

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
CHAIRPERSON				ALTERNATE	VICE-CHAIR

EX-OFFICIO MEMBERS

TOM COURTNEY **CITY MANAGER**
DENNIS MAUGHAN **COUNCIL REPRESENTATIVE**
DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

January 13, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

- Members Present:** **David Mead, Earleen Peterson, Mark Koffer, Tony Brand and Bill Merritt**
- Members Absent:** **Amber Cardenas**
- Non-Voting
Member Present:** **None**
- Council Present:** **None**
- Staff Present:** **Dennis Bowyer and Kris Haney**
- Guest:** **Gerry Bates, Community Forestry Assistant for the Idaho Department of Lands – SE Idaho Representative**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:07 pm.

Corrections were requested by David Mead to the December 9, 2005. Noting those corrections, Tony Brand made a motion to approve the minutes of the December 9, 2005 meeting. David Mead seconded the motion, and it passed unanimously.

Gerry Bates was introduced to the Commission. Mr. Bates is the Community Forestry SE Idaho Representative for the Idaho Department of Lands. He is responsible for 82 cities from Stanley to Jerome to Montpelier.

Item #1 Tree of the Month

Mark Koffer told the Commission about the Colorado Blue Spruce. The color comes from the waxy, stiff needles. It is a slow growing tree, reaching up to 50 feet in height. its spread is 10’ to 20’. Nothing will grow under this spruce. It makes a good landscape tree, but plan for it to have lots of room.

The tree of the month presentation for February will be given by Tony Brand.

Item #2 Home & Garden Show

The 2006 Home & Garden Show at the CSI Expo Center will be February 17 – 19. The Tree Commission will have space in the Kimberly Nurseries booth to set up a display board and a table to distribute brochures. Dennis Bowyer will be able to set up the display, which will include the DVD presentation from last year. Dave Kiesig has the display board. Dennis requested help in taking down the display since he will be out of town. Earleen Peterson and Bill Merritt will assist with that.

Item # 3 Tree Selection Guidebook Review – Commission

Final changes to the guidebook were reviewed, and they will be made in order to get new copies printed for the Home & Garden Show.

Item #4 Election of Officers

David Mead made a motion to nominate Mark Koffer as Chairman of the Twin Falls Tree Commission for 2006. Tony Brand seconded the motion, and it passed by unanimous vote.

David Mead made a motion to nominate Bill Merritt as Vice-Chairman of the Twin Falls Tree Commission for 2006. Tony Brand seconded the motion. Bill declined the nomination.

David Mead made a motion to nominate Tony Brand as Vice-Chairman of the Twin Falls Tree Commission for 2006. Tony accepted the nomination. Bill Merritt seconded the motion and it passed unanimously.

Item #5 Old & New Business

Old Business

No response has been received from R & R Tree Service regarding the \$830.00 fine letter that was sent to them for the tree at Sunrise Blvd and Heyburn Ave. The Commission directed Dennis Bowyer to send another letter to R & R, this time registered.

Dennis Bowyer and David Mead have another meeting with Nadine Koepnick, 866 Elm St N., in reference to her request to remove several trees on her property. They will report back to the Commission.

Dennis will continue to work on the “No Topping” billboard. He will contact Todd Jones, of LaMar Outdoor Advertising, to schedule the sign. Dennis will contact Dave Kiesig on the design.

New Business

David Mead suggested that the Commission come up with a new ad for the Magic Valley Symphony Brochure. For the past few years the same ad about topping has been in the brochure. David will work with Blip Color Resource Center to redesign the ad. It was suggested that a thank you letter be sent to Jaker’s Restaurant for sponsoring the ad continuously for the past several years. Staff will send that letter.

Gerry Bates officially announced that the Tree Commission has been awarded the \$4,000 grant from the State. The grant will be used to map the street trees in the City's rights-of-way. Mr. Bates encouraged the Commission to keep accurate financial records of the expenditures for the grant. He also requested a copy of the map when the project is completed.

Mr. Bates also congratulated the Commission on being awarded the \$150 Arbor Day grant. He also reminded the group about the Idaho Horticulture Show in Boise next week.

The lease for the LDS South Park ball complex is still being pursued. Dennis Bowyer is continuing to work on it.

Item #6 What Have You Seen?

It was reported that the downed tree at Sunrise Blvd N. and Heyburn Ave is slowly being cut up.

The meeting was adjourned at 1:13 pm to City Park where the Commission reviewed the condition of the park's trees.

The next meeting of the Tree Commission will be held **Friday, February 10, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
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DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

February 10, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

- Members Present:** **David Mead, Earleen Peterson, Mark Koffer, Tony Brand and Bill Merritt**
- Members Absent:** **Amber Cardenas**
- Non-Voting
Member Present:** **Dave Kiesig**
- Council Present:** **None**
- Staff Present:** **Dennis Bowyer and Kris Haney**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:12 pm.

Tony Brand made a motion to approve the minutes of the January 13, 2006 meeting. Bill Merritt seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Tony Brand reported on the Vanderwolf’s Pyramid Limber Pine. This is an evergreen tree that grows 20 – 25 feet tall and has a spread of 10 – 15 feet. Once established it is drought tolerant and easy care. It is a nice landscape tree.

Tony chose this tree because he had problems with two trees of this variety. The group discussed probable causes for the trouble and suggested ways to avoid trouble in the future. Tony indicated he would try another one using some of those ideas.

The tree of the month presentation for February will be given by Bill Merritt.

Item #2 Tree Grant

Dennis Bowyer asked for volunteers from the commission to help with writing specifications for the job duties of the summer intern that will be hired using the grant monies. Bill Merritt, Tony Brand and Earleen Peterson agreed to help. Dennis will set up a meeting to around the second week of March.

Dave Kiesig told about new computer software that is available to do tree inventories. The City of Hailey has recently conducted a tree survey and should be willing to share ideas and information.

Item # 3 Arbor Day

Arbor Day for 2006 will be Friday, April 28th. The group discussed various locations, and decided on Harry Barry Park. It was suggested to try two locations this year and plant some trees out at the new Soccer Complex on Sunway. An afternoon celebration was discussed in order to involve the Boys & Girls Club. There are resources to obtain at least six trees. Details will be further discussed at the next meeting.

Item #4 Old & New Business

Old Business

The Commission was asked to provide some watering tips and other tree care information for the Tree Selection Guidebook, and then it will be ready to go to print.

Dennis Bowyer sent out a certified letter to R & R Tree Service on the tree removal at Sunrise Blvd N and Heyburn Ave E. Mr. Anderson signed for the letter, but has not responded to the office. Dennis will talk to the City Attorney on what steps to proceed with next.

Permission to remove two trees on the property at 866 Elm St. was granted to Nadine Koepnick. David Mead and Dennis Bowyer met with Mrs. Koepnick and they reached an agreement providing that she furnish one replacement tree to be used as part of this year's Arbor Day celebration. The large Maple tree along 9th Avenue East will stay there.

The "No Topping" billboard will be put up very soon. The location will be at the 400 Block of Shoshone Street West facing the south.

There has been no update or contact with the BID on their tree care in the downtown area.

New Business

Dave Kiesig announced that the Arborist Workshop to become an ISA Arborist will be on March 16 & 17, 2006 at the College of Southern Idaho. The cost of the class is \$95.00, and \$68.00 for the book. One of the City's Parks & Recreation employees will be taking the workshop.

Dave also announced that his Horticulture students at CSI will be doing a free pruning workshop at the Perrine Orchard at Canyon Springs Golf Course and at Centennial Park on Saturday, April 15, 2006. He invited the Tree Commission to assist in the advertising for this workshop and help if they wanted.

Item #5 What Have You Seen?

It was reported that Davey Tree Service with Idaho Power has begun Spring trimming on trees below power lines.

Topping was reported at 1969 San Larue Dr. A letter was sent to the property owner and Dennis will contact them again to try and get the name of the contractor.

Earleen Peterson reported that the young trees at Harmon Park are doing well.

Dave Kiesig reported that several old, large Siberian Elms were removed along the canal bank by the Willswood Apartments at Filer Ave and Harrison Street. The stumps of the trees were ground out by the Twin Falls Canal Co. Dave's students will be transplanting a sapling from this area to work with in classes.

Trees at Alturas & Filer were "Lollipopped". They are not in the city right-of-way.

The pine trees at the southwest corner Fillmore and Falls Avenue have been relocated to various parks in town.

A question was asked about the landscaping at the new DL Evans Bank at Falls & Blue Lakes. Dennis will check with Planning & Zoning.

The next meeting of the Tree Commission will be held **Friday, March 10, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

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EX-OFFICIO MEMBERS

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DAVE E. JOHNSON **COUNCIL REPRESENTATIVE**
DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

March 10, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **David Mead, Earleen Peterson, Mark Koffer, and Tony Brand**

Members Absent: **Amber Cardenas and Bill Merritt**

**Non-Voting
Member Present:** **None**

Council Present: **Dave E. Johnson**

Staff Present: **Dennis Bowyer and Kris Haney**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:12 pm.

David Mead made a correction to the February minutes. Noting the correction, he made a motion to approve the minutes of the February 10, 2006 meeting. Earleen Peterson seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Bill Merritt was not able to attend the meeting. He indicated that he will make a double presentation for April.

Item #2 R & R Tree Service – Ralph Anderson

Ralph Anderson of R & R Tree Service did not make the meeting. He had requested to address the Commission concerning a fine that was given to his company regarding a tree removed at Sunrise Blvd N. and Heyburn Ave E.

After discussion, it was agreed to table this item until Mr. Anderson contacted Dennis Bowyer again.

Item # 3 Arbor Day

Dennis announced that the Arbor Day Proclamation for 2006 has been signed by the Mayor. The grant for a tree from the Idaho Department of Lands has been sent in as well. The celebration will be held Friday, April 28, 2006 at 4:00 pm at Harry Barry Park. The Boys & Girls Club will participate in the event. Harry Barry Park was the site of the first Boys & Girls Club in Twin Falls. Warren & Alma Barry, members of Barry family, who the park was named for, will be invited to the program.

Final details for the Arbor Day Celebration will be discussed at the April meeting.

Item #4 Old & New Business

Old Business

The Commission discussed watering and planting tips for the blank spaces in the Tree Selection Guidebook. The information contributed will be put into the guidebook and it will be sent out to the Commission members for a final review.

The Home & Garden Show went very well. Earleen Peterson was thanked for all her help with the booth. It was suggested that updated pictures be prepared for the display board for the next show.

Dave E. Johnson was welcomed as the new City Council liaison.

The "No Topping" billboard is up. The location is at the 400 Block of Shoshone Street West facing the south.

New Business

Mayor Lance Clow contacted Dennis Bowyer with an idea to beautify the community. He suggested that the City develop a tree planting program where residents could apply to the City for trees to be planted in their front yards. Residents would complete an application and the Tree Commission could be the group to review those request. Areas such as the old townsite and the President Streets would be targeted.

Item #5 What Have You Seen?

Tony Brand reported that there is a tree at Stadium Blvd and Monte Vista St that has been severely pruned if not topped. He asked Commission members to take a look at it and let Dennis know what they thought.

The meeting was adjourned at 1:09 pm.

The next meeting of the Tree Commission will be held **Friday, April 14, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

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TWIN FALLS CITY TREE COMMISSION MEETING

April 14, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **David Mead, Earleen Peterson, Mark Koffer, and Tony Brand**

Members Absent: **Amber Cardenas and Bill Merritt**

**Non-Voting
Member Present:** **None**

Council Present: **None**

Staff Present: **Dennis Bowyer and Kris Haney**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:16 pm.

Tony Brand made a motion to approve the minutes of the March 10, 2006 meeting. David Mead seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Bill Merritt was not able to attend the meeting, but he did give a handout to staff about the Littleleaf Linden. The group reviewed the handout.

Dennis Bowyer volunteered to do the presentation for May. The group discussed moving the meeting date for May since Dennis will be out of town. The May meeting will be held on the 19th.

Item #2 Arbor Day

Dennis reported that six trees have been ordered from Kimberly Nurseries and one from Kelley Garden Center. One of those trees is the replacement tree Nadine Koepnick agreed to provide with the removal of trees on her property. The celebration will be at 4:00 at Harry Barry Park. The Boys & Girls Club and the Twin Falls High School Key Club will be helping. Dennis will take care of inviting the Barry Family to attend the celebration. The Parks crew will prepare the sites for the trees. Refreshments will be served.

Item # 3 Tree Removal Requests

Idaho Power removed some trees along Fairfield St. N.; some of the residents are elderly and may need some help to replant trees. Commission members volunteered to assist.

Dexter Ball with Twin Falls Title and Escrow made a request to remove 3 trees along Shoshone Street North, directly north of the Title and Escrow building, on a lot where a home is being moved out. The lot will be used for parking and they plan to plant 8 – 10 new trees in that area. The Commission agreed to the tree removal.

Craig Westling, with Idaho Power, usually issues vouchers to residents when they have to remove trees. Dennis has asked Craig if Idaho Power can donate those vouchers to the City when the residents don't want them or seem as though they would not use the vouchers or care for a new tree. A concern was expressed that not requiring residents to replant and care for replacement trees may lead to large areas with no trees. The group will continue to discuss this idea.

Dennis will check up on the replanting deadlines that property owners have been given for the upcoming months.

Item #4 Tree Selection Guidebook

The final draft of the guidebook was passed out to the Commission. Twin Falls County is in the process of becoming a Tree County USA so they would like to be listed in the guidebook and may help with the printing costs. They are still in the process of getting things going, so they will be noted in the next revision.

Tony Brand made a motion of accept the Tree Selection Guidebook as presented. Earleen Peterson seconded the motion, and it passed unanimously.

Staff will send the guidebook to the printer. 300-500 copies will be printed. The Twin Falls County Parks & Waterways will help share the cost of printing to have copies at their office to hand out.

Item #5 Old & New Business

Old Business

R & R Tree Service has made no contact with Dennis Bowyer. He is going to write them a letter and return their \$25 check and application for a Tree License and relate that the fine matter must be resolved before a license will be issued.

Dennis related that the FY 06-07 budget process is underway. He will be requesting funds for the neighborhood tree grant idea that the Mayor had.

David Mead reported that the trimming on a birch tree at the corner of Stadium Blvd and Monte Vista was ok due to the tree having borers.

New Business

Tony Brand and Earleen Peterson reported on the Tree Seminar they attended in Idaho Falls. They related that it is best to have someone who knows trees do the inventory for a city. The Commission discussed the upcoming inventory and the grant they will provide for a consultant and an intern to conduct the inventory.

Tony announced the Twin Falls County Arbor Day celebration on Saturday, April 15th at noon at Centennial Park.

Item #6 What Have You Seen?

David Mead reported on some books about trees he had purchased.

Mark Koffer reported on tree trimming at 250 Fillmore St. Mark talked to the contractor and he said he was "certified". He had previously worked for Davey Tree Service. He had done a fair job on the trimming, so it was suggested that Dennis mail him the Tree Ordinance information and licensing regulations as well.

The meeting was adjourned at 1:20 pm.

The next meeting of the Tree Commission will be held **Friday, May 19, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
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DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

May 19, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **Earleen Peterson, Mark Koffer, and Tony Brand**

Members Absent: **David Mead, Amber Cardenas and Bill Merritt**

**Non-Voting
Member Present:** **None**

Council Present: **Dave E. Johnson**

Staff Present: **Dennis Bowyer and Kris Haney**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:09 pm.

Earleen Peterson made a motion to approve the minutes of the April 14, 2006 meeting. Mark Koffer seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Dennis Bowyer reported on the Autumn Blaze Maple tree. Several of these maples are planted in city parks. It is a cross between a Silver and a Red Maple. It was the 2003 Urban Tree of the Year. They can grow to 50 feet in height and have beautiful fall color.

Kris Haney was assigned the Tree of the Month presentation for July. The group agreed to take the month of June off and will meet again on July 14th.

Item #2 Tree Removal Permits Update

Dennis reported on several tree removal requests. He will also do some follow up on trees that were previously removed to see that the property owner has planted the required replacements.

Item # 3 Tree Selection Guidebook

The guidebook is at the printers and we will be printing 300 copies. The Commission agreed to have the price remains at \$3.00 to make it easy for citizens to acquire the book.

Item #4 Guidelines for Charitable Trees

The Commission discussed the proposal made by Mayor Lance Clow to develop a tree grant program to help homeowners plant trees on their property. Dennis Bowyer asked for volunteers from the group to form a sub-committee to help develop this program. Items that will need to be considered may include: guidelines, an application form, planting requirements, right-of-way requirements, and maintenance. Mark Koffer will start working on ideas for these items, and the Commission will continue to discuss this proposal at the next meeting.

Item #5 Old & New Business

Old Business

The group recapped the Arbor Day Celebration at Harry Barry Park, and all agreed it went very well. It was noted that the youth groups involved (TFHS Key Club and the Magic Valley Boys and Girls Club) did a great job and their help enthusiasm greatly added to the event. The 4:00pm time seemed to work very well.

The southwest corner of Falls and Fillmore will be replanted with several trees. The Commission was asked for input on the variety.

The group also discussed what kind of tree to put in the landscaping triangle at North Five Points. Mayor Lance Clow said his family will donate a tree for this location. He wanted input on the variety of the tree. They will meet there after the meeting to do a site review. An American Linden was the tree chosen for this location.

New Business

Nothing was reported.

Item #6 What Have You Seen?

Nothing was reported.

The meeting was adjourned at 12:55 pm.

The next meeting of the Tree Commission will be held **Friday, July 14, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
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DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

July 7, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **Mark Koffer, David Mead, and Tony Brand**

Members Absent: **Earleen Peterson, Amber Cardenas and Bill Merritt**

**Non-Voting
Member Present:** **None**

Council Present: **Dave E. Johnson**

Staff Present: **Dennis Bowyer**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:09 pm.

Tony Brand made a motion to approve the minutes of the May 19, 2006 meeting. Mark Koffer seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Kris Haney was not in attendance and she will have the honor next month in August.

Item #4 Guidelines for Charitable Trees

Mark Koffer handed out some proposed guidelines to develop a policy on Charitable Trees. Attached is the draft of Mark's guidelines. The topics that were discussed are:

- Resident of Twin Falls only, owner must live on property.
- Street tree only?
- Must be some commitment from the homeowners, some type of buy-in.
- Only for low-income, need some financial assistance.
- Only in the original town site, in the City's right-of-way only.
- Limit to one per year per family.
- Should there be a limit of trees per year of a dollar amount for the City to commit.

Mark will re-draft his proposal with some of the suggestions and ideas and bring it back to the Commission in August.

Item #2 Tree Removal Permits Update

Dennis reported for Craig Westling with Idaho Power that some of the residents that had their trees removed by Idaho Power (under power lines) are looking for help in planting trees back in the City's right-of-ways. Tony Brand discussed that some type of youth service organizations should be enlisted to provide this type of service. An organized calling list when citizens of this community that needs help with planting trees that the Tree Commission could call upon to arrange this service. The Tree Commission asked Dennis to work on this with City staffers to explore this suggestion.

Item #3 R & R Tree Service

Ralph Anderson did not show up for the meeting. The Commission discussed the fine and voted to deny any reduction in the fine and send Mr. Ralph Anderson a letter stating no reduction in the fine, and the fine must be paid within 60 days. The Commission also wanted the letter to state the stump needs to be removed and a tree to be planted in the front yard. Dennis will check with Fritz Wonderlich on the letter and what are the steps if the fine is not paid.

Item #5 Old & New Business

Old Business

Mark said Dennis and himself met with Randy Steadham of 4 Seasons Tree Service at 653 Heyburn Avenue to discuss the three Siberian Elms and the pruning the homeowners requested. Dennis and Mark approved the work and Mark said he drove by later and the job looked well done.

It was requested to ask Amber Cardenas for a letter of resignation since she has not shown up since the last 8 of 9 meetings. Mark or Dennis will try to contact Amber.

New Business

The new Tree Selection Guide book was handed out to all at the meeting.

Item #6 What Have You Seen?

David Mead reported on four green ash trees on Gooding St. W. in front of the old Times News Building. The trees are in bad shape. If the trees are in the Historic Old Town's (HOT) district, it was recommended to send a letter to Karla Williams, the director of HOT to remove and replace the trees. The trees are about 14-18" in diameter and are surrounded by concrete except for a 2' square of dirt to survive in.

The meeting was adjourned at 1:20 pm.

The next meeting of the Tree Commission will be held **Friday, August 11, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Dennis J. Bowyer
Parks & Recreation Director

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DENNIS J. BOWYER	PARKS & RECREATION DIRECTOR

TWIN FALLS CITY TREE COMMISSION MEETING

August 11, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: Mark Koffer, Earleen Peterson, and Tony Brand

Members Absent: Bill Merritt and David Mead

**Non-Voting
Member Present:** None

Council Absent: Dave E. Johnson

Staff Present: Dennis Bowyer

Guest: Gerry Bates, Idaho Department of Lands
Community Forestry Assistant

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:08 pm.

Tony Brand made a motion to approve the minutes of the July 14, 2006 meeting. Earleen Peterson seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Kris Haney was not in attendance. Dennis Bowyer presented in Kris' absence. The name of the tree is Globe Willow or Navajo Willow. The tree is hardy and has a deep green color. It is popular in Twin Falls. It is currently listed in the Tree Selection Guidebook.

Item #2 Openings on Tree Commission

In July Dennis Bowyer wrote a letter to Amber Cardenas regarding her membership status on the Twin Falls Tree Commission. Amber sent a written response saying she was sorry but she has to resign. Amber's term is from January 2005 to December 2007. Dennis Bowyer will advertise the opening in the newspaper and send out applications to previous citizens that have applied. Karen Garfoli-Brown (734-7683) from Kelley's Garden Center was mentioned as a possible candidate.

Mayor Lance Clow has a new procedure for filling Twin Falls City Commission vacancies. For the positions on the Twin Falls Tree Commission, the Mayor, City Council liaison, David Johnson, Dennis Bowyer and Commission Chairperson, Mark Koffer, will interview the applicants for existing vacancies. Dennis will, in turn, forward the recommendations for the position to the City Council for approval.

Dennis would like to fill Amber's position by October 2006. David Mead's term will expire in January 2007. Dennis is considering interviewing for both positions at the same time. Bill Merritt's positions will be up for a three year renewal at the same time.

Item #3 Guidelines for Charitable Tree Project – Mark Koffer

Mark had no changes for the Charitable Tree Project Guidelines. However, the following discussion took place at the meeting.

What is the goal of providing charitable trees for residents of Twin Falls? How will residents be selected? Would using an application process be suitable? Could those residents selected appear before the Tree Commission for an educational forum on the care and maintenance of trees? This would contribute to one of the goals of the Tree Commission to educate the community regarding trees.

Who will plant the trees? Suggestions are Tree Commission members, City Council, service clubs and professionals. If a professional plants the tree is there a guarantee?

Can a data base of volunteers be developed to help the home owner plant the tree? Example: Vista or Americore Volunteers.

It is one tree per family per year? What commitment and or ability does the home owner have to care for the tree? Will the home owner incur any costs? Will the trees selected be listed in the Tree Selection Guidebook? Trees will be planted in the right-of-way only. This is where the City of Twin Falls has jurisdiction.

How can the media be incorporated into the project?

Dennis and Mark will meet to further discuss this project, and more information will be forthcoming.

Item # 4 Old & New Business

Old Business

The Twin Falls Tree Commission and the Twin Falls County Noxious Weed Bureau will share a space at the Twin Falls County Fair from August 30th through September 4th. The County Noxious Weed Bureau will provide staffing. Expense of the space will be likewise shared.

Ralph Anderson, R & R Tree Service, talked with Dennis Bowyer on August 9th. He wanted to appear before the Tree Commission to discuss his proposed \$830.00 fine for the removal of a tree at the corner of Heyburn Avenue and Sunrise Blvd. North. Dennis told him to appear on August 11th. There have been two previous "no shows" by Mr. Anderson. One "no show" was on June 26th and the other on July 7th. Mr. Anderson did not appear for this meeting either.

New Business

A tree removal permit was granted for a Polk and Addison location. Reason: the tree was in the sight triangle causing a safety hazard for vehicles.

A tree removal permit was granted for a Monroe Street location. Reason: Too many trees in the right-of-way.

Gerry Bates, Idaho Department of Lands, was present at the Tree Commission meeting to discuss grant applications and to do grant follow-up.

Requests for grants are down. The Idaho Transportation Department has \$162,000 available. Now is a good time to apply. The grants are in the amounts of \$500 to \$15,000. The purpose of the grants is to enhance transportation corridors. Grants require a landscape design and a budget. Applications are due Monday, September 18, 2006. Grants will be awarded by December 1, 2006. Grants are good from January to December 2007.

The Magic Valley Arts Council is working on a Public Arts Grant for art sculptures along the Snake River Canyon rim trail system. The two sites selected are the trailhead at the end of Washington St. N. and near the overlook directly east of the Perrine Bridge.

Tony Brand reported low hanging branches along Madrona St N. near the Julie Lane and Bitterroot intersection.

The meeting was adjourned at 1:00 pm.

The next meeting of the Tree Commission will be held **Friday, September 8, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Earleen Peterson
Alternate Tree Commission Member

MARK KOFFER	DAVID MEAD	BILL MERRITT	EARLEEN PETERSON	TONY BRAND
CHAIRPERSON			ALTERNATE	VICE-CHAIR

EX-OFFICIO MEMBERS

TOM COURTNEY	CITY MANAGER
DAVE E. JOHNSON	COUNCIL REPRESENTATIVE
DENNIS J. BOWYER	PARKS & RECREATION DIRECTOR

TWIN FALLS CITY TREE COMMISSION MEETING

September 8, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: Mark Koffer, Earleen Peterson, David Mead and Tony Brand

Members Absent: Bill Merritt

**Non-Voting
Member Present:** None

Council Absent: Dave E. Johnson

Staff Present: Dennis Bowyer

Guest: Denise Young, CSI Horticulture Student
Ralph Anderson, R & R Tree Service

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:05 pm.

Additional Item

Ralph Anderson of R & R Tree Service was introduced to the Commission. Mr. Anderson gave an explanation of why his company removed a tree on Sunrise Blvd N without authorization from the Twin Falls Tree Commission. He indicated that the customer requested that the tree be trimmed to avoid hazards to the home and public, and for it to be trimmed properly, more that 30% of the tree would have had to be removed so he went ahead and removed the tree. Mr. Anderson said he has always tried to do a good job for his customers and he has never had any previous infractions, and therefore requested leniency in regards to the \$830.00 fine the Commission set.

Mr. Anderson was excused from the meeting, and the Commission discussed the issue. Tony Brand made a motion to reduce the fine to \$300.00 and require R & R Tree Service to donate three (3) hours or one project in tree care service to the City of Twin Falls. Earleen Peterson seconded the motion. Discussion followed. A vote was called for and David Mead voted nay. The motion carried by a majority vote.

Dennis Bowyer will send a letter to Mr. Anderson concerning the decision of the Commission.

Tony Brand made a motion to approve the minutes of the August 11, 2006 meeting. Earleen Peterson seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Mark Koffer told the group about the Russian Olive Tree. This tree out-competes native vegetation and is more often than not a nuisance tree. It was introduced to the USA via Germany in 1736. It was previously used as a windbreak tree, although that is discouraged now. The best way to eliminate the Russian Olive is to cut it down and burn out the stump. In parts of Utah it is on the noxious weed list.

Item #2 Openings on Commission

Bill Merritt gave his resignation letter to Dennis Bowyer, citing a busy work schedule that makes it very difficult to get to the Friday meetings. He indicated that he would still be willing to check out trees and help with Arbor Day.

This makes two openings on the Commission. Two applications have been received and the deadline will be extended in order to gather more submissions. It was suggested that three spots be filled as David Mead will complete his term of service on the Tree Commission in January 2007. The third individual would not begin their term of service until February 2007.

Item #3 Guidelines for Charitable Trees Application – Mark Koffer

Mark Koffer and Dennis Bowyer discussed revisions to the Charitable Trees Application. The group reviewed the process, and a map will be developed to accompany the application.

David Mead made a motion to approve the revised Guidelines and Application for the Charitable Tree program. Earleen Peterson seconded the motion, and it passed unanimously.

Dennis will review the documents with Mayor Lance Clow, seeing that it was at his suggestion that the program was developed.

Item # 4 Old & New Business

Old Business

No new tree removal permits were issued.

Two letters were sent out on a hazard tree to be removed and trees requiring trimming for a sight obstruction.

New Business

Earleen Peterson reminded the group about the Master Gardener Conference on November 4th at the Red Lion Inn in Twin Falls. Tony Brand will be a presenter for the event. The cost is \$35.00.

Earleen also related that Bob LaBrie, a local tree care provider who tops trees, came to her door and she had an interesting conversation with him. Dennis has tried several times to get information to Mr. LaBrie but the mail has always been returned.

David Mead asked the Commission for approval to change the ad in the Magic Valley Symphony booklet for the upcoming season. The group agreed on the "Don't Top Trees" ad that was used on the billboard presentation recently. David will take care of getting that in to the booklet.

Item #5 What Have You Seen?

No action items were reported.

The meeting was adjourned at 1:17 pm.

The next meeting of the Tree Commission will be held **Friday, October 20, 2006** in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	EARLEEN PETERSON	TONY BRAND
CHAIRPERSON		ALTERNATE	VICE-CHAIR

EX-OFFICIO MEMBERS

TOM COURTNEY	CITY MANAGER
DAVE E. JOHNSON	COUNCIL REPRESENTATIVE
DENNIS J. BOWYER	PARKS & RECREATION DIRECTOR

TWIN FALLS CITY TREE COMMISSION MEETING

October 20, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: Mark Koffer, Earleen Peterson, David Mead and Tony Brand

Members Absent: None

**Non-Voting
Member Present:** None

Council Absent: Dave E. Johnson

Staff Present: Dennis Bowyer

Guest: Kim Cook, Christen Chilsen, Katie Rogerson, Dave Boehme,
CSI Horticulture Students

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:10 pm.

Tony Brand made a motion to approve the minutes of the September 8, 2006 meeting. David Mead seconded the motion, and it passed unanimously.

Item #1 Introduction of Guests

Kim Cook, Christen Chilsen, Katie Rogerson and Dave Boehme were introduced. They are students from Dave Kiesig's Horticulture Classes at the College of Southern Idaho.

For the benefit of the CSI Horticulture class a description of each item listed below was presented by the members of the Tree Commission.

Item #2 Tree Grant

The tree grants that the City of Twin Falls received from the Idaho Department of Lands has been extended into next year. As a part of the Tree Grant, the City was to form a sub-committee of the Tree Commission. The sub-committee is to write job specifications for an intern and a consultant. Other duties of the sub-committee are to submit an ad in the newspaper advertising the positions and then

review the applications and interview the applicants. Tony Brand and Earleen Peterson volunteered to serve on the sub-committee.

Item #3 Openings on Commission

There are currently two positions open on the Twin Falls Tree Commission. Four applications have been received and a fifth one is expected. The Mayor, the Council's liaison, the City's department head, and the Commission's chairperson will review the applications and interview the candidates.

At the end of January 2007, David Mead's term on the Tree Commission will also end. These positions will be filled immediately. A third person will be identified to fill the third position.

Item #4 Guidelines for Charitable Trees Application – Mark Koffer

The application for the Charitable Tree Program was presented to Mayor Lance Clow. The feedback from the mayor is to have less structure in the application process than recommended by the Tree Commission. After discussion by commission members it was agreed the application procedure was the best procedure for this program. This information will be resubmitted to Mayor Clow for consideration.

The Mayor also suggested a different name for the program; ideas were Tree Enhancement or Right-of-Way Enhancement. Tree commission members decided the Tree Enhancement Program was the best name.

Mark Koffer will make a presentation to the City Council for approval of the program and its funding.

Item # 5 Old & New Business

Old Business

R & R Tree Service – Ralph Anderson has paid his fine for the removal of a tree at the corner of Heyburn Avenue and Sunrise Blvd. North. He now has his license for cutting trees in the Twin Falls right-of-way.

Tree of the Month – it was the consensus of the Commission members that the Tree of the Month was a valuable educational tool. David Mead was thanked for initiating the program. Tony Brand made several recommendations for improvement of the Tree of the Month. These recommendations will be discussed at length at a future meeting.

Schedule for Tree of the Month is as follows: November – David Mead, December – Earleen Peterson, January – Dennis Bowyer, February – Tony Brand.

Twin Falls County Fair and Rodeo - Twin Falls Tree Commission and the Twin Falls County Weed Bureau share a booth and expenses at the fair. The Tree Commission makes written materials available for the public at the booth. There was no feedback on the success/problems of the Tree Commission participation in the fair.

Tree City USA and Growth Award – program started in Twin Falls in 1999. Explanation of the program was provided to the CSI Horticulture students. It was reported by David Mead that the Tree City Flag was not flying at City Hall. Dennis will check into this situation.

New Business

David Mead is securing two plaques from Gem State Awards. One is for Amber Cardenas and the second is for Bill Merritt. The plaques are being presented to these individuals for their service to the Commission.

David Mead presented information on i-Tree. The i-Tree package is computer software that makes the job of collecting data for urban forest analysis easier. There are four components of the program. The data collected proves that community trees are a capital investment if they are maintained correctly.

Item #5 What Have You Seen?

Tony Brand has heard complaints from Historic Downtown about the Twin Falls Tree Commission. This is an ongoing problem. It revolves around taking trees down and their replacement. Some of the trees in this area are overgrown. Other trees are causing the sidewalks to heave. Merchants want the sidewalks fixed and the tree removed and not to have the trees replaced. The Tree Commission is responsible for deciding if the trees can be removed since the majority of them are in the City's right-of-way. On most occasions, the Tree Commission will not authorize removal unless the tree is replaced. The merchants will not replace the trees. Tony said he will invite Ryan Horsley, the current President of the Board of Historic Downtown and other board members to discuss the board's concerns with the Tree Commission.

David Mead suggested that pamphlets covering care and maintenance of trees be placed in a pamphlet rack at City Hall. He visited Kimberly City Hall and they had pamphlets from the National Arbor Day Foundation in their entrance and would like the same in the City Hall of Twin Falls.

The meeting was adjourned at 1:30 pm.

The next meeting of the Tree Commission will be held Friday, November 18, 2006 in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Earleen Peterson
Twin Falls Tree Commission Alternate

TONY BRAND	MARK KOFFER	BILL MANKER	DAVID MEAD	EARLEEN PETERSON	BRIAN WINN
VICE-CHAIR	CHAIRPERSON			ALTERNATE	

EX-OFFICIO MEMBERS

TOM COURTNEY **CITY MANAGER**
DAVE E. JOHNSON **COUNCIL REPRESENTATIVE**
DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

December 8, 2006 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

- Members Present:** **Mark Koffer, Earleen Peterson, David Mead, Tony Brand, Brian Winn and Bill Manker**
- Members Absent:** **None**
- Non-Voting
Member Present:** **Dave Kiesig**
- Council Absent:** **Dave E. Johnson**
- Staff Present:** **Dennis Bowyer and Kris Haney**
- Guest:** **Mary Inman, incoming Tree Commission Member**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:13 pm.

Corrections to the minutes of November 17, 2006 were made. Tony Brand made a motion to approve the minutes of that meeting. David Mead seconded the motion, and it passed unanimously.

Item #1 Welcome New Members – Mark Koffer

New members Brian Winn and Bill Manker were introduced to the group. Their appointments to the Tree Commission were approved by the City Council on November 20th.

Mary Inman was also welcomed to the Commission. She will fill David Mead’s position when his term expires in February 2007. She was invited to attend meetings to become familiar with Commission business.

Item #2 Tree of the Month

Earleen Peterson gave the Tree of the Month presentation. She told the group about the Noble Fir. This is a traditional Christmas tree. It can grow up to 200' in height in the wild. It has bluish-green to silver needles. Noble Firs have stiff, straight branches and grow symmetrically.

Earleen also talked about wreaths, and had a beautiful fir wreath to show. Everyone enjoyed her presentation.

Dennis Bowyer will do the next Tree of the Month presentation for January.

Item #3 Guidelines for Tree Enhancement Program Application

Dennis Bowyer recapped the Tree Enhancement Program for the benefit of the new members. On December 4th, the City Council approved beginning the program and agreed to provide ten trees with funding up to \$3,000.00. Dennis will send out requests for proposals to area nurseries for bids on providing and planting the trees. A minimum 1 ½" caliper tree will be required.

A public service announcement will go out to the media advertising the program, and it will be posted on the City website.

Item #4 Old & New Business

Old Business

Commission members were asked if they are receiving the Arbor Day Foundation Newsletter. None of them are receiving the publication so Kris will check into it.

Dennis reported the renewal applications for the Tree City USA designation and the annual Growth Award have been sent in.

Dennis will send out a letter to JoAnn Rice, property owner of the home at the corner of Sunrise Blvd and Heyburn St, to remind her of the requirement to plant a new tree in the front yard where the Cottonwood tree was removed.

Tony Brand, Earleen Peterson and Dennis are working on the job requirements for an intern to use the Idaho Department of Lands grant for a tree inventory in Twin Falls. They hope to have everything completed to send out in the Spring. Mary Inman volunteered to assist the intern when chosen and hired.

New Business

Tree Removal Requests: 335 6th Ave E – Dennis gave permission to remove two trees at this location. The trees were in very bad shape and almost dead.

461 3rd Ave W – 4 Siberian elms were requested to be removed by the homeowner who said their insurance company was requiring it. The group agreed that a letter from the insurance company with verification from a tree professional be provided to the Commission. Bill Merritt inspected the trees and recommended that one be removed and the other three be trimmed. We will have to wait to hear back from the property owner.

Tony Brand suggested that the Tree of the Month presentations be given on a tree in the Tree Selection Guidebook so the Commission can become more familiar with the varieties promoted in that publication.

Dave Kiesig announced that the Annual Horticulture Expo will be in Boise on January 17, 18, and 19, 2007.

He also reported that Twin Falls County will not be qualifying for the Tree City USA designation this year. They could use some support and encouragement from the City Tree Commission he said.

Dave also reported that the LDS Church is considering a mono-culture (just one species of trees) for the trees planted at their new temple site in Twin Falls. He wanted the group to be aware of that and study up on mono-cultures so they can give advice when asked and make good recommendations. He does not feel a mono-culture is a good choice for our area.

He reported that the CSI Horticulture program has been asked to help with the landscaping planning and design for the new St. Luke's hospital facility to be built in the future.

Item # 5 What Have You Seen?

Nothing was reported.

The meeting was adjourned at 1:35 pm.

The next meeting of the Tree Commission will be held Friday, January 12, 2007 in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Kris Haney
Parks & Recreation Secretary