

CARSON CITY SHADE TREE COUNCIL

Minutes of the September 26, 2002

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A regular meeting of the Carson City Shade Tree Council was scheduled for 5:30 p.m. on Thursday, September 26, 2002 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Jean Bondiett
Vice Chairperson Craig Hartman
Carole Brewer
Shirley Faiella
Paul Stuke
Isabel Young

STAFF: Scott Fahrenbruch, Parks Department Director of Operations
Vern Krahn, Parks 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 and inspection during regular business hours.

1. **CALL TO ORDER AND ROLL CALL** (1-0001) - Chairperson Bondiett called the meeting to order at 5:30 p.m. Roll was called; a quorum was present.
2. **APPROVAL OF MINUTES - June 27, 2002** (1-0005) - Member Stuke moved to approve the minutes, as presented. Member Faiella seconded the motion. Motion carried 6-0.
3. **PUBLIC COMMENTS ON NON-AGENDIZED ITEMS** (1-0017) - None.
4. **INTERVIEW APPLICANTS FOR VACANCY ON THE SHADE TREE COUNCIL** (1-0023) - Mr. Fahrenbruch introduced Roy Trenoweth and Lee-Ann Keever, who left the meeting room in order for the Council to review the interview questions included in the agenda materials. Chairperson Bondiett assigned the interview questions to the Council members. In response to a question, Mr. Fahrenbruch advised that the references listed by the applicants had not been checked. He indicated that this could be done if the Council so desired. Human Resources Department staff confirms each applicant's residency and that they are registered voters in Carson City. Mr. Fahrenbruch responded to additional questions regarding the process for advising the applicants of the Council's decision and the policy to inform previous applicants of vacancies.

(1-0160) The Council members and staff introduced themselves to Lee-Ann Keever. Ms. Keever responded to questions regarding her current occupation, previous work experience which may relate to the Shade Tree Council, her interest in serving on the Shade Tree Council, and potential contributions. She advised she had never attended a Shade Tree Council function but has attended meetings and seminars sponsored by the University of Nevada Cooperative Extension Master Gardeners. She further advised she has written grants for friends in the past, and that she is "considered a very good technical writer." She discussed tree-related issues she would like to see addressed or resolved in Carson City. Chairperson Bondiett reviewed the Council's meeting schedule and, in response to a question, Ms. Keever indicated she could foresee no potential conflicts with attending regular Council meetings or special functions. Mr. Fahrenbruch responded to questions regarding regulations applicable to trimming trees on public property. Mr. Krahn responded to

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questions regarding the City's recently revised development standards. Chairperson Bondieth discussed the Council's advisory role to the Board of Supervisors, plans for the Fall Tree Care Seminar, the 2003 Arbor Day Celebration, and updates to the Tree Selection Guide. Mr. Fahrenbruch advised that he would inform Ms. Keever of the Council's recommendation. The Council members thanked Ms. Keever for her interest.

(1-0320) The Council members introduced themselves to Roy Trenoweth, who responded to questions regarding his current occupation, previous work and educational experience related to the Shade Tree Council, his interest in serving on the Shade Tree Council, potential contributions to the Council, past attendance at Shade Tree Council functions, grant writing experience, and tree-related issues he would like to see addressed or resolved in the City. Chairperson Bondieth advised of the Council's meeting schedule and, in response to a question, Mr. Trenoweth advised he could foresee no potential conflicts with attending regular meetings or special functions.

5. ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS AN APPOINTMENT TO THE SHADE TREE COUNCIL (1-0447) - Discussion took place regarding the applicants' qualifications. **Member Stuke moved to recommend to the Board of Supervisors the appointment of Roy Trenoweth to fill the vacant position on the Shade Tree Council. Vice Chairperson Hartman seconded the motion. Motion carried 6-0.** Mr. Fahrenbruch and Mr. Krahn responded to questions regarding their knowledge of, and experience with, Mr. Trenoweth based on his involvement in various Mills Park projects.

6. REVIEW OF CARSON CITY PARKS AND RECREATION DEPARTMENT ORGANIZATIONAL CHANGES AND HOW THEY RELATE TO THE SHADE TREE COUNCIL (1-0592) - Mr. Fahrenbruch reviewed recent changes to the organizational structure of the Parks and Recreation Department, particularly his and Mr. Krahn's responsibilities. He advised that due to his increased responsibilities as Parks and Recreation Department Director of Operations, Mr. Krahn has been appointed as the City's liaison to the Shade Tree Council. Mr. Krahn provided background information on his experience with the Mills Park Arboretum and the freeway landscaping project. He looks forward to working with the Council, and expressed a specific interest in the Tree Selection Guide. Chairperson Bondieth welcomed Mr. Krahn to his new position. Vice Chairperson Hartman thanked Mr. Fahrenbruch for his years of service to the Council.

7. ACTION TO PLANT A MEMORIAL TREE TO COMMEMORATE THE LIFE OF MR. RAYMOND HARTMAN; and 8. ACTION TO PLANT A MEMORIAL TREE TO COMMEMORATE THE LIFE OF FORMER COUNCIL MEMBER MARY LEE FOSTER (1-0780) - Mr. Krahn distributed to the Council members and staff a letter from Donna DePauw which Chairperson Bondieth read into the record. Mr. Fahrenbruch advised that Ms. DePauw was the founding chairperson of the Shade Tree Council. Chairperson Bondieth expressed condolence to Vice Chairperson Hartman on his father's passing. Mr. Fahrenbruch advised the Council of the balance in the Council's Grants, Gifts, and Donations account and, at Chairperson Bondieth's request, discussed the Parks Department policy regarding memorial trees and plaques.

In response to a question, Vice Chairperson Hartman expressed a preference for planting the memorial tree in the Mills Park Arboretum. He acknowledged that his father was a veteran and Mr. Krahn advised that columnar trees are still needed at the Veterans Memorial in Mills Park. Mr. Fahrenbruch responded to questions regarding the time table for planting the tree. He discussed a ceremony planned by the Viet Nam Veterans organization at Mills Park on Veterans Day to which the Council members will be invited. Discussion took place regarding how to accommodate the memorial tree plantings, and Mr. Fahrenbruch

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offered to have staff coordinate the plantings. **Member Brewer moved to plant one tree for Raymond Hartman and one tree for Mary Lee Foster. Member Stuke seconded the motion.** Consensus of the Council was to accept staff's offer to coordinate the details of the memorial plantings for this fall. Chairperson Bondiatt called for a vote on the pending motion; **motion carried 6-0.**

Vice Chairperson Hartman advised that he will contact Ms. DePauw to discuss selection of the memorial tree for Ms. Foster. Mr. Krahn acknowledged that the two trees will be planted this fall and that he will inform the Council and the family members of the date, time and location of the plantings. In response to a question, Mr. Fahrenbruch advised that installing memorial plaques at the Pony Express Pavilion would be the prerogative of each family. He acknowledged that the Council will purchase the memorial trees. Vice Chairperson Hartman thanked the Council, and discussed his father's enthusiasm for planting trees at his home in Michigan.

9. ACTION ON POSSIBLE FUTURE CHANGES OR AMENDMENTS TO THE CARSON CITY TREE ORDINANCE, ORDINANCE NUMBER 1994-28 (1-1095) - Mr. Fahrenbruch provided background information on this item, and discussed the Council's purview over public property. Chairperson Bondiatt referred to the Definitions listed in Section 13.04.030 ("Tree List") of the Ordinance and suggested prioritizing the Tree Selection Guide as a project for the upcoming year. Mr. Fahrenbruch advised of the approved street tree list developed by Urban Forester Consultant Molly Sinnott approximately two years ago. He suggested that the Council direct Ms. Sinnott to review and update the list, which would then be provided to the Planning and Community Development Department. Chairperson Bondiatt discussed the reason for agendaizing this item, and suggested including the Tree Ordinance as part of the packet provided to new Council members. Mr. Fahrenbruch discussed the purpose of the Tree Ordinance. Consensus of the Council was to take no action to amend the Tree Ordinance at this time.

10. UPDATE ON THE MILLS PARK ARBORETUM AND THE ALS (AMYOTROPHIC LATERAL SCLEROSIS) MEMORIAL GROVE (1-1246) - Mr. Fahrenbruch advised that staff is completing punch list items in the contract for the first wave of planting at the Mills Park Arboretum. He advised that approximately 50 trees have been planted and that the ALS Association will plant an additional thirteen. He provided background information on the ALS Memorial Grove, and advised that each of the 13 trees commemorates an ALS victim. The dedication of the Memorial Grove is scheduled for Saturday, September 28th at 10:30 a.m. Supervisor Jon Plank will speak at the dedication ceremony as Mayor Pro Tem. Mr. Fahrenbruch advised that trees will continually be added to the Memorial Grove to commemorate victims of ALS. He acknowledged that guidelines have been established for future memorial grove requests. In response to a further question, he advised that a kiosk associated with the ALS Memorial Grove will be installed on September 27th and he described the location for the same. Mr. Krahn advised that the ALS Association has agreed to plant memorial trees in the Linden grove, the Maple grove, and the Catalpa grove of the Mills Park Arboretum. Mr. Fahrenbruch commented on the mutual goal of the ALS Association and the Parks Department to plant trees in the Arboretum. He expressed the hope that there will come a day when the ALS Association no longer has to plant memorial trees. Chairperson Bondiatt encouraged the Council members to attend the Memorial Grove dedication ceremony.

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11. ACTION ON 2002 FALL TREE CARE SEMINAR (1-1356) - Chairperson BondiETT discussed the purpose of the Tree Care Seminar to provide useful information to tree care professionals. In reviewing the compilation of seminar evaluations included in the agenda materials, she suggested pruning as the theme for this year's seminar. The seminar title "The Kindest Cut" could include pruning gear and rigging, tree trimming, aesthetics, and extreme pruning. She solicited comments and input from the Council members, and discussion took place regarding past seminar themes, the seminar schedule, the focus on tree care professionals, last year's topics, and possible speakers and topics. Mr. Fahrenbruch acknowledged that the Community Center Sierra Room and lobby have been reserved for Wednesday, November 20th.

Mr. Krahn suggested that, due to the quickly approaching date, the Council send "save the date" postcards to the individuals on the seminar mailing list. Member Stuke agreed to design the postcards and provide them to Chairperson BondiETT and staff for review and mailing. Additional discussion took place regarding the seminar theme, topics, and speakers. Consensus of the Council was to title the seminar, "The Kindest Cut." Vice Chairperson Hartman agreed to contact State Archivist Guy Rocha and ask him to speak about the history of trees in Carson City. Mr. Krahn agreed to contact a grower to speak about pruning young trees (seedlings to 2" caliper), and ornamental pruning. Mr. Fahrenbruch agreed to contact Urban Forester Consultant Molly Sinnott to speak on root pruning. He suggested contacting City of Sparks Urban Forester Dale Carlon to speak on hazard pruning. Mr. Krahn suggested contacting the Tahoe Regional Planning Agency for a recommended speaker on the topic of pruning and removing large trees. Chairperson BondiETT advised that the speakers need to be confirmed by the next Council meeting.

Discussion took place regarding continuing education units, and Vice Chairperson Hartman reminded the Council that CEU forms should not be distributed until the seminar is over. Additional discussion took place with regard to covering the costs of out of town speakers and the seminar brochure. Chairperson BondiETT requested the Council members to be prepared to finalize the seminar details at the October meeting. Vice Chairperson Hartman reviewed the list of possible speakers he will be contacting. No formal action was taken.

12. REPORTS: PARKS DEPARTMENT DIRECTOR OF OPERATIONS (1-2678) - Mr. Fahrenbruch advised that four trees are scheduled to be planted during the Fall portion of the Street Tree Program. He discussed the importance of marketing the Street Tree Program, and advised that applications are being accepted for the spring planting. In response to a comment, he indicated he would contact Redevelopment/Economic Development Manager Joe McCarthy to provide program information. In response to a question, he anticipated the fall planting to occur within the next couple weeks.

13. REPORTS: CHAIRPERSON (1-2800) - Chairperson BondiETT reminded the Council members to provide their volunteer hours to Member Brewer.

14. ADJOURNMENT (1-2845) - Vice Chairperson Hartman moved to adjourn the meeting at 7:40 p.m. Member Brewer seconded the motion. Motion carried 6-0.

The Minutes of the September 26, 2002 meeting of the Carson City Shade Tree Council are so approved this _____ day of October, 2002.

JEAN BONDIETT, Chair