

MINUTES

City of Oxford
Tree Board
Regular Meeting
Thursday, March 7, 2024, 11:00 am - 12:00 pm
City Hall Courtroom

Notice that certain aldermen, commissioners, or members may be included in the meeting via teleconference, subject to the City of Oxford Code of Ordinances, Section 2-82.

1. Call to order.

Commissioner Cowan Hunter called the meeting to order at 11:07 A.M. The following members were present:

Co-Chairman Cowan Hunter
Co-Chairman Hume Bryant
Commissioner Mary Hartwell Howorth
Commissioner Ed Croom

Greg Pinion, Building and Grounds, ex-officio
Allison Ferris, Development Services, ex-officio

Other:

Nick Marshall, Building and Grounds
Mark Levy, Director of Special Projects
Ben Requet, Director of Planning

2. Adopt the agenda for the meeting.

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

3. Authorize the approval of the minutes for the February 2024 meetings.

Commissioner Hunter motioned to approve the February 2024 Minutes. Commissioner Bryant seconded the motion. All Commissioners voted aye; the motion passed.

4. Departmental Issues and Reports:

a. Buildings & Grounds Department

i. Public assistance requests or inquiries

Greg Pinion, Building and Grounds Superintendent, indicated the Building and Grounds Department assessed some trees, but due to being out of City Right of Way, there was nothing to be done. There was discussion regarding trees in relation to the future City of Oxford Pool Project. Greg discussed potential hazardous trees in the area and removals. Commissioner Hunter motioned the work continue. Commissioner Bryant seconded. All Commissioners voted aye. The motion passed for the tree work for the project to move forward.

Greg discussed plantings that would occur at the Armory at the Oxford Conference Center.

ii. Specimen tree on Tyler Avenue

Greg discussed how the Building and Grounds Department had been watching this tree for several years. Greg discussed the steady decline of the tree and related issues. There was further discussion. Greg recommended the Tree Board look at the tree, but indicated he would recommend removal of the tree this year. Commissioner Hunter recommended having a certified arborist assess the tree as well informing First Presbyterian Church of Oxford regarding the potential removal. There was further discussion regarding the tree in relation to the City Right-of-Way i.e. the tree would be on City property. Greg indicated this was not an urgent matter. Commissioner Hunter recommended making plans for the next steps in the process i.e. hiring an arborist, communicating with the church, as well as gathering further information. There was more discussion

b. Development Services-Planning Department

i. Update regarding current/pending development projects.

Commissioner Hunter informed the Tree Board regarding the recent records request and belief it was related to Gary Subdivision. Ben Requet, Director of Planning, summarized the Gary subdivision request i.e. four residential lots on Lincoln, discussed the tree mitigation. Commissioner Hunter referenced the previous meeting when the family came before the Tree Board. Ben discussed the lack of clarity in regards to the future plans as well as the future Planning Commission meeting next Monday, March 11th, 2024 in relation to the subdivision request. Ben indicated his department had been contacted regarding various concerns i.e. lot size, tree mitigation, etc. Ben summarized the process of a subdivision request.

Commissioner Hunter inquired with Ben regarding Murfield Meadows. Ben indicated he would email Commissioner Hunter the specifics in relation to the Planning Commission meeting regarding this development. There was discussion. Ben indicated his department had not had further discussions regarding the possible development and nothing had come before the City for review i.e. site-plan submission. Ben indicated he anticipated something being submitted later this year. Ben read and summarized the Planning Commissions tree mitigation decision regarding this potential development. There was further discussion.

Commissioner Hunter inquired with Ben if there was any upcoming projects that might impact the tree canopy. Ben indicated there was nothing at this time that he believed would impact tree mitigation.

c. General Government-Special Projects Department

i. Update regarding Brittany Woods tree planting

Mark Levy, Director of Special Projects, updated the Tree Board regarding the planting at Brittany Woods. He indicated the trees were planted and looked good. There was discussion regarding the Tree Escrow Fund and possible future projects. Commissioner Hunter indicated he would check with the City Clerks Department regarding the current budget prior to the next meeting. There was more discussion.

ii. Possible time frame for reassessment project

Commissioner Hunter indicated a time frame for the reassessment project would be discussed at a future meeting.

5. Consider new business:

a. Discussion of tree removal and trimming at pool site

Commissioner Hunter and Greg informed Mark the Tree Board voted to approve the tree removal and trimming at the City Pool site.

b. Consider request for tree removal at G & M Pharmacy

Commissioner Hunter introduced the request for tree removal at G&M Pharmacy. Greg discussed the proposal i.e. remove the sign and relocate it to the median and for the City to remove the tree in City Right-of-Way. Greg indicated the owners would be applying for a revocable license for this request. There was further discussion. Mark explained the process of a revocable license. Commissioner Hunter motioned to recommend allowing the removal of the tree. Commissioner Bryant seconded the motion. All commissioners voted aye. The motion passed.

c. Update regarding March Tree Plotter Webinar

Commissioner Hunter informed the Tree Board joined a webinar recently for Tree Plotter and discussed his experience and ideas gained i.e. ways to track information. Commissioner Hunter and Commissioner Croom discussed the possibility of a future workshop for the Tree Board. There was more discussion.

d. Update regarding Ole Miss Big Event participation

Commissioner Hunter indicated he reached out regarding the Ole Miss Big Event, but had not heard back from anyone.

6. Adjourn.

Commissioner Hunter motioned to adjourn at 11:57 AM. Commissioner Bryant seconded. All Commissioners voted aye. The motion passed.

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