

CARSON CITY SHADE TREE COUNCIL
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A regular meeting of the Carson City Shade Tree Council was held at 5:30 p.m. on Thursday, December 30, 1999 in the City Hall Capitol Conference Room, 201 North Carson Street, Carson City, Nevada.

PRESENT: Chairperson Sally Zola
Vice Chairperson Michael Enright
Craig Hartman
Carol Roberts (via telephone)
Isabel Young

STAFF: Scott Fahrenbruch, Parks Superintendent
Kathleen King, Recording Secretary
(STC 12/30/99; Tape 1-0001)

NOTE: Unless indicated otherwise, each item was introduced by Chairperson Zola. 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 (1-0042)** - Chairperson Zola called the meeting to order at 5:30 p.m. Roll call was taken; a quorum was present.
2. **DISCLOSURE (1-0048)** - Mr. Fahrenbruch explained the District Attorney's position regarding Council members, who are seeking reappointment, voting for themselves. He clarified that, although this item was agendized for action, there was no need for a motion; however, the Council members should declare, for the record, that they would not be voting for themselves. Chairperson Zola disclosed that she would not be voting for herself. At the request of Member Hartman, Mr. Fahrenbruch explained, pursuant to the requirements of the Open Meeting Law, that a majority vote of the members present is all that is required. Mr. Fahrenbruch further explained the District Attorney's request that, in the interests of fairness, the members seeking reappointment sequester themselves outside the meeting room at the time of action on the reappointment. Member Hartman disclosed that he would not vote for himself. Member Roberts disclosed that she would not vote for herself.
3. **APPROVAL OF MINUTES OF NOVEMBER 18, 1999 (1-0124)** - Vice Chairperson Enright moved to accept the minutes of the meeting of November 18, 1999. Member Roberts seconded the motion. Motion carried 5-0.
4. **PUBLIC COMMENTS AND DISCUSSION OF NON-AGENDIZED ITEMS (1-0137)** - None.
5. **INTERVIEW APPLICANTS FOR VACANCIES ON THE SHADE TREE COUNCIL; AND 6. REVIEW AND ACTION TO RECOMMEND TO THE BOARD OF SUPERVISORS APPOINTMENTS TO THE SHADE TREE COUNCIL (1-0143)** - Mr. Fahrenbruch recommended that the Shade Tree Council Interview Questions, contained in the members' packets, be utilized as a guide. Chairperson Zola suggested that each of the members seeking reappointment go through the interview questions and state the information requested. If anyone needs additional information, they can ask. Chairperson Zola stated that her current occupation is legal assistant for the Crowell law firm in Carson City; she has had extensive work experience which is set forth in her resume attached to the application for reappointment; she is familiar with the Carson City Shade Tree Council and has attended most of their sponsored functions and seminars; she has experience in writing grants; she is interested in preserving the Fuji Park trees, and addressing the Trees 2000 project with the Attorney General's Office; and she does not foresee any conflicts with attending monthly Council meetings or evening/weekend functions. Member Hartman stated he is the owner of Nevada Eclipse; his previous work experience includes a position as a golf course superintendent for nine years during which time he coordinated the replacement of "hundreds of trees" on golf courses that were "decimated" by Dutch Elm disease; he has been on the Shade Tree Council for six years and would like to remain to continue the efforts of the Council; he has attended several sponsored functions of the Shade Tree Council; he has no grant writing experience; he would like to see

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more trees planted in Carson City; he does not foresee any conflicts with attending monthly Council meetings or evening/weekend functions. Member Roberts stated her current occupation is IBM project manager, presently stationed in California; she would like to continue on the Shade Tree Council because she considers it an honorable activity; she can contribute to the Council grant writing skills, software advice, photography skills, and assistance with seminars and other events; she has served on the Shade Tree Council for two years; she would like to see the tree inventory expanded to serve as a maintenance and prevention tool, and for the Council to be more involved in the tree inventory; she discussed a possible conflict attending monthly meetings in person, but stated she could attend by phone. She responded to questions regarding conflicts with attending events and functions, and the length of time for her assignment in California. She advised that with enough advance notice, she would most likely not have any conflict with attendance at events and functions. She acknowledged she is maintaining her Carson City residence, and advised that her assignment is classified as "short-term, temporary," with the potential of being extended. She returns to Carson City once a month and makes every effort to plan the trip around the monthly Council meeting. Discussion ensued with regard to the procedure for taking action on the members seeking reappointment. Chairperson Zola passed the gavel to Vice Chairperson Enright and left the meeting room. **Member Hartman moved to recommend to the Board of Supervisors to reappoint Sally Zola to the Shade Tree Council for two more years. Member Young seconded the motion. Motion carried 4-0-0-1.** Chairperson Zola returned to the meeting room, and Vice Chairperson Enright returned the gavel. Member Hartman left the meeting room. **Vice Chairperson Enright moved to recommend to the Board of Supervisors to retain Craig Hartman as a member of the Shade Tree Council for another term. Member Roberts seconded the motion. Motion carried 4-0-0-1.** Mr. Fahrenbruch sequestered Member Roberts by putting the phone call on hold. Discussion ensued with regard to the potential attendance conflicts disclosed by Member Roberts during the interview process, other applications, postponing the decision on Member Roberts' reappointment until the interview process is completed next month, and placing a more distinct advertisement in the paper. **Vice Chairperson Enright moved that the Council postpone decision on Carol Roberts' application for reappointment until the January 27, 2000 meeting. Member Hartman seconded the motion. Motion carried 4-0-0-1.** Vice Chairperson Enright emphasized that if Member Roberts is not reappointed, she should be encouraged to reapply once she returns to Carson City on a permanent basis. Mr. Fahrenbruch "returned" Member Roberts to the meeting, and Chairperson Zola explained the action taken. Extensive discussion ensued with regard to the reasons for the action taken; the difference between allowing Member Roberts' term to expire by waiting to take action until the next meeting and taking action to deny her reappointment application at this meeting; and Member Roberts' qualities and contributions to the Council. Member Roberts stated her understanding of the Council's concerns, and agreed to allow her application for reappointment to be considered at the January meeting. She expressed the opinion that waiting until the January meeting was most likely only postponing the inevitable.

7. REVIEW AND ACTION TO HOST TREE CARE WORKSHOPS (1-0748) - Chairperson Zola advised that, in spite of Member Hartman's efforts, there are no speakers available for the January 11th workshop. Linda Nelson is scheduled to speak at the February 8, 2000 workshop, and Chairperson Zola has determined the availability of Dale Colton, of the Sparks Parks and Recreation Department, for a March 14th workshop. He will speak on the topic of springtime pruning for potentially hazardous trees. Mr. Fahrenbruch will check the availability of a meeting room for March 14 from 8:00 a.m. to 10:00 a.m. He acknowledged that his staff would benefit from the information. Discussion ensued with regard to hands-on demonstration and Council consensus was to limit the workshops to an informal presentation, a question and answer session, and group discussion. Vice Chairperson Enright requested the information to be included on the flyer, and volunteered to format and prepare it at his office. Member Hartman volunteered to work on the flyer as well. Member Hartman moved to cancel the January 2000 workshop and reschedule it to March 14, 2000. Vice Chairperson Enright seconded the motion. Motion carried 5-0. Chairperson Zola reiterated that Vice Chairperson Enright and Member Hartman would work on the flyer. She offered her assistance, and will provide the information for the flyer to Member Hartman next week.

8. UPDATE ON GRANT FUNDED TREE INVENTORY PROGRAM (1-0938) - Mr. Fahrenbruch advised that he has received approval from Susan Stead to extend the grant until June 30, 2000. The reason

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for the extension is that Streets Operations Manager John Flansberg was informed that the software package will not be available until February or March. Due to additional fees being added onto the original estimate by the software vendor and the delay in delivery of the package, Mr. Flansberg is considering integration of the tree inventory into the existing asphalt inventory program. He requested that Mr. Fahrenbruch look into using the grant money to purchase global positioning system ("GPS") units with which information could be logged and then downloaded into the inventory. Susan Stead informed him that this will not meet the grant requirements, however, and that an exception had already been made with regard to purchasing the software. Member Roberts pointed out that Semper Systems was considered to develop a simple program at the beginning of this project. She is acquainted with the owners of Semper and described a similar program which they developed for another client. Mr. Fahrenbruch advised that although Mr. Flansberg is still in contact with the CARTAgraph software vendor, he is additionally considering the ARCVIEW program. Since the grant extension is to June 30, 2000, Mr. Fahrenbruch will report back to the Council at the January 27, 2000 meeting. Chairperson Zola pointed out that if there is a possibility that the Council is going to abandon the software package, Susan Stead should be informed of the decision right away so that the grant money is not tied up any longer. Mr. Fahrenbruch assured the Council that Ms. Stead has no problem with the extension request. Member Roberts recommended that before Mr. Flansberg actually drops the software package, the Council consider approaching Semper Systems regarding development of a software package. Mr. Fahrenbruch advised that staff is researching the availability of tree inventory software. Discussion ensued with regard to the Davey Resource Group representative who made the presentation to the Council at the April 22, 1999 meeting. Mr. Fahrenbruch will be reviewing the software that Mr. Flansberg is considering for the tree inventory to determine if it meets the needs of the Council, the Parks Department, and Public Works. Chairperson Zola suggested that Mr. Flansberg review the actual grant for a better understanding of its requirements. Discussion ensued with regard to the possibility of utilizing Semper Systems to develop a program. Mr. Fahrenbruch will meet with Mr. Flansberg and Urban Forester Consultant Molly Sinnott to determine the aspects of Mr. Flansberg's existing program which may be compatible with a tree inventory. Further discussion ensued and Council consensus was to defer Mr. Fahrenbruch's report on this matter until the January 27, 2000 meeting.

9. REPORTS: PARKS SUPERINTENDENT (1-1242) - Mr. Fahrenbruch reported that Parks Planner Vern Krahn is submitting a \$4,000 urban forestry grant application to supplement the funding which has already been allocated for the North Carson Street median project. He reminded the Council members of their previous recommendation to approve \$10,000 of Question 18 funding for this project. Mr. Fahrenbruch further reported that 16 large trees have been planted at Governor's Field as part of the Capital Improvement Program project. He discussed the four planters at Telegraph Square which are now complete and under the purview of the Parks Department for maintenance.

10. REPORTS: CHAIRPERSON (1-1215) - Chairperson Zola referred to the December 8, 1999 letter to the Carson City Regional Transportation Commission, contained in the agenda packets. She has received no response to date. She has submitted Member Young's name as a Gold Leaf Award nominee. The nomination application was delivered by Federal Express and signed for, by a staff person of the International Society of Arboriculture, on December 15, 1999.

11. ADJOURNMENT (1-1271) - Member Young moved to adjourn the meeting at 6:35 p.m. Vice Chairperson Enright seconded the motion. Motion carried 5-0.

The Minutes of the December 30, 1999 meeting of the Carson City Shade Tree Council are so approved this _____ day of January, 2000.

SALLY ZOLA, Chairperson