



Norman Tree Board  
Regular Meeting  
November 6, 2017  
Executive Conference Room  
201 W. Gray Street  
Norman, Oklahoma  
4:00 p.m.

1. ITEM: ROLL CALL

2. ITEM: APPROVAL OF THE OCTOBER 2, 2017 MEETING MINUTES

ACTION NEEDED: Motion to approve or reject the minutes.

ACTION TAKEN: \_\_\_\_\_

3. ITEM: APPROVAL OF THE AGENDA

ACTION NEEDED: Motion to approve or reject the agenda.

ACTION TAKEN: \_\_\_\_\_

4. ITEM: SUBCOMMITTEE REPORTS

ACTION NEEDED: Acknowledge presentation.

ACTION TAKEN: \_\_\_\_\_

5. ITEM: TREE STORY CONTEST

ACTION NEEDED: Acknowledge presentation.

ACTION TAKEN: \_\_\_\_\_

6. ITEM: MISCELLANEOUS COMMENTS

ACTION NEEDED: Acknowledge presentation.

ACTION TAKEN: \_\_\_\_\_

7. ITEM: ADJOURNMENT

TREE BOARD  
October 2, 2017

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met in the Study Session Room on the 2nd day of October 2017 at 4:00 P.M.

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ITEM 1, being:

ROLL CALL

Present: Chairman Menzie and Commissioners Fagin, Huffman, Janaway, Lavastida, and Winegardner

Absent: Commissioners Grisso, Guistozi, and Spain

City Officials

Present: James Briggs, City of Norman Park Planner  
Karla Chapman, Administrative Technician IV

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ITEM 2, being:

APPROVAL OF THE SEPTEMBER 11, 2017 MEETING MINUTES

Commissioner Winegardner made the motion and Commissioner Huffman seconded to approve the minutes. The vote was taken with the following results:

YEAH: Chairman Menzie and Commissioners Fagin, Huffman, Janaway, Lavastida, and Winegardner

NAY: None

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ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Chairman Menzie and Commissioners Fagin, Huffman, Janaway, Lavastida, and Winegardner

NAY: None

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ITEM 4, being:

SUBCOMMITTEE REPORTS

Commissioner Fagin said he will not be able to attend the 2<sup>nd</sup> Friday Art Walk scheduled October 6<sup>th</sup>, because he will be out of town. He said the Tree Board may not have a booth at the 2<sup>nd</sup> Friday Art Walk again until the Spring, depending on weather and available indoor booth space.

ITEM 5, being

**TREE STORY CONTEST**

Chairman Menzie said the Tree Board will begin taking submissions on October 16<sup>th</sup> for the Tree Story Contest and the contest will end on November 17, 2017. He said the contest is open to all 4<sup>th</sup> and 5<sup>th</sup> graders and submissions will be judged by the Norman Tree Board based on creativity, originality, and observation skills. Commissioner Fagin received approval from Norman Public Schools to put flyers in the Thursday folders and said he would get the flyers to NPS to distribute in the October 19<sup>th</sup> Thursday Folders. Chairman Menzie said he and Miriah Menzie will speak to classes to try and stir up some enthusiasm and Commissioner Lavastida said she would be happy to speak to classes as well.

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ITEM 6, being:

**CONTINUED DISCUSSION REGARDING POTENTIAL CHANGES OR ADDITIONS TO ORDINANCE O-1112-19, CHAPTER 1, LANDSCAPE REQUIREMENTS**

Chairman Menzie asked the Board whether or not changes or additions should be made to the current Landscape Requirements, or if they would rather work/educate citizens to plant, preserve, and replant trees. The Board discussed and Commissioner Huffman said maybe the City does not need a more stringent ordinance at this time. Commissioner Huffman felt the emphasis could be on educating the public using the City of Edmond's focus on reforestation. James Briggs, Park Planner felt an educational program would be better at this time and the Tree Board could advocate for a City Forester as well. Commissioner Janaway felt Code Enforcement should enforce any ordinance requirements rather than Parks and Recreation Staff because Code Enforcement already enforces tree stumps and dead trees. The Tree Board agreed education would be best at this point, with the biggest factor being that the City does not currently have a City Forester on staff to enforce any proposed requirements. Commissioner Janaway said the need to explore other cities and their programs is needed before recommending a proposed ordinance. Chairman Menzie asked Staff to take this item off the agenda next month and the Tree Board will concentrate on the ReLeaf Berry Road and Foster a Tree Programs.

Commissioner Janaway updated the proposed "ReLeaf Berry Road," and said ten (10) locations, between Dakota Street and Iowa Street, have been located where 10 trees can be planted. He said he has been working with Commissioner Spain on drafting a letter for the homeowners who will sign an agreement to care for the tree, accept the tree(s), and place a sign in their yard proclaiming they were part of the ReLeaf Berry Road Project. Commissioner Janaway said Angelo Lombardo, City Traffic Engineer, provided him a site triangle of the area and said some trees cannot be planted in the public rights-of-way (ROW) due to site triangles; however, the trees needed to be planted. Mr. Briggs explained that City funds cannot be used to plant trees behind the public easement on private property.

Commissioner Janaway felt the Park Foundation could buy some trees to get the program started and he said he already spoke to the Rotary Club about applying for a grant for the ReLeaf Berry Road Project. He said the Parks Board could make application with the Rotary Group to purchase \$20 5-gallon trees from Marcum's Nursery. Commissioner Janaway felt if ReLeaf Berry Road is successful, the program could be extended to other arterial roads/streets further north. Commissioner Huffman asked whether funds from the Neighborhoods Program could be used and Staff said yes. Commissioner Lavastida suggested partnering with the group "Save Norman Trees" for funding and/or fundraising.

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Item 7, being:

**MISCELLANEOUS COMMENTS**

The next meeting is scheduled for Monday, November 6th at 4:00 p.m.

ITEM 8, being:

ADJOURNMENT

Commissioner Winegardner made the motion and Commissioner Huffman seconded to adjourn. The vote was taken with the following results:

YEAH: Chairman Menzie and Commissioners Fagin, Huffman, Janaway, Lavastida, and Winegardner

NAY: None

Passed and approved this \_\_\_\_\_ of \_\_\_\_\_ 2017

Don Menzie, Chairperson

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