

1 Minutes of the Centerville City Tree Board meeting held Wednesday, February 19, 2020 at 8:00
2 p.m. in the Centerville City Hall Administrative Conference Room, 250 North Main Street,
3 Centerville, Utah.
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5 **MEMBERS PRESENT**

6 Joy Chambers, Chair
7 Grant Chavez
8 Anne Linton
9 Gary Smith
10 Gary Woodward
11 Scott Zeidler
12

13 **STAFF PRESENT**

14 Leah Romero, City Recorder
15 Mike Higgins, Parks and Recreation Supervisor
16 Connie Larson, Recording Secretary
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18 **OPEN MEETINGS TRAINING**
19

20 Leah Romero, City Recorder, conducted the Open Meetings Training. The Open Public
21 Meetings Act details how open public meetings are to be conducted. Each year the Open Meetings
22 Training is required to be held for board and committee members. The intent of the act is for
23 deliberations and actions to be open to the public, and with a quorum (greater than half of the
24 members) to be present. Notice of the meeting must be posted on the State and City websites and
25 at City Hall, at least 24 hours prior to the meeting. The agenda cannot be amended 24 hours before
26 the meeting. Agenda requirements must have reasonable specificity of what will be discussed.
27 Meeting minutes must include a record of each vote taken and the substance of what is discussed.
28 The City is required to take and keep a recording of all minutes. A site visit or tour does not require
29 a recording. Closed meetings can be held under specific circumstances only.
30

31 **APPOINT CHAIR/VICE CHAIR**
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33 Gary Smith made a **motion** to nominate Joy Chambers as Chair of the Centerville Tree
34 Board, and Gary Woodward as Vice Chair. Anne Linton seconded the motion, which was passed
35 by unanimous vote (6-0).
36

37 **ARBOR DAY DISCUSSION AND ASSIGNMENT FOLLOW-UP**
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39 Mike Higgins reserved the Porter/Walton Park and bowery for the Arbor Day activity on
40 Saturday, April 25th at 10:00 a.m. to 11:00 a.m.
41

42 The Tree Board will be present for citizens to ask questions on how to care for and plant
43 trees. A tree planting demonstration will be done at the park by a Board member. Scott Zeidler
44 recommended that Mayor Wilkinson proclaim April 25th as Centerville's Arbor Day, even though
45 the actual Arbor Day is April 24th. The Board discussed asking local nursery's to donate trees that
46 will be given away for citizens to take home and plant in their yards.

The following assignments were given to Board members:

- Gary Smith will ask Rockin E Country Store to donate trees.
- Scott Zeidler will ask Tri City Nursery in Kaysville to donate trees.
- Grant Chavez will ask Home Depot to donate trees event.
- Chair Joy Chambers will ask Mayor Wilkinson to write a letter to the nurseries requesting trees.
- The Tree Board will discuss how to water, plant, and prune trees. This event will be advertised in the next City newsletter, and the banner from last year will be displayed in front of the Porter/Walton Park.
- After the meeting, Chair Joy Chambers will send a group email of the notes she has taken, and the assignments made for Tree Board members to review.

WORK ON STANDARDS AND SPECIFICATIONS

Chair Joy Chambers reported she discussed the Standards and Specifications with Mayor Wilkinson, and he approves of the idea of the Tree Board working on standards and specifications. The Mayor would like the Standards and Specifications on the Tree Board web page as a general education item. Gary Smith distributed a list of Centerville City Standards and Specifications Tree Recommendations that citizens can use to help them decide what trees to plant in their yards. The ordinance language has been removed, and any changes need to be given to Chair Joy Chambers before she gives it to Mackenzie Wood.

MINUTES REVIEW AND ACCEPTANCE

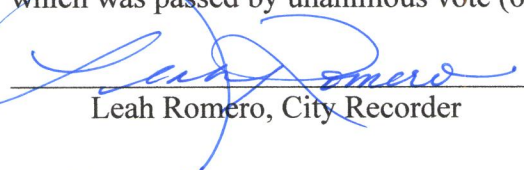
Minutes of the January 15, 2020 meeting were reviewed. Scott Zeidler made a **motion** to approve the minutes as written. Anne Linton seconded the motion, which was passed by unanimous vote (6-0).

NEXT MEETING

The next Tree Board meeting will be held on Wednesday, March 18, 2020 at 8:00 p.m. at City Hall.

ADJOURN

At 9:15 p.m., Gary Woodward made a **motion** to adjourn. Gary Smith seconded the motion, which was passed by unanimous vote (6-0).


Leah Romero, City Recorder


Connie Larson, Recording Secretary

