



# TREE BOARD AGENDA

**NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE TREE BOARD WILL HOLD A REGULAR MEETING AT 8:00 PM ON AUGUST 20, 2025 AT CENTERVILLE CITY HALL CONFERENCE ROOM, 250 NORTH MAIN STREET, CENTERVILLE, UTAH.**

*Centerville Tree Board meetings are open to the public, unless otherwise closed for reasons allowed by law. Centerville Tree Board meetings may be conducted via electronic means pursuant to Utah Code § 52-4-207. In compliance with the Americans with Disabilities Act, individuals needing special accommodations due to a disability may contact the City Recorder at (801) 295-3477, at least 24 hours in advance of the meeting. The Committee reserves the right to modify the sequence of agenda items in order to facilitate special needs or provide greater efficiency.*

***The full agenda packet and backup materials can be found on the Centerville City website at:***

***<https://centervilleutah.gov/129/Agendas-Minutes>***

**A. ROLL CALL**

**B. MINUTES**

Minutes of prior meetings may be reviewed and accepted. Minutes review and approval shall comply with the Centerville City Minutes Approval Policy.

1. Minutes Review and Approval  
July 16, 2025 Tree Board Minutes

**C. BUSINESS ITEMS**

Business action or discussion items to be considered.

1. Review flyer regarding tree care, and discuss plans for dissemination
2. Discuss how to approach homeowners of trees at risk for removal through future streets projects
3. Follow-up on Action Items
  - Barbara, with Bruce Cox
  - Michael, “legacy trees” identified?
  - Keith, opportunities to collaborate with Whitaker or USU extension
  - Heather, questions from Marc Marchant

**D. ADJOURNMENT**

## CERTIFICATE OF POSTING

*I hereby certify that this notice and agenda was posted at Centerville City Hall, published on the Utah Public Notice Website, and provided to a newspaper or media correspondent in accordance with the requirements of the Utah Open and Public Meetings Act, including, but not limited to, provisions of Utah Code § 52-4-202.*

**Jennifer Robison  
Centerville City Recorder**

1 Minutes of the Centerville City Tree Board meeting held Wednesday, July 17, 2025 at 8:00 p.m.  
2 at Centerville City Hall, 250 North Main Street, Centerville, Utah.

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4 **MEMBERS PRESENT**

5 Barbara Allen  
6 Brandon Henderson  
7 Keith Roper  
8 Heather Taylor, Chair

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10 **MEMBERS ABSENT**

11 Sara Stettler

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13 **STAFF PRESENT**

14 Mike Higgins, Parks Supervisor  
15 Connie Larson, Recording Secretary

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17 **STAFF ABSENT**

18 Brian Plummer, City Council Liaison

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20 **MINUTES REVIEW AND APPROVAL**

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22 Minutes of the June 23, 2025 meeting were reviewed. Heather Taylor made a **motion** to  
23 approve the minutes as amended. Brandon Henderson seconded the motion, which was passed by  
24 unanimous vote (4-0).

25  
26 **REVIEW/DISCUSS JUNE ACTION ITEMS**

27  
28 Sara Stettler did the banners for the Art Contest, and they turned out very well. Heather  
29 Taylor reported she did a “mini” tree audit by driving her car in her neighborhood, and there were  
30 around half of the park strips that had problems caused by trees. The last tree audit was done in  
31 Centerville about ten years ago. Brandon Henderson said there are 11,000 trees in Centerville that  
32 are causing problems with sidewalks, and this also includes sidewalks that have water damage.

33  
34 Barbara Allen reported she sent Bruce Cox, Parks and Recreation Director, an email about  
35 walking through the Community Park to identify trees that are distressed or dying, and what can  
36 be done to help the trees. Brandon Henderson discussed the tree stumps that were carved into  
37 animal figures that have since deteriorated and need to be ground out. Mike Higgins, Parks  
38 Supervisor, said the tree stumps were carved into animal figures because it would cost more money  
39 to have the stumps ground out. They are cottonwood, which is a soft wood.

40  
41 Heather Taylor asked Mike Higgins to identify and document any legacy trees in  
42 Centerville that are old or significant. Mr. Higgins said the Whitaker Museum has the oldest trees,  
43 but several of them have died or blown down from the winds. There is a large sycamore tree at  
44 Smith Park that was damaged in a wind storm. There are four new trees that have been planted in  
45 the park strip on Parrish Lane and Market Place Drive where the road construction is taking place.

1 The Board discussed the removal of trees by the Streets Department. Peach Tree Lane has  
2 had some trees removed, and the Streets Department is currently working on 400 West. The  
3 tentative plan is to finish Peach Tree Lane, and then Balsam Drive will begin to have trees  
4 removed. Bonita Drive is five years out for tree removal. The plan is when streets are being  
5 repaired, the trees that are causing problems are removed. Heather Taylor has talked with Bruce  
6 Cox and Marc Marchant on the losses and gains of trees, and the net loss on trees in park strips is  
7 a loss of five trees and a gain of 12 trees in the parks. Marc Marchant has had only three requests  
8 for vouchers, and the vouchers are only valid for six months. Heather Taylor said she would like  
9 to see the vouchers be valid for at least 12 months. Mike Higgins reported 18 trees were removed  
10 on 400 West, and there were only five requests for vouchers.

11  
12 Keith Roper said he feels the Freedom Hills Park needs more trees. Mike Higgins reported  
13 some of the residents surrounding this park want the pine trees removed because of the pine cones  
14 and needles the trees drop. There are cottonwood trees that are raising the asphalt on the walking  
15 trails. In the past, the city has used a company to plant trees in the parks that used an arguer to dig  
16 the hole. This caused some of the trees to be planted too deep, which caused the trees to rot and  
17 die. Bruce Cox has decided to hire Super Trees Services Utah that air pot the trees, and they have  
18 a better root system. The drawback is the trees are small, and children will sometimes damage  
19 small trees.

20  
21 Brandon Henderson displayed the Centerville City Tree Guide that he and his wife made  
22 by compiling the ten pages of information the Tree Board previously made into a one-page  
23 condensed information sheet. He will send Board members a digital copy of the page for Board  
24 members to review. He will also put QR codes on it on how to properly cut a tree limb without  
25 damaging the tree. The Board discussed having this guide in the Centerville Newsletter. Heather  
26 Taylor discussed having a video that would be posted on the city website on how to water trees  
27 during the winter.

28  
29 Keith Roper said he would like to involve the Utah State Extension Services and connect  
30 them with residents when there are questions with trees, especially if they must have their trees  
31 removed. He would also like to see if there are activities with the Whitaker Museum that the Tree  
32 Board could be involved with.

### **REQUIREMENTS TO QUALIFY AS A TREE CITY, USA**

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36 Heather Taylor reported on the required spending for the Community Forestry Program,  
37 which is \$2 per resident to be a Tree City, USA. The requirements were emailed to each Tree  
38 Board member for their review. There are currently enough action items, and the biggest initiative  
39 is to get the Tree Voucher Program going.

### **MUNICIPAL CODE AND TREE CITY, USA STANDARDS**

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43 Heather Taylor reported there are questions on the city Municipal Code. For example: one  
44 of the standards is residents are supposed to know who to go to for questions on trees. This is  
45 something at times might be the Tree Board, the Parks Department, or City Council.

1 The Tree Board discussed what authority they have regarding trees. Mike Higgins said if  
2 the Tree Board is given authority, what happens as Board members leave and are replaced. The  
3 Tree Board is an advisory group, and they are a subsidiary of the city. Heather Taylor said she is  
4 not sure on standards one and two of the Tree City USA Requirements at this time.

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6 **ACTION ITEMS**  
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8 Heather Taylor said the addresses of residents who will have their trees removed from park  
9 strips needs to be obtained from Marc Marchant, so the residents can be informed of the voucher  
10 program. Keith Roper will contact the Utah State Extension Services. He will also contact Lisa  
11 Sommer about activities at the Whitaker Museum. Brandon Henderson will contact Haley Turner  
12 about the city newsletter, and about the video on how to plant a tree being placed on the city  
13 website.

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15 **NEXT MEETING**  
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17 The next Tree Board meeting will be on Wednesday, August 20<sup>th</sup>, 2025 at 8:00 p.m. at City  
18 Hall.

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20 **ADJOURN**  
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22 At 9:20 p.m., Barbara Allen made a **motion** to adjourn the meeting. Keith Roper seconded  
23 the motion, which was passed by unanimous vote (4-0).

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29 Jennifer Robison, City Recorder

\_\_\_\_\_ Date Approved

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Connie Larson, Recording Secretary