



## Twin Falls Parks and Recreation Commission Agenda

Tuesday, May 13, 2025, 11:30 AM

City Hall Overflow Room, CH-116  
203 Main Avenue East, Twin Falls, Idaho

**Members:** Micheal Metcalf, Chairperson; Christiana Sipe-Pauley, Vice- Chairperson; Debbie VanEngelen; Corey King; Steve Hayes; Olyvia Meyer; Todd Shaw; Paul Melni

- 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 minutes from the following meeting: March 11, 2025.  
By:
- 4) Items of Consideration
  - a) **PRESENTATION:** Welcome new commissioners Steve Hayes and Tom Bixler.  
By:
  - b) **PRESENTATION:** Parks and Recreation Commission Orientation  
By: Wendy Davis, Parks and Recreation Director
  - c) **ACTION ITEM:**  
Consider a request to remove one Silver Maple at 160 9<sup>th</sup> Ave N.  
By: Chance Munns
- 5) Department Updates
- 6) Adjournment

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, March 11, 2025, 11:30 AM

City Hall Overflow Room, CH-116  
203 Main Avenue East, Twin Falls, Idaho

**Members:** Micheal Metcalf, Chairperson; Christiana Sipe-Pauley, Vice- Chairperson; Debbie VanEngelen; Corey King; Kirk Melton; Olyvia Meyer; Todd Shaw; Paul Melni

### 1) Confirmation of Quorum/Call Meeting to Order

Chairperson Metcalf called the meeting to order at 11:42 AM  
A quorum was present.

### 2) General Public Input

### 3) Consent Calendar

Commissioner Melton made a motion to approve the consent calendar, as presented.  
Commissioner King seconded the motion.

- a) Request to approve minutes from the following meeting: February 11, 2025.
- b) Consider a request to remove one Elm and one Spruce at 322 5th Ave N.

### 4) Items of Consideration

- a) Request to consider recommended City Pool fee adjustments.

#### Staff Presentation:

Request to consider recommended City Pool fee adjustments.

Approval of the request allows the Parks & Recreation Commission to recommend that these fees continue the City's FYE2026 budgeting process.

Supervisor Pauley presented the request to consider recommended City Pool fee adjustments.

Daily admission increases to help cover increased operating expenses, salaries and repairs. This will be the first increase in 8 years.

Punch passes price change that would correlate with the daily admission increase.

Family pass adjustment would be cheaper than purchasing 2 individual passes and kids are free. Create a "Family" definition that includes 2 adults and their kids under 18 years of age.

Program fee increase proposals included would be Private Swim Lessons, Water Fitness Classes, Drop-Ins & Kayak Day, Water Safety Instructor Course.

Birthday and Rental increase price. The cost of adding staff and extra time.

Swim teams fee adjustment includes Daily, Punch, Monthly, 3-Month, or annual required per swimmer. Swim team reservation fee per swimmer/month. This would cover reserving space and extra staff.

Pool Cleaning and a potential fee incurred with “accidental fecal release” in the pool.

Staff have thoroughly reviewed the proposed fee adjustments and recommend that the Parks & Recreation Commission endorse these changes. These modifications will help the City Pool manage increasing costs while continuing to offer an accessible and affordable recreational option for the community.

- Chairperson Metcalf asked if this would meet the projected budget.
- Supervisor Pauley feels it will help but catch up is needed. Fees don't reflect the changes that have been made.
- Chairperson Metcalf asked if there is a resident and non-resident price difference.
- Supervisor Pauley stated we do not at this time.
- Commissioner Melni asked how popular the punch pass is.
- Supervisor Pauley replied it's not a big amount compared to the annuals or monthly's.
- Commissioner Melton asked how many after-hour rentals they have.
- Supervisor Pauley responded that it's not many but not really advertised.
- Commissioner Melni asked how many teams this would affect.
- Supervisor Pauley replied 4, and that doesn't seem like much, but all the kids add up.
- Director Davis clarified she can take this to council with your approval. Having this conversation as part of budget. The more public discussion with fees the better.

**MOTION:** Commissioner King moved to endorse the city pool fee adjustments as presented. Commissioner Melton seconded the motion. Roll call vote showed all members present voted.

**Approved 6 to 0.**

- b) Consider a request to remove Seven columnar Pine from 1965 Blue Lakes Blvd.

Staff Presentation: Superintendent Munns presented the request for In-N-Out for tree removal. Applicant would like to develop the site and want to remove and replace trees to widen entry. The proposal is to warranty trees for possible replacement, also replacement cost at \$500 per tree. Relocating the trees along the west side between the 2 curbs. Request for site improvement.

Parks staff does not find evidence meeting tree removal criteria for proposed trees at 1965 Blue Lakes Blvd. and does not recommend removal of requested trees.

Twin Falls City Code 8-4-8

- Commissioner Melton asked if this is a public right of way or private.

- Superintendent Munns replied it is along the public right-of-way.
- Commissioner Melton asked if the dollar amounts are a warranty in a way. If trees survive, the Parks Department can use the money somewhere else.
- Chairperson Metcalf asked if the city wanted to double stack the entrance.
- Superintendent Munns replied that Planning and Zoning will answer. The site plan for the Special Use Permit showed double lanes around the building.
- Senior Planner Klaver from Planning and Zoning explained that they were not concerned about widening the entrance, the applicant just needed appropriate access. The permit was issued subject to site improvements with permit. Stacking requirement needed to be met.
- Chairperson Metcalf feels this is a nice landscape plan, trees being relocated instead of removed is ideal. Offering a warranty to make sure they survive is positive and there are things that can be done to enhance survival rate.
- Commissioner Melton asked if there was any other basis for the removal of public trees.
- Superintendent Munns stated he added that the purpose of the tree commission is to support development also.
- Commissioner Smith was concerned about traffic and feels if trees need to be moved to alleviate that while saving them would be great.

**MOTION:** Commissioner Melton moved to approve the request to remove 7 trees from 1965 Blue Lakes Blvd as presented. Commissioner King seconded the motion. Roll call vote showed all members present voted.

**Approved 6 to 0.**

- c) Consider a request to remove one Linden from 1965 Blue Lakes Blvd.

Staff Presentation: Superintendent Munns stated this is the same applicant as the previous request and he separated them out in case the Commission had any conditions.

Parks staff does find evidence meeting tree removal criteria for proposed trees at 1965 Blue Lakes Blvd. and recommend removal of requested tree.

Twin Falls City Code 8-4-2, Statement of Purpose

- Commissioner Melton asked if this is for a replacement.
- Superintendent Munns stated it wouldn't be able to be transplanted and would have to be replaced.
- Chairperson Metcalf sees the need when the tree is too big to be transplanted, and replacement is needed.

**MOTION:** Commissioner King moved to approve the request to replace 1 Linden tree from 1965 Blue Lakes Blvd as presented. Commissioner Melni seconded the motion. Roll call vote showed all members present voted.

**Approved 6 to 0.**

- d) Consider a request to remove one Honey Locust at 152 2<sup>nd</sup> Ave S

Staff Presentation: Superintendent Munns presented the request from Float Magic to remove one Honey Locust at 152 2<sup>nd</sup> Ave S. The tree was placed in a planter box that was too small. The city had a similar request from the business down the street. The solution was to make the planter bx bigger. They changed the sidewalk to make it work. There were no indicators of pests or anything else that would hinder the continued growth of the tree other than the planter is too small for this species.

Parks staff does not find evidence meeting tree removal criteria for proposed Honey Locust at 152 2<sup>nd</sup> Ave S and recommends rejection of this request.  
Twin Falls City Code 8-4-7, 8-4-8.

- Chairperson Metcalf asked if any conversation had been had with the property owner.
- Superintendent Munns replied the applicant just submitted the request.
- Chairperson Metcalf would like an alternate solution discussed first before removal of tree.

Conversation about finding different solutions that would involve keeping the tree if the only problem is the planter is too small. The commission would like removal to be the last option.

- Chairperson Metcalf directed staff to find alternate solution and come back to commission.

**MOTION:** Commissioner Melton moved to approve the request to remove one Honey Locust at 152 2<sup>nd</sup> Ave S. Commissioner King seconded the motion. Roll call vote showed all members present voted.  
**Declined 1 to 5.**

**5) Department Updates**

**6) Adjournment**

The meeting adjourned at 01:01 PM

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Jody Green, Planning Technician



**Date:** Tuesday, May 13, 2025  
**To:** Parks and Recreation Commission  
**From:**

## **PRESENTATION**

**Request:**

Welcome new commissioners Steve Hayes and Tom Bixler.

**Time Estimate:**

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

**Analysis:**

**Conclusion:**

**Attachments:**

None



**Date:** Tuesday, May 13, 2025  
**To:** Parks and Recreation Commission  
**From:** Wendy Davis, Parks and Recreation Director

## **PRESENTATION**

**Request:**

Parks and Recreation Commission Orientation

**Time Estimate:**

Allow 45 minutes for this item

**Background:**

**Approval Process:**

**Budget Impact:**

**Regulatory Impact:**

**History:**

**Analysis:**

**Conclusion:**

**Attachments:**

1. PRC Welcome Packet 2025



# PARKS AND RECREATION COMMISSION 2025



## Commission Members

Kirk Melton, Chairperson; Jade Titus, Vice-Chairperson; Corey King; Micheal Metcalf; Paul Melni;  
Olyvia Meyer; Deb Van Engelen; Todd Shaw; Christiana Sipe-Pauley  
**City Council Liaison:** Cherie Vollmer

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## About

The Parks and Recreation Commission advises the Twin Falls City Council on park, recreation, aquatic, urban forest and golf course related issues. The Commission fulfills the duties prescribed within the City's Golf Advisory Commission, Tree Commission, Aquatic Advisory Board, and the Parks and Recreation Commission code sections. Additionally, the Parks and Recreation Commission delivers recommendations to City Council as a result requests generated through the City's Donation Policy and Naming Policy. The Commission works closely with the Parks and Recreation Department.

## From the Director

Welcome to the Parks and Recreation Commission. You are joining an engaged and diverse group of citizens who represent the community, serve at the pleasure of the City Council and provide the Parks and Recreation Department with valuable insight on a variety of topics and issues. This dynamic Commission has the distinct honor of guiding the direction of the Parks and Recreation Department with the aid of the Parks and Recreation Master Plan.

Collectively, our department manages over 1,650 acres of parks and open spaces in over 80 public areas including parks, urban wilderness space, trails, playgrounds, ballfields, swimming pool, splash pad, golf course, Shoshone Falls Park and numerous landscape areas. We serve youth and adults in the community by providing programs and activities that encourage and support active engagement and healthy habits and help facilitate events in our parks and open spaces.

We encourage the unique perspective, interests, and skills you bring to our conversations, and the fresh eyes you bring to our spaces and programs. I, along with a talented team, am here to support, guide, provide information and organize the work of this group. Together we will strive to offer public spaces that provide opportunities for our community to relax, play, exercise and connect with neighbors and nature; and offer a growing selection of programs to engage our diverse population. Thank you for choosing to be a part of this!

*Wendy S Davis*

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Wendy S. Davis, Parks and Recreation Director

## **Parks and Recreation Office and Staff**

The Parks and Recreation Office is located at 136 Maxwell Avenue, Twin Falls, ID 83301. Office hours are Monday-Friday 8:30 a.m. to 5:30 p.m. We are closed on all major holidays. Our office phone number is 208-736-2265, the fax number is 208-736-1548.

### **Wendy Davis**

Parks and Recreation Director

[wdavis@tfid.org](mailto:wdavis@tfid.org)

208-490-0665

### **Chance Munns**

Parks Superintendent

[cmunns@tfid.org](mailto:cmunns@tfid.org)

208-308-7387

### **Nibardo Orozco**

Parks Supervisor

[norozco@tfid.org](mailto:norozco@tfid.org)

208-308-7388

**Parks operators:** Derek Drown, David Gutierrez-Aguirre, Kurt Morris (lead), Dave Nebeker (lead), Raymond Silvaz (lead), Kevin Osborne, Nick Robbins, Jacob Thompson.

### **Stacy McClintock**

Recreation Supervisor

[smcclintock@tfid.org](mailto:smcclintock@tfid.org)

208-749-9107

### **Brandy Mason**

Recreation Program

Coordinator

[bmason@tfid.org](mailto:bmason@tfid.org)

### **Justin Wolters**

Recreation Program

Coordinator

[jwolters@tfid.org](mailto:jwolters@tfid.org)

### **Dustin Peterson**

Recreation Aide

[dpeterson@tfid.org](mailto:dpeterson@tfid.org)

### **John Pauley**

Aquatics Supervisor

[jpauley@tfid.org](mailto:jpauley@tfid.org)

208-749-7932

### **Gessie Collins**

Aquatics Coordinator

[gcollins@tfid.org](mailto:gcollins@tfid.org)

### **TBD**

Parks and Recreation Project Coordinator

## Commission Member Information

The Parks and Recreation Commission has 9 voting members. Members may serve two(2) consecutive three(3) year terms.

Commissioner Name	Title	E-mail
Micheal Metcalf	Chairperson	metcalfmicheal@gmail.com
Christiana Sipe-Pauley	Vice-Chairperson	christiana.sipe@gmail.com
Corey King	Commissioner	Idahoclimber1@gmail.com
Steve Hayes	Commissioner	Stvhayes1@gmail.com
Paul Melni	Commissioner	melnipaul@gmail.com
Olyvia Meyer	Commissioner	meyerolyvia@gmail.com
Deb VanEngelen	Commissioner	vanengelen03@gmail.com
Todd Shaw	Commissioner	starvisionmail@yahoo.com
Tom Bixler	Commissioner	tom.bixler81@gmail.com

## Ex-officio Members

### Mitch Humble

Deputy City Manager  
[mhumble@tfid.org](mailto:mhumble@tfid.org)

### Wendy Davis

Parks and Recreation  
 Director  
[wdavis@tfid.org](mailto:wdavis@tfid.org)

### Cherie Vollmer

City Council Liaison  
[cvollmer@tfid.org](mailto:cvollmer@tfid.org)

### Chance Munns

Parks Superintendent  
[cmunns@tfid.org](mailto:cmunns@tfid.org)

## Meeting Dates and Location

The Parks and Recreation Commission meets on the second Tuesday of each month, at 11:30 a.m. Meetings are held at City Hall located at 203 Main Ave E, Twin Falls, ID 83301 in either the Council Chambers or the Council overflow room (CH-116). 2025 meeting dates are as follows:

January 14  
 February 11  
 March 11  
 April 8  
 May 13  
 June 10  
 July 8  
 August 12  
 September 9  
 October 14

**November 11 – (Veteran’s Day-No Meeting)**

December 9

## Resources and Meeting Information

Calendar invitations and lunch orders are sent the week prior to the meeting via email. Please watch your email for these invitations.

Meeting agendas and a link to the agenda packet will be attached to the meeting invitation and are also available online on the City website [www.tfid.org](http://www.tfid.org) and on Microsoft TEAMS.

The Microsoft TEAMS option is available to join the meeting remotely if you are unable to attend in person.

To access meeting information, including the agenda, agenda packet, meeting minutes, you can navigate to the Agendas & Meeting Minutes page on the City website by scrolling down on the homepage and clicking on the quick link "[Agendas & Meeting Minutes](#)" Once on this page, you can navigate through the calendar for all public meetings, including the Parks and Recreation Commission meetings. You can also watch the meeting live or revisit a meeting recording for reference.

You can navigate to the Public Art Commission page on the City website by clicking on "Government", "Boards & Commissions", "[Parks and Recreation Commission](#)"

The Parks and Recreation Department also has resources available on the City website on the [Parks and Recreation](#) page. There is information on facilities, programs, and other useful items related to Parks and Recreation, Golf, and Aquatics. The Parks and Recreation Commission also created a [General Public Input/Feedback Form](#), that is open and available through a QR code at various locations in our facilities. Community members who are interested in providing feedback are welcome to use this form to bring concerns to staff and the Commission.

General Public Input/Feedback Form



**CITY OF TWIN FALLS CITY CODE**  
**CHAPTER 4**  
**PARKS AND RECREATION COMMISSION**

**SECTION:**

- 2-4-1: Establishment And Title
- 2-4-2: Duties And Purposes
- 2-4-3: Membership
- 2-4-4: Vacancies
- 2-4-5: Removal Of Members
- 2-4-6: Nonpolitical; No Compensation
- 2-4-7: Officers
- 2-4-8: Tenure
- 2-4-9: Meetings
- 2-4-10: Quorum
- 2-4-11: Rules
- 2-4-12: Expenditures

**2-4-1: ESTABLISHMENT AND TITLE:**

There is hereby established and created a parks and recreation commission to be known as the Twin Falls parks and recreation commission. (1985 Code, ch. III, art. 2)

**2-4-2: DUTIES AND PURPOSES:**

The duties and purposes of the parks and recreation commission shall be as follows:

- (A) To make a complete and comprehensive study of the city's needs for community recreation programs and projects for persons of all ages.
- (B) To learn of the desires of the public as to recreation requirements, and the needs for additional parks and park facilities.
- (C) To act in an advisory capacity and recommend to the city council as to the needs for community recreation programs and projects for persons of all ages.
- (D) To advise the city council of the wishes of the public in regard to the public's desires as to parks and recreation requirements and the administration of a sound and comprehensive recreational program.
- (E) To advise and to recommend to the city council types of facilities required to accomplish the purposes of a sound and comprehensive recreation program.
- (F) To inform and educate the public on already established recreational facilities and programs, and to educate the public on the methods of bettering recreational facilities and programs.
- (G) To solicit the support of and cooperation among the citizens and various organizations of the community in the development, construction and financing of recreation programs and facilities. (1958 Code, ch. III, art. 2)

**2-4-3: MEMBERSHIP:**

There shall be nine (9) voting members of the parks and recreation commission to be appointed by the mayor and confirmed by the members of the city council.

There shall be four (4) ex officio members of the commission:

City council member appointed by the mayor

City manager

Recreation director

Superintendent of parks and recreation

(Ord. 2524, 4-8-1996)

**2-4-4: VACANCIES:**

Any vacancies occurring in the membership of the parks and recreation commission for any reason shall be filled by the mayor, to be confirmed by the city council. (1958 Code, ch. III, art. 2)

**2-4-5: REMOVAL OF MEMBERS:**

Any member of the parks and recreation commission may be removed by a majority vote of the councilmen of the city. (Ord. 1748, 12-15-1975)

**2-4-6: NONPOLITICAL; NO COMPENSATION:**

The members of the parks and recreation commission shall be selected without regard to political affiliations and shall serve without compensation. (1958 Code, ch. III, art. 2)

**2-4-7: OFFICERS:**

The parks and recreation commission shall elect its chairman and vice chairman and fill such other offices as it may determine necessary. (1958 Code, ch. III, art. 2)

**2-4-8: TENURE:**

The following tenure of office shall be provided for the members of the parks and recreation commission:

(A) Each member shall serve a term of three (3) years. Vacancies arising in any member's position would be filled for the remaining term of the member originally appointed.

(B) The four (4) ex officio members of the parks and recreation commission shall hold office corresponding with their respective tenures in regular city administrative positions. (Ord. 2358, 12-16-1991)

**2-4-9: MEETINGS:**

The parks and recreation commission shall hold at least one regular meeting each month of the year at the designated time and place, and all such meetings of the said commission shall be open to the public. (1958 Code, ch. III, art. 2)

**2-4-10: QUORUM:**

A majority of the appointed members of the parks and recreation commission shall be necessary to constitute a quorum and conduct any business at any meeting of the said commission. (1958 Code, ch. III, art. 2)

**2-4-11: RULES:**

The parks and recreation commission shall adopt general rules for the transaction of its business and shall make a written record of the meetings, its resolutions, findings, determinations and of its recommendations, which said written record shall be kept as a permanent public record. (1958 Code, ch. III, art. 2)

**2-4-12: EXPENDITURES:**

The parks and recreation commission shall make no expenditures, exclusive of gifts, except as to those amounts appropriated and set aside by the city for the purpose of said commission as provided by law, and within such limits said commission is authorized to employ such employees and technical advisors as it deems necessary for the promulgation of its work. (1958 Code, ch. III, art. 2)

**CITY OF TWIN FALLS CITY CODE**  
**CHAPTER 8**  
**TREE COMMISSION**

**SECTION:**

2-8-1: Establishment And Title

2-8-2: Purpose

2-8-3: Organization Of Commission

2-8-4: Powers, Duties And Responsibilities

**2-8-1: ESTABLISHMENT AND TITLE:**

There is hereby created the tree commission. (Ord. 2600, 11-23-1998)

**2-8-2: PURPOSE:**

The purpose of this chapter is to establish policies, regulations and standards necessary to ensure that the city will continue to realize the benefits of the community forest. The provisions of this chapter are enacted to help coordinate maintenance of public trees; emphasize use of good tree care practices and promote tree diversity; promote education for all citizens on proper tree care practices; and provide guidance to the tree commission. (Ord. 2600, 11-23-1998)

**2-8-3: ORGANIZATION OF COMMISSION:**

The commission shall be composed of five (5) members and one alternate member appointed by the mayor and approved by the council. The alternate member shall vote only in the absence of a regular member. All members shall serve a three (3) year term. At the discretion of the mayor and with approval by the council, the parks and recreation commission may be appointed to fulfill the duties of the tree commission. (Ord. 2983, 4-12-2010)

**2-8-4: POWERS, DUTIES AND RESPONSIBILITIES:**

The commission shall perform the following duties:

(A) The commission shall determine rules of conduct and bylaws for the commission, subject to council approval. The commission shall elect officers and establish procedures for conduct of documented business as may come before the commission. The commission, in its discretion, may also appoint nonvoting members to give advice.

(B) The commission shall draft and recommend necessary amendments to the tree ordinance 1. The commission shall also draft and recommend an arboricultural specifications manual and community forestry plan to the council by June 1, 1999. Should the manual and plan be accepted and codified by the council, the commission shall draft and recommend necessary amendments to those documents. Both the manual and the plan shall be reviewed every five (5) years after the effective date of the documents.

(C) The commission may assist with policies concerning selection, planting, maintenance, and removal of trees, shrubs, and other plants in the city. The commission will promote public education of good arboricultural practices.

(D) The commission shall recommend to the council the community forestry plan and an implementation strategy, for the establishment of educational and informational programs, and for the development of policies and procedures regarding the city's duties.

(E) The commission shall maintain and publish a list of certified arborists.

(F) The commission shall keep the council apprised of its activities. (Ord. 2600, 11-23-1998)

#### Notes

1 1. See title 8, chapter 4 of this code.

**CITY OF TWIN FALLS CITY CODE  
CHAPTER 3  
GOLF ADVISORY COMMISSION**

**SECTION:**

- 2-3-1: Creation; Purpose
- 2-3-2: Membership
- 2-3-3: Removal Of Members
- 2-3-4: Nonpolitical; No Compensation
- 2-3-5: Officers; Tenure
- 2-3-6: Meetings; Quorum
- 2-3-7: Rules
- 2-3-8: Expenditures

**2-3-1: CREATION; PURPOSE:**

There is hereby created the city of Twin Falls golf advisory commission. The purposes of the commission shall be as follows:

- (A) To advise and recommend to the city council on matters concerning the city golf program and facilities and the maintenance and operation of the city golf course.
- (B) To inform and advise the public on the city golf program and facilities.
- (C) To solicit support of the public and organizations in the community in the development, operation and financing of the city golf program and golf course. (Ord. 2853, 3-27-2006)

**2-3-2: MEMBERSHIP:**

There shall be seven (7) voting members of the golf advisory commission. One member shall be a representative from the Men's Golf Association; one member shall be a representative from the Women's Golf Association; and five (5) members shall be representatives at large to be appointed by the mayor and confirmed by the city council. At the discretion of the mayor and with approval by the council, the parks and recreation commission may be appointed to fulfill the duties of the golf advisory commission.

In addition to the regular members, the following persons shall be ex officio members of the commission: city manager, director of parks and recreation, city golf professional, and a city council member appointed by the mayor. (Ord. 3094, 4-20-2015)

**2-3-3: REMOVAL OF MEMBERS:**

Any member of the commission may be removed after a public hearing by a majority vote of the city council. (Ord. 2853, 3-27-2006)

**2-3-4: NONPOLITICAL; NO COMPENSATION:**

The members of the commission shall be selected without regard to political affiliation and shall serve without compensation. (Ord. 2853, 3-27-2006)

**2-3-5: OFFICERS; TENURE:**

The commission shall elect its chairman and such other offices as it may require.

The tenure of office shall be as follows:

(A) All regular members shall serve a term of three (3) years. Vacancies arising in any member's position would be filled for the remaining term of the member originally appointed.

(B) The ex officio members of the commission shall hold office corresponding to their respective tenures in regular city administration positions. (Ord. 2853, 3-27-2006)

**2-3-6: MEETINGS; QUORUM:**

The commission shall hold at least nine (9) meetings during the year at a designated time and place, and all meetings shall be open to the public. A majority of the voting members of the commission shall be necessary to constitute a quorum to conduct business at any meeting of the commission. (Ord. 2853, 3-27-2006)

**2-3-7: RULES:**

The commission shall adopt general rules for the transaction of its business and shall make written records of meetings, resolutions, findings, determinations and of its recommendations, which written record shall be kept as a permanent public record. (Ord. 2853, 3-27-2006)

**2-3-8: EXPENDITURES:**

The commission shall make no expenditures, exclusive of gifts, except as to those amounts appropriated and set aside by the city council for the purpose of the commission as provided by law, and within such limits the commission is authorized to employ employees and technical advisors as it deems necessary for the promulgation of its work. (Ord. 2853, 3-27-2006)



**Date:** Tuesday, May 13, 2025  
**To:** Parks and Recreation Commission  
**From:** Chance Munns, Parks Superintendent

### **ACTION ITEM**

**Request:**

Consider a request to remove one Silver Maple at 160 9<sup>th</sup> Ave N.

**Time Estimate:**

5 min

**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:**

**Budget Impact:**

Adjacent property owner to pay contractor for removal and replacement if approved

**Regulatory Impact:**

A simple majority will approve this request

**History:**

na

**Analysis:**

na

**Conclusion:**

Parks staff does find evidence meeting tree removal criteria for proposed Silver Maple at 160 9<sup>th</sup> Ave N and recommends approval of this request.

Twin Falls City Code 8-4-8.

**Attachments:**

1. tree removal request 160 9th ave n



# City of Twin Falls Permit For Tree Removal

Today's Date \*

4/21/2025

First Name \*

Mark

Last Name \*

Weisgerber

Phone Number \*

(303)880-7599

Email \*

mweisger42@gmail.com

Address of work to be done \*

Street Address

160 9th Ave. N

Address Line 2

City

Twin Falls

State / Province / Region

ID

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

Snake River Tree Service

Contractor First Name \*

Brett

Contractor Last Name \*

Dixon

**Contractor Phone Number \***

(208)324-0392

**Contractor Email \***

brett@snakerivertreeservice.com

## Tree Species

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**Tree Species \***

Silver Maple ??

**Description of This Tree's Location on Property \***

Corner tree next to stop sign

**Reason for Request \***

Tree is hollowed out and I fear it could fall on the house. I was told by the city that the tree did not need to be replaced due to its proximity to the stop sign.

[Add Additional Tree](#)

**Signature**

*Hank L Weisgerber*

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

## Arborist Review

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**Comments**

The Silver Maple at 160 9th Ave N shows up to 50% decay in the trunk with an equal amount of canopy showing live buds. Much of the bark is starting to strip off on dead portions of the



## Tree Images

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File Upload

Upload

20250423\_101546.jpg

6.19MB

×



20250423\_101607.jpg

5.41MB

×





20250423\_101622.jpg

7.31MB



20250423\_101719.jpg

7.35MB





Add

Comments

*2000 characters left*

Approve

Reject