

## TREE BOARD

April 3, 2023

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met for a meeting appearing on the 3<sup>rd</sup> day of April 2023, at 4:00 P.M.

---

### ROLL CALL

Present: Chair Menzie and Members Ackmann, Buthod, Fagin, Gourley, Pape and Spain

Absent: Member Tedder-Loffland

Tardy: Member Janaway

City Officials: Colin Zink, City Forester  
Karla Sitton, Admin Tech IV

---

ITEM 1, being:

### APPROVAL OF THE MARCH 6, 2023 MEETING MINUTES

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

YEAH: Chair Menzie and Members Ackmann, Buthod, Fagin, Gourley, Pape and Spain

NAY: None

---

Chair Janaway arrived to the meeting at 4:02 p.m.

---

ITEM 2, being:

### DISCUSS THE 2023 EARTH DAY EVENT SCHEDULED FOR APRIL 23, 2023

The 2023 Earth Day Event is on April 23, at Reaves Park. Staff contacted the Oklahoma Forestry Services in Goldsby requesting free tree samplings to be given out at the event; however, they did not have any. Member Fagin said he would prepare the poster to be displayed at the Tree Board booth and asked the members who will be volunteering so he could set up a schedule.

Ms. Suzanne Terry, Park Foundation representative, said the Foundation would like to have a booth with the Tree Board at the event. She said the Foundation will purchase prizes for game winners and bring them to the park.

Mr. Colin Zink, City Forester, distributed an informational brochure about "tree rings" to the Board and said he would pass them out at the Earth Day event.

---

ITEM 3, being:

### DISCUSSION REGARDING THE TREE PHOTO CONTEST PLANNING

Ms. Suzanne Terry, Park Foundation representative, said the Foundation held a Tree Photo Contest several years ago and may have information that the Board can use as a guide. She said the Foundation used grids to hang up the photos if the Board would like to use them. Member Fagin said the Board has reached out to the Norman Public Central Library requesting the use of their facility and Chair Menzie also suggested contacting the Downtowners Association to see if they would like to host. Member Fagin said he spoke to Member Tedder-Loffland, who was unable to attend today's meeting, and she indicated she would get the

application online so people can begin signing up for the event. The Board discussed and agreed all the pictures submitted should be displayed, if there is enough space to do so, or at the very least display them digitally. It was also suggested to scroll the pictures and display them on a big screen at City Hall.

---

ITEM 4, being:

**CONTINUED DISCUSSION REGARDING "FRIENDS OF TREES" RECOGNITION PROCESS**

There was not any updates at this time regarding the selection process. Member Fagin requested information on "Friends of Trees" be distributed at the Earth Day Event.

---

**MISCELLANEOUS DISCUSSION**

Mr. Colin Zink, City Forester, said a RFQ was issued for professional services to complete an urban tree inventory and work on an Urban Forest Master Plan for Norman; and we prepared an agenda item to accept an Oklahoma Forestry Services grant to help with this project by increasing the data set and end-product user software from the inventory as it is completed over the next 6 months. We will also utilize the chosen firm to review our current tree ordinances and update those policies.

---

**ADJOURNMENT**

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

YEAH: Chair Menzie and Members Ackmann, Buthod, Fagin, Janaway, Gourley, Pape and Spain

NAY: None

Passed and approved this 1st of May 2023

Don Menzie, Chairperson 

---