

CARSON CITY SHADE TREE COUNCIL
Minutes of the October 28, 2004 Meeting
Page 1

A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, October 28, 2004 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
Robert Ruffridge
Roy Trenoweth

STAFF: Roger Moellendorf, Parks and Recreation Department Director (via telephone)
Vern Krahn, Park Planner
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 5:33 p.m. Roll was called; a quorum was present.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (1-0015) - None.

1. ACTION ON APPROVAL OF MINUTES - September 23, 2004 (1-0016) - Member Ruffridge moved to approve the minutes. Member Ozawa seconded the motion. Motion carried 7-0.

2. CHANGES TO THE AGENDA (1-0020) - Chairperson Bondiett deferred item 3-A until later in the meeting.

3. AGENDA ITEMS:

3-A. INTRODUCTION OF ROGER MOELLENDORF, PARKS AND RECREATION DEPARTMENT DIRECTOR (1-0422) - Mr. Moellendorf introduced himself and commented that he looks forward to meeting and working with the Council members. At Mr. Krahn's request, he provided background information on his experience as the City Arborist / Urban Forester in Fremont, Nebraska, and as the Parks Supervisor and eventually Parks and Recreation Director in Green River, Wyoming. He responded to questions regarding his experience using reclaimed effluent for irrigation. Chairperson Bondiett invited Mr. Moellendorf to the Tree Care Seminar, and he advised of his plans to attend. In response to a comment, Mr. Krahn discussed the success of the 2004 Arbor Day Poster Contest and plans for the 2005 contest.

3-B. ACTION ON THE NOVEMBER 10, 2004 FALL TREE CARE SEMINAR (1-0040) - Member Brewer reported that Comma Coffee was selected as the seminar caterer at a cost of \$15.00 per person. Mr. Krahn agreed to provide June Joplin, of Comma Coffee, the City's tax ID number and information regarding the times to set up and serve. Member Brewer reviewed the menu, and discussion

CARSON CITY SHADE TREE COUNCIL
Minutes of the October 28, 2004 Meeting
Page 2

took place regarding the current number of registrants. Mr. Krahn agreed to provide Ms. Joplin the final number of registrants one week in advance of the seminar. In response to a question, Member Keever advised of having sent press releases to the local newspapers and announcements to several local radio stations. She requested a quote from Chairperson Bondiett to include in an additional press release which she will hand deliver to the local newspapers next week. Chairperson Bondiett provided seminar brochures to the Council members for distribution. She advised of having delivered brochures to City Hall, the City Library, the Community Center, the University of Nevada Cooperative Extension, and the Nevada Division of Forestry. She suggested delivering brochures to the local nurseries, and discussion took place regarding other possible locations.

Chairperson Bondiett advised of having sent confirmation letters and seminar agendas to the seminar speakers. Mr. Krahn reviewed the audio/visual equipment reserved for the seminar. Chairperson Bondiett advised of the need to schedule a speaker to partner with Public Works Operations Chief Kelvin Ikehara, and discussion took place with regard to the same. Mr. Krahn advised that he has provided the necessary CEU information to Bill Carlos at Nevada Nurserymen and Bob Tate at the International Society of Arboriculture ("ISA"). The ISA has committed to providing CEU credits for the seminar. Mr. Krahn is awaiting a response from Nevada Nurserymen.

(1-0590) Member Brewer acknowledged that Ms. Joplin committed to setting up the continental breakfast and the lunch. She read a portion of the quote into the record, and Member Ruffridge noted that Council members would be available to assist in setting up the lunch. In response to a question, Member Ruffridge advised that Wendy Hanson, of the UNR Cooperative Extension, had planned to coordinate clean up of the C-Scape Garden. He will follow up with her on Monday, November 1st. Mr. Krahn acknowledged a willingness to speak about the Arboretum while walking to and from the C-Scape Garden.

In response to a question, Vice Chairperson Roberts advised she would contact Greenhouse Garden Center with regard to acquiring tree samples for the table centerpieces. Chairperson Bondiett offered to assist her. Discussion took place regarding details of the identification game associated with the centerpieces and prizes. **Member Keever moved to approve purchase of a \$25 gift certificate from Greenhouse Garden Center for the prize. Member Trenoweth seconded the motion. Motion carried 7-0.** Chairperson Bondiett requested the Council members to plan to participate as much as possible in the seminar.

3-C. ACTION ON THE 2005 ARBOR DAY POSTER CONTEST (1-0781) - Chairperson Bondiett referred to the letter included in the agenda materials, and advised that it was delivered to every fifth grade teacher in Carson City. She noted the February 23, 2005 deadline, and advised that one poster from each classroom will be accepted. The Council will select one poster per school and forward them to the State contest, from which the winning poster will be forwarded to the National contest.

Vice Chairperson Roberts advised of having provided an announcement regarding the contest at the Carson City Principals Meeting. She requested input from the Council members with regard to offering to the school principals to visit the classrooms and talk about the poster contest. The Council members were supportive of the suggestion. Vice Chairperson Roberts noted that Toyota is the national sponsor of the contest. She suggested approaching the local Toyota dealership to request their participation in the contest and the Arbor Day Celebration, and the Council members concurred. Chairperson Bondiett advised that this item would be reagendaized for the January meeting, and that the poster judging will take place at the February 24th Council meeting. No formal action was taken.

CARSON CITY SHADE TREE COUNCIL

Minutes of the October 28, 2004 Meeting

Page 3

3-D. ACTION ON THE SHADE TREE COUNCIL'S RECOMMENDED TREE SPECIES LIST (1-0976) - Mr. Krahn thanked Vice Chairperson Roberts for continuing to work on this project in his absence. Vice Chairperson Roberts advised of having met with Urban Forester Consultant Molly Sinnott earlier in the day to review the most recent draft. She suggested re-activating the work group following the Tree Care Seminar. Mr. Krahn requested Vice Chairperson Roberts to contact Management Assistant Stella Hyatt to schedule the work group meeting, including himself and Ms. Sinnott. In response to a question, Vice Chairperson Roberts advised that the format could be agendaized for review at the November meeting. The actual data will take longer to compile. Chairperson Bondieth thanked Vice Chairperson Roberts for her time and effort. No formal action was taken.

3-E. ACTION REGARDING APPLICATIONS FOR TREE CITY USA AWARD AND TREE CITY USA GROWTH AWARD (1-1068) - Mr. Krahn acknowledged that Administrative Assistant Sandy Tschumperlin will develop the 2004 application. Member Kever advised that she would compile the newspaper articles. Member Brewer advised she would compile the volunteer hours to date and requested the Council members to provide additional volunteer hours at the November Council meeting. Discussion took place regarding available photographs and articles, and Mr. Krahn requested the Council members to photograph the Tree Care Seminar. Chairperson Bondieth requested the Council members to bring newspaper clippings, press releases, photographs, and any other pertinent material to the November Council meeting to be included in the application. Vice Chairperson Roberts and Member Kever volunteered to work with Chairperson Bondieth to develop the Growth Award application. In response to a question, Chairperson Bondieth advised that the applications are due December 31st. Discussion took place regarding the activities eligible for the Growth Award application.

Mr. Krahn suggested that a Council member shadow Ms. Tschumperlin as she develops the Tree City USA application since she will be retiring at the end of the year. Chairperson Bondieth requested the Council members to consider the suggestion and Mr. Krahn to agendaize discussion of the same for the November Council meeting.

3-F. DISCUSSION ONLY ON THE STATUS AND PARTNERSHIP RESPONSIBILITIES OF THE ALS (AMYOTROPHIC LATERAL SCLEROSIS) AND VIETNAM VETERANS MEMORIAL TREE GROVES (1-1340) - Mr. Krahn advised that staff has continued to work with Connie Bobo, Executive Director of the Nevada Chapter ALS Foundation. Earlier this year, the ALS Foundation purchased six additional trees for the ALS Grove at the Mills Park Arboretum. Mr. Krahn explained that the ALS Foundation provides funding to purchase trees in the spring of each year. Of the six trees purchased and planted this year, four have been designated as memorials to people who have succumbed to ALS; their names will be added to the ALS Memorial List on November 3rd. Chairperson Bondieth suggested that Mr. Krahn point out the ALS Grove during the Tree Care Seminar. In response to a question, Mr. Krahn advised that the ALS Foundation is helping to develop the Linden, Catalpa, and Maple Groves at the Arboretum. He further advised that the ALS Foundation was presented a George Washington Ferris Award in 2002. In response to a question, Mr. Krahn agreed to provide the Council members with information on the ALS event scheduled for November 3rd.

Mr. Krahn advised that the Vietnam Veterans Memorial Tree Grove was adopted by the Board of Supervisors last year. Part of the Evergreen Grove and the Nut Grove have been designated for the Vietnam Veterans Memorial. Four additional trees will be purchased by the Vietnam Veterans organization

CARSON CITY SHADE TREE COUNCIL

Minutes of the October 28, 2004 Meeting

Page 4

and planted as part of their Veteran's Day celebration. Two of the four trees are specifically designated as memorials and the remaining two will be designated in the future.

4. NON-ACTION ITEMS:

STATUS REPORTS AND COMMENTS FROM COUNCIL MEMBERS (1-1275) - In response to a question with regard to donation of a tree, Mr. Krahn requested Member Ozawa to contact Parks and Recreation Operations Director Scott Fahrenbruch. (1-1508) [Member Keever left the meeting at 6:52 p.m. A quorum was still present.] Member Trenoweth advised of having attended several advisory committee and commission meetings. He reported that several trees were recently cut down at the Carson Nugget without the proper permits, and that the City Planning and Community Development Department ordered them replaced.

Vice Chairperson Roberts advised of having been appointed to the Nevada Shade Tree Council and elected its Vice Chair. She will begin providing reports to this Council at the monthly meetings. She discussed Nevada Shade Tree Week, and the need to determine how the Council can participate next year. Consensus of the Council was to agendize discussion of this matter for a future Council meeting. Vice Chairperson Roberts advised of the possibility that the Board of Supervisors will be requiring annual reports from each of the boards, commissions, and committees. Chairperson BondiETT requested the Council members to provide their volunteer hours to Member Brewer. She reported on the advisory boards master plan focus group meeting which she and Member Brewer attended on Friday, October 22nd.

STATUS REPORTS AND COMMENTS FROM STAFF (1-1838) - Mr. Krahn referred to the "FYI" items included in the agenda materials. In response to a question, he reviewed the time table for posting to the website the comments received at the master plan focus group meetings. The master plan consultant team will be returning the first week of January to report to the Board of Supervisors on the public input received. Based on that, the Board of Supervisors will provide direction for the master plan.

FUTURE AGENDA ITEMS FROM COUNCIL MEMBERS (1-1952) - Chairperson BondiETT requested any Council members whose terms expire at the end of December to submit a letter of intent for the November Council meeting. Mr. Krahn acknowledged that membership will be addressed at the November Council meeting. He further acknowledged that discussion and possible action regarding Nevada Shade Tree Week and the Tree Species List would be agendized. Chairperson BondiETT reminded the Council members of the November 18th Council meeting date.

5. ACTION ON ADJOURNMENT (1-2036) - Members Brewer and Ozawa moved to adjourn the meeting at 7:14 p.m. Member Trenoweth seconded the motion. Motion carried 6-0.

The Minutes of the October 28, 2004 meeting of the Carson City Shade Tree Council are so approved this 18th day of November, 2004.

JEAN BONDIETT, Chair