



# Reno Urban Forestry Commission

## DRAFT MINUTES

June 8, 2021 ~ 5:00 p.m.

McKinley Arts & Culture Center  
925 Riverside Drive  
Reno, NV 89503

### MEMBERS

Cynthia Albright (Chair)  
Open (Vice Chair)  
Bruce Barr  
Trish Greif  
Anna Higgins  
Ed Hawkins  
Gary Jentink  
Sonya Lucatero  
Jason Ludden  
Krista Wahnefried  
Vacant (2)

### 1. Call to Order/Roll Call

The meeting was called to order at 5:03 p.m. A quorum was established.

**MEMBERS PRESENT:** Cynthia Albright, Bruce Barr, Trish Greif, Anna Higgins, Sonya Lucatero (arrived 5:08 pm), Jason Ludden, Krista Wahnefried

**MEMBERS ABSENT:** Ed Hawkins, Gary Jentink

**POSITIONS VACANT:** Two

**COUNCIL LIAISON:** Council Member Naomi Duerr (arrived 5:54 pm)

**STAFF ALSO PRESENT:** Matt Basile, Urban Forester  
Erin Moyers, Office Assistant Parks Maintenance & Urban Forestry

**2. Public Comment** – This item is for either public comment on any action item or for general public comment and is limited to no more than three (3) minutes for each commentator.

None.

**3. Approval of Agenda for June 8, 2021 Reno Urban Forestry Commission (“RUFC”) meeting (for Possible Action)**

*It was moved by Commissioner Higgins, seconded by Commissioner Ludden to approve the agenda. The motion carried unanimously.*

**4. Approval of Minutes of the January 29, 2020 Reno Urban Forestry Commission (“RUFC”) meeting (For Possible Action)**

*It was moved by Commissioner Barr, seconded by Commissioner Higgins to approve the minutes. The motion carried unanimously.*

**5. Open Meeting Law Presentation (For Information Only) – Brian Sooudi, Deputy City Attorney, City of Reno**

Mr. Sooudi gave a presentation on Open Meeting Law and how it applies to Boards and Commissions.

There was a handout of a PowerPoint presentation, since the overhead projector was not working.

**6. Business Items:**

**a. Election of new Vice Chair for RUFC 2021 (*for possible action*)**

There was a discussion regarding what role the Vice Chair plays for the Urban Forestry Commission. It was decided that the election of this position should be put off until the next commission meeting.

**7. Discussion and possible approval of RUFC meeting dates for the remainder of 2021, with confirmation that meetings will be held on the third Wednesday of the month or another suggest day in the month (*For possible action*) – Matt Basile, Urban Forester**

After discussion, it was decided that the Commission should have additional meetings for the next couple of months to make up for lost time during the pandemic, and to discuss the upcoming Tree Preservation Ordinance. As of the meeting, we are tentatively scheduling extra meetings for June 22, July 7, July 20 and August 18. Thereafter, it was voted upon and approved that our scheduled meeting day should be the third Wednesday of the month, from 5:00-7:30pm. It was motioned by Commissioner Ludden, seconded by Commissioner Wahnefried.

**8. Council Liaison Report – Council Member Naomi Duerr – *No action may be taken on announcements. Limited to items that do not appear elsewhere on the agenda.***

Council Member Duerr is looking forward to the Tree Preservation Ordinance changes, which has been 5 years in the making. She touched a bit on the Shade Tree Week event, and how we've been successful with the tree giveaways. Council Member Duerr would like to formalize more events for the RUFC – staffing booths at Arbor Day, Earth Day, even home shows like we have done in the past. She would also like new t-shirts to be designed and perhaps have some sort of a retail outlet for shirts, hats, cups, memorials. Council Member Duerr donated \$15,000 this year to ReLeaf Reno. She wants the donation aspect of the City of Reno website to be easier. She said it's a long registration and people get frustrated.

**9. Staff Liaison Report/ Updates – Updates will be given about general Department operations including, but not limited to, Arbor Day Program, tree crew operations, permit reviews.**

Urban Forester Matt Basile spoke about the success of the Midtown Project. There were over 250 trees planted and 17 different species. He wants to make sure that as the RUFC (as a group), we are doing things properly and in the right way to benefit trees. He spoke about the Tree Preservation Ordinance and how there needs to be an aspect of an education campaign, and incorporate the education piece on how to water and maintain trees in the City parkway. Mr. Basile will email out the tree protection ordinance summary to the Commission, and asked for comments to be sent back to him via email. Mr. Basile and his City of Reno crew planted 18 of the largest trees he has ever worked with at the ReTrac project. Mr. Basile made sure that new trees, soil, irrigation and plants were all incorporated into this design.

**10. Commissioner/Liaison Reports & Announcements** – *No action may be taken on announcements. Limited to items that do not appear elsewhere on the agenda.*

Commissioner Higgins mentioned that she may have to miss some meetings this summer, based on how many fires there are in the area. She would also like to do plantings to replenish some of the Reno property trees that were destroyed last summer.

**11. Identify Agenda Items for Future Meetings:** Tree Memorial Program, Tree Keeper volunteer program. Tree Preservation Ordinance edits. The accomplishments that Mr. Basile has had over the past year. Oaktober Fest and working with a local brewery for a fundraising event for ReLeaf Reno. Mr. Basile would like to approve the coffee mug program at the next meeting.

**12. Public Comment –**

None.

**13. Adjournment (For Possible Action)**

*The meeting was adjourned at 7:20 pm.*