

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 Thursday, September 27, 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: 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) - Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Vice Chairperson Kever and Member Harold were absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0023) - None.

1. ACTION ON APPROVAL OF MINUTES - August 23, 2007 (1-0026) - Member Brewer moved to approve the minutes. Member Ozawa seconded the motion. Motion carried 5-0.

2. MODIFICATIONS TO THE AGENDA (1-0040) - None.

3. AGENDA ITEMS:

3-A. DISCUSSION AND POSSIBLE ACTION ON THE "CERTIFICATE OF RECOGNITION" PROGRAM (1-0045) - Chairperson Roberts introduced and provided background information on this item. She advised that Vice Chairperson Kever had provided a draft press release for her review. She further advised that this item would be reagendaized to discuss its status at the next meeting.

3-B. DISCUSSION AND POSSIBLE ACTION CONCERNING WHAT TO DO WITH FUNDS ACCRUED BY THE CARSON CITY SHADE TREE COUNCIL (1-0065) - Chairperson Roberts introduced and provided background information on this item. She noted the council's consensus, from the last meeting, to consider tree planting locations and present suggestions at this meeting. Member Shirk discussed her suggestion of Park Terrace Park, near Empire Elementary School, as presented at the last meeting. She reiterated details of her conversation with Carson City Community Coalition representative Javier Ramirez, who had suggested the location. She discussed the need for shade in the areas of the basketball courts and park benches. Member Ozawa suggested the area of the tennis courts at JohnD Winters Centennial Park. Member Brewer expressed a preference for a location at which trees can continue to be added to establish a council grove. Member Trenoweth acknowledged that Park Terrace Park is managed by the Parks Department. Chairperson Roberts suggested the possibility of Treadway Park, but noted it will likely go through some transition. Consensus of the council was that Park Terrace

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Park would be a good location for a council grove. In response to a comment, Member Shirk suggested that a council grove would draw attention to the park. Following additional discussion, Chairperson Roberts suggested including in the council's action the condition that the location would be contingent upon the availability of irrigation. Member Trenoweth noted the park has turf grass. Chairperson Roberts entertained a motion. **Member Shirk moved to use the funds accrued by the Carson City Shade Tree Council to plant a grove at Park Terrace Park, near Empire Elementary School, based on the council's discussion. Member Brewer seconded the motion. Motion carried 5-0.**

Member Trenoweth suggested asking Vice Chairperson Kever to publicize the council's action. Member Shirk offered to request Mr. Ramirez to also publicize the council's action. Chairperson Roberts advised that Contract Urban Forester Molly Sinnott would likely be requested to select the trees. Member Brewer requested that the council be allowed to provide input on the tree selection. Member Shirk suggested scheduling a tree planting ceremony.

3-C. DISCUSSION AND POSSIBLE ACTION REGARDING THE 2007 FALL TREE CARE SEMINAR (1-0202) - Chairperson Roberts introduced this item, and discussed difficulties associated with arranging seminar speakers. She advised of having contacted a representative of a "rubber sidewalk" company, who won't be able to provide a presentation at the seminar. She expressed the hope that the presentation could be made at another time. In light of the difficulty associated with arranging seminar speakers, she discussed the possibility of more hands-on activities in the park. She advised she would continue to contact possible seminar speakers. She thanked Member Trenoweth for reserving the Community Center rooms, but reiterated concern over the unavailability of Parks Department staff to provide support for the seminar. She noted the many difficulties associated with last year's seminar at which Parks Department staff was available to provide support. She advised she would be unable to attend this year's seminar. She discussed the importance of checking the meeting room a day ahead to ensure it is set up in a way that is conducive to the seminar. This would include checking the projector screen, the projector, how the projector and the lap top work together, etc. Member Trenoweth advised that if Chairperson Roberts could line up the speakers, the council members would "make it work."

Chairperson Roberts discussed potential speakers and their qualifications / areas of expertise. The council members offered suggestions for possible speakers, and discussion ensued. Chairperson Roberts and the council members responded to Member Shirk's questions regarding the seminar format and marketing / publication. In response to a further question, Chairperson Roberts advised that this year's seminar would be the 17th. She acknowledged the council had "skipped years" in the past. Following discussion, she noted the importance of only charging to cover costs if the seminar is comprised primarily of government-employed speakers. She responded to questions regarding past years' seminar attendees. She noted that a list of task assignments and responsibilities for the seminar had been included in the council's agenda materials several months ago. Additional discussion took place with regard to possible speakers.

Discussion took place regarding last year's catering experience. Following the discussion, consensus of the council was to contact Grandma Hattie's to cater this year's seminar. In response to a question, Chairperson Roberts suggested asking Dave Morgan whether he would be able to accommodate filming an "indoor / outdoor" seminar. Consensus of the council was to have soup and sandwiches catered. Member Brewer offered to get a quote from Grandma Hattie's for review and action at the next council meeting. Consensus of the council was that no formal action was necessary.

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3-D. DISCUSSION AND POSSIBLE ACTION CONCERNING APPLICATION FOR A TREE CITY USA GROWTH AWARD (1-0553) - Chairperson Roberts introduced this item, and requested a status report. Member Shirk advised of having reviewed and discussed the application with Member Ozawa. They are in the process of gathering the information needed to complete the application. Member Ozawa advised of having visited the University of Nevada Cooperative Extension office to request a status report on the trees planted as part of the Waterfall Fire rehabilitation. Member Shirk acknowledged she and Member Ozawa will continue to work on the application.

3-E. DISCUSSION AND POSSIBLE ACTION REGARDING SUBMISSION OF GRANT APPLICATION FOR LEGISLATIVE FUNDS ALLOCATED TO THE NEVADA DIVISION OF FORESTRY FOR STATEWIDE USE (1-0633) - Chairperson Roberts introduced and provided background information on this item. She anticipates the grant application deadline will be designated at the end of this year or early next year. She reiterated Contract Urban Forester Molly Sinnott's suggestion to sponsor a seminar on the new landscape development standards. In response to a question, she reviewed the anticipated grant funding allocations. Discussion followed, and Chairperson Roberts noted the need to make a decision regarding the grant project in order to write the application. She responded to questions regarding the need for specificity in the grant application. Member Trenoweth expressed support for sponsoring a seminar on the new landscape development standards. In response to a further question, Chairperson Roberts explained the intention to use the landscape development standards to create a curriculum for a free seminar. In response to a comment, she advised of having worked on the landscape development standards for the last three years. She expressed the opinion that sponsoring a seminar on the landscape development standards will confirm the work invested in their development and "take this to the next step." She discussed the importance of City officials determining the method by which the landscape development standards will be enforced. She expressed a willingness to invest a great deal more effort in moving the landscape development standards ahead. In response to a question, she discussed the regional emphasis on the subject funding. Member Shirk suggested modeling the seminar after the Fall Tree Care Seminar. Chairperson Roberts requested input of the council members with regard to their interest in sponsoring a landscape development standards seminar. At Member Trenoweth's suggestion, consensus of the council members was to defer action until such time as the entire council could be present.

3-F. DISCUSSION AND POSSIBLE ACTION CONCERNING DEVELOPMENT OF A CARSON CITY TREE SELECTION GUIDE (1-0928) - Chairperson Roberts introduced and provided background information on this item. In light of ongoing council projects and activities, Member Shirk suggested deferring action on this item.

3-G. DISCUSSION AND POSSIBLE ACTION CONCERNING SUBMISSION OF A NOMINATION FOR AN ARBOR DAY AWARD (1-0964) - Chairperson Roberts introduced this item, and advised that this topic had been discussed at a recent Nevada Shade Tree Council meeting. She suggested that instead of continuing to create Carson City Shade Tree Council awards, the council begin to explore existing awards at other levels. She provided background information on the Arbor Day Award. She discussed her opinion of the Ribeiro Corporation as an example of a worthy nominee, and requested the council members to consider other worthy organizations or individuals for discussion at the next meeting. She suggested Mike Tanchek for his annual purchase of the George Washington Ferris Award plaque for the Arbor Day Celebration. She expressed the opinion that simply being nominated for an Arbor Day Award should be considered an honor. Consensus of the council was to reagendaize this item for the October council meeting. Member Shirk noted the importance of taking action at that meeting.

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4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM STAFF (1-1124) - None.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (1-1126) - Member Trenoweth advised of having attended many advisory committee meetings as the council liaison. Member Brewer advised she had not yet purchased the Treadway Award plaque. She further advised that there are two trees at the Presbyterian Church on which the "wall of the building is sitting on the roots ..." She requested Chairperson Roberts to agendize an item for discussion at the October council meeting. She requested Ms. King to ask Mr. Moellendorf to hold off on agendizing presentation of the Treadway Award at the Board of Supervisors meeting. Member Shirk advised of the need for a council name tag. Chairperson Roberts reported on a recent Nevada Shade Tree Council meeting she attended in Incline Village. She discussed presentations by the non-profit group Shades of Green, and by Reno Urban Forester Steve Churchillo on a method used for publicizing removal of trees.

5. FUTURE AGENDA ITEMS (1-1224) - Chairperson Roberts reviewed the tentative October council agenda. Member Shirk requested Chairperson Roberts to agendize review and discussion of the council brochure.

6. ACTION ON ADJOURNMENT (1-1276) - Member Ozawa moved to adjourn the meeting at 6:41 p.m. Member Shirk seconded the motion. Motion carried 5-0.

The Minutes of the September 27, 2007 Carson City Shade Tree Council meeting are so approved this 18th day of October, 2007.

CAROL ROBERTS, Chair