

TREE BOARD

June 1, 2020

The Tree Board of the City of Norman, Cleveland County, State of Oklahoma, met in the Executive Conference Room on the 1st day of June 2020, at 4:00 P.M.

ITEM 1, being:

ROLL CALL

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

Absent: Commissioners Janaway and Spain (one vacant position)

City Officials: Tim Vermillion, City Forester
Karla Sitton, Administrative Technician IV

ITEM 2, being:

APPROVAL OF THE MAY 4, 2020 MEETING MINUTES

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

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

NAY: None

ITEM 3, being:

APPROVAL OF THE AGENDA

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

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

NAY: None

ITEM 4, being:

SUBCOMMITTEE REPORTS

Member Fagin said the 2nd Friday Art Walk events have been cancelled until further notice due to the COVID-19 pandemic. He said once it resumes, he plans to set up a booth.

There were not any other subcommittee reports at this time.

ITEM 5, being:

DISCUSSION REGARDING TREE PLOTTER SOFTWARE

Mr. Tim Vermillion, City Forester, updated the Tree Board on the tree inventory software. He said he will begin in core Norman and will only do the street trees. Mr. Vermillion said he has applied for the for a grant from the State of Oklahoma thru the Urban and Community Forestry Program to help cover labor costs during this project, but has not received it yet.

Chair Menzie said it would be nice to ask students to help with this project. Tim agreed, stating the Park Foundation has indicated they would like to pay for the software and one of their requirements was to get volunteers within the community to assist.

Mr. Vermillion said the software will allow Staff to stand in front of each tree and enter information on an attribute table to include: the species, average health of the tree, and create a story map. He said many reports can be done that can assist with outlining the direction and create a program going forward. Mr. Vermillion said the software also includes I Tree software and ACOG's inventory which will assist Staff when requesting grants to help fund future programs.

Mr. Vermillion said he was excited to get started on the tree inventory.

ITEM 6, being:

DISCUSSION REGARDING THE TREE PHOTO CONTEST

Members Tedder-Loffland said she reached out to the other sub-committee members via email. She said they were still needing to finalize the website and felt people can begin taking pictures now. Member Huffman asked if they were going to use the Park Foundation template, but Member Tedder-Loffland said she has not spoken to anyone at the Park Foundation since the COVID-19 pandemic. She said Norman Public Library will not allow easels but we could use what the library offers to display the photos. Member Tedder-Loffland said the sub-committee discussed requiring the artist to put a photo in a certain size frame.

Member Lavastida said her schedule is about to get busier, as she is about to go back to school to get her master's degree; therefore, she will need to step down from this sub-committee. She felt the Board could announce the winner(s) at 2021 Earth Day. Member Lavastida said the winning photos can be displayed at the library one month before and after Earth Day. She felt the key to a successful contest is to promote and advertise as well as set up an online pay system through the Park Foundation. Member Lavastida said we should start excepting photos and/or other images so that the Board can vote on them for the final cut. Member Tedder-Loffland said the website is nearly ready and member Lavastida said we need to be close enough to except online payments before we make the announcement about the contest.

Mr. Tim Vermillion, Forester, said he would get Bold Media the information on the contest and when the Board is ready, it will be shared on social media. Member Winegardner asked if the information can also be sent to The Norman Transcript and Staff said yes.

ITEM 7, being:

TREE ORDINANCE DISCUSSION

Mr. Tim Vermillion, City Forester, updated the Tree Board regarding the Tree Ordinance and said City Council has him studying a couple of other city ordinances. He said he has also been looking at Norman's current Tree Ordinance. Mr. Vermillion said he should have more information at the next Tree Board meeting.

ITEM 8, being:

MISCELLANEOUS COMMENTS

Mr. Tim Vermillion, City Forester, said he has been putting door hangers from Berry Road to Imhoff Road for the Replant Berry Road Project. He said 13 homeowners have accepted and some have even requested more than one (1) tree. Mr. Vermillion said he will also put door hangers on houses north of Robinson Street. Member Tedder-Loffland asked what trees are selecting and Mr. Vermillion said wireless zelcova.

The Board discussed and agreed that there will not be a July.

Member Fagin left the meeting at 5:01 p.m.

ITEM 9, being:

ADJOURNMENT

Member Tedder-Loffland made the motion and Member Lavstida seconded to adjourn. The vote was taken with the following results:

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

NAY: None

Passed and approved this 3rd of August 2020

Don Menzie, Chairperson


