

1 Minutes of the Centerville City Tree Board meeting held via Zoom on Wednesday, March 17,
2 2021 at 8:00 p.m.

3
4 **MEMBERS PRESENT**

5 Gary Chavez
6 Gary Smith
7 Gary Woodward, Chair
8 Scott Zeidler
9

10 **MEMBERS ABSENT**

11 Joy Chambers
12 Anne Linton
13

14 **STAFF PRESENT**

15 Mike Higgins, Parks and Recreation Supervisor
16 Jennifer Hansen, Deputy Recording Secretary
17 Connie Larson, Recording Secretary
18

19 **DETERMINATION LETTER**

20
21 Chair Gary Woodward read the Determination Letter in accordance with Utah Code 52-4-
22 207(4) of the Utah Open and Public Meeting Act that states according to the COVID-19 pandemic,
23 the meeting may be held electronically.
24

25 **TREE BOARD WEBPAGE**

26
27 Chair Gary Woodward reported on items that have recently been posted on the Tree Board
28 webpage. The City Attorney advised to not post information on parking strip trees, even though it
29 was stamped "DRAFT" in red. There are pictures on some of the documents that should not be
30 posted because of copy right laws. The Tree Recommendations List for Centerville Yards, and the
31 associated generic pictures were sent to Jennifer Hansen, Deputy Recording Secretary, to post on
32 the webpage. Gary Smith explained now is a good time to be pruning trees. The recent City
33 newsletter has a section for tree pruning guidelines. Jennifer Hansen displayed the revised list of
34 trees the Tree Board previously compiled that is on the website. Gary Chavez said the Ginkgo trees
35 produce fruit and have an offensive odor, and the oak trees are subject to the oak wilt disease.
36

37 The Tree Board discussed pruning and planting of trees should be added to the webpage.
38 Gary Woodward will email pruning and planting guidelines to each Board member for their
39 review.
40

41 Scott Zeidler made a **motion** that the Tree Board assume that in eight days, the placement
42 and pruning instruction materials will be on the City Tree Board website, and Tree Board members
43 will offer any edits and email exchange for the document. Grant Chavez seconded the motion,
44 which was passed by unanimous vote (4-0).

1 **ARBOR DAY**

2
3 Chair Gary Woodward suggested a declaration for Arbor Week or Arbor Month be given
4 by Mayor Wilkinson, as there will be no public gatherings on April 30th for Arbor Day because of
5 COVID restrictions. The Tree Board agreed to tentatively plan an Arbor Day celebration in early
6 summer.

7
8 Joy Chambers sent a text message that she will not be able to go into the schools to teach
9 about the importance of trees because of COVID restrictions.

10
11 **TREE WALKING TOUR**

12
13 Scott Zeidler discussed an email that was previously sent on a photo contest for trees. He
14 suggested a walking map be made to show the location of rare trees in Centerville. Residents would
15 be able to download the tree map, and then take a walking tour to see the rare trees. Mike Higgins,
16 Parks and Recreation Supervisor, suggested the Cyprus tree at the cemetery be on the tree map.
17 Tree Board members were asked to search for trees that could be placed on the map. Mayor
18 Wilkinson will be asked to mention this activity in the proclamation, and in the next City
19 newsletter.

20
21 Scott Zeidler made a **motion** that a recommendation be made to the City that the Tree
22 Board would like to encourage a City Tree Observation Map, and that the City will help create the
23 website in the month of April. Grant Chavez seconded the motion, which was passed by unanimous
24 vote (4-0).

25
26 The Tree Board discussed having an Arbor celebration from April 30th to May 30th, with
27 Mayor Wilkinson to be given the option of noting the dates in his proclamation. Gary Woodward
28 will ask the City Attorney about legal issues of viewing trees on residents' private property before
29 the walking tour takes place.

30
31 **PARKING STRIP TREES IN THE CITY ORDINANCE**

32
33 Chair Gary Woodward discussed the work session he attended with the City Council where
34 they discussed the Parking Strip Ordinance. They also discussed trees that would be allowed in
35 parking strips, and that tree topping is not recommended or approved. There are four different
36 sections on pruning that Gary Smith provided, and he is willing to advise people with tree pruning.
37 The pruning sections will be emailed to Board members for their review and approval before they
38 will be placed on the website.

39
40 Gary Chavez discussed the possibility of placing a plaque next to a tree at City parks when
41 a citizen donates a tree. Mike Higgins explained this does take place when a person dies, and the
42 family donates the tree and plaque.

1 **MINUTES REVIEW AND APPROVAL**

2
3 Minutes of the February 17, 2021 meeting were reviewed. Gary Smith made a **motion** to
4 approve the minutes as written. Chair Gary Woodward seconded the motion, which was passed by
5 unanimous vote (4-0).
6

7 **OPMA TRAINING**

8
9 Jennifer Hansen, Deputy Recording Secretary, explained the Open Public Meeting Act
10 Training is an online training class required for every committee member. After completion of the
11 training, a certificate will be printed that must be forwarded to Janet Denison, City Recorder.
12 Jennifer Hansen will notify Tree Board members who have not had the training class.
13

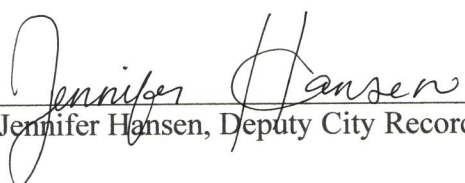
14 **NEXT MEETING**

15
16 The next Tree Board meeting will be held on Wednesday, April 21, 2021 at 8:00 p.m.
17 Jennifer Hansen said she will ask the City Manager when in-person committee meetings can be
18 held again at City Hall. At the next Tree Board meeting, topping of trees for the City website, and
19 the Arbor Day declaration will be discussed.
20

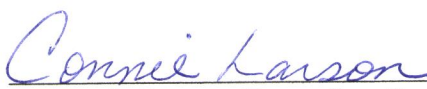
21 **ADJOURN**

22
23 Gary Smith made the suggestion that Tree Board members use the planting of trees at parks
24 as photo opportunities for the Board.
25

26 At 8:55 p.m., Gary Smith made a **motion** to adjourn the meeting. Scott Zeidler seconded
27 the motion, which was passed by unanimous vote (4-0).
28

29
30
31 
32 Jennifer Hansen, Deputy City Recorder
33

April 21, 2021
Date Approved

34
35
36 
37 Connie Larson, Recording Secretary

