts and Chairperson Bondiett to submit an urban and community forestry grant application to the Nevada Division of Forestry to do a planting at the Mills Park Arboretum. Member Trenoweth seconded the motion. Motion carried 4-0.

Discussion took place regarding whether the grant application is required to be submitted to the Board of Supervisors, the meeting time table to accommodate the same, and the grant application's required volunteer component. Member Ruffridge suggested designating the Council members as the volunteer component, and additional discussion followed.

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

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-1485) - Member Trenoweth provided an overview of the presentation and discussion which took place at the March 15<sup>th</sup> Parks and Recreation Commission meeting with regard to a new recreation center. Chairperson Bondiett provided the letter to the tree care professionals to be included in the packet of information with the approved tree species list, planting standards, and planting notes. She reviewed the time table to receive input from the tree care professionals.

# LIAISON REPORT FROM NEVADA SHADE TREE COUNCIL MEMBER (1-1631) - None.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1633) - Mr. Krahn advised of his recent focus on Arbor Day Celebration details. He advised of a meeting tomorrow with Ms. Sinnott, who will provide a redline copy of the approved tree species list. He and Ms. Sinnott have also been working on the Arboretum tree inventory, which may be included in the April Council meeting agenda materials. He acknowledged Ms. Sinnott will be provided an Arbor Day Celebration flyer. (1-1691) Mr. Krahn advised of an item agendized for the March 28th Open Space Advisory Committee meeting about which he will be checking into and reporting back to the Council.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-1677) - The Council members requested staff to agendize an update on the Roop Street widening project. (1-1763) Chairperson Bondiett advised that Vice Chairperson Roberts requested to agendize discussion and action regarding a Nevada Shade Tree Week planting. She requested Mr. Krahn to agendize discussion of the Tree Care Seminar.

5. **ACTION ON ADJOURNMENT** (1-1798) - Member Keever moved to adjourn the meeting at 7:06 p.m. Member Trenoweth seconded the motion. Motion carried 4-0.

The Minutes of the March 24, 2005 meeting of the Carson City Shade Tree Council are so approved this 28<sup>th</sup> day of April, 2005.