

## TREE BOARD

June 6, 2022

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met for a meeting appearing on the 6th day of June 2022, at 4:00 P.M.

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### ITEM 1, being:

#### ROLL CALL

Present:	Chair Menzie and Members Ackmann, Buthod, Fagin, Gourley, Janaway, Pape and Spain
Absent:	Member Tedder-Loffland
City Officials:	Colin Zink, City Forester Heather Poole, Assistant City Attorney

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### ITEM 2, being:

#### APPROVAL OF THE APRIL 4, 2022 MEETING MINUTES

Member Fagin made the motion and Member Buthod seconded to approve the minutes. The vote was taken with the following results:

YEAH:	Chair Menzie and Members Ackmann, Buthod, Fagin, Gourley, Janaway, Pape and Spain
NAY:	None

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### ITEM 3, being:

#### APPROVAL OF THE AGENDA

Member Fagin made the motion and Member Spain seconded to approve the agenda. The vote was taken with the following results:

YEAH:	Chair Menzie and Members Ackmann, Buthod, Fagin, Gourley, Janaway, Pape and Spain
NAY:	None

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### ITEM 4, being:

#### PRESENTATION FROM THE CITY ATTORNEY'S OFFICE REGARDING TREE BOARD MEMBER REQUIREMENTS AND OPEN MEETINGS ACT

Ms. Heather Poole, Assistant City Attorney, said the Tree Board consists of nine members appointed by the Mayor/Council and is Ward Specific. She said Tree Board term is 3-years, however, a member can be reappointed at the end of their term if they choose to remain on the Board. Ms. Poole said the board is

responsible for studying, investigating, counseling, and developing and/or updating periodically a written plan for the care, preservation, trimming, planning, replanting, removal or disposition of street trees, public trees and shrubs. The Board meets the 1<sup>st</sup> Monday of each month at 4:00 p.m. Ms. Poole said Board members cannot miss three consecutive meetings per the Norman City Code, and doing so will result in the termination of their appointment to the Tree Board.

Ms. Poole said Staff is available to advise the Board, Board makes recommendations to Council and Council is the policy-making body.

Ms. Poole highlighted the Oklahoma Open Meetings Act and the City of Norman Ethics Policy. She distributed the Ethics Pledge to the members present and they signed and returned them to Staff.

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ITEM 5, being:

MISCELLANEOUS DISCUSSION:

The Board discussed a Firewise Committee and Member Buthod said she would provide an invasive species list to the City Forester for the City's non-approved planting list.

The Board discussed a grant program Mariah Menzie is pursuing as part of her master arborist program that would allow the donation of 500 trees.

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Item 7, being:

ADJOURNMENT

Chair Menzie adjourned the meeting at 5:00 p.m.

Passed and approved this 1st of August 2022

Don Menzie, Chairperson

