



**City of Oxford
Tree Board
Meeting
Thursday, September 3, 2026 at 11:00 AM
City Hall Courtroom**

Minutes

1. Call to Order

Be it known that the City of Oxford Tree Board met in regular session on Thursday, September 3rd, 2026, in person, with video conference available, and was called to order by Commissioner Hunter at 11:06 A.M., with the following present:

Tree Board:

Cowan Hunter, Chairman

Mary Hartwell Howorth

Ed Croom

Nick Matthews*, Director, Landscape Services

**ex officio, non-voting*

City of Oxford:

Kate Kenwright, Development Services - Planning

James Hirsch, Development Services - Planning

Andy Linder, Development Services - Planning

Garrett Black, Special Projects

Other:

John Granberry, Granberry and Associates

Matt Nielson, Green Grove Arborist

Tymple Harrison, Mississippi Forestry Commission

2. Approval of Agenda

2.a. Request to approve the agenda for the September 2026 Meeting.

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

3. Approval of Prior Meeting Minutes

3.a. Request to approve the minutes of the August 2026 Regular Meeting.

Commissioner Hunter moved to approve. Commissioner Howorth seconded; all aye.

4. Department Issues and Reports

4.a. Landscape Services

i. Public Inquiries, Incidents, or Assistance Requests Regarding City Trees.

Nick Matthews, Director of Landscape Services, reported removals of dead trees and said they were working on an inventory of trees to be replaced in the parks around the city. There was discussion. Nick discussed his opinion on best practices for replacing and/or replanting trees, i.e., not on top of the street. There was discussion.

ii. Update on Current Tree Work, Fall Plans, etc.

Nick indicated they were working on inventorying trees to be replaced in parks around the city.

4.b. Planning

i. Gary Subdivision — Final Presentation, Questions & Answers, and Consider Vote.

James Hirsch, Development Services - Planning, summarized the Gary Subdivision request for the property between Buchanan and Lincoln Avenue. The request is for a preliminary plat that would be for a 9-lot subdivision. The Mayor and Board of Aldermen would consider this. James summarized how the first request affects a heritage tree on the Dye property and drip line; the second request is about the removal of trees in this area that fall within City Right-of-Way, and the third request is regarding the stormwater detention.

Commissioner Hunter reported he spoke with Dr. Dye regarding his concerns about the drip line of the tree as well as water runoff. John Granberry, Granberry and Associates, referenced the arborist report regarding how staying outside of the drip line should not damage the tree. Commissioner Hunter recommended they share the arborist report with Dr. Dye as well as discuss his concerns. John summarized how their development should solve Dr. Dye's stormwater concerns due to their drainage plan. There was discussion. Commissioner Hunter discussed that if problems were to arise regarding this area, Code Enforcement would be called. John referenced the tree protection plan. Commissioner Ed Croom reiterated concerns regarding the potential of construction policies not being uniformly followed and the importance of emphasizing that the plan be followed. There was discussion regarding the potential tree removals and the stormwater detention plan, as well as tree mitigation that would occur. Commissioner Hunter inquired with James regarding the tree mitigation plan, and James discussed the review process. There was discussion. James and Kate Kenwright, from the Planning Staff, reported that staff recommended the approval of the tree removal and mitigation, but that the

Mayor and Board of Aldermen would have to approve.

Commissioner Hunter summarized the Tree Board's role in this process regarding the heritage tree. Commissioner Hunter moved to approve the work and plan related to the heritage tree as well as the tree removals and asked that if any concerns were to arise, they be reported immediately; Ed Croom seconded. All aye.

ii. Current, Pending, or Upcoming Development Issues Regarding Trees/Tree Plans.

This item was not discussed.

4.c. Special Projects

i. Tree Projects Planned for Fiscal Year 2027 and Projected Time Frames, Funding, etc.

Garrett Black, Special Projects, reported that they had hired a landscape architect for the North Lamar/Molly Barr Roundabout and Hwy 7 and University. Garrett also discussed that they had a landscape plan for the annex building at Development Services.

Commissioner Hunter inquired with Garrett regarding the tree escrow account and future projects and asked for an update at the next meeting.

ii. Update on Post-Winter Storm Inventory and Identifying Replanting Sites.

Matt Nielson, Green Grove Arborist, on behalf of Special Projects, provided an update on the tree inventory process. Matt indicated he believed the inventory should be completed in mid-September. Matt discussed his coordination with Nick regarding high-risk trees. There was discussion. Matt discussed how the Tree Board would be able to access the data once completed.

5. Business

5.a. Beanland Drive Pumping Station Tree Removals — Discuss Possible Replanting Project for Site.

Matt reported he was hired by Clint Wilfred to assess trees on his property. During this process, Mr. Wilfred had questions regarding city tree removals related to a City of Oxford well project and did not understand the scope of the project. James indicated he spoke to John Crawley, City Engineer, and that the well project is located on South 16th Street. Matt summarized his request from Mr. Wilfred and his plan for the re-planting of new trees in this space. Matt indicated Mr. Wilfred would be willing to maintain the trees.

There was discussion. Commissioner Hunter recommended speaking with the City Engineer regarding this proposed plan. James indicated, per his conversation with John, the bid for the well project did not include re-planting and that as long as the re-planting of trees did not impact the well, it should be okay.

Therefore, Commissioner Hunter moved to recommend the Board of Aldermen approve utilizing tree mitigation funds for this project from the tree escrow fund; Commissioner Howorth seconded, all aye.

Commissioner Hunter recommended keeping in touch with Mark and Garrett regarding this proposal and potential approval.

5.b. Initial Discussion/Planning for City of Oxford Arbor Day.

Commissioner Hunter discussed Arbor Day possibly occurring in November or December 2026. Tymple Harrison, Mississippi Forestry Commission, reported this would be Oxford's 30th year as a Tree City. Commissioner Hunter discussed various aspects involved in Arbor Day as well as how it impacts keeping the "Tree City" status intact. Commissioner Hunter indicated he would be speaking with the Mayor regarding her thoughts on Arbor Day.

Tymple highlighted that "Saluting Branches" could be a potential opportunity to partner with Arbor Day.

Commissioner Hunter also discussed a tree giveaway opportunity for the community presented to him and should take place in February, which is when Mississippi observes Arbor Day as a state.

6. Adjourn

Commissioner Hunter moved to adjourn at 12:05 P.M. Commissioner Howorth seconded; all aye.