

DRAFT MINUTES
Regular Meeting
Carson City Shade Tree Council
Wednesday, August 3, 2016 ● 5:30 PM
Community Center Sierra Room, 851 East William Street, Carson City, Nevada

Board Members

Chair – Gianna Shirk **Vice Chair – Gary Borst**
Member – Terrill Ozawa **Member – Jens Peermann**
Member – Roy Trenoweth

Staff

Jennifer Budge, Parks and Recreation Department Director
Iris Yowell, Deputy District Attorney
Tamar Warren, Deputy Clerk/Recording Secretary

NOTE: A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and are available for review during regular business hours.

An audio recording of this Carson City Shade Tree Council meeting is available on www.carson.org/minutes.

CALL TO ORDER

ROLL CALL AND DETERMINATION OF QUORUM (5:32:18) – Chairperson Shirk called the meeting to order at 5:32 p.m. Roll was called. A quorum was present.

Attendee Name	Status	Arrived
Gianna Shirk	Present	
Gary Borst	Present	
Terrill Ozawa	Present	
Jens Peermann	Present	
Roy Trenoweth	Present	

PUBLIC COMMENTS

(5:32:46) – There were no public comments.

1. ACTION ON APPROVAL OF MINUTES – February 3, 2016.

(5:32:58) – MOTION: I move to approve the minutes of the February 3, 2016 Carson City Shade Tree Council meeting.

RESULT:	APPROVED (5-0-0)
MOVER:	Ozawa
SECONDER:	Borst
AYES:	Shirk, Borst, Ozawa, Peermann, Trenoweth
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

[The February 2016 meeting minutes were approved outside the 45-day Open Meeting Law window, since the regularly-scheduled May meeting was cancelled.]

2. MODIFICATIONS TO THE AGENDA

(5:34:00) – None.

3. MEETING ITEMS

A. FOR POSSIBLE ACTION: REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING.

(5:34:11) – All members were present.

B. FOR POSSIBLE ACTION: TO ELECT A CHAIRPERSON AND VICE CHAIRPERSON OF THE SHADE TREE COUNCIL FOR THE 2016 CALENDAR YEAR.

(5:34:26) – Chairperson Shirk introduced the item and invited Director Budge to go over the election and reappointment processes. Ms. Budge explained that Chairperson Shirk and Member Peermann had applied for reappointment while Members Ozawa and Trenoweth had chosen not to seek reappointment. She also noted that the Council had two additional vacancies at this time. Vice Chair Borst indicated that he intended to seek reappointment but had not yet applied. Ms. Budge clarified that the current ordinance stated that a member of the Parks and Recreation Commission should also be a member of this Council, and suggested agendaing the ordinance discussion at a later meeting. She also offered to forward a copy of the 1998 ordinance and amendments to the Council members, noting that the Council was required to meet quarterly. Member Peermann wished to agendaize reducing the number of members from seven to five members. Chairperson Shirk entertained nominations

(5:44:12) – MOTION: I move to reelect Gianna Shirk to the position of Chair.

RESULT:	APPROVED (5-0-0)
MOVER:	Peermann
SECONDER:	Borst
AYES:	Shirk, Borst, Ozawa, Peermann, Trenoweth
NAYS:	None
ABSTENTIONS:	None
ABSENT:	None

(5:45:07) – MOTION: I move to nominate Jens Peermann to the position of Vice Chair.

RESULT:	APPROVED (4-0-1)
MOVER:	Ozawa
SECONDER:	Borst
AYES:	Shirk, Borst, Ozawa, Trenoweth
NAYS:	None
ABSTENTIONS:	Peermann
ABSENT:	None

C. FOR POSSIBLE ACTION: DISCUSSION, DELIBERATION, AND POSSIBLE ACTION REGARDING THE ANNUAL FALL TREE CARE SEMINAR. DISCUSSION AND DELIBERATION WILL INCLUDE SEMINAR THEME, SEMINAR TOPICS, LOCATION, DATE, PROMOTION AND OTHER ITEMS RELATED TO PLANNING AND EXECUTING THE SEMINAR. ACTION WILL FINALIZE THE TOPICS IN THE DISCUSSION.

(5:48:06) – Chairperson Shirk introduced the item. Vice Chairperson Peermann suggested having a special meeting in October to further discuss the Fall Tree Care Seminar and proposed several November dates for the event. Ms. Budge noted the reduction in attendance in the past years and suggested reexamining the weekday event. Vice Chair Peermann explained that the professionals would receive credit towards recertification for attending the Seminar; therefore, the weekday event was more suitable. He believed that the general public should be invited as well. Discussion ensued regarding recruitment and possible Seminar dates and Ms. Budge offered to work with one or two Council members to iron out details and report back in the next meeting. Chairperson Shirk gave background on the outdoor events in the past and it was agreed to have the Chair and Vice Chair meet with Ms. Budge to compile an outreach list and to discuss potential speakers. Member Ozawa suggested seeking out topics from local businesses. Member Trenoweth proposed looking into Saturday dates.

There were no public comments and no action was needed for this item.

4. NON-ACTION ITEMS

A. DISCUSSION ONLY REGARDING THE ANNUAL ARBOR DAY CELEBRATION. DISCUSSION WILL INCLUDE A REVIEW OF PREVIOUS EVENTS AND RECOMMENDATIONS FOR NEXT YEAR'S EVENT.

(6:03:35) – Chairperson Shirk introduced the item. Member Ozawa explained that she had forwarded photographs of the Arbor Day Celebration on a CD at Mills Park. She described the event as “beautiful”, and gave background on the 20th anniversary of the Quality of Life Initiative celebration. Chairperson Shirk offered to provide a copy of the CD to the Parks and Recreation Department to be used for the Tree City USA designation application.

There were no public comments.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION

5. FUTURE AGENDA ITEMS

(6:07:15) – Chairperson Shirk introduced the item. Ms. Budge suggested continuing the discussion that had started during agenda item 3B, ordinances pertaining to the Shade Tree Council, its mission, purpose and future direction, and the requirements of the Council's members. She also requested bullet points from the members in order to craft a future discussion. Vice Chairperson Peermann offered to share a binder he had received from a former Council member. Chairperson Shirk suggested agendaizing the Arbor Day Celebration. Ms. Budge offered to distribute a copy of the 1993 ordinance, the 1998 amendment, and the bylaws, and encouraged the members to “mark them up [and] ask questions”. She also offered to send out the changed Tree City USA guidelines to determine the size and the success measures of the Council. Vice Chairperson Peermann noted that he would be open to a discussion regarding a “board versus a department”. Ms. Budge believed that looking at the practices of other communities would be beneficial as well, to ensure that the Tree City USA designation and the Arbor Day event are not compromised.

6. PUBLIC COMMENTS

(6:14:20) – Rod Haulenbeek introduced himself as a certified arborist and suggested having a September special meeting instead of a November one to be ready for the Fall Tree Care Seminar. He also believed that a Saturday event may be “a better option” for the Seminar.

7. ACTION ON ADJOURNMENT

(6:17:02) – **MOTION: Member Ozawa moved to adjourn. The motion was seconded by Member Borst.** The meeting was adjourned at 6:18 p.m.

The Minutes of the August 3, 2016 Carson City Shade Tree Council meeting are so approved this, 5th day of October, 2016.

GIANNA SHIRK, Chair