

TREE BOARD

March 2, 2020

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met in the Executive Conference Room on the 2nd day of March 2019, at 4:00 P.M.

ITEM 1, being:

ROLL CALL

Present: Chairman Menzie and Members Fagin, Huffman, Janaway, Lavastida, Spain, Tedder-Loffland and Winegardner

Absent: None (one vacant position)

City Officials: Tim Vermillion, City Forester
Lisa Griggs, Senior Program Coordinator
Karla Sitton, Administrative Technician IV

ITEM 2, being:

APPROVAL OF THE FEBRUARY 3, 2020 MEETING MINUTES

Member Tedder Loffland made the motion and Member Lavastida seconded to approve the minutes. The vote was taken with the following results:

YEAH: Chairman Menzie and Members Fagin, Huffman, Janaway, Lavastida, Spain, Tedder-Loffland and Winegardner

NAY: None

ITEM 3, being:

APPROVAL OF THE AGENDA

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

YEAH: Chairman Menzie and Members Fagin, Huffman, Janaway, Lavastida, Spain, Tedder-Loffland and Winegardner

NAY: None

ITEM 4, being:

SUBCOMMITTEE REPORTS

Chairman Menzie said all the Tree Story awards have been distributed except for one and will make arrangements to do so when the student's parents can attend.

Member Fagin said he will begin setting up a booth at the 2nd Friday Art Walk when the weather gets better, hopefully in April.

ITEM 5, being:

DISCUSSION REGARDING EARTH DAY EVENT

Lisa Griggs, Senior Program Coordinator, said the Earth Day Event is scheduled for Sunday, April 19, 2020 at Reaves Park. She said she has discussed planting a tree during the event with Tim Vermillion, City Forester, who recommends planting a Sunshine Elm Tree in the Arboretum area at Reaves Park. Ms. Griggs asked the Board if they wanted to set up a booth and after discussion the Board said yes. She said she will bring the banners, tables, and chairs for the booth. Member Huffman said the Park Foundation members usually show up and help work the booth.

Member Tedder-Loffland suggested set up an area at the booth to show the Tree Story Contest winners as well as an area announcing the Tree Photo Contest. Member Huffman said he will work on obtaining some tree seedlings to giveaway.

Ms. Griggs said this is the 50th Anniversary of Earth Day and a parade will take place at 11:30 a.m. before the festivities begin at noon. She said parade participants from various groups will be walking from Stephenson Research Center to Reaves Park rather than driving cars and/or trailers in order to make the parade for “earth” friendly. She asked whether the Board would like to participate in the parade and the Board members said no, since they felt like they needed to be at the booth when the parade marches into the park.

ITEM 6, being:

DISCUSSION REGARDING THE TREE PHOTO CONTEST

Member Tedder-Loffland said she and Members Fagin and Lavastida are on the Tree Photo Contest Sub-committee and continue to work on the specifics regarding the Tree Photo Contest. She said the sub-committee has contacted The Depot as site for showing the tree photos and the Norman Public Library has given tentative permission to show the photos there as well. She said if the photo contest presentation is held at the Library, they have a specific area to put up the photos and do not allow any addition set up. Member Huffman suggested she contact Joe Sparks to see if he still has the modular photo set up that has been used in the past. Member Janaway said Joyce Pitchlyn, Park Foundation Member, has ran the photo contest before and Member Tedder-Loffland said she would contact Ms. Pitchlyn.

Member Tedder-Loffland showed the Board the application form she created. She suggested limiting each applicant to 10 photo submissions total – 2 per category. Categories could include:

- Street Trees (urban forest)
 - Among the Trees (bird or objects in trees, etc.)
 - Against the Odds (sprig out of sidewalk, etc.)
 - All Things Bright and Beautiful
 - Landscape and Nature
 - Attention to Detail (close up pictures – close to tree bark)
 - Creativity Trees (alter photos)
-

Member Menzie felt like cutting the categories from seven (7) to five (5) would allow more space to show the finalist's pictures. After discussion, the Board decided to get rid of All Things Bright and Beautiful and Attention to Detail.

Member Tedder-Loffland said three (3) classifications for the Tree Photo Contest have been discussed to include:

- Professional: 18 or older and make more than 50% of annual income on their photography;
- Amateur: 18 or older – have not made any money on their photography; and
- Student: Under 18 years of age – have not made any money on their photography.

Member Tedder-Loffland asked the Board what the fee should be for photo submissions and s Member Fagin suggested having a progressive entry fee as follows: Students (young) \$25; Students (College) \$30; and Professional \$50. Member Tedder-Loffland suggested a requirement for every photo submitted be put in a standard 11x16 frame. She said he number of finalists selected will be determined by which location is chosen, either The Depot or Library. Member Janaway said there were approximately 300 photos submitted at the last tree photo contest held.

Member Tedder-Loffland suggested getting people from the Firehouse Art Center, Arts Council, and art lovers within the community to assist with judging the contest. She asked whether corporate sponsorship was done in the past. Chairman Menzie said prizes can be set at a certain amount and get sponsorship for each prize. Member Huffman said first place winners won a \$500 prize in past contests. He said another way money was raised included an area bank hosting a wine and cheese event, hire music (guitar player), and sold tickets for \$50.00 per person.

Member Tedder-Loffland said an announcement could be made at the Earth Day Festival scheduled on April 19, 2020, and suggested having magnets made to pass out to people. Member Tedder-Loffland agreed and said an announcement and information could also be put on the City's website.

Lisa Griggs, Senior Program Coordinator, requested the Tree Board discuss Item 8, Miscellaneous Discussion, before Item 7, Tree Ordinance Discussion.

ITEM 8, being:

MISCELLANEOUS COMMENTS

Ms. Lisa Griggs, Senior Program Coordinator, said she wanted the Board to be aware of a few important dates coming up. She said the City of Norman was recognized again as a Tree City and Chairman Menzie will be accepting the award at an Arbor Day Luncheon scheduled for March 12, 2020, in Oklahoma City. She asked the Board if anyone else would like to attend the luncheon.

Mr. Tim Vermillion, Forester, said he will be planting four (4) Persian Parrotia trees at the OU Duck Pond on April 13, 2020. He said a Mayors Memorial tree planting will be held on April 17, 2020 in Andrews Park and children will be helping plant 10-12 trees at Andrews Park during the Big Event on April 18, 2020.

Mr. Vermillion said he has been conducting a Tree Canopy Assessment and to date he has determined the following: Ward 1 – 24%; Ward 2 – 31%; and Ward 3 – 17%. Member Huffman felt the Board should set some long term goals and form an action plan. Mr. Vermillion agreed and said he has requested software for this assessment be included in the budget.

ITEM 7, being:

TREE ORDINANCE DISCUSSION

Mr. Tim Vermillion, Forester, said the City Council Oversight Committee will be discussing the Tree Ordinance on March 12, 2020. He said he will attend the meeting and suggest making changes to Sec. 10-1003.(b)(4) "Removal of a dangerous tree or diseased or infected trees as defined herein", specifically, identify the level of danger. The Board discussed and said the idea was to leave it "open-ended" so the Forester could make that decision. Member Spain said the language can be changed to state industry excepted practices/techniques. Member Tedder-Loffland asked whether language could be added to the appendix.

Mr. Vermillion said he will be back more information regarding the City Council Oversight Meeting, specifically what Council requests the Board to do going forward.

Members Fagin and Janaway left the meeting at 4:58 p.m.

ITEM 9, being:

ADJOURNMENT

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

YEAH: Chairman Menzie and Members Huffman, Lavastida, Spain, Tedder-Loffland and Winegardner

NAY: None

Passed and approved this _____ of _____ 2020

Don Menzie, Chairperson
