

TREE BOARD

October 3, 2022

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met for a meeting appearing on the 3rd day of October 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, Spain and Tedder-Loffland

Absent: Member Pape

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

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ITEM 2, being:

APPROVAL OF THE AUGUST 1, 2022 MEETING MINUTES

Member Tory Tedder-Loffland 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, Buthod, Fagin, Gourley, Janaway, Spain and Tedder-Loffland

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

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

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

NAY: None

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ITEM 4, being:

DISCUSSION REGARDING THE WILD FIRES PROTECTION PLAN

Mr. Colin Zink, City Forester, said for 2022, Oklahoma ranked fifth among the states regarding the number of acres burned and seventh for the number of households in a high or extremely high fire danger zone(s). He said Staff has been working on a Community Wild Fire Protection Plan (CWFPP), which is a community-based plan that identifies key people such as the City of Norman Emergency Management Coordinator, Park Staff, Lake Thunderbird State Park, and the Oklahoma Forestry Division. He said the CWFPP also focuses on identifying and addressing local hazards and risks from wild fires. Mr. Zink said the City of Norman has nine (9) Fire Stations and Fire Department Staff will prioritize the highest priority projects in their fire department areas. He said once the CWFPP is filed and official, the City can apply for grants from the Oklahoma Forestry Division to complete the identified priority projects. Mr. Zink said another component of the CWFPP is community outreach and grant funding can be used to set up a fire wise community protection zones and possibly used to cut or removed hazardous trees such as cedars in the rural areas of Norman. Chair Menzie said his business had the opportunity to bid on a project near Lake Thunderbird to remove cedar trees in five (5) identified areas and one (1) of the identified areas was over

300 acres. Member Tedder-Loffland asked if cedar trees are more high fire dangers than other trees and Chair Menzie said yes.

Member Tedder-Loffland asked if the grant money would be given equally across the state or according to the danger/high priority areas and Mr. Zink said it would be up to the Oklahoma Forestry Division. He said the City of Norman is trying to be proactive but currently the City does not have a CWFPP; therefore, we cannot apply for the grant funding. Mr. Zink said the Oklahoma Forestry Division has indicated, once completed, the City of Norman will be the largest to have a CWFPP on file.

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ITEM 5, being:

**DISCUSSION REGARDING TREE STORY CONTEST PLANNING**

Chair Menzie said the prizes will be the same as last year and Member Fagin said he would update the existing flyer. Member Fagin said the cutoff date to submit a tree story is November 15th and asked if the Board wanted to change and/or extend the date since we are getting a later start on the contest. The Board discussed and agreed to see how many stories are submitted by the cut-off date and determine at that time if there needs to be an extension.

Member Fagin explained the contest to the new members on the Board. Member Buthod suggested at a previous meeting to buy the book "*Forest Trees of Oklahoma*" for all the kids who submit a tree story and said they only cost \$4.00 per book. The Board discussed and agreed each kid who submits a tree story will get a "*Forest Trees of Oklahoma*" book. Member Fagin said he will update the flyer, email it to Staff, and Staff will email it to the Board for approval. Any requested changes from the Members should be directed to Staff. Staff said this topic will be an agenda item at the December meeting.

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ITEM 6, being:

**DISCUSSION REGARDING TREE PHOTO CONTEST PLANNING:**

Member Tedder-Loffland said money collected for the tree photo contest are funneled through the Park Foundation. She said applicants can submit an application, a digital photo and pay the fee online. The Board discussed and felt it would be good to announce the tree photo contest at the 2023 Earth Day Event. Member Janaway asked whether the public would have the opportunity to vote on photos and the Board agreed they should have a "popular choice" category. The Board discussed different places the photos can be placed for viewing, i.e., Norman Public Library and the Santa Fe Depot.

Member Fagin suggested information for the tree photo contest be handed out at the 2<sup>nd</sup> Friday Art Walks and felt it would be a good way to get the word out to the public.

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ITEM 7, being:

**MISCELLANEOUS DISCUSSION:**

Chair Menzie said his daughter, who works in the family business with him, (personally) applied for and received a \$5,000 grant. He said the funding will be used to train Tree Wizard employees as well as buying 800 trees for a free tree giveaway. Chair Menzie said Tree Wizard will send a mass email to their customers letting them know when the giveaway is scheduled. He said one tree will be given per person.

Member Spain asked Staff for an update on the RFP regarding an ordinance update, a right-of-way street inventory for the City as well as the Urban Forestry Master Plan. Mr. Colin Zink, City Forester, said the RFP has not gone out to bid yet, but is scheduled to go out soon.

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Ms. Debra Cretsinger, Environmental Control Advisory Board (ECAB) Member, said ECAB is currently re-writing the Mayors' Climate Protection Agreement (MCPA). She said the MCPA consists of 12 elements or recommended action items designed to reduce global warming emissions and increase energy conservation. Ms. Cretsinger said another aspect of the MCPA is trees, i.e., tree planting, maintenance and education. She said she attended today's meeting to gather input for the MCPA and asked the Board for any progress within their realm since 2018. Chair Menzie said a couple important things are the City hired a City Forester and the upcoming RFP regarding an ordinance update, a right-of-way street inventory for the City as well as the Urban Forestry Master Plan. Ms. Crutsinger asked if they ordinance updates will keep what happened along Berry Road a few years ago (when many of the street trees were removed) from happening again and Staff said a utility company removed the trees legally because they were located in the utility easement. Member Tedder-Loffland said the City as well as the Tree Board are trying to better educate citizens as to where trees should be and should NOT be planted. Member Fagin said the tree story contest and tree photo contests are additional educational teaching tools. Mr. Zink said OG&E held a demonstration planting at Tulls Park recently and Chair Menzie felt a tree canopy is important for storm water issues as well as Norman citizens, i.e., quality of life and increases property value.

Ms. Cretsinger asked who was responsible for water trees along 12<sup>th</sup> Avenue and Staff said the City is responsible for that particular tree-planting project, which is not irrigated with a sprinkler system. Mr. Zink said this was a one-time funding project and he watered them during the summer while temperatures were above normal.

Ms. Cretsinger thanked the Tree Board and said she appreciates everything the Tree Board does for the City of Norman.

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ITEM 8, being:

ADJOURNMENT

Member Tedder-Loffland 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, Gourley, Janaway,  
Spain and Tedder-Loffland

NAY: None

Passed and approved this 5<sup>th</sup> of December 2022

Don Menzie, Chairperson

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