

## MINUTES

**City of Oxford  
Tree Board  
Regular Meeting  
Thursday, September 5, 2024, 11:00 am - 12:30 pm  
City Hall Boardroom**



### **In Attendance**

Allison Ferris; Cowan Hunter; Ed Croom; Hume Bryant; Mary Hartwell Howorth

### **Not In Attendance**

Benjamin Requet; Greg Pinion; Hollis Green; Jaclyn Colameta; Mark Levy

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

1. Call to order.

The meeting was called to order by Commissioner Hunter at 11:16 A.M.

2. Approval of Agenda.

Commissioner Hunter moved to approve the agenda. Commissioner Mary Hartwell Howorth seconded; all aye.

3. Approval of August 2024 Minutes.

Commissioner Mary Hartwell Howorth motioned to approve the August 2024 Meeting Minutes. Commissioner Bryant seconded; all aye.

4. Departmental Issues and Reports:

a. Buildings & Grounds Department

i. Public assistance requests and site visit report.

Nick Matthews, from the Building and Grounds Department, spoke on behalf of Greg Pinion, who was not able to attend the meeting. Nick reported they received a few calls regarding trees and trimming.

ii. Update on Lamar Tree assessments and maintenance.

Nick reported Matt Nielson, Green Grove Arborist, sent his report to the Building and Grounds Department for a review of the data collected. Matt discussed the different areas assessed. Matt discussed there were twenty-four trees identified that should be considered for risk mitigation. Matt indicated the trees on North and South Lamar were doing well overall. There was discussion regarding utilizing Tree Plotter to review the information.

iii. Update regarding Fall tree planting plans.

Nick reported Greg was actively working on a list of trees to replace lost ones as well as other areas of focus.

Commissioner Hunter indicated Greg called him to discuss and assess an area that Cal Mayo was developing. Commissioner Hunter discussed the area of the development near the City Right-of-Way and trees within the Right-of-Way that would more than likely require removal as well as indicated there would be a plan for re-planting. Nick inquired if the Tree Board would approve this work. Commissioner Hunter moved to approve Greg to move forward with the tree removal plans. Commissioner Bryant seconded; all aye.

- b. Development Services-Planning Department
    - i. Update regarding current/pending development projects.  
Ben Requet, Director of Planning, was not able to attend the meeting.
  - c. General Government-Special Projects Department
    - i. Update status of current projects regarding tree work, planting plans, etc.  
Mark Levy, Director of Special Projects, was not able to attend the meeting.
5. Consider new business:
- a. Discussion and planning for Oxford Arbor Day 2024.  
Commissioner Hunter discussed potential dates and conflicts for Arbor Day 2024. Per Commissioner Hunter, October 4th, October 18th, and November 1st appeared to be the best options. There was discussion. Commissioner Hunter indicated he would communicate with the Mayor and Board of Alderman regarding the options. Commissioner Howorth indicated she would be willing to help with continuing the poster contest and communicating with locals schools. There was further discussion regarding identifying a location. Matt suggested the park at Garden Terrace. There was more discussion. Commissioner Hunter indicated he would communicate this recommendation and possible date options. Commissioner Bryant indicated he would communicate with the local Garden Club and Commissioner Hunter indicated he would communicate with the local "Friends of the Forest" group.
  - b. Tree plotter issues, webinar, etc.  
Commissioner Hunter invited Tympel Harrison, Urban Forester for Mississippi Forestry Commission (MFC), to speak regarding Tree Plotter. Tympel discussed how the MFC was attempting to address issues within the system to improve it for those using the program as well as hoping to gain feedback from users. There was discussion regarding different ways to utilize the Tree Plotter program and who should be designated users of the program. There was more discussion. Tympel indicated Mike Crabbe was the new outreach contact for the MFC.
  - c. Tribute Tree Groves progress.  
Commissioner Hunter reminded Nick about finalizing signage for the Tribute Tree Groves project. There was discussion. Commissioner Hunter discussed speaking with the Mayor regarding ideas for future dedications. There was discussion.
  - d. Consider possible project through grant funding.  
Commissioner Hunter indicated he did not have information regarding possible projects for grant funding, but noted it was something for the Tree Board to think about in the future. There was discussion. Commissioner Hunter encouraged Tree Board members to spend time re-visiting requirements for areas i.e. parking lots. There was further discussion.
6. Move to Adjourn.
- Commissioner Howorth moved to adjourn at 12:13 P.M. Commissioner Hunter seconded; all aye.

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