

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, January 27, 2005 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

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

STAFF: Vern Krahn, Park Planner
Jennifer Pruitt, Senior Planner
Molly Sinnott, Urban Forester Consultant
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) - Chairperson Bondiett called the meeting to order at 5:30 p.m. Roll was called; a quorum was present. Member Ruffridge was absent.

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

1. ACTION ON APPROVAL OF MINUTES - November 18, 2004 and December 9, 2004 (1-0036) - Member Trenoweth moved to approve the November 18th minutes. Member Ozawa seconded the motion. Motion carried 6-0. Member Trenoweth moved to approve the December 9th minutes. Member Ozawa seconded the motion. Motion carried 6-0.

2. CHANGES TO THE AGENDA (1-0050) - None.

3. AGENDA ITEMS:

3-A. ACTION ON ELECTION OF OFFICERS FOR 2005 (1-0052) - Chairperson Bondiett expressed a willingness to continue serving as chair, and support for anyone else interested in serving. In response to a question, she advised that the chair and vice chair are two separate positions. **Member Trenoweth moved to reappoint Chairperson Bondiett. Member Brewer seconded the motion.** Chairperson Bondiett called for additional nominations and, when none were forthcoming, a vote on the pending motion; **motion carried 5-0-1, Chairperson Bondiett abstaining. Member Brewer moved to reappoint Vice Chairperson Roberts. Member Ozawa seconded the motion.** Chairperson Bondiett called for additional nominations and, when none were forthcoming, a vote on the pending motion; **motion carried 5-0-1, Vice Chairperson Roberts abstaining.**

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3-B. ACTION REGARDING THE SHADE TREE COUNCIL'S APPROVED TREE SPECIES LIST; AND 3-C. DISCUSSION ONLY TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO ADOPT THE SHADE TREE COUNCIL'S APPROVED TREE SPECIES LIST FOR CARSON CITY PROJECTS AND COMMERCIAL / INDUSTRIAL DEVELOPMENT PROJECTS WITHIN CARSON CITY (1-0090) - Mr. Krahn provided background information on this item, and discussed the purpose of the tree species list. He referred to written comments provided by David Ruf, of Greenhouse Garden Center, which were distributed to the Council members and staff prior to the start of the meeting.

Ms. Pruitt discussed the Planning and Community Development Department's goal to provide a better service to the community. She advised that Planning and Community Development Department staff often work on projects 1-2 years prior to the developer submitting a building permit application. A major issue in any development is the landscape plan and, Ms. Pruitt discussed the benefit, from a staff standpoint, of being able to provide a developer an approved tree species list and planting detail. She discussed the need to ensure the planting details are included in the City's Development Standards in order that they will "have some teeth."

Ms. Sinnott provided background information on development of the tree species list. She referred to the suitability and water needs specifications on the Approved Tree List for Commercial Projects, and suggested that this level of detail may be unnecessary in that it would be worked out in the landscape design. She advised that the Tree Selection Guide will be vital to complementing the Approved Tree Species List as it will provide suitability and watering details. Mr. Krahn discussed the benefit of the Approved Tree Species List to out-of-state landscape designers, who are licensed in Nevada. He agreed with Ms. Sinnott's comments that the landscape designer is responsible for knowing the site, soil, and plants proposed for a certain development. Vice Chairperson Roberts suggested referencing the Tree Selection Guide on the Approved Tree Species List once it is updated.

Ms. Pruitt responded to questions regarding the landscape designer and plan for the new Wal-Mart development. Member Trenoweth expressed the opinion that the Approved Tree List for Commercial Projects would be appropriately reviewed by the Planning Commission as a matter of information. He further agreed that the Commercial Projects list should not be provided to licensed landscape designers. Chairperson Bondiatt suggested removing the "x's" from the Commercial Projects list, and leaving the italicized language on the front and back of the list. In response to a question, Mr. Krahn advised that Ms. Sinnott is responsible for approving landscape plans at the Planning and Community Development Department level.

(1-0651) Tom Henderson, a licensed arborist doing business as Healthy Trees, expressed the opinion that the objective of landscape guidelines should be to establish a tree canopy in developed areas. He expressed concern over the word "Approved" in the title, and noted that the listed trees are mostly small to medium in size. He suggested that the Tree Selection Guide would be more helpful to those who don't know about tree selection for this area. He advised that the Truckee Meadows Water Authority publishes a landscaping guide which includes a tree section, and that area nurseries publish descriptive guides on suitable, climate adapted shrubs and trees. He expressed the opinion that most landscape designers know how to use the

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Sunset and USDA climate zones. He expressed a concern with regard to publishing a prescribed, narrow list of trees which can only be used in commercial settings. He encouraged the Council to retitle the list, and to encourage landscape designers to expand beyond the list. He advised that there are “scores and scores of trees ... not on the list that are adapted to this climate.” He suggested that the objective should principally be to encourage trees that grow to be large at maturity, rather than small trees. This results in a much higher cooling effect in the summer time, and makes a big difference in the community microclimate, especially for parking lots. He suggested changing the title to “Recommended Tree Species List.” He reiterated the suggestions to reference the Tree Selection Guide, to encourage diversity, and to include on the list a larger percentage of trees which are large at maturity. He expressed the opinion that an exclusive, prescriptive tree list would be unadvisable.

Vice Chairperson Roberts suggested more clearly titling the list, and discussion took place with regard to the same. Mr. Krahn explained that including the list as part of the City’s Development Standards will require an “approved” list rather than a “recommended” list. Ms. Sinnott suggested dropping the word “Approved.” Vice Chairperson Roberts discussed the Council’s intention to involve qualified professionals in refining the tree list. She noted, with interest, that Mr. Henderson had started the exercise of informally receiving feedback on the list by contacting Mr. Ruf. She recalled the reason for using the word “Approved” was the intention to submit the list “to a rather strenuous feedback exercise.” She noted that there was never any intention to develop the list “in a vacuum.” Mr. Krahn thanked Mr. Henderson for his attendance and participation.

Additional discussion took place with regard to the title and the language, and Ms. Sinnott pointed out that the listed trees require very little maintenance. Ms. Sinnott and Mr. Krahn advised that staff is always looking for opportunities to expand the list. Vice Chairperson Roberts suggested including a cover sheet which would provide explanation as to the purpose of the list. In response to a question, Ms. Sinnott explained that landscape design plans are submitted to the Planning and Community Development Department. She is called in to review them, when necessary. Member Brewer suggested submitting the list to qualified professionals for review and feedback, and taking action to approve it at a future meeting.

Chairperson Bondiott summarized the suggested revisions, as follows: Remove the word “approved;” remove the suitability and water needs chart; and add the pertinent language of the Carson City Development Standards. Ms. Sinnott suggested adding the words, “not including accent trees” after the word “approval” at the top of the Approved Tree List for Commercial Projects. Member Ozawa acknowledged that this area is Sunset Zone 3. Mr. Krahn agreed to double check the appropriate USDA Zone designation. Following discussion, consensus of the Council was to hold Mr. Ruf’s written comments until after the list is submitted for feedback from other qualified professionals. Member Ozawa suggested that the list should always be subject to revision. Member Brewer expressed a preference to receive feedback in a format which will be easy to read and incorporate, if appropriate. Discussion took place with regard to the same, and Ms. Sinnott advised that she will be the one to assess the input received and whether it should be added to the list.

In response to a question, Mr. Krahn advised that the suggested revisions would be incorporated and the list distributed to qualified professionals to receive input. Chairperson Bondiott agreed to assist Mr. Krahn

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in drafting a cover letter. Member Kever agreed to assist in drafting a press release for publication in the local newspapers. Chairperson Bondieth expressed appreciation for Ms. Sinnott's involvement. Ms. Pruitt expressed appreciation for the opportunity to address the Council. She discussed the importance of allowing public input. No formal action was taken on item 3-B.

3-D. DISCUSSION ONLY TO RECOMMEND TO THE PLANNING COMMISSION AND THE BOARD OF SUPERVISORS TO ADOPT THE PARKS AND RECREATION DEPARTMENT'S STANDARD TREE PLANTING DETAILS, TREE IRRIGATION DETAILS, AND TREE PLANTING NOTES AND REQUIREMENTS FOR CONTRACTORS REGARDING TREE INSTALLATIONS FOR CARSON CITY PROJECTS AND COMMERCIAL/INDUSTRIAL DEVELOPMENT PROJECTS WITHIN CARSON CITY (1-1275) - Mr. Krahn provided background information on development of the Parks and Recreation Department's Standard Tree Planting Details, and their purpose. He advised that the tree planting detail will be included with the tree species lists in the information distributed for public input. Ms. Sinnott discussed examples which demonstrate the importance of planting details and requirements, and advised that they should be reviewed annually and updated when necessary. She reviewed the Nurserymen's Certification Course Schedule which is required by the City of Reno and most California cities, and proposed that the tree planting notes and requirements include that "someone on site ... have had the class." Discussion took place with regard to the course, suggested revisions to the tree planting notes and requirements, the public review packet cover letter, and the time table for mailing the public review packets. The Council members and Mr. Krahn thanked Ms. Sinnott for her attendance and participation.

3-E. ACTION TO ASSIGN SPECIFIC DUTIES AND RESPONSIBILITIES TO INDIVIDUAL MEMBERS OF THE COUNCIL BY THE CHAIRPERSON (1-1963) - Following discussion, consensus of the Council was to leave the responsibilities as indicated on the chart included in the agenda materials, except that Vice Chairperson Roberts requested to be removed as Council photographer since the responsibility is well covered by Member Ozawa. **Member Ozawa moved to record the assignments, as amended. Member Kever seconded the motion. Motion carried 6-0.**

3-F. ACTION REGARDING SELECTION OF SHADE TREE COUNCIL MEMBERS TO ACT AS COUNCIL LIAISONS TO VARIOUS CITY ADVISORY BOARDS AND COMMISSIONS (1-2078) - Chairperson Bondieth advised of an inability to attend other advisory board, commission, and committee meetings, and removed her name as the Council liaison to the Parks and Recreation and Planning Commissions. She reviewed the other assignments listed on the chart included in the agenda materials. In response to a question, Vice Chairperson Roberts removed her name as the Open Space Advisory Committee and Regional Transportation Commission liaison. **Member Ozawa moved to accept the new list of Council liaisons, as amended. Member Kever seconded the motion. Motion carried 6-0.**

3-G. ACTION REGARDING DEVELOPMENT OF FUTURE PLANNING GOALS AND PROJECTS FOR THE SHADE TREE COUNCIL (1-2018) - Member Ozawa offered one of her paintings for use as the Tree Selection Guide cover. (1-2190) Chairperson Bondieth referred to the 2004 Goals included in the agenda materials, and discussion took place with regard to the same. Consensus of

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the Council was to continue working on a Tree City USA Growth Award, the Arbor Day Celebration, the Fall Tree Care Seminar, and to increase publicity for Council projects and events. Discussion took place regarding a possible fund raiser associated with Earth Day, and Vice Chairperson Roberts suggested designating a goal to assess the feasibility of fund raising projects. Additional discussion took place with regard to publicizing the *National Big Tree Register* and the *National Register of Famous and Historic Trees*, and receiving nominations for a Carson City Big Tree Register and Register of Famous and Historic Trees. Consensus of the Council was to consider this for inclusion in the Tree Selection Guide. Following discussion, consensus of the Council was to schedule a Nevada Shade Tree Week event in October. Mr. Krahn reminded the Council of the extensive involvement of Parks staff in Nevada Day preparations and, therefore, their unavailability to assist the Council with a Nevada Shade Tree Week event. Vice Chairperson Roberts advised of available funding through the Nevada Shade Tree Council for Nevada Shade Tree Week events.

Mr. Krahn acknowledged that the Carson City Tree Species List is a part of the Tree Selection Guide project. Chairperson Bondieth reviewed the proposed list of goals, as follows: recommend tree planting standards to the Planning Commission and the Board of Supervisors; recommend a tree species list to the same two bodies; work on the Tree Selection Guide, work on the Arbor Day Celebration, work on the Fall Tree Care Seminar, continue to increase publicity for Council projects and events, work on the Tree City USA application with possible Growth Award, conduct a feasibility study for fund raising projects, and commemorate Nevada Shade Tree Week. **Member Ozawa moved to accept the goals for 2005. Members Brewer and Trenoweth seconded the motion. Motion carried 6-0.**

3-H. ACTION REGARDING THE 2005 ARBOR DAY CELEBRATION (1-2590) - Chairperson Bondieth requested the Council members to consider proposed locations and nominees for the George Washington Ferris Award for discussion at the February Council meeting. Member Keever suggested sending invitations to the Legislators, and discussion took place regarding the possibility of planting the Arbor Day tree in the Legislative Mall. Mr. Krahn suggested integrating this year's Arbor Day Celebration with Waterfall Fire rehabilitation, and planting a number of smaller trees rather than one large tree. Discussion took place with regard to the same, and Mr. Krahn agreed to investigate the possibility.

Vice Chairperson Roberts advised that the fifth grade teachers have not responded to the Arbor Day Poster Contest information. In response to a comment, she advised that curriculum standards had been included with the informational packet distributed to the fifth grade teachers. Discussion took place regarding the "No Child Left Behind" standards which seem to conflict with the contest, and ways to solicit involvement in the contest. Consensus of the Council was to wait until the February meeting for a response from the fifth graders to whom information had already been distributed, and then consider developing an independent contest. No formal action was taken.

3-I. UPDATE ONLY ON THE NOVEMBER 10, 2004 FALL TREE CARE SEMINAR FINANCIAL STATUS (1-2988) - Mr. Krahn reviewed the December 2nd memo included in the agenda materials. In response to a question and following discussion, he corrected the balance to reflect \$2,598.70.

3-J. UPDATE ONLY ON THE CITY OF RENO'S SHADE TREE SEMINAR (1-3100) -

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Vice Chairperson Roberts acknowledged having attended the seminar, and explained that she had taken Ms. Sinnott's place which registration fees had already been paid. Vice Chairperson Roberts referred to the seminar agenda included in the agenda materials, and reviewed the topics presented by the seminar speakers. She reviewed statistical information associated with the benefits of trees provided by Paula Peper, a seminar speaker employed by the USDA Center for Urban Forest Research at U.C. Davis. In response to a question, Vice Chairperson Roberts estimated there were 100 people in attendance at the seminar. The Council members thanked Vice Chairperson Roberts for attending.

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-3289) - Vice Chairperson Roberts advised of having joined the International Society of Arboriculture ("ISA"), and that she has been receiving interesting materials and articles.

LIAISON REPORT FROM NEVADA SHADE TREE COUNCIL MEMBER (1-3336) - Vice Chairperson Roberts reported on a Nevada Shade Tree Council Executive Meeting she recently attended. She advised that the Council in this area is not as active as in southern Nevada, and that Council members are working toward a stronger contingent.

STATUS REPORTS AND COMMENTS FROM STAFF (1-3354) - Mr. Krahn distributed the most recent Street Tree Program brochure to the Council members and staff. The deadline for spring planting is March 31st. Member Trenoweth offered to distribute the brochures at the Legislature. Member Brewer requested Mr. Krahn to include volunteer hours sheets in the next Council agenda packet. Mr. Krahn distributed e-mail correspondence between himself and City Manager Linda Ritter with regard to her plans to attend the February Council meeting. Mr. Krahn reviewed the 2005 Engaged Leadership Program for Carson City Boards, Committees, and Commissions.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS - None.

5. ACTION ON ADJOURNMENT (1-3481) - Member Brewer moved to adjourn the meeting at 8:04 p.m. Member Ozawa seconded the motion. Motion carried 6-0.

The Minutes of the January 27, 2005 meeting of the Carson City Shade Tree Council are so approved this 24th day of February, 2005.

JEAN BONDIETT, Chair