

**CARSON CITY SHADE TREE COUNCIL**  
**Minutes of the October 5, 2011 Meeting**  
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A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Wednesday, October 5, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Lee-Ann Keever  
Vice Chairperson Kyle Horvath  
Member Ginanna Shirk  
Member Roy Trenoweth

**STAFF:** Roger Moellendorf, Parks and Recreation Department Director  
Tamar Warren, 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's Office, and available for review during regular business hours.

**CALL TO ORDER, ROLL CALL AND DETERMINATION OF QUORUM (5:29:33)** – Chairperson Keever called the meeting to order at 5:30 p.m. Roll was called and a quorum was present. Members Brewer and Ozawa were absent as excused.

**CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:30:01)** – None.

1. **ACTION ON APPROVAL OF MINUTES (5:30:13)** – There were no minutes to be approved.
2. **MODIFICATIONS TO THE AGENDA (5:30:30)** – There were no modifications to the agenda.
3. **AGENDA ITEMS:**

**A. DISCUSSION AND POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING. (5:30:34)** – Chairperson Keever noted that Members Brewer and Ozawa were absent as excused for medical reasons.

**B. DISCUSSION ONLY REGARDING POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL REGARDING MEMBERSHIP VACANCY AND POSSIBLE APPOINTMENT TO THE SHADE TREE COUNCIL AS A MEMBER. (5:30:48)** – Chairperson Keever introduced the item. Mr. Moellendorf explained that no applications had been received to date; however, the position would be advertised until filled. Member Shirk stated that she had received an inquiry and had referred the potential applicant to Chairperson Keever.

Chairperson Keever explained that because of the modifications to the Open Meeting Law, effective July 2011, citizen comments would be entertained after each agenda item.

**C. FOR POSSIBLE ACTION BY THE COUNCIL TO RECOMMEND TO THE CARSON CITY BOARD OF SUPERVISORS THE APPLICANT(S) FOR MEMBERSHIP TO THE SHADE TREE COUNCIL.**

**D. FOR DISCUSSION AND POSSIBLE ACTION REGARDING THE 2011 FALL TREE CARE SEMINAR. (5:32:05)** – Chairperson Keever introduced the item and indicated that due to medical reasons, Member Brewer had requested that another Council member take over the management of the catering for the Seminar. Member Trenoweth volunteered to do so. Chairperson Keever also reported that Member Ozawa might not attend the Seminar for health reasons, therefore, she would prepare this year's puzzle. Members Trenoweth and Shirk offered to help with signs. Chairperson Keever also handed out additional Seminar agendas for posting around Carson City. She also noted that Carson Now had published an article about the Seminar. She then read the finalized agenda, and requested participant transportation for the Community Greenhouse tour from Mr. Moellendorf. In response to a question, Chairperson Keever stated that the indoor video recording was set, however, she was in discussions with the Brewery Arts Center to record the

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outdoor events. Mr. Moellendorf suggested he and Chairperson Keever work off-line to arrange the purchase of the door prize gift cards. A budget of \$300 was set aside for the purchase of a tree, according to Chairperson Keever, and she suggested Mr. Moellendorf purchase the appropriate tree. The availability of a laptop and a speaker system for the speakers were also discussed.

**E. FOR DISCUSSION AND POSSIBLE ACTION REGARDING A TREE INVENTORY OF CARSON CITY'S URBAN FOREST.** (5:38:41) – Chairperson Keever introduced the item. She noted that Vice Chairperson Horvath was exploring the possibility of an areal tree inventory. Vice Chairperson Horvath stated that he had been in discussions with Lucy Adams, Nevada Department of Transportation, who had offered areal photos of the Carson City area, from the years 2010, 2006, and 1999, and had suggested requesting older photos from UNR, to note progression. Chairperson Keever introduced Rod Haulenbeek as a seasonal employee of the Nevada Division of Forestry, a master gardener, an ISA-certified arborist, an author, and an expert in tree inventory. Mr. Haulenbeek gave a PowerPoint presentation titled “From Tree Inventory to Tree Benefits – in Four Steps”, citing its sponsors: USDA Forest Service, Nevada Division of Forestry, and the American Recovery and Reinvestment Act. Mr. Haulenbeek explained that the four-step program consisted of: 1. Tree inventory using Microsoft Excel; 2. Making maps and tables using ARC GIS software; 3. Generating a database using Microsoft Access; 4. Generating benefits reports using the i-Tree Streets program. Mr. Haulenbeek explained the different methods of tree inventory such as “drive-by”, areal photography, and GPS usage. He also discussed several methods of data gathering, with associated costs, and outlined the benefits of digital data storage. Mr. Haulenbeek discussed the benefits of using the i-Tree inventory project and gave examples of different cities and counties who had effectively managed their inventory. He described the difference between a complete inventory and one accomplished with sample data. Mr. Haulenbeek also showed different reports generated via i-Tree Streets which showed trees inventoried by age, condition, species, value, etc. In response to a question by Vice Chairperson Horvath, Mr. Haulenbeek explained that an areal photo was beneficial in identifying trees, however, a GPS system would provide the next level drop-down attributes for a database. He also explained that in Carson City, a tree inventory would cost \$3 per tree using local workers, and that cost would double should the workforce be hired from another city. He cautioned against using volunteers unfamiliar with tree species. In response to a question by Mr. Moellendorf, Mr. Haulenbeek noted that a canopy inventory would not differentiate between public and private trees, and advised that the digitizing process could be arduous, unless pattern recognition software was used. Discussion ensued regarding the use of volunteers to do a tree inventory. Chairperson Keever entertained citizen comments, and when none were forthcoming, she thanked Mr. Haulenbeek for his time and suggested that he meet with Vice Chairperson Horvath afterward for further discussion.

**F. FOR DISCUSSION AND POSSIBLE ACTION REGARDING THE COUNCIL'S WEB PAGES ON CARSON CITY'S WEB SITE.** (6:51:28) – Chairperson Keever introduced the item. Vice Chairperson Horvath noted that he had looked at the web site and had compiled a list of improvements, commenting that the site was difficult to navigate. He also reminded the Council to send him their wish lists. He confirmed that the 2011 Fall Tree Care Seminar information had been posted on the web page. Mr. Moellendorf offered to meet with IT and present Vice Chairperson Horvath's list. Both Chairperson Keever and Vice Chairperson Horvath expressed interest in attending that meeting. Member Shirk stated that she had compiled a list of her own and offered to e-mail it to Vice Chairperson Horvath and Chairperson Keever. Chairperson Keever called for citizen comments; however, none were forthcoming.

**G. FOR DISCUSSION AND POSSIBLE ACTION REGARDING THE NUMBER OF TREE CARE SERVICES OPERATING IN CARSON CITY WHO HAVE AT LEAST ONE ARBORIST CERTIFIED BY THE INTERNATIONAL SOCIETY OF ARBORICULTURE ON STAFF.** (6:54:41) – Chairperson Keever introduced the item, and suggested addressing it in the December meeting, due to Member Brewer's absence.

**4. NON-ACTION ITEMS**

**STATUS REPORTS AND COMMENTS FROM STAFF** (6:55:08) – None

**MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION** (6:55:11) – Chairperson Keever

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announced that the state nursery would have a sale on all plants. She also explained that she had worked with the Department of Parks and Recreation to plant two trees. She noted that a tree planted five years ago as a memorial to Sgt. Anthony Schober had been vandalized and she thanked Scott Fahrenbruch of the Parks and Recreation Department for ensuring its recovery. She added that a memorial tree was planted yesterday for Jonah Navarro, and a tree dedication was planned on Saturday, October 8, 2011 at 10 a.m. Vice Chairperson Horvath announced that a cottonwood grove was planned for Fulstone Wetlands Park, noting that further information would be posted on the internet or published in the Nevada Appeal. Member Trenoweth remarked on the “nice article in the paper on the Fall Tree Care Seminar”.

**5. FUTURE AGENDA ITEMS (6:57:17)** – Previously discussed.

**6. CITIZEN COMMENTS (6:57:20)** – Chairperson Keever entertained public comments; however, none were forthcoming.

**7. ACTION ON ADJOURNMENT (6:57:24)** – **Member Shirk moved to adjourn. The motion was seconded by Vice Chairperson Horvath. Motion carried 4-0. The meeting was adjourned at 7 p.m.**

The Minutes of the October 5, 2011 Carson City Shade Tree Council meeting are so approved this 7<sup>th</sup> day of December, 2011.

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LEE-ANN KEEVER, Chair