

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, August 24, 2006 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

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

STAFF: Roger Moellendorf, Parks and Recreation Department Director
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 A QUORUM (5:30:42) - Chairperson Roberts called the meeting to order at 5:30 p.m. Roll was called; a quorum was present.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:08) - None.

1. ACTION ON APPROVAL OF MINUTES - May 25, 2006 and June 22, 2006 (5:31:20) - Chairperson Roberts advised that the minutes had been sent via e-mail. The council members indicated they had not received the minutes and this item was deferred to a future meeting.

2. MODIFICATIONS TO THE AGENDA (5:31:59) - None.

3. AGENDA ITEMS:

3-A. ACTION REGARDING THE SHADE TREE COUNCIL'S HONOR ROLL PROGRAM (5:32:09) - Chairperson Roberts introduced this item, and Member Moline provided a status report on the program. Member Brewer suggested having an arborist accompany the council members to nominate honor roll trees at the appropriate time next year. Extensive discussion took place regarding the nomination process. Member Moline advised of the number of ballots left at City Hall and at the Greenhouse Garden Center. Vice Chairperson Keever acknowledged she would take over publicity of the program. She will ask Dave Morgan to produce a video tour of the nominated trees. Member Moline suggested modifying next year's program to request community residents to nominate trees to the council which would, in turn, select seven nominees. She suggested this may generate greater participation and enthusiasm in the program. Discussion took place with regard to tabulating votes, and notifying the winner. Following discussion, consensus of the council was to tabulate the votes on Saturday, September 16th. Chairperson Roberts and Vice Chairperson Keever will be notified of the winner. Chairperson Roberts will, in turn, notify the winner. Vice Chairperson Keever will take care of publicizing the winner and the award ceremony scheduled for Friday, September 22nd at 5:30 p.m. In response to a question, Mr. Moellendorf clarified that the Notice of Possible Quorum will designate the awards ceremony to take place at the winner's home.

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3-B. ACTION TO SELECT THE DAY OF FUTURE SHADE TREE COUNCIL MEETINGS (5:55:40) - Chairperson Roberts provided background information on this item. Following discussion regarding the possibility of changing the meeting day and location in order to facilitate televising the council meetings, **Member Ozawa moved to continue meetings at City Hall with the existing schedule. Member Trenoweth seconded the motion. Motion carried 6-0.**

3-C. ACTION REGARDING THE SHADE TREE COUNCIL'S FALL TREE CARE SEMINAR (5:57:19) - Chairperson Roberts provided an overview of a recent meeting of the tree care seminar work group. Following the meeting, she began contacting potential seminar speakers. All but three of the potential speakers contacted have indicated their availability to present at the seminar. In response to a question, Chairperson Roberts advised that the tree care seminar is scheduled for Wednesday, November 15th. She reviewed the list of speakers who have indicated their availability. She anticipates a presentation on insects and a pruning demonstration will be part of the seminar agenda. Discussion took place with regard to taping and subsequently televising the seminar on community access television as was done last year. In response to a question, Chairperson Roberts advised that the seminar agenda is "real tight." Some of the time frames may need to be trimmed.

Mr. Moellendorf suggested possible options for the pruning demonstration, and discussion followed. In response to a question, Chairperson Roberts discussed the possibility of a crossword puzzle or a tree identification game. Member Brewer advised that June at Comma Coffee had informed her the cost for catering lunch would be \$1.00 more this year. Chairperson Roberts advised that the only out-of-town speaker would be flying in from San Diego; however, the council will not be responsible for travel expenses. She further advised that the seminar work group will continue meeting.

3-D. ACTION REGARDING POSSIBLE PARTICIPATION OF THE CARSON CITY SHADE TREE COUNCIL IN NEVADA SHADE TREE WEEK ACTIVITIES (6:06:27) - Chairperson Roberts introduced this item, and provided background information on last year's funding allocation which was used to plant trees at Governor's Field. She inquired as to the council's interest in participating in a Shade Tree Week event. Member Trenoweth expressed the opinion that the council should participate in a Shade Tree Week event using council funds. **Member Trenoweth moved to participate in Nevada Shade Tree Week. Member Brewer seconded the motion. Motion carried 6-0.** Following discussion, **Member Trenoweth moved to designate a not-to-exceed amount of \$500 for the purchase of trees. Member Brewer seconded the motion. Motion carried 6-0.**

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM STAFF (6:09:02) - In response to a question, Mr. Moellendorf provided background information regarding trees along Fairview Drive, adjacent to freeway right-of-way, which had been determined to be salvageable and over which the City had agreed to assume maintenance responsibility. He advised that the information had not been passed to the contractor and that the trees were removed. Nevada Department of Transportation representatives informed the City of the oversight. Park Planner Vern Krahn and Contract Urban Forester Molly Sinnott are working to determine the value of the trees and the contractor has indicated a willingness to make reparations. Mr. Moellendorf advised that the new trees would be planted in parks or public areas. He responded to questions regarding the location of the trees which were removed.

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MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:11:20) -

Member Moline advised of trees in front of the State Library and Archives which appear to be dying. Mr. Moellendorf advised of having contacted State Buildings and Grounds staff, and offered to follow up. Vice Chairperson Keever suggested agendaizing discussion and action with regard to sending a letter to State Buildings and Grounds from the council. She advised of having recently toured, together with Mr. Moellendorf and other Parks staff, the managed grazing project on the west side of town. Member Brewer requested the council members to provide her with volunteer hours sheets. Member Ozawa advised of having noticed many stop signs around town which are obscured by foliage. She and her husband will be taking photographs. Chairperson Roberts advised that the landscape development standards are on hold awaiting the revisions discussed at the June 22nd council meeting. She has contacted early council members to discuss Carson City Municipal Code Section 13.04, and anticipates scheduling a meeting. She advised of two applicants for the position left vacant by Clint Wertz. She reported on a recent meeting with Curtis Horton, of the Utilities Division, to discuss street trees. In response to a question, she advised of having requested from former member Clint Wertz all of the material he had previously presented to the council.

5. FUTURE AGENDA ITEMS (6:19:18) - Chairperson Roberts reviewed the tentative agenda for the September council meeting.

6. ACTION ON ADJOURNMENT (6:19:46) - Member Trenoweth moved to adjourn the meeting at 6:19 p.m. Vice Chairperson Keever seconded the motion. Motion carried 6-0.

The Minutes of the August 24, 2006 Carson City Shade Tree Council meeting are so approved this 28th day of September, 2006.

CAROL ROBERTS, Chair