

CARSON CITY SHADE TREE COUNCIL

Minutes of the August 25, 2005 Meeting

Page 1

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, August 25, 2005 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Vice Chairperson Carol Roberts
Carole Brewer
Lee-Ann Keever
Terrill Ozawa
Roy Trenoweth

STAFF: Vern Krahn, Park Planner
Mike Suglia, Senior Deputy District Attorney
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) - Vice Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Chairperson Bondiett was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0016) - None.

1. ACTION ON APPROVAL OF MINUTES - May 26, 2005 (1-0021) - Member Brewer moved to accept the minutes, as written. Member Ozawa seconded the motion. Motion carried 5-0.

2. CHANGES TO THE AGENDA (1-0028) - None.

3. AGENDA ITEMS:

3-A. INTERVIEW APPLICANTS TO FILL A MEMBERSHIP VACANCY ON THE SHADE TREE COUNCIL (1-0030) - Clinton Wertz responded to questions regarding his current occupation; his previous work experience; potential contributions to the council; familiarity with the council, its functions and seminars; and grant administration and writing experience. With regard to tree-related issues to be addressed or resolved in Carson City, Mr. Wertz expressed an interest in shadier parking lots for commercial developments, more involvement at the grass-roots level for plantings within the public right-of-way and on private lots. In addition, he expressed an interest in the City enforcing landscape standards for new development. He anticipated no conflict with attending monthly council meetings, evening or weekend functions.

3-B. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS A MEMBERSHIP APPOINTMENT TO THE SHADE TREE COUNCIL (1-0132) - **Member Keever moved to recommend to the Board of Supervisors the appointment of Mr. Wertz to the council. Member Ozawa seconded the motion. Motion carried 5-0.** Mr. Krahn anticipated that the council's recommendation would be forwarded to the Board of Supervisors at their September 15th meeting.

CARSON CITY SHADE TREE COUNCIL

Minutes of the August 25, 2005 Meeting

Page 2

3-C. DISCUSSION ONLY REGARDING A LETTER FROM MICHAEL T. SUGLIA, CARSON CITY DEPUTY DISTRICT ATTORNEY, ON THE USE OF QUESTION #18 FUNDS (BEAUTIFICATION) FOR THE CARSON CITY FREEWAY LANDSCAPE (I.E. TREES) IMPROVEMENTS (1-0170) - Mr. Suglia introduced himself, for the record, and discussed his role to provide legal advice to the council. Mr. Krahn provided background information on this item. Mr. Suglia provided background information on his experience with Question #18, and advised that the June 3, 2005 letter, included in the agenda materials, was not a formal legal opinion. He reviewed details of the letter.

In response to a question, Mr. Krahn advised that no official action had yet been taken by the Board of Supervisors. In response to a further question, he advised that GROW was recently awarded \$2 million. Vice Chairperson Roberts expressed appreciation to Mr. Suglia for his advice. In response to a question, Mr. Suglia explained the procedure for reconsidering action taken by the council. Member Brewer requested staff to agendaize an appropriate item for the next council meeting. Mr. Suglia responded to questions of clarification with regard to reconsidering previous actions. The council members thanked him for his attendance and presentation.

3-D. ACTION TO ORGANIZE AND SCHEDULE THE WEDNESDAY, NOVEMBER 16, 2005 FALL TREE CARE SEMINAR (1-0433) - Member Brewer advised of having visited June Joplin at Comma Coffee, who informed her she would charge the same price as last year to cater the seminar. Discussion ensued, and **Member Brewer moved to hire Comma Coffee as the seminar caterer. Member Ozawa seconded the motion. Motion carried 4-0-1, Member Kever abstaining.**

Vice Chairperson Roberts reviewed the seminar work group meeting notes and draft schedule included in the agenda materials. She advised that Paula Peper had agreed to speak at the seminar, but has yet to determine a topic. Urban Forester Consultant Molly Sinnott and Vice Chairperson Roberts had a telephone conference call with Ms. Peper earlier in the day. Vice Chairperson Roberts is awaiting a return contact from Meg Burgin. Mr. Moellendorf has agreed to serve as the moderator. Vice Chairperson Roberts will create a cross word puzzle or a word find game based on the speakers' presentations.

Member Kever advised of having spoken with Art Chesterfield, of Sierra Pacific Power Company ("SPPC"), who agreed to provide a presentation on pruning methods used by SPPC. Mr. Chesterfield advised that SPPC is beginning to work with landscape architects and landscapers on how to plant trees which won't interfere with power lines and equipment. Mr. Chesterfield will bring a tree-trimming truck if available. Discussion took place regarding note pads and pencils, and the tentative schedule.

Mr. Krahn suggested sending "Save the Date" postcards. In response to a question, he agreed to make the seminar mailing list available to the council members at the Parks Administration Office. Member Kever suggested requesting Chairperson Bondi to format the postcards. **Member Kever moved to mail postcards and to authorize expenditure of funds to cover printing and mailing costs. Member Brewer seconded the motion. Motion carried 5-0.** Mr. Krahn requested the council to provide the formatted postcard to Parks Department staff as soon after Labor Day as possible.

In response to a question, Mr. Krahn reviewed the Facility Permit included in the agenda materials. In response to a further question, he agreed to check into the possibility of setting up the luncheon in the theater lobby rather than in the gymnasium. He discussed the possibility of having CAT-10 tape the seminar, and the council members concurred.

CARSON CITY SHADE TREE COUNCIL

Minutes of the August 25, 2005 Meeting

Page 3

3-E. ACTION REGARDING THE SHADE TREE COUNCIL ORGANIZING AND SCHEDULING A NEVADA SHADE TREE WEEK EVENT IN CARSON CITY IN THE FALL OR EARLY WINTER OF 2005 (1-0808) - At Vice Chairperson Roberts' request, Member Ozawa advised of having met every Tuesday morning since June to plant Jeffrey and Ponderosa pines in tubelings to grow over the summer at the State Nursery. At the most opportune time in the fall, the trees will be planted in the Waterfall Fire burn area. Member Ozawa advised that 3-8 volunteers participated each Tuesday, and planted between 180 and 200 trees each time.

Vice Chairperson Roberts commended Member Ozawa on her talent, and advised that she had planted the most seedlings per session and, therefore, altogether. She thanked Member Ozawa, who expressed appreciation for the opportunity to have participated. Vice Chairperson Roberts advised of a meeting scheduled for Tuesday, August 30th with John Christopherson and Gail Durham of the Nevada Division of Forestry. Possible planting areas will be identified at that time, and Vice Chairperson Roberts discussed the criteria. Mr. Krahn anticipates that Mr. Christopherson will recommend northern or eastern exposure slopes. Vice Chairperson Roberts invited less than a quorum of the council members to attend the meeting.

(1-0922) Mr. Wertz advised of having recently visited burned areas owned by the State, and that much of the regeneration had occurred on the northern and eastern exposures. He advised there were a number of potential planting sites in the area.

Vice Chairperson Roberts advised that some of the riparian areas needed replanting as well, but that this may have already been done. She further advised that Open Space Manager Juan Guzman will be involved in the project. Mr. Krahn advised of the intent to attend the August 30th meeting. In response to a comment, Vice Chairperson Roberts discussed the experience of participating in the tree planting project.

Member Keever suggested contacting the Governor's office to request a proclamation of the Shade Tree Week project. Mr. Krahn suggested contacting the Mayor's office, as well. Member Keever offered to do so. In response to a question, Vice Chairperson Roberts advised of having informed Susan Stead that the Parks Department staff would be involved in Nevada Day preparations, and that the project may be scheduled before or after Nevada Day. No formal action was taken.

3-F. UPDATE ONLY REGARDING THE CITY'S EFFORTS ON REVISING THE LANDSCAPE DEVELOPMENT STANDARDS BASED ON RECOMMENDATIONS FROM THE SHADE TREE COUNCIL (1-1029) - Mr. Krahn provided background information on this item, and advised of the plan to rewrite Division 3, the City's Landscape Development Standards. He acknowledged that Planning and Community Development staff will coordinate the effort. He and Mr. Guzman will also be involved. (1-1105) Mr. Wertz suggested developing an urban forestry plan or element, and Mr. Krahn agreed that it should be part of the discussion. He offered to include Mr. Wertz in an upcoming meeting.

3-G. DISCUSSION ONLY REGARDING THE FUTURE MEETING SCHEDULE FOR THE PREFERRED COMPREHENSIVE LAND USE MASTER PLAN AND THE PARKS, RECREATION, AND TRAILS MASTER PLAN (1-1143) - Mr. Krahn reviewed the Preferred Comprehensive Land Use and Parks, Recreation, and Trails Master Plans Adoption Schedule included in the agenda materials. He requested the council members to plan to attend the October 5, 2005 public meeting to be held in the Community Center Theater.

CARSON CITY SHADE TREE COUNCIL

Minutes of the August 25, 2005 Meeting

Page 4

3-H. DISCUSSION ONLY REGARDING CARSON CITY'S POLICY (#CM-05-001) ON COMMUNICATIONS FROM ADVISORY BOARDS, COMMISSIONS, AND COMMITTEES PROVIDED TO OUTSIDE AGENCIES, ENTITIES, OR THE GENERAL PUBLIC ON MATTERS THAT RELATE TO CITY POLICIES OR POSITIONS (1-1219) - Mr. Krahn provided background information on this item, and an overview of the Board Policy included in the agenda materials. He read portions of the policy into the record, and discussion took place with regard to the same.

3-I. ACTION TO AUTHORIZE THE CHAIRPERSON OR VICE CHAIRPERSON OF THE SHADE TREE COUNCIL TO PRESENT THE COUNCIL'S RESIDENTIAL CONSTRUCTION TAX APPLICATION(S) TO THE PARKS AND RECREATION COMMISSION ON SEPTEMBER 6, 2005 (1-1414) - Member Trenoweth so moved. Member Keever seconded the motion. Mr. Krahn provided background information on this item. Member Trenoweth called the question; **motion carried 5-0.**

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-1473) - Vice Chairperson Roberts and Mr. Krahn reviewed the "FYI" items included in the agenda materials. Member Ozawa advised of having attended and photographed the ALS Grove dedication ceremony on August 18th. Member Brewer requested the volunteer hours sheets.

LIAISON REPORTS FROM NEVADA SHADE TREE COUNCIL MEMBERS (1-1572) - Vice Chairperson Roberts advised that Mr. Wertz is also a member of the Nevada Shade Tree Council. She further advised of a meeting scheduled for September, and that a meeting took place in June. She anticipates receiving funding for the Nevada Shade Tree week event. She further advised that Mr. Wertz has been working on the City's tree inventory.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1600) - Mr. Krahn advised the council members of the Open Meeting Law presentation scheduled for September 26th, and distributed flyers. He requested the attendance of the chair and vice chair, and advised that a Notice of Possible Quorum would be posted. He reported that the Street Tree Program application period closes on August 31st. He will provide a report at the September Council meeting.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-1667) - None.

5. ACTION ON ADJOURNMENT (1-1671) - Member Trenoweth moved to adjourn the meeting at 6:55 p.m. Member Brewer seconded the motion. Motion carried 5-0.

The Minutes of the August 25, 2005 meeting of the Carson City Shade Tree Council are so approved this 22nd day of September, 2005.

JEAN BONDIETT, Chair