

CARSON CITY SHADE TREE COUNCIL
Minutes of the December 4, 2013 Meeting

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A regular meeting of the Carson City Shade Tree Council was scheduled for 6:30 p.m. on Wednesday, December 4, 2013, in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Chairperson Kyle Horvath
Vice Chairperson Gianna Shirk
Member Carol Brewer
Member Terrill Ozawa
Member Jens Peermann
Member Roy Trenoweth

STAFF: Scott Fahrenbruch, Parks and Recreation Operations 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. – Chairperson Horvath called the meeting to order at 5:30 p.m. A quorum was present. Member Saliga was absent.

CITIZEN COMMENTS ON NON-AGENDIZED ITEMS – Chairperson Horvath entertained citizen comments. David Howlett of the Nevada Division of Forestry stated that grant dollars were still available for a tree inventory in Carson City. Rod Haulenbeek explained that they had completed tree inventories in Rancho San Rafael and Winnemucca, totaling 3,000 trees. He also noted that it had taken them twenty hours to complete the 1,350-tree inventory in Winnemucca. Member Peermann was informed that the species of trees could be incorporated as part of the inventory.

1. ACTION ON APPROVAL OF MINUTES (5:53:15) – Chairperson Horvath introduced the item. **Member Ozawa moved to approve the minutes of the October 2, 2013 meeting. The motion was seconded by Vice Chairperson Shirk. Motion carried 6-0.**

2. MODIFICATIONS TO THE AGENDA (5:36:05) – Chairperson Horvath introduced the item. **Vice Chairperson Shirk moved to discuss Item 3E prior to item 3A. The motion was seconded by Member Ozawa. Motion carried 6-0.**

3. MEETING ITEMS:

A. FOR POSSIBLE ACTION REGARDING THE ABSENCE OF ANY COUNCIL MEMBER FROM THIS MEETING. (6:08:56) – Chairperson Horvath introduced the item and noted that Member Saliga was absent as excused.

B. FOR POSSIBLE ACTION: DISCUSSION ONLY REGARDING THE 2013 FALL SHADE TREE CARE SEMINAR. (6:09:20) – Chairperson Horvath introduced the item. Vice Chairperson Shirk called the Seminar “informative” and “a great success”, adding that the feedback had been positive. She noted that the speakers, Greenhouse tour, and hands-on demonstrations were well-received; however there was a “slight snafu” with the catering, which was provided by the Carson High School Culinary Arts Program. Vice Chairperson Shirk suggested spending more time on planning the Seminar and scheduling additional meetings to ensure better enrollment. She clarified that around 20 people had attended the event. Member Brewer suggested charging less to attract more people. Mr. Fahrenbruch reported Mr. Moellendorf’s feedback including, “Climate Changes” as a timely theme; good speakers, and a good quiz by Member Ozawa. He also commended Vice Chairperson Shirk for her role as mistress of ceremonies and directing the program, and suggested future speakers from the Desert Research Institute. Mr. Moellendorf had suggested improvements such as adding more hands-on activities, more speakers on “basic tree science”, and better means of reaching out to a broader

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audience as well. Chairperson Horvath received confirmation that the caterers had received payment. He also entertained public comments; however, none were forthcoming.

C. FOR POSSIBLE ACTION: TO REVIEW THE RESPONSIBILITIES, DUTIES AND TASKS OF INDIVIDUALS REGARDING THEIR ASSIGNED MEMBER RESPONSIBILITIES. (6:16:25) – Chairperson Horvath introduced the item and gave background on the previous year’s member responsibilities, and stressed the need of a fund raising effort. He also suggested Council members notify him of their desired interests and responsibilities. Vice Chairperson Shirk suggested discussing the responsibility list in the next meeting. Member Peermann noted the upcoming openings on the Council and suggested that City Staff begin advertising the open seats as soon as possible for recruitment purposes. Discussion ensued regarding expiring terms on the Council. Chairperson Horvath entertained public comments; however, none were forthcoming.

D. FOR POSSIBLE ACTION: REGARDING THE PLANNING OF THE 2014 ARBOR DAY CELEBRATION. (6:24:15) – Chairperson Horvath introduced the item and noted that Arbor Day was on Friday, April 25, 2014. Vice Chairperson Shirk proposed holding the Carson City Arbor Day Celebration on Saturday, April 26, 2014. She also suggested hosting an elementary school poster contest, a run, and other activities to encourage community participation, adding that additional planning meetings might be required. Member Peermann suggested a press release and requested additional Arbor Day website information. Chairperson Horvath asked Vice Chairperson Shirk to send him and Member Peermann the appropriate website links. Vice Chairperson Shirk also suggested inviting the Board of Supervisors (BOS) during the public comments section at the BOS meeting. Chairperson Horvath entertained public comments; however, none were forthcoming. **Vice Chairperson Shirk moved to hold the Arbor Day Celebration on Saturday, April 26, 2014, with details to be determined. The motion was seconded by Member Ozawa. Motion carried 6-0.** Chairperson Horvath offered to pursue the details of a poster contest ready to be presented to the Carson City School Board in a timely manner.

E. DISCUSSION ONLY REGARDING THE STATUS OF APPLYING FOR A COMMUNITY FORESTRY GRANT WITH THE NEVADA DIVISION OF FORESTRY FOR A STREET TREE INVENTORY. (5:36:23) – Chairperson Horvath introduced the item and gave background on the agenda item. Mr. Fahrenbruch indicated that he was representing Roger Moellendorf, Parks and Recreation Department Director and noted that a tree inventory had been conducted in Carson City approximately 11 years ago. He also explained that Staff was still in the process of evaluating the required Staff time and matching funds. Member Brewer was informed that the old inventory was still in existence, but Mr. Fahrenbruch felt it was “piecemeal”. Chairperson Horvath ensured Staff that the inventory would be conducted by Mr. Haulenbeek and Mr. Howlett. He also expressed his disappointment that Staff time was a deterrent to receiving the grant and proceeding with the inventory, adding that this rendered the Council “pretty much ineffective”. Mr. Howlett announced that the matching funds had been changed to 25 percent. He also confirmed that the 11-year-old inventory would not be of use as it was out of date. Discussion ensued regarding whether Staff time was required to conduct the inventory, and regarding the cost versus the tools required. Mr. Fahrenbruch stated that he would bring this item to Friday’s capital improvement request meeting, adding that the 25 percent match was “not unreasonable”. Mr. Howlett noted that Clark and Washoe counties had already completed their inventories. Mr. Fahrenbruch wished to receive an approximate cost estimate for the matching funds; however, Mr. Howlett was unsure how many trees needed to be inventoried. It was agreed that Mr. Fahrenbruch would proceed with the capital improvement request and report back to the Council. Discussion ensued on how to keep the tree inventory current, once completed.

F. FOR POSSIBLE ACTION: REGARDING THE ACCEPTANCE OF A CROSS SECTION OF A 150-YEAR-OLD COTTONWOOD TREE AS A DONATION AS A SESQUICENTENNIAL ARTIFACT. (6:35:21) – Chairperson Horvath introduced the item and announced that the tree cross-section was being donated by Joy Davis, a private citizen. Member Ozawa noted that this could be the first contribution to the Council’s Art Tree Project. Member Peermann suggested using “markers” to identify significant events in Nevada, stressing that the factoids relate to the State and not Carson City, which would be 156 years old. Discussion ensued regarding the placement and location of the tree cross-section. It was agreed to meet with Ms. Davis and discuss the acceptance of this donation.

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4. NON-ACTION ITEMS

A. REPORTS ONLY – NO DISCUSSION AMONG MEMBERS OR WITH STAFF WILL TAKE PLACE ON THESE ITEMS.

STATUS REPORTS AND COMMENTS FROM STAFF (6:46:05) – Mr. Fahrenbruch requested photos from Arbor Day and the Fall Tree Care Seminar, in addition to volunteer hours and other information to be included in the Tree City USA application by December 18, 2013. Mr. Fahrenbruch distributed the 2014 Shade Tree Council meeting dates, and requested that Member Peermann discuss the Tree Care Assist Program proposal with Roger Moellendorf, Parks and Recreation Department Director. Vice Chairperson Shirk thanked Members Trenoweth and Brewer for their service on the Council, should they not get reappointed for a new term.

MEMBERS' ANNOUNCEMENTS AND REQUESTS FOR INFORMATION (6:42:01) – Vice Chairperson Shirk was informed that Chairperson Horvath was working with Staff on the Tree City USA application. Member Ozawa announced that Tom Henderson was the winner of the Fall Tree Care Seminar quiz. Chairperson Horvath indicated that the Shade Tree Council's Facebook page was "up and running" and encouraged everyone to "like" it. He also noted that he would seek further information regarding using Twitter.

5. FUTURE AGENDA ITEMS (6:47:40) – The following items would be discussed in upcoming Shade Tree Council meetings:

Planning for the 2014 Arbor Day Celebration
Planning for the 2014 Fall Tree Care Seminar
Tree Care Assist Program

6. CITIZEN COMMENTS – There were no public comments.

7. ACTION ON ADJOURNMENT (6:52:45) – Chairperson Horvath entertained a motion for adjournment. **Member Brewer moved to adjourn. The motion was seconded by Member Trenoweth. The meeting was adjourned at 6:53 p.m.**

The Minutes of the December 4, 2013 Carson City Shade Tree Council meeting are so approved this 2nd day of April, 2014.

KYLE HORVATH, Chair