

**City of Oxford Tree Board
Meeting Minutes
January 13, 2022**

Opening

Be it known that the City of Oxford Tree Board did meet in regular session on Thursday, January 13, 2022 at 11:00am by phone/video conference with the following present:

Tree Board:

Cowan Hunter, *Co-Chairman*
Hume Bryant, *Co-Chairman*
Ed Croom
Bill Freeman
Mary Hartwell Howorth
Wend Stewart

Representatives of the City of Oxford:

Mark Levy, Special Projects Director
Greg Pinion, Building and Grounds Superintendent
Megan Baker, Building Administrator

Call to Order

The meeting was called to order at 11:00am.

New commissioner Bill Freeman was introduced.

Approval of the Agenda

Commissioner Cowan Hunter removed an item from the agenda:

1. Approval of November 2021 Meeting Minutes

Commissioner Cowan Hunter moved to approve the agenda. Commissioner Hume Bryant seconded the motion. All commissioners voted aye; the motion passed.

Departmental Issues and Reports

- 1. Buildings and Grounds**

- a. Assistance to property owners, hazard trees, etc.*

Greg Pinion stated that there is no update on this agenda item.

b. Upcoming tree maintenance, plantings, etc.

Greg Pinion reported tree maintenance and trimming was the only upcoming matter he is aware of at this time.

2. Planning

a. Pending/upcoming development issues, mitigation. etc.

Commissioner Cowan Hunter reported previous City employee Gray Parker has resigned from the Planning Department and will no longer be attending Tree Board meetings. Cowen stated that Planning Director, Ben Requet, reported the position is pending fulfillment in the upcoming months. Until then, Cowan suggested that he will be checking in with the Planning Department regularly for any updates needed for the Tree Board.

3. Engineering

a. Cemetery tree planting/landscaping project status

Mark Levy stated that the cemetery project was completed in November 2021.

b. Draft planting plan and timeline for Price Street tree project

Mark Levy gave a brief update on the plan for Price Street. Mark stated that there will be alternating ginkgo trees and oak trees every 40 feet. There will also be a row of pine and cypress trees. In addition, there will be sycamore trees on the corner near Molly Barr Road.

Commissioner Cowan Hunter suggested talking to Park Commission Director before going any further with the project.

Mark Levy stated that he believed the best time to plant the trees would be in the Fall of 2022.

Cowan Hunter moved to authorize the Price Street project contingent on the following:

1. OPC Director and Board approve
2. Bid does not exceed budgeted amount
3. Optimal time of year is fall

Mary Hartwell Howorth seconded the motion. All commissioners voted aye; the motion passed.

Business

a. Southern Group State Foresters (UFC) upcoming Oxford Meeting

Commissioner Cowan Hunter announced that January 31-February 3 the Urban Forestry Committee will be meeting at The Graduate Hotel. The UFC is a group of Urban Forestry Coordinators from 13 southern states. Cowen stated that he will send a copy of the agenda to all board members.

b. Tree City USA

The City of Oxford's Tree City USA application was approved by the Arbor Day Foundation. It was noted that this is Oxford's 25th year as a "tree city".

c. Rotary Club Collaboration update

Commissioner Cowan Hunter stated that the Oxford Rotary Club is interested in a fundraiser to raise money for interpretive signage surrounding trees in the City of Oxford. The Boys and Girls club are also interested in planting trees. It was suggested that a meeting take place between the Rotary Club participants and a Tree Board subcommittee. Cowan Hunter, Greg Pinion, and Mary Hartwell Howorth will be the representing members of the Tree Board on the subcommittee.

d. Hill Country Roots event

Cowan Hunter stated that 100-200 volunteers are needed for the Hill Country Roots event that will take place on February 5th. Volunteers will meet at the Activity Center at 11:30am. This will involve potting trees as part of plans to develop a tree farm.

e. Green Grove Arborist project update

Matt Neilson was approved by the Board of Alderman as a professional service provider for the City. He is a consulting arborist who is looking for improvements that can be made. Matt plans to meet with each department head individually to get their views and input as well as discuss matters that can be adjusted for improvement. Matt will report back to the Tree Board with an update.

f. Tribute Trees project update

Commissioner Cowan Hunter stated a work session took place in November and he will send out notes to all Tree Board members.

Adjourn

Commissioner Cowan Hunter moved to adjourn the meeting. Commissioner Bill Freeman seconded the motion. All commissioners voted aye; the motion passed.

The meeting was adjourned at 12:00 pm.