



TREE BOARD AGENDA

NOTICE IS HEREBY GIVEN THAT THE CENTERVILLE TREE BOARD WILL HOLD A REGULAR MEETING AT 8:00 PM ON SEPTEMBER 17, 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
August 20, 2025 Tree Board Minutes

C. BUSINESS ITEMS

Business action or discussion items to be considered.

1. Discuss 3 homes on Peach Tree drive who got tree vouchers and the 18 homes on 400 W who had trees removed
2. Plan agenda and talking points for Work Session with City Council
3. Discuss Parrish Lane trees damaged by construction, as well as new plantings and choice of materials
4. Follow-up on ongoing initiatives

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**

PRELIMINARY DRAFT

1 Minutes of the Centerville City Tree Board meeting held Wednesday, August 20, 2025 at 8:00
2 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.

3 4 MEMBERS PRESENT

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

10 11 STAFF PRESENT

12 Brian Plummer, City Council Liaison
13 Mike Higgins, Parks Supervisor
14 Connie Larson, Recording Secretary

15 16 MINUTES REVIEW AND APPROVAL

17
18 Minutes of the July 16, 2025 meeting were reviewed. Heather Taylor made a **motion** to
19 approve the minutes as amended. Keith Roper seconded the motion, which was passed by
20 unanimous vote (5-0).

21 22 REVIEW FLYER REGARDING TREE CARE AND DISCUSS PLANS FOR 23 DISSEMINATION

24
25 The Tree Board reviewed the Centerville Tree Care flyer that Brandon Henderson and his
26 wife made, and that was previously emailed to the Board members. The following suggestions
27 were made for the flyer:

- 28
- 29 • Add the statement that trees increase property value to homes and neighborhoods. Trees
 - 30 also slow traffic on streets.
 - 31 • Suggest pruning unwanted branches back to the parent branch and avoid topping trees.
 - 32 • Make the flyer in digital format so that it can be enlarged when clicked on.
 - 33 • When planting a tree, consider the mature size of the tree.
 - 34 • Plant trees at least five-feet from behind the sidewalk. Tree vouchers state that trees
 - 35 cannot be closer than ten-feet behind the sidewalk.
 - 36 • Consider trees before planting in the park strip.
- 37

38 Brian Plummer, City Council Liaison, said the city expects citizens to take care of their
39 trees in park strips. The city manager wants to make a rule that would discourage people from
40 planting trees in park strips. There are concerns about placing easements on citizens property, and
41 the city council is going to discuss this issue in the near future. There are issues that create
42 sensitivity relating to park strips and roads. Mr. Plummer said the Tree Board was created to see
43 how people can continue to keep taking care of their sidewalk, as the city does not want liability
44 for sidewalks. The question is who should remove a tree if it is causing problems with a sidewalk.
45 There is nothing in the current code that states there is a ten-foot rule when planting a tree away
46 from a sidewalk.

1 Heather Taylor said one-third of the people are requesting vouchers when their trees are
2 removed, but only one-third of those vouchers are used, which means only ten percent of the trees
3 that are removed are being replaced. The Tree Board discussed how to get the Centerville Tree
4 Care flyer to the residents. Heather Taylor will work with Haley Turner to see if a bar code can be
5 placed in the city newsletter in November that residents could click on to see the Tree Guide. Brian
6 Plummer suggested using the city website, social media, and placing the QR code at parks for
7 people to see. Bryce King will be asked to help with placing it on the city website.

8
9 Mike Higgins, Parks Supervisor, talked about how many people will see the Centerville
10 Tree Care flyer on a web platform versus a mailer. How many people will read it if it is printed.
11 Brian Plummer, City Council Liaison, said he will ask the city council for permission to print the
12 Tree Guide to be mailed along with the city newsletter in January 2026.

13
14 **DISCUSS HOW TO APPROACH HOMEOWNERS OF TREES AT RISK FOR**
15 **REMOVAL THROUGH PROJECTS**
16

17 Heather Taylor reported she talked with Marc Marchant about the possibility of a Tree
18 Board member going with him to give tree vouchers to citizens when their trees are going to be
19 removed by the city. Mr. Marchant said that is fine if it is a tree he previously removed and has
20 told the homeowner they will receive a voucher. Other issues to discuss:

- 21
22 • Heather Taylor would like to have a work session with the city council about allowing the
23 Tree Board to do vouchers.
24 • The Tree Board would like the city to consider vouchers to be given to homeowners prior
25 to tree removal.
26 • The Tree Board would like to go back and give vouchers to residents from old projects that
27 have had their trees removed.
28 • If the homeowner does not want a voucher, can the voucher be given to a neighbor?
29 • Can Marc Marchant be allowed to give Heather Taylor a list of addresses of trees that are
30 on a current project to be removed. Marc Marchant is agreeable with giving vouchers for
31 trees that were removed for trees that were removed on Peach Tree Lane.
32 • Discussion on having tree vouchers that would allow trees to be professionally planted.
33 • Discussion on allowing Tree Board members to give advice on trees when handing out
34 vouchers.
35

36 Tree vouchers are good for only six months, and then they expire. Marc Marchant is
37 willing to consider allowing the Tree Board to handle the voucher program, but he does not want
38 to extend the vouchers for longer than six months. The voucher is for up to \$200 and can be used
39 at neighboring nurseries. The nursery turns the voucher back to the city, and the nursery is then
40 reimbursed. There were 18 trees removed on 400 West, and there were five vouchers given out.
41 None of those vouchers have been redeemed.

1 Mike Higgins asked Brandon Henderson about small trees versus large trees when planting.
2 Brandon Henderson explained that small trees are easier to plant, and the trees that have the roots
3 wrapped in burlap are big and difficult to move. Smaller trees are stronger and more resilient than
4 large trees.

5
6 **FOLLOW-UP ACTION ITEMS**
7

8 Barbara Allen said she has sent several emails to Bruce Cox, Parks and Recreation
9 Director, but he has not returned her messages. Mike Higgins said he will talk with Mr. Cox.

10
11 Mike Higgins, Parks Supervisor, discussed legacy trees, and they are the trees that are
12 decorated for Christmas at Smith Park. The sycamore trees on Parrish Lane and Main Street are
13 legacy trees.

14
15 Keith Roper said he talked with Lisa Sommer, Whitaker Museum Director, about doing
16 activities with the Tree Board. Lisa said the Museum will be doing Heritage Days on September
17 11th at 6:00 p.m. at the Museum, and she is fine with a presentation on trees at the Heritage Days.
18 Mr. Roper said Utah State University Extension Services will not be able to attend this event.

19
20 Brian Plummer, City Council Liaison, said next year on July 4th, it will be the 250-year
21 anniversary of America's independence. He suggested highlighting planting trees that will live
22 100 years.

23
24 Sara Stettler displayed various vinyl posters that she had made and printed that will be
25 hung at various Tree Board events and at Smith Park.

26
27 Heather Taylor will work on what she will say to the city council at the work session, and
28 she will email her ideas to the Tree Board members for their input before scheduling a date with
29 the city council.

30
31 **NEXT MEETING**
32

33 The next City Council meeting will be held on Wednesday, September 17, 2025 at 8:00
34 p.m. at City Hall.

35
36 **ADJOURN**
37

38 At 9:35 p.m., Barbara Allen made a **motion** to adjourn the meeting. Sara Stettler
39 seconded the motion, which was passed by unanimous vote (5-0).

40
41 _____
42 Jennifer Robison, City Recorder

_____ Date Approved

43
44 _____
45 Connie Larson, Recording Secretary