



Twin Falls Parks and Recreation Commission Agenda

Tuesday, October 8, 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; Micheal Metcalf; Olyvia Meyer; Todd Shaw; Christiana Sipe-Pauley

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) General Public Input
Allow 15 minutes for public input with 2 minute time slots per member of the public to be recognized by the department chair on a first come, first served basis. Members of the public must sign-in at the beginning of the meeting to be recognized.
- 3) Consent Calendar
 - a) **ACTION ITEM:** Request to approve the meeting minutes from the Parks and Recreation Commission meeting on September 10, 2024.
By: Elois Joseph, Parks and Recreation Commission
- 4) Items of Consideration
 - a) **ACTION ITEM:** Consider a request to remove select trees along rock creek trail and waive replacement.
By: Chance Munns, Parks Superintendent
- 5) Department Updates
 - a) **ACTION ITEM:** Department Update October 2024
- 6) Adjournment
 - a) **INFORMATIONAL:** Optional visit to Twin Falls Golf Club

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

Public Input Procedures

- 1.** Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall
 - wait to be recognized by the Mayor or Chairman
 - approach the microphone/podium
 - state their name and address, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
 - 2.** The Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Chairman.



Twin Falls Parks and Recreation Commission Minutes

Tuesday, September 10, 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; Micheal Metcalf; Olyvia Meyer; Todd Shaw; Christiana Sipe-Pauley

1) Confirmation of Quorum/Call Meeting to Order

Kirk Melton called the meeting to order at approximately 11:36 a.m. A quorum was present.

Members present: Kirk Melton, Chairperson; Corey King; Micheal Metcalf; Olyvia Meyer; Todd Shaw; Christiana Sipe-Pauley

Members absent: Jade Titus, Vice-Chairperson; Debbie VanEngelen.

Council liaison (present): Cherie Vollmer

Staff Present: Wendy Davis, Parks and Recreation Director; Chance Munns, Parks Superintendent; Stacy McClintock, Recreation Supervisor; John Pauley, Aquatics Supervisor; Elois Joseph, Parks and Recreation Project Coordinator.

2) General Public Input

There was no general public input at this meeting.

3) Consent Calendar

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

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

4) Items of Consideration

- a) Continue Parks and Recreation Master Plan Discussion

Wendy Davis introduced the item. Commissioners to discuss and provide feedback on the current Master Plan. Commissioners were tasked with reviewing the document and bringing suggestions for edits, inclusions, and exclusions for the updated Master Plan.

The item was considered by the Commission, discussion ensued, including the following:

- Obtaining updated data since the data in the current Master Plan is over 10 years old. The methods on how the survey reached the public was mentioned.
- Hosting a public open house was mentioned to obtain feedback from key members from the community, user groups, various socio-economic groups, and general public.
- Updating the current maps was mentioned. Including new maps, such as population density, and other demographic information (e.g. socio-economic status, and access to transportation) was discussed.
- Comparing with neighboring cities in Idaho with similar demographics and population was mentioned.
- Discussion ensued regarding the efficiencies and deficiencies of the current Master Plan.
- Community's voice needs to be well represented in the analysis and feedback before creating an updated document.
- Encouraging public input in the October meeting was discussed. A potential evening meeting was mentioned as a method to capture a larger audience outside of standard work hours.

City staff commented on the current Master Plan and provided feedback.

Discussion ensued regarding data analysis and statistically valid survey data.

Commissioners expressed interest in pursuing public feedback, prior to submitting a new survey for consideration and data. Prioritizing the future needs of the community was emphasized.

Updated maps, updated information, and increased community input were identified as the top three priorities for the Master Plan update.

Staff will work to schedule a meeting time frame to hold a meeting after business hours to encourage public input regarding parks, programs, and informing the Commission on priorities. Having a public press release was mentioned.

b) Recognition of Ashley Squires for her dedicated service.

Wendy Davis and Council Member Vollmer thanked Ashley for her service on the Parks and Recreation Commission.

A certificate was awarded. Commissioner Ashley Squires made a brief speech.

5) Department Updates

John Pauley gave an update on the City pool including the following:

- City pool closed on Saturdays of October for High School swim meets.
- Starting blocks are to be installed

Stacy McClintock gave an update on Recreation, including the following:

- Staff to attend the upcoming NRPA Conference in October
- Fall Girls basketball registration in progress

Chance Munns gave an update on Parks, including the following:

- Repairs underway
- CRT improvements done - cracks, drainage, etc..
- Event coordination
- Canyon Trail Junction - bids came in high, 6 RFQs received, 4 invited to interview.

Wendy Davis gave a director's update including the following:

- CMGC process allows subcontractor bids to be negotiated individually.
- City Park restroom design funded by CDBG funds
- Official letter of resignation from Steve from the golf course in 2025
- Splashpad still in progress
- State of the City address
- Recreation Center Committee has an on-site visit to the E-Street Community Center.

6) Adjournment

The meeting was adjourned at approximately 1:04 p.m.

Elois Joseph
Parks and Recreation Project Coordinator



Date: Tuesday, October 8, 2024
To: Parks and Recreation Commission
From: Chance Munns, Parks Superintendent

ACTION ITEM

Request:

Consider a request to remove select trees along rock creek trail and waive replacement.

Time Estimate:

5

Background:

The Twin Falls Tree Commission was absorbed into the Twin Falls Parks and Recreation Commission in 2010. This commission is being asked to review all tree removal requests and either approve or deny each as part of the Tree Commission duties.

City of Twin Falls Tree Ordinance, (Ord. 2791, 7-6-2004), 8-4-6: Notification and Permits states that:

(A) Notification: No person may perform any of the following acts without first notifying the Twin Falls parks and recreation department. Contact the Twin Falls parks and recreation department via mail, phone, fax, or e-mail at a minimum of two (2) business days prior to commencement of the proposed work. Nothing in this section shall be construed to exempt any person from the requirements of obtaining any additional permits as required by law:

1. Prune or otherwise disturb any public tree. This provision shall not be construed to prohibit owners of property adjacent to public rights of way from minor pruning, watering, or fertilizing such trees;
2. Attach any object to public tree(s);
3. Dig, trench, excavate or pile soil or any other materials within the critical root zone of any public tree(s);

(B) Application Procedures And Requirements: Permit application procedures and requirements for public tree(s) removal:

1. This is in no way intended to interfere with the immediate removal of a tree that presents a hazardous or emergency situation;
2. Upon inspection, the Twin Falls tree commission may issue a permit through the Twin Falls parks and recreation department. Permits are available at the Twin Falls parks and recreation office (136 Maxwell Avenue) between the hours of eight o'clock (8:00) A.M. to twelve o'clock (12:00) noon and one o'clock (1:00) P.M. to five o'clock (5:00) P.M., Monday through Friday;
3. The Twin Falls parks and recreation department may condition the approval of any permit;
4. Prior to the removal of any public, street, or alley tree, the property owner or private tree service company intending to perform the work, which is currently licensed by the city of Twin Falls, must make a request for permit. All work must be completed within thirty (30) days of issuance of said permit;
5. Whenever a public or street tree is removed, the stump of said tree shall also be removed. Permit holders shall then replace the removed tree in accordance with subsection 8-4-7(E) of this chapter. Tree replacement shall be a condition of issuance of a permit for removal, unless the Twin Falls tree commission for good cause shown waives such requirement. Tree replacement is the responsibility of the permit holder. (Ord. 2791, 7-6-2004)

The purpose of the Twin Falls Tree Ordinance is defined below:

8-4-2: STATEMENT OF PURPOSE:

The purpose of this chapter is to ensure the implementation and continuation of proper professional care of the city's public trees by setting forth and enforcing a set of tree care regulations and standards by which the community forest shall be managed. (Refer to the "Twin Falls City Arboricultural Specifications And Standards Guide".) This chapter is not intended to resolve or regulate disputes or tree management issues on private property that do not affect the safety of the general public.

This chapter is enacted to:

- (A) Promote the general welfare of the community.
- (B) Protect public safety, welfare, property and health.
- (C) Preserve and enhance the community's social and economical environment with a diverse range in size, maturity and species of public trees.
- (D) Increase awareness and appreciation of maintaining a healthy community forest by both professionals and the general public.
- (E) Encourage building, development, site and utility planning/practices that prevent and prohibit not only the indiscriminate removal or destruction of trees but also avoidance of unnecessary disturbance to trees, above and below ground, within the city.
- (F) Provide a stable and sustainable community forest by establishing common guidelines and enforcement procedures for proper tree management practices such as contained in ANSI A300 and the "Twin Falls City Arboricultural Specifications And Standards Guide". (Ord. 2791, 7-6-2004)

Approval Process:

A simple majority will approve this request

Budget Impact:

Parks staff and equipment will be used to remove and dispose of removed trees.

Regulatory Impact:

Approval of this request enables the Parks and Recreation Director to approve the request.

History:

Analysis:

Conclusion:

Parks staff does find evidence meeting tree removal criteria for proposed trees along rock creek trail.
Twin Falls City Code 8-4-8: declared nuisances

Attachments:

1. Tree removal request Rock Creek



City of Twin Falls Permit For Tree Removal

Today's Date *

10/3/2024

First Name *

Chance

Last Name *

Munns

Phone Number *

(208)308-7387

Email *

cmunns@tfid.org

Address of work to
be done *

Street Address

136 Maxwell Ave

Address Line 2

City

Twin Falls

State / Province / Region

Idaho

Postal / Zip Code

83301

Country

USA

The tree(s) in
question reside on *

☐ Public right-of-way

☒ Public Property

Contractor Information

Contractor must be a licensed arborist with the City of Twin Falls

Company Name

Parks & Recreation

Contractor First
Name *

Chance

Contractor Last
Name *

Munns

Contractor Phone
Number *

(208)308-7387

Contractor Email *

cmunns@tfid.org

Tree Species

Tree Species *

Ulmus pumila, Elaeagnus angustifolia, Robi

Description of This
Tree's Location on
Property *

Throughout Rock Creek canyon along
parkway

Reason for
Request *

Trees and brush are restricting access to
water along Rock Creek. Many fall onto the
trail during winter storms and some are
encroaching on the trail, or are too close to
sewer lines, violating city ordinance.
Parks staff would like to improve visibility
and recreational access to the creek,
improve emergency clearance access, thin
fire fuels, expose open spaces for public
access and to reduce hidden camping
potential.

[Add Additional Tree](#)

Signature

Chance Munns

By signing this form, I agree to abide by the conditions set herein.

Arborist Review

Comments

Many trees along rock creek parkway are leaning heavily over
the trail with limbs restricting emergency vehicle access. Some
trees are on top of picnic tables or restricting views from

▲
●
▼

Tree Images

File Upload

Upload

20240913_165254.jpg

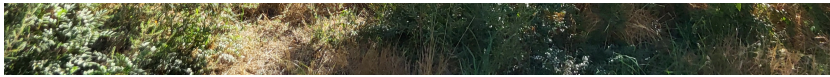
7MB



20240913_165358.jpg

5.82MB





20240913_154927.jpg

6.8MB



20240913_160415.jpg

7.21MB



File Upload

Upload

20240913_155522.jpg

7.41MB

X

X



File Upload

Upload

20240913_154522.jpg

8.46MB

X

X



Add

Comments

2000 characters left

Approve

Reject

Parks and Recreation Department Updates

Parks and Recreation Commission

October 2024

Recreation Department

Stacy McClintock, Recreation Supervisor

Brandy Mason & Justin Wolters, Recreation Coordinators

Youth Soccer: Youth soccer ended on September 24th. Once again had little or no problems in the league this year.

Fall Basketball: We have 421 players signed up this year. The table below represents the registration numbers for the last three years 2024 has an asterisk by it because of the addition of the Pre-K league which adds 56 players. Practices started on Monday, September 23rd and games begin on Saturday, October 5th.

Year	No. Enrolled
2024	421*
2023	332
2022	359

Youth Highland Games-

Our 4th annual event was a success with around 75-80 kids in attendance, and it grows in number each year. We had parents of Scottish decent who come in their kilts while the kids, enjoy participating in sack races, hammer throw, archery and axe throwing (all kid safe), caber toss, willy throw (bean bag toss), tug-o-war and of course the potato throw. The community enjoys this event and it's a fun way for our staff to engage with them in a non-team sports environment. Fun is always had by all, and clan Fraiser took the title by two points over clan Murray. Clan MacLennan won the spirit award. We look forward to seeing which Clan will win next years event.

Adult Volleyball:

We have 40 teams registered this year, up two teams from last year. Games will start the end of October and ends in February and be played again at the Presbyterian Church.

Parks Department

Chance Munns, Parks Superintendent

Nibardo Orozco, Parks Supervisor

The Bubble is UP!

City Pool

John Pauley, Aquatic Supervisor

Gessie Collins, Aquatic Coordinator

General Public Input

Elois Joseph, Parks and Recreation Project Coordinator

There was no public input received.

Municipal Golf Course

Steve Meyerhoeffer

The fall weather is off to a great start the golf course is beautiful this time of year. Hoping for some sustained nice weather to help make up for the cold, windy spring.

We aerated greens the last week of September and they already look pretty good. Golfers don't enjoy the aerated greens but it is a necessary evil.

Starting in a couple of weeks the leaf round up will begin. The outside crew will be picking leaves and will continue clear into spring.

We added a new tee box on hold number 17 and it has been well received. My next improvement plan is to replace the existing counters and shelves in the pro-shop.

This season has been another very good year. Our leagues, outside events, club tournaments, juniors and overall play have been extremely busy. There are always challenges, but I am pleased with the golf course and year overall.

The next several months we will be preparing for next season and try to make next year even better.

Director's Update

Wendy Davis

Fall brings a sigh of relief with changes in the color and the air, giving our spaces a chance to recover. It's been a busy summer, yet there is still a lot to do.

Council approved our request to negotiate a contract for Construction Management/General Contractor services for Canyon Trail Junction. We had four well qualified applicants and selected to begin negotiations with Wright Brothers. We are excited to get that project started.