

## TREE BOARD

February 6, 2023

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met for a meeting appearing on the 6th day of February 2023, at 4:18 P.M.

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### ROLL CALL

Present: Members Buthod, Fagin, Gourley, Pape and Tedder-Loffland  
Absent: Members Ackmann  
Tardy: Chair Menzie and Members Janaway and Spain  
City Officials: Colin Zink, City Forester  
Karla Sitton, Admin Tech IV

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ITEM 1, being:

### APPROVAL OF THE DECEMBER 5, 2022 MEETING MINUTES

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

YEAH: Members Buthod, Fagin, Gourley, Pape and Tedder-Loffland  
NAY: None

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Member Spain arrived to the meeting at 4:19 p.m.

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ITEM 2, being:

### DISCUSSION REGARDING TREE STORY CONTEST WINNERS

The Board began discussing the Stories submitted for the Tree Story Contest.

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Chair Menzie arrived to the meeting at 4:21 p.m., and Member Janaway arrived to the meeting at 4:28 p.m.

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After reviewing and discussing the stories, the Board determined the following winners:

#### **Fourth Grade**

1<sup>st</sup> Place: Ellie Forester, *"Oak and Autumn"*, Cleveland Elementary – Mrs. Vera,  
2<sup>nd</sup> Place: Trevor Blaylock, *"The Tree Story"*, Washington Elementary – Mrs. Perry  
3<sup>rd</sup> Place: Rowan Stapp, *"Events in the Life of a Tree"*, Lincoln Elementary – Mrs. Susanto

#### **Fifth Grade**

1<sup>st</sup> Place: Kitty Pfenning, *"My Life as an Oak"*, Lincoln Elementary – Ms. Stein  
2<sup>nd</sup> Place: Blake Martin, *"The Willow"*, Jefferson Elementary – Mrs. Parks  
3<sup>rd</sup> Place: William Oubre, *"Turning Fierce"*, Jefferson Elementary – Mrs. Parks

The Board discussed and agreed to announce the winners at the Earth Day Event scheduled on April 23, 2023, at Reaves Park and Member Fagin said he would prepare a poster to be displayed at the event reflecting the winners.

The Board discussed and agreed to purchase a book "Forest Trees of Oklahoma", for the 24 students who submitted a tree story. Chair Menzie said Tree Wizard will supply the funding to purchase the books and Chair Buthold will order the books.

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ITEM 3, being:

DISCUSSION REGARDING TREE PHOTO CONTEST PLANNING

Member Tedder-Loffland said she has been and will continue to work on the Tree Photo Contest. She understands the application and any other fees must go through the Park Foundation, but would prefer participants be able to submit applications and fees online. Staff said they would reach out to the Park Foundation to discuss the contest and let Member Tedder-Loffland know the specifics, if any. Staff said other City events, i.e., Daddy Daughter Dance, Mother Son Dance and 5K Runs, etc., have been handled online and is confident the Tree Photo Contest can be done in the same manner. Member Tedder-Loffland said she reached out to Armstrong Bank and received instructions on setting up an Event Special bank account should she need to open one up. She said she would like to attend the next Park Foundation meeting and she would bring back information at the next meeting.

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ITEM 4, being:

DISCUSSION REGARDING RFQ FOR THE TREE INVENTORY AND URBAN FORESTRY  
MASTER PLAN

Mr. Colin Zink, City Forester, said he is preparing a RFQ for an ordinance update, a right-of-way street inventory for the City as well as the Urban Forestry Master Plan and will send it to the City Attorney's Office for review. He said the tree inventory will only apply to the urban areas within the City, City parks and properties, and street trees, i.e., not trees located in backyards on private property. Mr. Zink said the inventory would help the City determine areas that are overpopulated with trees and/or a specific tree species. Member Fagin asked Staff if they expect bids from other companies than Davey Tree Service and Staff said that is a possibility. He said he would bring back information and updates to the Board at the next meeting.

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MISCELLANEOUS DISCUSSION:

Chair Menzie mentioned giving recognition to a Norman citizen and/or organization, "Friends of Trees" at the December meeting. He requested the Board members to bring back suggestions on recognition requirements and/or people they would like to recognize. Chair Menzie requested Staff to put this as an agenda item to be discussed at the next meeting.

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ADJOURNMENT

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

YEAH: Chair Menzie and Members Buthod, Fagin, Gourley, Janaway, Pape,  
Spain and Tedder-Loffland

NAY: None

Passed and approved this 6<sup>th</sup> of March 2023

Don Menzie, Chairperson

