



Twin Falls Parks and Recreation Commission Minutes

Tuesday, March 12, 2024, 11:30 AM

Council Chamber Overflow Room CH-116
203 Main Avenue East, Twin Falls, Idaho

Members: Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Debbie VanEngelen, Corey King; Ashley Squires; Micheal Metcalf; Heather Muth; Todd Shaw; Christiana Sipe-Pauley

1) Confirmation of Quorum/Call Meeting to Order

Kirk Melton called the meeting to order at approximately 11:33 a.m. A quorum was present.

Members present: Kirk Melton, Chairperson; Debbie VanEngelen (joined at 11:45 a.m.), Corey King; Ashley Squires; Micheal Metcalf; Todd Shaw; Christiana Sipe-Pauley (online).

Members absent: Jade Titus, Vice-Chairperson; Heather Muth.

Council liaison: Cherie Vollmer (absent)

Staff present: Mitch Humble, Deputy City Manager; Wendy Davis, Parks and Recreation Director; Chance Munns, Parks Superintendent; John Pauley, Aquatics Supervisor; Morgan Mitchell, Economic Development Administrative Assistant; Elois Joseph, Parks and Recreation Project Coordinator.

Guests present: Olyvia Meyer, citizen.

2) General Public Input

There was no general public input at this meeting.

3) Consent Calendar

- a) Request to approve the February 13, 2024, Parks and Recreation Commission meeting minutes.

MOTION: Micheal Metcalf moved to approve the consent calendar as presented. Corey King seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Corey King, yes; Ashley Squires, yes; Christiana Sipe-Pauley, yes; Todd Shaw, yes; Michael Metcalf, yes. Approved 6 to 0.

4) Items of Consideration

- a) Work on Tree Ordinance: citation process

Chance Munns led the discussion, including the following:

- Community Forest document

- Arboricultural guide
- City code as related to the Tree Ordinance was mentioned.
- Requirements for Licensed arborists were discussed.
- Right-of-way trees were discussed.
- Typical locations of Right of Way trees.

City staff will be meeting with developers to help remedy some of the concerns with new developments as related to trees.

Identifying areas where the process for tree removals and the tree ordinance needs to be improved due to ambiguity of City code was mentioned.

Commercial development plans were discussed. Having a Parks review added to this process was discussed.

Penalties and violations were discussed in detail. Updates to the current Laserfiche form were mentioned.

Jurisdiction of public trees and public Right-of-Ways were discussed. Sidewalks were mentioned. The homeowner's responsibilities were discussed.

Penalties to be given to the property owners and the person performing work on the tree was mentioned.

Discussion ensued regarding updating the Tree Selection Guide and including it on the city website. Update to include clearer specifications for permitted and not permitted trees for public placement.

Tree violation citations and fines were discussed. Restitution versus penalties were discussed. Including minimum fine amount, fine, and pay to replace was mentioned.

Replacement trees were discussed. Replacing based on caliper size was mentioned. Example: 12 inch caliper tree with a 3 inch caliper minimum could be translated into one 12 inch replacement or a combination of trees with the replacements equaling 12 inches of caliper size.

The Tree Commission's ability to procedurally permit and/or enforce the rules was discussed. Having enforcement and permitting handled at the City staff level was mentioned. The commission can act as the appeal process. The commission was in favor of this amendment.

City staff were tasked to re-write Chap 4 title 8 and re-write the tree selection guide.

MOTION: Micheal Metcalf moved to request staff to re-work the chap 4 tree ordinance, to come up with an amended draft to the Tree Falls selection guide for the Commission to review in anticipation to submit it to City council. Corey King seconded the motion. A roll call vote was conducted. Kirk Melton, yes; Corey King, yes; Ashley Squires, yes; Christiana Sipe-Pauley, yes; Todd Shaw, yes; Michael Metcalf, yes; Deb Van Engelen, yes. Approved 7 to 0.

Deb Van Engelen joined the meeting at 11:45 a.m.

Commissioners requested to be notified for the city council meeting where this item will be presented.

b) Continue Fee Discussion for Parks

This item was tabled for a future date.

5) Department Updates

a) March Department Update

John Pauley mentioned that re-opening on March 25th may not be feasible.

6) Adjournment

The meeting was adjourned at 1:02 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the name.

Elois Joseph
Parks and Recreation Project Coordinator