



Twin Falls Parks and Recreation Commission Agenda

Tuesday, June 9, 2020, 11:30 AM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Chairman, Z J Martinez; Vice-Chairman, Chance Munns; Richard Birrell; Sherry Murray; Gabe Ostyn; Brian Rice; Kirk Melton; Amanda Nussbaum; Marc Lambert.

- 1) Confirmation of Quorum/Call Meeting to Order
- 2) Consent Calendar
 - a) **ACTION ITEM:** Consider request to remove trees at Various Parks and City Properties
By: Kevin Skelton
 - b) **ACTION ITEM:** Consider request to remove a tree located at 261 7th ave. North
By: Kevin Skelton
 - c) **ACTION ITEM:** Approve minutes of the March 10, 2020 Parks and Recreation Commission Meeting
By: Nicolette Miller
- 3) Items of Consideration
 - a) **ACTION ITEM:** **ACTION ITEM:** Review the "additional text" criteria described in the Council adopted Donation Policy regarding plaque inscriptions and develop a recommendation for City Council.
By: Wendy Davis, Parks & Recreation Director
- 4) Department Updates
 - a) **PRESENTATION:** Verbal presentation by staff.
- 5) Adjournment

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

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.



Date: Tuesday, June 9, 2020
To: Parks and Recreation Commission
From: Kevin Skelton

ACTION ITEM

Request:

Consider request to remove trees at Various Parks and City Properties

Time Estimate:

N/A

Background:

City of Twin Falls Tree Ordinance, (Ord. 2791, 7-6-2004), 8-4-6 (B) 2. states that Upon inspection, the Twin Falls Tree Commission may issue a permit through the Twin Falls Parks and Recreation Dept. 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.

Each year, public trees maintained by the Parks Department, which have been determined to be dead, in decline, hazardous etc. are removed. Each year the Parks Department plants replacement trees and maintains a minimum ratio of 2:1. Two trees planted for each one removed.

Dave Nebeker, Parks Lead Operator and ISA Certified Arborist, has made recommendations for the removal of the trees in this request. The removal requests were reviewed by Kevin Skelton, Parks Superintendent and recommends the approval of this request.

Approval Process:

A simple majority will approve this request.

Budget Impact:

Removal costs for this request would be approximately \$5000

Regulatory Impact:

Approval of this request will allow the removal of public trees, in Parks and on City properties, by the Parks Department.

History:

N/A

Analysis:

N/A

Conclusion:

Staff has determined that these trees need to be removed and therefore recommends the Commission approve the request.

Attachments:

1. Shoshone Falls (Sumac)
2. Shoshone Falls park (austrian pine)
3. shoshone falls park
4. Vista Bonita park (cutleaf weeping birch)
5. Washington st island
6. Cascade Park (Spruce)
7. Harmon Park (honey locust, american elm)
8. oregon trail youth complex (autumn blaze maple only)



City of Twin Falls Permit For Tree Removal

Today's Date * 5/20/2020

First Name * David

Last Name * Nebeker

Phone Number * (208)316-4553

Email * dnebeker@tfid.org

Address of work to be done *

Street Address	Shoshone Falls Park 4181 Shoshone Falls Grade Rd		
Address Line 2			
City	State / Province / Region		
Twin Falls	ID		
Postal / Zip Code	Country		
83301	United States		

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

Contractor First Name * Labrado

Contractor Last Name * Chavez

Contractor Phone Number * (208)293-5135

Contractor Email * craisens@yahoo.com

Tree Species

Tree Species * Paradise tree (Sumac)

Description of This Tree's Location on Property * Located fifteen feet off of an upper path to the south of Shoshone Falls. It is on a grassy island area in the middle of park.

Reason for Request * Root rot, severe degradation of trees structural integrity as well as degradation of trunk and limbs. Tree is in full decline.

Signature

David F. Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Sumac Shoshone Falls.JPG

3.62MB





City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Shoshone Falls Park 4181 Shoshone Falls Grade Rd

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

Contractor First Name *

David

Contractor Last Name *

Nebeker

**Contractor Phone
Number ***

(208)316-4553

Contractor Email *

dnebeker@tfid.org

Tree Species

Tree Species *

(2) Austrian Pines

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

Middle of Shoshone Falls Park

**Reason for
Request ***

Damage due to porcupines, bark chewed
off completely around the trees, trees in
decline.

Signature



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

Arborist Review

Comments

Tree Images

File Upload

Upload

Austrian Pine Shoshone Falls.JPG

3.51MB



Director Approval/Comments

Director Comments

Signature*

Sign

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Shoshone Falls Park 4181 Shoshone Falls Grade Rd

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

Contractor First Name *

David

Contractor Last Name *

Nebeker

**Contractor Phone
Number ***

(208)316-4553

Contractor Email *

dnebeker@tfid.org

Tree Species

Tree Species *

Norway Maple

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

Tree is located by the boat dock restroom at Shoshone Falls.

**Reason for
Request ***

Tree is in 70% decline due to limbs tore from tree with both abiotic and biotic factors influencing its decline.

Signature

David F Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Upload

Norway Maple Shoshone Falls.JPG

3.66MB



Director Approval/Comments

Director Comments

Signature*

Sign

This permit is herby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Vista Bonita Park 102 Caliente Ave

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

Contractor First Name *

David

Contractor Last Name *

Nebeker

**Contractor Phone
Number ***

(208)316-4553

Contractor Email *

dnebeker@tfid.org

Tree Species

Tree Species *

(Two) Cutleaf Weeping Birch

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

Back of park

**Reason for
Request ***

Tree's in serious decline, top three feet of
tree dead

Signature

David f Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Upload

Weeping Birch #2 Vista Bonita Park.JPG

3.57MB



Weeping Birch Vista Bonita Park.JPG

3.57MB



Director Approval/Comments

Director Comments

Signature *

Sign

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Washington St. Island

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

Contractor First Name *

David

Contractor Last Name *

Nebeker

**Contractor Phone
Number ***

(208)316-4553

Contractor Email *

dnebeker@tfid.org

Tree Species

Tree Species *

Chanticlear pear

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

Island on Washington St.

**Reason for
Request ***

Hit by a car, broke tree in half.

Signature



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

Arborist Review

Comments

Tree Images

File Upload

Upload

Chanticlear Pear Wasington St. Median.JPG

3.55MB



Director Approval/Comments

Director Comments

Signature*

Sign

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



City of Twin Falls Permit For Tree Removal

Today's Date * 5/20/2020

First Name * David

Last Name * Nebeker

Phone Number * (208)316-4553

Email * dnebeker@tfid.org

Address of work to be done *

Street Address	Cascade Park 1899 Stadium BLVD	
Address Line 2		
City	State / Province / Region	
Twin Falls	ID	
Postal / Zip Code	Country	
83301	United States	

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

Contractor First Name * Labrado

Contractor Last Name * Chavez

Contractor Phone Number * (208)293-5135

Contractor Email * craisens@yahoo.com

Tree Species

Tree Species * Colorado Spruce

Description of This Tree's Location on Property * Tree is right next to the side walk on the east side going from the playground area to where the old restroom use to be.

Reason for Request * Tree is a large co-dominant Spruce and is showing stress cracks in the crotch of the two trunks.

Tree Species * Colorado Spruce

Description of This Tree's Location on Property*

Tree is right next to the side walk on the west side going from the playground area to where the old restroom use to be.

Reason for Request*

Tree has a severe lean.

Signature

David F. Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Cascade Park (3).jpg

8.39MB



Cascade Park (4).jpg

6.03MB



Cascade Park (5).jpg

5.56MB





Spruce Cascade Park.JPG

3.43MB





City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Harmon Park 1545 Harmon Park Ave

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

Contractor First Name *

Labrado

Contractor Last Name *

Chavez

**Contractor Phone
Number ***

(208)293-5135

Contractor Email *

craisens@yahoo.com

Tree Species

Tree Species *

(1) Honey Locust, (1) American Elm

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

Honey Locust is located by the red shelter.
American Elm is located by the skate board
park.

**Reason for
Request ***

Honey Locust damaged by borers, bark is
peeling off exposing the phloem weakening
large high up limbs and has become a
safety hazard due to its location. American
Elm has had much of the bark ripped from
the trunk exposing the phloem to both
abiotic and biotic factors and is in serious
decline. Rot has set in around the root
system compromising the strength of the
tree. This tree is a safety hazard due to its
location.

Signature

David F Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Upload

Honey Locust Harmon Park.JPG

3.49MB



Siberian Elm Harmon Park.JPG

3.5MB



Director Approval/Comments

Director Comments

Signature *

Sign

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



City of Twin Falls Permit For Tree Removal

Today's Date *

3/16/2020

First Name *

David

Last Name *

Nebeker

Phone Number *

(208)316-4553

Email *

dnebeker@tfid.org

Address of work to be done *

Street Address

Oregon Trail Youth Complex 305 Park Ave

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

Contractor First Name *

David

Contractor Last Name *

Nebeker

**Contractor Phone
Number ***

(208)316-4553

Contractor Email *

dnebeker@tfid.org

Tree Species

Tree Species *

(1) Autumn Blaze Maple, (1) Toba Hawthorn

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

Autumn Blaze Maple is in the back of park near pickleball court. Toba Hawthorn is in the middle of park.

**Reason for
Request ***

Autumn Blaze Maple has been damaged due to biotic factors and is in serious decline. Toba Hawthorn damaged due to limbs ripped off exposing the Phloem to both abiotic and biotic factors, tree is in serious decline.

Signature

David F Nebeker

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

Arborist Review

Comments

Tree Images

File Upload

Upload

Autumn Blaze Maple OTYC.JPG

3.67MB



Director Approval/Comments

Director Comments

Signature*

Sign

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission

Comments



Date: Tuesday, June 9, 2020
To: Parks and Recreation Commission
From: Kevin Skelton

ACTION ITEM

Request:

Consider request to remove a tree located at 261 7th ave. North

Time Estimate:

N/A

Background:

City of Twin Falls Tree Ordinance, (Ord. 2791, 7-6-2004), 8-4-6 (B) 2. states that Upon inspection, the Twin Falls Tree Commission may issue a permit through the Twin Falls Parks and Recreation Dept. 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.

This application request is for the removal of a tree located at 261 7th Ave. North.

Staff has visited the site and feels this is a valid request.

Approval Process:

A simple majority will approve this request.

Budget Impact:

This project is part of the City sidewalk grant program to include an ADA ramp project. Budget impact - \$8700

Regulatory Impact:

Approval of this request will enable Parks and Recreation Director to approve the request and set conditions, allowing property owner to proceed with proposed project.

History:

N/A

Analysis:

N/A

Conclusion:

This request is in conjunction with a sidewalk grant replacement application and the Public Works Dept. ongoing sidewalk accessibility project.

Attachments:

1. 261 7th ave N., Sandra Wiersma
2. Wiersma 261 7th N (3)
3. Wiersma 261 7th N (5)
4. Wiersma 261 7th N (7)
5. Wiersma 261 7th N (8)
6. Wiersma 261 7th N (10)

Permit for Tree Removal

Date April 30, 2020, hereby make an application
I, Sandra L. Wierma
to the City of Twin Falls for permission to remove a tree(s):
On ☒ Public Right-of-Way ☐ Public Property
Address of work to be done: 261 N. 7th Phone: 208-320-3450

All work, which includes stump removal and the planting of the replacement tree(s) must be completed 30 days from per City Code 8-4-6 (B) 4 & 5:

Species ELM Location of Tree(s) FRONT OF HOUSE
1) _____
2) _____
3) _____
Reasons for Work: NEW SIDEWALK

The City will respond to your request within five (5) working days from the date of application.

I agree to abide by the conditions set herein: Sandra Wierma
Contractor/Owner/Agent Date: 4-30-20

This permit is hereby approved, said work to be done under the direction of the T.F. Tree Commission.

Approved by: _____ Date: _____
Twin Falls Parks & Recreation Director

Completed work inspected by: _____ Date: _____
Replacement Tree Planted? Yes ☐ No ☐

Comments: _____













Date: Tuesday, June 9, 2020
To: Parks and Recreation Commission
From: Nicolette Miller

ACTION ITEM

Request:

Approve minutes of the March 10, 2020 Parks and Recreation Commission Meeting

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Attachments:

1. 2020310 P & R Commission Meeting Minutes



Twin Falls Parks and Recreation Commission Minutes

Tuesday, March 10, 2020, 11:30 AM

City Council Chambers
203 Main Avenue East- Twin Falls, Idaho

Members: Chairman, Z J Martinez; Vice-Chairman, Chance Munns; Richard Birrell; Sherry Murray; Gabe Ostyn; Brian Rice; Kirk Melton; Amanda Nussbaum; Marc Lambert.

1) Confirmation of Quorum/Call Meeting to Order

ZJ Martinez called the meeting to order at 11:39 AM

A quorum was present.

Commissioners present: Richard Birrell, ZJ Martinez, Marc Lambert, Brian Rice, Kirk Melton, Amanda Nussbaum, Gabe Ostyn.

Commissioners absent: Chance Munns, Sherry Murray

Staff Present: Wendy Davis, John Pauley, Nikki Miller

Staff Absent: Kevin Skelton, Stacy McClintock,

Council Absent: Greg Lanting

2) Consent Calendar

- a) Approve the minutes of the February 11, 2020 Commission Meeting

MOTION: Rich Birrell moved to approve the minutes with correction to show Rich Birrell absent at last meeting. Kirk Melton seconded the motion. Motion passed 5-0.

3) Items of Consideration

- a) Twin Falls Golf Club Annual Report

Steve Meyerhoeffer presented an update to the Commissioners for the last year. Golf rounds has increased in the past year, which has also increased revenue in the Golf club and restaurant. The interest in the Junior Golf clinics has also increased in size. The maintenance building has been completed and all the equipment is in one building. Sprinkler computer update which will be on the city software. Wendy indicated that the windows operating software that supported the Toro sprinkler system was really old and had gone down once before; the Golf Course cannot risk the sprinkler system going down during the summer so the new operating software was mandated. The restrooms have been completed and a lot of complaints have been given. ZJ asked what is contributing to the increase in number. Steve indicated that new people to the City and the special rates that are given to the bigger companies is bringing out more players.

Steve's concerns are cost of equipment, sprinkler heads which are \$235 each and each year 10-20 are replaced, the water used to water the greens is canal water which causes issues with the grass such as moss, bunkers and the sand within in the bunkers. The sand gets replaced but within a small amount of time they get very hard. When raking, the sand mixes with the soil and when raking the bunkers it sand ends up being a mixture of sand and dirt. Steve is going to completely replace the entire sand in 9 of the 16 bunkers. The net in the driving range is falling down and needs to be replaced.

Steve shared his concern regarding agreement between the City and himself for the funds

that he pays to the City that is held for smaller projects and how he has not gotten those funds to be able to do the small projects. Rich Birrell asked about the bridges that are in the works. Wendy explained what has happened with the process for the project at this time. With the water coming back in the near future it will probably not be done until next winter when the water is down. Wendy discussed the budget/accounting aspect concerning money that Steve is paying to the City and the expenses and the subsidizing that the City has incurred in the past years. More discussion followed. Wendy will follow up with finance on this concern.

b) Friends of Muni Golf Tournament

Steve explained the purpose of the Friends of Muni Golf Tournament. The funds are to help with golf course maintenance projects. Steve handed out a sample flyer from last year and what the fees for sponsorship's, teams and individuals are. The event is a scramble and all the fees go to the projects. Steve waves the greens and cart fees. Lunch is provided by the golf course. Steve is asking the Commission to promote and obtain sponsorship's, teams and raffle prizes for this event. Discussion ensued.

c) Project and Budget Update

Wendy updated the Commission on the work that is being done based on the results reached from developing the Enhancement Plans for the each park.

Cascade, Dierkes Lake, The Preserve and Harmon Park are the first parks that we started with. The restrooms at Cascade have been removed along with the concrete area that was in the middle of the park. The department is getting prices for the new restroom, fixed the sprinkler system and have estimates for the sidewalk. Prices are escalating with each move that has to be done to get the building phase. The Cascade restrooms and sidewalk will probably be the only thing to get done this year. The Preserve trail head will go next year. City Park restroom is being worked on. The Dierkes Lake project is funded to correct the access and sidewalks will be put in. Next year's project will include the parking lot expansion and restroom at the corner of Eastland and Poleline, any piece of Cascade that doesn't get finished and then start working on the restroom's at Frontier Park. Harmon Park is a large project which includes some restrooms and parking lot enhancements which is on the back burner until final decisions are made. The Stack Rock group will have the final concept renderings for the three projects that were started last year and the preliminary stage for the three this year, Sunrise, Evel Knievel and Frontier. Wendy indicated that Council wants to address fixing the Shoshone Falls road. Discussion ensued.

Ticket booth is tentatively to open March 19, 2020 and John Pauley has stepped up to manage the ticket booth. There is some trail maintenance being done down at Auger Falls and have the department has been working with Dirt Trail Alliance, the County and the Mid Snake Research and the Conservation District to do some weed abatement, fire wise planting and trail maintenance. Auger Falls is managed a lot by partnerships and volunteers however, The Parks department is getting more involved.

Wendy acknowledged and thanked Marc Lambert for his six years of service on this Commission. Today was his last meeting. Wendy is working on getting interviews scheduled for the new opening. Also, the April meeting may be canceled due to the State of the City address.

4) Department Updates

ZJ asked John Pauley about his updates and how the pool is going. No questions on the rest of

the updates.

a) Department updates

ZJ Martinez opened the floor to John Pauley to report on the activities that are happening at the pool. ZJ asked about the water polo program and John talked briefly about that.

5) Adjournment

The meeting adjourned at 12:42 PM



Date: Tuesday, June 9, 2020
To: Parks and Recreation Commission
From: Wendy Davis

ACTION ITEM

Request:

ACTION ITEM: Review the "additional text" criteria described in the Council adopted Donation Policy regarding plaque inscriptions and develop a recommendation for City Council.

Time Estimate:

Presentation will take approximately 5 minutes. Staff recommends allowing some time for discussion.

Background:

On February 24, 2020, Twin Falls City Council approved the request to review the inscription requirements on the City Donation Policy.

Inscription –The text of memorials to individuals may include the name of the person being dedicated to, honored, or memorialized, the dates of the birth and death of that person or the date of the dedication or when honored. Any additional text and any inscription for other donations must be directly related to the history of the community, and may identify groups or persons with longstanding ties to the community.

The Parks and Recreation Commission shall review any proposed additional text and make a recommendation to City Council for final approval. Council approval shall happen through the consent calendar unless deemed necessary for consideration.

On February 11, 2020, the Parks and Recreation Commission voted to request City Council support to review the Council adopted policy and make a recommendation for updated language that better suits the intent of the inscriptions.

Approval Process:

Commission consensus on the language and a favorable vote will make a recommendation to City Council regarding a change in the policy.

Budget Impact:

N/A

Regulatory Impact:

The Donation Policy is a council adopted policy, any recommended changes must be approved by council.

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

1. Donation Request Form w approval



Twin Falls Parks and Recreation

136 Maxwell Ave. • PO Box 1907 • Twin Falls, ID 83303 • Phone: 208-736-2265 • Fax: 208-736-1548

DONATION POLICY

Since the founding of our city, citizens of Twin Falls have enjoyed parks and recreation facilities that have been generously supplemented with the gifts of goods and services by individuals, groups, and organizations.

PURPOSE

To clarify existing policy and encourage the continued donation by individuals, groups, and organizations of amenities which enhance the recreational value of Twin Falls Parks and Recreation Department, managed lands and facilities, including memorials.

TYPES OF DONATIONS

All proposed donations shall be reviewed by the Twin Falls Parks and Recreation Commission and a recommendation made to the Twin Falls City Council.

Park Equipment – this type consists of the purchase and installation of equipment typical to parks and recreation facilities such as benches, drinking fountains, permanent picnic tables, and playground equipment, as may be consistent with the Master Plan for the Twin Falls Parks & Recreation Department or approved by the Twin Falls Parks & Recreation Department or the Twin Falls Parks & Recreation Commission.

Trees and Landscaping – this type consists of the purchase and installation of a tree or landscaping feature. Along with the Twin Falls Parks & Recreation Department the Twin Falls Tree Commission will coordinate the location, species, and the installation of trees. Trees shall be at least a 2” caliper in diameter, and must be of a variety approved in the Twin Falls Tree Selection Guide book or approved by the Twin Falls Tree Commission.

Major Park Amenities – this type consists of the purchase and installation of a facility which fulfills an identified public recreation need, such as buildings, playgrounds, picnic shelters, canyon rim overlooks, park land donations and/or development, as identified by the Twin Falls Parks & Recreation Department or in the Master Plan for the Twin Falls Parks & Recreation Department or as approved by the Twin Falls Parks & Recreation Commission or City Council.

Donations may dedicate to, honor, or memorialize, a person; or directly relate to the history of the community; or may be donated by groups with longstanding ties to the community, and shall be of any type (types of donations - reference to page 1), so long as its placement enhances the recreational value of its setting, considering factors including, but not limited to, safety and aesthetics.

Identification – Donations are typically identified by a plaque of durable material such as metal plate or stone, of modest size and set in concrete or fixed to a permanent object. The plaque may be placed at the base of, or adjacent to the memorial. Approved plaques are purchased and ordered by the donor and the installation is coordinated with the Twin Falls Parks & Recreation Department. In the case of trees, the plaque shall be not less than 8" by 16" and flush mounted in the ground. Design and placement of plaques must be approved by the Twin Falls Parks & Recreation Department. Damaged plaques are replaced at no additional charge to the donor.

Inscription –The text of memorials to individuals may include the name of the person being dedicated to, honored, or memorialized, the dates of the birth and death of that person or the date of the dedication or when honored. Any additional text and any inscription for other donations must be directly related to the history of the community, and may identify groups or persons with longstanding ties to the community.

The Parks and Recreation Commission shall review any proposed additional text and make a recommendation to City Council for final approval. Council approval shall happen through the consent calendar unless deemed necessary for consideration.

Registry – All approved donation applications will be registered in the Twin Falls Parks & Recreation office and include a description of the donation, date of installation, name and address of donor, location, and inscription.

LOCATION AND RELOCATION

The placement of donated park amenities, such as the spacing of benches, fountains, and trees, shall be controlled by the Twin Falls Parks & Recreation Department, who shall insure that a new installation does not materially detract from or conflict with the significance, quiet, or recreational value of existing facilities nor interfere with a primary public purpose or pose a potential public safety or security risk. New auxiliary park features, such as trash receptacles and park signs will not be placed in a location or manner that will offend or violate respect for an existing memorial or the donor.

The Twin Falls Parks & Recreation Department considers the placement of donated amenities, especially memorials, to be permanent. However, should future circumstances require relocation of a memorial; the Twin Falls Parks & Recreation Department shall endeavor to locate the memorial donor or representative to arrange a satisfactory alternate location. The expense of relocation shall be borne by the Twin Falls Parks & Recreation Department.

In all cases, the Twin Falls Parks & Recreation Department will have the final decision on location.

MAINTENANCE AND OWNERSHIP

Upon installation, the City of Twin Falls shall own the amenity donated.

The Twin Falls Parks & Recreation Department shall assume responsibility for normal maintenance of such amenities. Damaged or vandalized memorials will be repaired or replaced by the Twin Falls Parks & Recreation Department at the expense of the City. Plant material will be replaced as part of the department's replacement program and in consideration of the annual planting season.

Approved by City Council 7-20-09



Date: Tuesday, June 9, 2020
To: Parks and Recreation Commission
From:

PRESENTATION

Request:

Verbal presentation by staff.

Time Estimate:

Background:

Approval Process:

Budget Impact:

Regulatory Impact:

History:

N/A

Analysis:

N/A

Conclusion:

Attachments:

None