

TREE BOARD
December 4, 2017

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

ITEM 1, being:

ROLL CALL

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

Absent: Commissioners Guistoizzi, Grisso and Janaway

City Officials

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

ITEM 2, being:

APPROVAL OF THE NOVEMBER 6, 2017 MEETING MINUTES

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

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

NAY: None

ITEM 3, being:

APPROVAL OF THE AGENDA

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

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

NAY: None

Commissioner Janaway arrived at 4:26 p.m.

ITEM 4, being:

RELEAF BERRY ROAD PROJECT

Chairman Menzie requested Commissioner Janaway to give an update on the Re-Leaf Berry Road project. Commissioner Janaway said approximately 10 to 15 locations, between Dakota Street and Iowa Street, have been located where 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 the Park Foundation gave \$1,000 for funding. He said he is now in the process of finding 10 to 15 homes that would like a tree planted and would agree to take care of the tree. Commissioner Fagin asked when this project would be done and Commissioner Huffman felt it would need to wait until after the holidays, possibly January or February. Commissioner Fagin asked how much the trees will cost and how many will be bought. Commissioner Janaway said he has spoken to Marcum's Nursery who always gives the City a good price, and he will buy as many trees as he can with \$1,000.

ITEM 5, being

TREE STORY CONTEST

Chairman Menzie said he has received Tree Story Contest entries from many elementary schools to include Lakeview, Reagan, Truman, Lincoln, and Cleveland. He distributed the entries to the Board and rather than choose the winners today, he requested Staff scan and email all the entries to Board for them to review, vote, and send him an email listing their 1st, 2nd, and 3rd places. Chairman Menzie said he would let the Board know the results and he would take the winners their prizes before school let out for the holidays.

ITEM 6, being:

NORMAN CHRISTMAS PARADE

Chairman Menzie said the Norman Holiday Parade is Saturday, December 9th at 5:00 p.m. He said the he will not be available to decorate a float or attend the parade; however, he would loan his vehicle and trailer if the Board wanted to be in the parade. The Board discussed and decided they would not be in the Christmas Parade this year. The Board asked whether the City was having Earth Day in the spring at Reaves Park and Staff said yes. The Board said they will attend and assist with Earth Day in April, 2018.

ITEM 7, being:

MISCELLANEOUS COMMENTS

Chairman Menzie requested Staff to have Tree Tips put on the City website. Staff said they would give the Tree Tips to Claudia Deakins, Chief Communication Officer, and have her put on the City's website.

Commissioner Huffman distributed a Tree Canopy brochure from the City of Edmond reflecting their percentage of tree canopy at the November meeting. Commissioner Fagin said he briefly looked over the information; however, he felt he could create a similar type graphic for the City of Norman and said he would look at doing so in the near future.

Citizen attendee, Mariah Menzie, said she had a Guidelines for Developing and Evaluating Tree Ordinances document and felt it would be a good blueprint if the Board desires to come back to this issue in the future.

Chairman Menzie said the first Monday in January is New Year's Day and the Board discussed and agreed the January meeting should be cancelled.

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, Spain
Winegardner

NAY: None

Passed and approved this _____ of _____ 2017

Don Menzie, Chairperson
