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

MEMBERS PRESENT
Gary Chavez
Gary Smith
Gary Woodward, Chair
Scott Zeidler

MEMBERS ABSENT
Joy Chambers
Anne Linton

STAFF PRESENT
Mike Higgins, Parks and Recreation Supervisor
Jennifer Hansen, Deputy Recording Secretary
Connie Larson, Recording Secretary

DETERMINATION LETTER

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

TREE BOARD WEBPAGE

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

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

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

ARBOR DAY

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

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

TREE WALKING TOUR

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

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

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

PARKING STRIP TREES IN THE CITY ORDINANCE

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

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

MINUTES REVIEW AND APPROVAL

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

OPMA TRAINING

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

NEXT MEETING

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

ADJOURN

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

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

Jennifer Hansen
Jennifer Hansen, Deputy City Recorder

April 21, 2021
Date Approved

Connie Larson
Connie Larson, Recording Secretary

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CORPORATE SEAL