

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 Wednesday, December 7, 2011, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Lee-Ann Keever
Vice Chairperson Kyle Horvath
Member Terrill Ozawa
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 (5:31:34) – Chairperson Keever called the meeting to order at 5:30 p.m. Roll was called and a quorum was present. Member Horvath arrived at 5:33 p.m. Members Brewer was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS (5:31:50) – Chairperson Keever entertained citizen comments; however, none were forthcoming.

1. ACTION ON APPROVAL OF MINUTES (5:32:04) – Chairperson Keever introduced the item. **Member Ozawa moved to approve the minutes of August 3, 2011 and October 5, 2011. The motion was seconded by Member Shirk. Motion carried 4-0.**

2. MODIFICATIONS TO THE AGENDA – There were no modifications to the agenda.

3. AGENDA ITEMS:

A. FOR POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING. (5:33:00) – Chairperson Keever acknowledged the arrival of Vice Chairperson Horvath, and noted that she would check her e-mail later for communication from Member Brewer regarding her absence.

B. DISCUSSION ONLY OF POTENTIAL APPLICANT(S) FOR THE SHADE TREE COUNCIL REGARDING MEMBERSHIP VACANCY AND POSSIBLE APPOINTMENT TO THE SHADE TREE COUNCIL AS A MEMBER. (5:33:28) – Chairperson Keever introduced the item. Mr. Moellendorf clarified that no applications had been received for the currently vacant seat. He also reminded the Council that the terms of Chairperson Keever, Vice Chairperson Horvath, and Member Shirk would end on January 20, 2012. He encouraged candidates to contact the City Manager's Office to apply, and explained the appointment process.

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. – Previously discussed in agenda item B.

D. DISCUSSION ONLY REGARDING THE 2011 FALL TREE CARE SEMINAR AND HOW IT COULD BE IMPROVED UPON FOR 2012. (5:35:50) – Chairperson Keever introduced the item and stated that she had tabulated the seminar survey results. Member Shirk commented that the event “was really great, and the weather wasn't awful”, adding that the Greenhouse tour was “amazing”. Vice Chairperson Horvath stated “Michael Janik was my favorite”, and noted the “positive marks” he had received. He also advised having an annual follow up of the Greenhouse Project every year. Chairperson Keever mentioned that everyone had enjoyed the catering done by Comma Coffee, and

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suggested scheduling the date for the 2012 event. She also advised “revamping” the survey to accommodate the word search activity. Vice Chairperson Horvath suggested finding a new location next year to plant a tree. Chairperson Keever entertained Citizen Comments; however, none were forthcoming.

E. FOR POSSIBLE ACTION REGARDING A TREE INVENTORY OF CARSON CITY’S URBAN FOREST. (5:39:56) – Chairperson Keever introduced the item. Vice Chairperson Horvath explained that a quote for \$5,000 was received from Rod Haulenbeek, Nevada Division of Forestry, to carry out a canopy inventory, calling it “the best route”. Mr. Moellendorf believed that Mr. Haulenbeek’s estimate was based on the number of trees that would be included in the survey, and based on “a town of this size”. He suggested consulting with Susan Stead, Nevada Division of Forestry, regarding available funding. Vice Chairperson Horvath disclosed having had discussions with Ms. Stead, who advised revisiting the matter in early 2012, to see “what’s available to us”. Responding to a question by Chairperson Keever, Mr. Moellendorf noted that \$3,600 was available in the current budget. The Council members felt that funding a tree inventory was an effective use of funds. Mr. Moellendorf suggested agendaizing a budget discussion for the February meeting. In response to a question, Mr. Moellendorf noted that the attendance to the Fall Tree Care Seminar had increased from last year. Member Shirk suggested receiving the budget information prior to the meeting in February in order to be better prepared. Mr. Moellendorf confirmed he could send the information; however, he cautioned against any budget discussions prior to the meeting in order to comply with the Open Meeting Law. Chairperson Keever called for Citizen Comments; however, none were forthcoming.

F. FOR POSSIBLE ACTION REGARDING THE DONATION OF TREES TO THE COMMUNITY GREENHOUSE PROJECT AND THE VICTIMS OF THE IHOP SHOOTING. (5:46:35) – Chairperson Keever introduced the item and noted that this item had been requested by Member Ozawa, who suggested planting a tree to memorialize the victims of the IHOP shooting, possibly near the IHOP Restaurant. She stated that this would “show that Carson City honors the memory of those who lost their lives”. She added that planting fruit trees in the Greenhouse would tie in well with the culinary classes, and would contribute to food donations to the public service agencies in Carson City. Discussion ensued regarding contacting the corporate offices of IHOP, and the ownership of the strip mall. Mr. Moellendorf advised addressing this item during the Arbor Day and other budget discussions in February. Member Ozawa suggested planting the fruit trees in the Greenhouse and dedicating them to the victims of the IHOP shooting, or planting them near the restaurant to “get something positive out of a tragedy”. Chairperson Keever agreed to contacting IHOP and inviting Ray Saliga, from the Greenhouse Project, to the February meeting for input. Chairperson Keever entertained Public Comments; however, none were forthcoming.

G. FOR 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. (6:54:43) – Chairperson Keever introduced the item, and suggested addressing it in the February meeting, due to Member Brewer’s absence. Chairperson Keever called for Public Comments; however, none were forthcoming.

4. NON-ACTION ITEMS

STATUS REPORTS AND COMMENTS FROM STAFF – There were no reports from Staff.

MEMBERS’ ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (5:55:27) – Chairperson Keever introduced the item. Member Ozawa stated that she had “added three trees to Carson City’s tree inventory this fall”, elaborating that two were planted on her property and the third was given to her neighbor to plant. Chairperson Keever entertained Citizen Comments; however, none were forthcoming.

5. FUTURE AGENDA ITEMS (5:56:11) – Chairperson Keever introduced the item and noted that the ISA-certified tree care specialist discussion, the tree inventory, the budget discussion, the planting of trees for the IHOP shooting victims, inviting Mr. Saliga to the tree donation discussion, the 2012 Fall Tree Care Seminar, and the 2012 Arbor Day

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celebration should be agendized. Vice Chairperson Horvath suggested discussing the web site.

6. CITIZEN COMMENTS (5:58:37) – Chairperson Keever entertained Citizen Comments; however, none were forthcoming.

7. ACTION ON ADJOURNMENT (5:48:34) – Chairperson Keever entertained a motion for adjournment. **Member Ozawa moved to adjourn. The motion was seconded by Vice Chairperson Horvath. Motion carried 5-0. The meeting was adjourned at 6 p.m.**

The Minutes of the December 7, 2011 Carson City Shade Tree Council meeting are so approved this 22nd day of February, 2012.

LEE-ANN KEEVER, Chair