

TREE BOARD

August 7, 2023

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met for a meeting appearing on the 8th day of August 2023, at 4:05 P.M.

ROLL CALL

Present: Chair Menzie and Members Ackmann, Fagin, Janaway & Spain
Tedder-Loffland

Absent: Members Buthod and One Vacancy

Tardy: Member Gourley

City Officials: James Briggs, Park Development Manager
Karla Sitton, Administrative Technician IV

ITEM 1, being:

APPROVAL OF THE JUNE 5, 2023 MEETING MINUTES

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

YEAH: Chair Menzie and Members Ackmann, Fagin, Janaway & Spain
Tedder-Loffland

NAY: None

Member Gourley arrived at the meeting at 4:07 p.m.

ITEM 2, being:

DISCUSSION REGARDING THE TREE PHOTO CONTEST PLANNING

The Board discussed the Tree Photo Contest and agreed it would be a massive undertaking to make too many changes at this time. The Board agreed to have photos submitted by only by amateurs at this time, but add professional submissions in the future. Member Spain suggested pairing the Tree Photo Contest with the Annual Tree Story Contest and have the children submit photos with their stories. The Board discussed and agreed to pair the contests together and expand the age/grade from 4th and 5th to possibly include 4 year olds through 6th or 7th grade. Staff suggested to strongly encourage a photo be submitted rather than making it a requirement. Member Tedder-Loffland suggested to allow drawings (of a tree) be an option as well. Member Gourley asked whether the word count (on the stories) be age appropriate and the Board agreed that it should be. Member Tedder-Loffland said she would adjust and print off the information she has been working on and bring it to the next September meeting. Member Ackmann asked Staff whether the City I.T. Department could put submitted pictures on the City website and Staff was not sure that would be permissible. Member Fagin said he could possibly put any pictures submitted on a website he manages. Member Spain requested the Board bring suggestions and/or additional ideas, including how many age groups to include in the contest(s), to the next meeting. He also suggested if any Member knows a Middle School teacher(s), reach out to them to see if there is any interest.

ITEM 3, being:

CONTINUED DISCUSSION REGARDING "FRIENDS OF TREES" RECOGNITION PROCESS

Chair Menzie said at the June meeting, the Board discussed recognizing Grant Rieger, a local Eagle Scout, who did a tree-planting project at Ruby Grant Park. He asked if anyone had any additional citizens and/or organizations they would like to nominate and no one did at this time. The Board discussed and agreed to

give the recognition award to Mr. Rieger at a City Council meeting and Staff suggested giving it at a future Park Board meeting would be more appropriate. Member Gourley said he could see whether the OU Fab Lab could make the recognition award and he will let the Board know at the next meeting.

ITEM 4, being:

UPDATE REGARDING THE RFP FOR THE URBAN FOREST MASTER PLAN AND TREE INVENTORY PROJECT

Mr. James Briggs, Park Development Manager, said Staff selected Davey Tree Service to complete the Urban Forest Master Plan (UFMP) and Tree Inventory Project. He said due to the costs of the tree inventory, the RFP would be divided into sections. Mr. Briggs said Davey Tree Service will complete the ordinance update first and then the tree inventory. He said the tree inventory would only include urban area street trees and trees on City property. Mr. Briggs said Staff would have more public outreach in the future, which will include working with Developers and/or Landscaping Companies.

ITEM 5, being:

DISCUSS "WALK IN THE FOREST" EVENT

Mr. James Briggs, Park Development Manager, distributed a map of the "Walk in the Forest" event scheduled for Saturday, September 23rd, 2023 from 8am to 12pm at Ruby Grant Park. He said the Parks and Recreation Department is partnering with the Oklahoma State Forestry Division on this free family-friendly event. Mr. Briggs said Colin Zink, City Forester, would lead a 90-minute walk throughout the forest areas of the park where various informational stations would be set up. He said participants would learn about erosion, dendrochronology, water quality, invasive species, wildlife and more! The Board discussed and said they would volunteer where needed for this wonderful event. Mr. Briggs said Staff would bring additional information to the next meeting.

MISCELLANEOUS DISCUSSION

Staff said there currently is not a September meeting; however, one could be scheduled. The Board discussed and agreed a meeting should be scheduled for Monday, September 11th at 4:00 p.m.

ADJOURNMENT

Member Tedder-Loffland made the motion and Member Fagin seconded to adjourn. The vote was taken with the following results:

YEAH: Chair Menzie and Members Ackmann, Fagin, Gourley, Janaway & Spain
Tedder-Loffland

NAY: None

Passed and approved this 11th of September 2023

Don Menzie, Chairperson

