

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

EX-OFFICIO MEMBERS

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

TWIN FALLS CITY TREE COMMISSION MEETING

January 14, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **David Mead, Mark Koffer, Earleen Peterson, Tony Brand, Amber Cardenas and Bill Merritt**

Members Absent: **None**

**Non-Voting
Member Present:** **Dave Kiesig**

Council Present: **None**

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

MINUTES

Chairperson David Mead called the meeting to order at 12:04 pm.

Bill Merritt made a motion to approve the minutes of December 10, 2004. Mark Koffer seconded the motion, and it passed unanimously.

Item #1 Introduction of New Members

Amber Cardenas and Tony Brand were introduced as the two new members of the Tree Commission. Their terms will go from January 2005 to December 2007. Their appointments, along with the reappointment of Earleen Peterson as alternate member, were approved by City Council on January 10, 2005.

Item #2 Tree of the Month – Bill Merritt

Bill Merritt reported on the Blue Atlas Cedar. He passed around information on this tree (attached) and told the group of its qualities. Bill has one of these trees in his own yard and enjoys it very much.

Item # 3 Home & Garden Show

The Home & Garden Show will be February 25, 26 & 27, 2005 at the CSI Expo Center. Amber & Earleen will assist Dennis Bowyer in setting up the display table. Dave Kiesig will bring the display board for the event. Earleen Peterson will arrange with the Master Gardener's to help keep the brochures stocked and field questions.

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DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

February 11, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

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

MINUTES

Vice-Chairperson Bill Merritt called the meeting to order at 12:06 pm.

David Mead made a motion to approve the minutes of January 14, 2005. Earleen Peterson seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

David Mead spoke on the Black Poplar Cottonwood tree. He passed around a handout and told the group about this species.

Amber Cardenas will present a tree next month.

Item #2 Home & Garden Show

Dennis Bowyer, Amber Cardenas and Earleen Peterson will set up the booth on Thursday, February 24th at 4:00 for the Home & Garden Show. Dennis will continue to check on the video/DVD presentation for the show. Dave Keisig will have the display board ready.

Item # 3 Review of Tree Ordinance

David Mead received a letter from Dr. James Fazio complimenting the Commission on the Tree Ordinance and making several suggestions. The Commission reviewed the suggestions and determined that one of the suggestions should be implemented in the next Ordinance revision. That one item is in section B-2, and will be retained by staff for the next codified change to the ordinance.

Item #4 Arbor Day

Dennis Bowyer reported that the Magic Valley Arts Council donated the proceeds from the Centennial Tree Wood Art Project, a total of \$427.50, to the City. This money will be used for trees for Arbor Day. The celebration will be on April 25th at City Park. David Mead will check with the Key Clubs and determine how they want to be involved.

Dave Keisig suggested that for future Arbor Day celebrations it would be good to involve schools and service clubs in the area. A joint celebration with surrounding communities would be good as well.

Item # 5 Old & New Business

David Mead gave an update on the brochure that is being developed. This brochure will be part of the information that is handed out at shows, fairs, etc and eventually to be sent out with the water bills. Staff will assist with the layout when all the final ideas are gathered.

Dennis Bowyer reported that letters were sent out to the two property owners that topped trees with a deadline of February 28, 2005 to remove the trees and a deadline of May 31, 2005 to replant approved trees. He will keep track of these two items.

Dennis also reported that the Idaho Department of Lands has awarded us a grant in the amount of \$150 and that can go toward the Arbor Day celebration.

Item # 6 What Have You Seen?

Tony Brand reported that there were low hanging pine limbs obstructing the sidewalk at Falls Ave and Mountain View Drive. These types of obstructions are handled by the Engineering Department and staff will give this information to them.

Tony also inquired about the future plans for Fillmore Street to extend from Falls Avenue through to North College. Dennis Bowyer told the group that the street could possibly be extended but that the neighbors in the area will most likely object and that many trees would have to be removed. It will be a long-range project.

Dave Keisig reminded the group of the ISA certification class at CSI on March 3 & 4, 2005. An announcement and information was sent out to area tree service providers to advise them of the class.

Dennis Bowyer reported that two trees were destroyed at Vista Bonita Park by vandalism. They will be replaced this spring.

Bill Merritt suggested that a memorial tree to honor John Pohlman be planted.

The meeting was adjourned at 1:25 pm.

The next meeting of the Tree Commission meeting will be held **Friday, March 11, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

Dave Kiesig suggested playing a video as an added feature to the Tree Commission display. He will check on video equipment. Amber Cardenas will check with Kimberly Nurseries on what space is available for the display.

The Commission will firm up the details at the next meeting.

Item #4 Old & New Business

The Commission discussed action on topping at two addresses:

353 4th Avenue East – The homeowner, Lucinda Bennett, contacted Dennis Bowyer and related that they had done the work on the tree themselves. They were concerned for safety issues of having branches fall on people or property.

After discussion, a motion was made by Mark Koffer to not assess a fine at this time, but inform the homeowner of the potential fine amount and require them to take down the tree and grind out the stump by February 28, 2005 and replace a tree back in the City right of way with a 2” caliper tree selected with the guidance of the Tree Selection Guide by May 31, 2005. The motion was seconded by Bill Merritt, and passed unanimously.

602 Blue Lakes Boulevard – Dennis was contacted by Juan, who was interpreting for the homeowner, Martin Ortega. Juan relayed to Dennis that the homeowner had done the tree work himself.

After discussion, a motion was made by Bill Merritt to not assess a fine at this time, but inform the homeowner of the potential fine amount and require them to take down the trees and grind out the stumps by February 28, 2005 and replace trees back in the City right of way with two 2” caliper trees selected with the guidance of the Tree Selection Guide by May 31, 2005. The motion was seconded by Tony Brand, and passed unanimously.

It was noted that the trees are under power lines, and Idaho Power could possibly assist in the tree removal and may even provide vouchers for tree replacement.

Chairman Mead reported on a software program that will inventory community forests. He passed out a handout on the program.

Earleen Peterson requested funding assistance from the City to attend Dave Kiesig’s class at CSI on March 3 & 4, 2005 for ISA Arborist certification. The class is \$100.00 and the textbook is \$75.00. She and Dennis Bowyer will work out the details. The Commission agreed that it would be a worthwhile project for a Tree Commission member.

Dave Wright has agreed to be a consultant for the Tree Commission. Bill Merritt made a motion to appoint Dave Wright as a consultant to the Tree Commission. Mark Koffer seconded the motion. The motion passed unanimously.

Dennis Bowyer reported that James Lee, who was one of the candidates for the Commission openings, has agreed to help with an inventory of City right of way trees. Criteria will need to be developed to gather the information. Members were encouraged to recruit additional volunteers. This topic will continue to be discussed at the next meeting.

The group discussed Arbor Day for 2005. See attachment of the list of previous locations for Arbor Day celebrations. Earleen Peterson indicated her willingness to donate a tree again this year for Arbor Day.

Dennis announced that the Magic Valley Arts Council is donating close to \$500 to the City from proceeds of the sale of the Centennial Tree Art Projects. These funds could go toward the Arbor Day trees. The award will be made at the February 7, 2005 City Council meeting.

Dave Kiesig announced that the City of Rupert Tree Commission is hosting a tree care workshop in Rupert on Saturday, February 19, 2005. He encouraged a member of our Commission to attend the workshop in order to gather information for us to host our own workshop here in Twin Falls.

Dave also announced that the Pacific Northwest Chapter of ISA is charting tree failures in our area and they want to know of any tree losses to add the information to their database to chart disease, species problems, pests, etc. Tree failures should be reported to Dave.

Dave Kiesig requested that a letter be sent to all tree care providers in our area announcing the ISA certification class that will be held March 3 & 4, 2005 at CSI. There are a limited number of ISA and US Forest Service scholarships for the exam (\$200), class (\$100), textbook (\$75) and membership (\$145). There is an application to fill out that can be obtained from Dave and in exchange for the assistance; the recipient would agree to donate 80 hours of tree work in the community. Individuals must have 3 years of tree care experience to be eligible to apply.

Item # 5 Election of Officers

Bill Merritt nominated Mark Koffer for Chairperson of the Twin Falls Tree Commission for 2005. Tony Brand seconded the motion. The motion was unanimously passed.

Mark Koffer nominated Bill Merritt for Vice-Chairperson of the Twin Falls Tree Commission for 2005. Amber Cardenas seconded the motion. The motion passed unanimously.

David Mead made some remarks as outgoing president and encouraged the Commission to continue to be proactive not reactive.

Item #6 New Chairperson Remarks

Chairperson Mark Koffer indicated that he hopes to continue working toward getting a community forester on staff, establish an inventory of City trees and continue public education on trees.

Item # 6 What Have You Seen?

Nothing was reported. Members were encouraged to be watchful as we are headed into the pruning season.

The meeting was adjourned at 1:40 pm.

The next meeting of the Tree Commission meeting will be held **Friday, February 11, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

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TWIN FALLS CITY TREE COMMISSION MEETING

March 11, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **David Mead, Earleen Peterson, Tony Brand, Amber Cardenas, Mark Koffer and Bill Merritt**

Members Absent: **None**

**Non-Voting
Member Present:** **Dave Kiesig**

Council Present: **Dennis Maughan**

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

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:11 pm.

A correction to the February 11, 2005 minutes was made on item #4 the date for Arbor Day 2005 should be April 29, 2005. The change will be made in the minutes.

David Mead made a motion to approve the corrected minutes of February 11, 2005. Amber Cardenas seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Amber Cardenas gave a presentation on the Robina Pseudoacacia Black Locust tree. They are very hardy in our area. They have a purple bloom and thorns. They are also very disease resistant.

Tony Brand will present a tree next month.

Item #2 Arbor Day

The celebration for Arbor Day this year will be April 29, 2005 at 10:00 at City Park. Six to eight trees will be planted that day.

It was suggested to send invitations to the local schools for the event. It was also suggested that cookies and punch be served. Dennis Bowyer will arrange for this.

Dave Kiesig reported on what surrounding communities do for their Arbor Day Celebrations. It was suggested to ask the schools now if they would want to be involved in the celebration for 2006.

Item # 3 Review of the Tree Ordinance Brochure

Dennis Bowyer thanked all those who helped put the brochure together. It was suggested to add the City's website address to the brochure, and to put it up on the website.

The group discussed changes, and Dennis will incorporate them into the brochure. He will also get pricing information for 25,000 copies to be included in the City water bills (you need at least 13,000 for the water bill inserts).

Copies for the Kiwanis and Rotary clubs were requested.

Item #4 Old & New Businesses

Dennis Bowyer reported that the two property owners who had topped their trees on 4th Ave E and Blue Lakes Blvd have removed their trees. He will continue to work with the property owners for the planting of new trees.

The group discussed possible changes to and updating the Tree Selection Guide. Members were asked to review the guide and be ready to discuss changes at the next meeting.

Dave Kiesig reported that 40 people attended the ISA class at CSI, and that 29 attendees have signed up to take the certification exam.

He also asked if anyone wanted to assist with a centennial project to prune the old Perrine Orchard in the canyon at Blue Lakes Country Club. His Horticulture Program students will be pruning on April 2nd.

Item # 5 What Have You Seen?

Charles (Leroy) Hartgrave, 1037 Sunrise Blvd, wants to remove a Blue Ash Tree from the City right-of-way on his property. The tree is dying and they want to replace it with a power line friendly tree. Tree Commission members will review the site and get back to Dennis Bowyer.

The meeting was adjourned at 1:23 pm.

The next meeting of the Tree Commission meeting will be held **Friday, April 1, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
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EX-OFFICIO MEMBERS

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DENNIS J. BOWYER **PARKS & RECREATION DIRECTOR**

TWIN FALLS CITY TREE COMMISSION MEETING

April 1, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

- Members Present:** **David Mead, Tony Brand, Amber Cardenas, Mark Koffer and Bill Merritt**
- Members Absent:** **Earleen Peterson**
- Non-Voting
Member Present:** **None**
- Council Present:** **None**
- Staff Present:** **Dennis Bowyer and Kris Haney**
- Guest:** **Todd Jones, LaMar Outdoor Advertising**

MINUTES

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

David Mead made a motion to approve the minutes of March 11, 2005. Tony Brand seconded the motion, and it passed unanimously.

Item #3 Request to Move Trees at West Five Points – Todd Jones

Todd Jones, LaMar Outdoor Advertising, was introduced to the Commission. He requested that his company be allowed to move trees that block the billboard signs at the West Five Points intersection at Addison Avenue, Washington Street N. and Main Street. His company would pay for all expenses involved, and he is willing to give the Commission some free advertising space.

The group discussed this request. David Mead made a motion to accept this proposal to move the trees to a suitable location at LaMar Outdoor Advertising’s expense and accept the offer of free advertising. Bill Merritt seconded the motion, and the motion carried.

Item #1 Tree of the Month

Tony Brand gave a presentation on the Curly Willow tree. These trees have a 10-12 year life span and require regular pruning. They have very unique curly branches that make for interesting winter shapes and nice foliage. Tony passed around a specimen.

Mark Koffer will present a tree next month.

Item #2 Arbor Day

The Commission discussed final details for the Arbor Day Celebration on Friday, April 29th at 10:00 am at City Park. The group will go to City Park after the meeting to decide on sites for the trees to be planted. Six trees will be planed for Arbor Day this year.

Item #4 Tree Selection Guidebook Review

The Commission began the process of reviewing the guidebook page by page. Several changes will be made, and changes are being noted by staff. We will pick up the review process at page 33 at the next meeting.

Item # 5 Old & New Businesses

Dennis Bowyer reviewed the Tree Permits that had been issued. Permits were given to LeRoy Hartgrave, and the resident at 544 5th Ave E and the church located at 437 Monroe Street to remove trees with the requirement of that new trees be replanted in the City's right-of-way.

A tree was removed in the 300 block of 5th Ave E without a permit. A house was moved to this lot and sidewalk and curb and gutter work was being done. Dennis will get more information on the property owner and notify them of the requirement to replant trees.

Item #6 What Have You Seen?

The group reported cases of bad pruning, but all were on private property.

The meeting was adjourned at 1:15 pm.

The next meeting of the Tree Commission meeting will be held **Friday, May 13, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

MARK KOFFER	DAVID MEAD	BILL MERRITT	AMBER CARDENAS	EARLEEN PETERSON	TONY BRAND
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TWIN FALLS CITY TREE COMMISSION MEETING

May13, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

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

Members Absent: **David Mead and Amber Cardenas**

**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 12:17 pm.

A motion to approve the minutes of the April 1, 2005 meeting was made by Bill Merritt. Earleen Peterson seconded the motion, and it passed unanimously.

The Commission agreed to skip the June meeting. Some of the group will not be able to attend. The next regular meeting of the Twin Falls Tree Commission will be July 8, 2005.

Item #1 Tree of the Month

The tree of the month presentation was given by Mark Koffer. He reported on the Siberian Elm. Even though it is locally known as a nuisance tree, Mark thought it would be good to know more about it. They are a very hardy tree in this area and many were planted to provide quick shade and shelter. They will grow just about anywhere and can reach up to 60' tall and with a 40' wide canopy.

In July, the tree of the month presentation will be given by Dennis Bowyer

Item #2 Tree Replacements

A tree blew over at 161 9th Ave East and Gooding St at Darlene Wright's residence. She has asked the commission for the \$50.00 reimbursement towards the purchase price of a replacement tree. This brought up a new situation for the Commission to consider.

After discussion, the Commission agreed that when a public tree gets taken down by forces of nature or by a car accident the Commission will go ahead and honor the reimbursement policy, even though the property owner did not have any prior permission. Situations like these will be handled on a case by case basis.

Item #3 Tree Selection Guidebook Review

The Commission continued to review and edit the Tree Selection Guidebook. The group decided to visit a local nursery in August to take a look at tree varieties.

A goal was set to have the guidebook ready for printing in September.

Item #4 Old & New Businesses

Old Business

The Arbor Day celebration went very well. The donations and grants covered all the expenses for the six trees that were planted.

A tree was moved from the area by the billboards owned by LaMar Outdoor Advertising to City Park. The other tree that was agreed to move, was located above a buried power line and it was cut down and another tree was planted at City Park for its place. Another tree at West 5 points was removed because it was dying.

The spruces along Falls Ave at Fillmore Street will be moved to various city parks.

New Business

Dennis Bowyer will be out of town for three weeks, so the group was asked to contact Mark Koffer or Bill Merritt with any questions or concerns.

Item #5 What Have You Seen?

Amber Cardenas reported by phone prior to the meeting on trees that have been topped at 231 Buchanan St. Topping was also reported at 1854 Dorian Drive. Letters will be sent to the property owners.

The group discussed what constitutes a nuisance tree, and what neighbors can do if a tree on adjacent property is not being cared for.

The meeting was adjourned at 1:25 pm.

The next meeting of the Tree Commission meeting will be held **Friday, July 8, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

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

TWIN FALLS CITY TREE COMMISSION MEETING

June10, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

MINUTES

No meeting was held in June 2005

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 8, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

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

Members Absent: **Bill Merritt**

**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 12:00 pm.

A motion to approve the minutes of the May 13, 2005 meeting was made by Tony Brand. Earleen Peterson seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

The tree of the month presentation was given by Dennis Bowyer. He reported on the Ginkgo Tree. The Ginkgo has a lifespan as long as 1000 years old. They are also called the Maidenhair tree. China claims they have found a specie over 2800 years old. The tree can attain a height of 100 to 125 feet. Ginkgo are not native to North America, rather they are indigenous to China, Japan, and Korea. The Ginkgo is mostly known for its medicinal value in the form of ginkgo biloba pills for memory boosting and longevity.

In August, the tree of the month presentation will be given by Bill Merritt.

Item #2 Wholesale Carpets – Commission

The owners of Wholesale Carpets at 762 Main Ave N. have requested to remove an evergreen tree in front of their business that has overgrown its space and is blocking the front of their store. After discussion, a motion was made by David Mead to approve removal of the tree, with the provision that it be replaced by an appropriate tree for the size of the treewell and it would be highly recommended to the business owners to plant a second tree in the other treewell that has been empty for some time. Tony Brand seconded the motion. The vote was unanimous on the motion.

Item #3 Review of Tree Ordinance - Commission

The Commission discussed the problem of nuisance trees on private property, and the potential problems between neighbors when property owners do not attend to the diseased or damaged tree.

It was suggested to approach the City Council to inquire how far they would like the Tree Commission to press on the abatement of nuisance (diseased, damaged, overgrown, etc.) trees on private property.

A particular case in question involves dead birch trees that were killed by borers on private property that could affect adjacent property owners currently healthy birch trees if they are not removed.

David Mead made a motion to send a letter of recommendation to remove the diseased trees to the property owner, and to also pursue this issue with City Council on how to proceed on future requests of this nature. Amber Cardenas made the second for the motion, and it passed unanimously.

David Mead also asked staff where we were with getting the brochure on the Tree Ordinance ready to be mailed out with the monthly water bills. Staff will get an estimate on printing 15,000 copies. It was suggested to send these out in winter before the “topping season” begins.

Item #4 Tree Selection Guidebook Review - Commission

The group continued the review of the current Tree Selection Guide. Each Commission member was asked to take the draft of revisions and review it and come ready to the next meeting with suggestions and corrections.

A suggestion was made to sell ads to local nurseries and then provide them a certain number of free copies.

Item #5 Old & New Businesses

Old Business

Dennis Bowyer asked the Commission when they want the billboard ads put up at west Five Points, which were a part of the agreement with LaMar Outdoor Advertising for trees removed at that site. The group discussed possibilities for the ads. Dave Kiesig offered to draft an ad for deep watering and for no topping.

New Business

The Commission discussed problems with trees in the downtown area along 2nd Ave East across from Brizee Heating. It was recommended that the trees be given injections. Watering issues were also discussed.

Earleen Peterson made a motion to recommend to the HOT (Historic Old Towne) to have the trees in the parking area along 2nd Ave East be given injections. David Mead seconded the motion and it passed. David will set up an appointment with Carla Williams, the HOT Executive Director.

The Commission was asked to review two large poplar trees at 640 Ash Street. It was an unanimous suggestion to just prune the trees. Staff will send a letter to the property owner.

Topping was reported at 231 Buchanan Street. The trees were topped for many years prior to this home owner's ownership of the property and the trees are in bad shape. Mark Koffer visited with the property owner and told him about the replacement program the City offers.

Item #6 What Have You Seen?

Members reported on various trees problems around town.

Tony Brand suggested that the Tree Commission be part of the Planning & Zoning process to advise businesses in choosing trees for their landscaped areas that will not grow to obstruct signs.

The meeting was adjourned at 1:45 pm.

The next meeting of the Tree Commission meeting will be held **Friday, August 12, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

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TWIN FALLS CITY TREE COMMISSION MEETING

August 12, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

Members Present: **Tony Brand, Earleen Peterson, Mark Koffer, David Mead, Bill Merritt and Amber Cardenas**

Members Absent: **None**

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

Council Present: **Dennis Maughan**

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

MINUTES

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

A motion to approve the minutes of the July 8, 2005 meeting was made by David Mead. Amber Cardenas seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

Bill Merritt presented information on the Kwanzan Cherry tree to the Commission. This is a vase shaped tree that has beautiful double pink flowers in the Spring. It is adaptable and drought tolerant. Bill has one in his yard and enjoys it very much.

Assignments were made for the coming months for the presentation to: Amber Cardenas for September, Dennis Maughan for October, and David Mead for November.

Item #2 Tree Grants

Dennis Bowyer gave an update on the Tree Grant Workshop sponsored by the Department of Lands he attended in August. Grants will be applied for to provide for a summer intern to map all the rights-of-way along City streets in order to make it easier to identify street trees.

Item #3 Billboard Ad

Dennis Bowyer passed around sketches from Dave Kiesig for the ad for the billboard at West Five Points that was part of a tree removal agreement with LaMar Outdoor Advertising. The group discussed the options and will send the sketch and ideas to Todd Jones with LaMar. Todd will forward them on to their artwork people. We hope to have it up at this location for the month of October 2005.

A draft of the proposed ad will be available for the next meeting.

Item # 4 Tree Selection Guidebook Review - Commission

The Commission continued its' review of the Tree Selection Guidebook. A final draft will be prepared for the next meeting. At that time, if there are any blank pages, information will be selected to fill those spaces.

Item #5 HOT Tree Removal Request

Karla Williams, Director of Historic Old Towne (HOT), was unable to attend the meeting. There are several trees along 2nd Ave E that need some care and action taken to save them. A motion was made to table this item until next meeting by David Mead. The motion was seconded by Bill Merritt, and passed unanimously.

There is a dead tree in the parking lot area along 2nd Avenue South across the street from the Fastenal Company. A motion was made to approve the removal of this tree and not require a replacement tree be planted by David Mead. Tony Brand seconded the motion and it passed unanimously. A letter was sent to Karla Williams informing her of the decisions.

Item #6 Old & New Business

Old Business

The Commission discussed having a booth at the Twin Falls County Fair. All agreed that since the booth is required to be manned at all times and we would be paying the full cost, to not have the booth this year.

The topping at 1854 Dorian Drive was done by Crist & Sons. The Commission agreed that a stern warning letter be sent to this company. Dennis Bowyer will send that letter out. (The letter was sent out on August 17th.)

An estimate for \$645 was received to print 15,000 Tree Ordinance brochures. It will cost \$130 to insert the brochures in the 13,000 City water bills, and we would have to pay to ship the brochures to a Boise valley company that prepares the water bills and have them inserted into the mailings for a month. It was suggested that they go out in the November 2005 bills. Dennis will check to see if he has money in this current budget to pay for the printing or wait till the 1st of October (new budget year).

Item #6 What Have You Seen?

Mark Koffer noted a good pruning job on Filer Avenue West done by a new business in town, "Out on a Limb" Tree Service.

The meeting was adjourned at 1:17 pm.

The next meeting of the Tree Commission meeting will be held **Friday, September 9, 2005** at the Parks & Recreation Conference Room, 136 Maxwell Avenue, at 12:00 noon.

Kris Haney
Parks & Recreation Secretary

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

EX-OFFICIO MEMBERS

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

TWIN FALLS CITY TREE COMMISSION MEETING

September 9, 2005 * * * * * 12:00 PM * * * * * Parks & Recreation Conference Room

- Members Present:** **Tony Brand, Earleen Peterson, Mark Koffer, Bill Merritt and Amber Cardenas**
- Members Absent:** **David Mead**
- Non-Voting Member Present:** **None**
- Council Present:** **None**
- Staff Present:** **Dennis Bowyer and Kris Haney**
- Guests:** **CSI Horticulture Program Students: LaVetta Winters, Jim Teffer, Gary Waldron and Brady McDonald**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:17 pm.

A motion to approve the minutes of the August 12, 2005 meeting was made by Tony Brand. Amber Cardenas seconded the motion, and it passed unanimously.

Item #1 Tree of the Month

The tree of the month presentation was given by Amber Cardenas. She told the Commission about the Dawn Redwood (Metasequoia). This is a deciduous tree that has an evergreen look. It can grow to 100 feet tall and live to be 100 years old. Local specimens are about 60-70 feet tall. They are good for Zones 4-5, and are a conical shaped tree that bears cones. It is very disease resistant. They are originally from Japan.

Dennis Maughan is scheduled for the October tree of the month presentation.

Item #2 Billboard Ad

The Commission discussed the draft for the billboard that LaMar signs will be providing. After a few changes the design was approved. Dennis will relay those changes and have the billboard scheduled to be up at the West Five Points intersection in October.

Item #4 Old & New Business

Old Business

Dennis Bowyer reported on the following items:

The Tree Grant Application is ready to be reviewed by the City Council and will go to them Monday, September 12th. After the Mayor signs the application, it will be sent up to Coeur d'Alene for review before Friday September 16th. The goal of this grant is to provide a summer intern to chart all the street trees in the City rights-of-way.

Crist & Sons was responsible for the topping at 1854 Dorian Drive. They were sent a letter, and we have had no response.

The Tree Ordinance brochures are being printed at Blip Color Resource Center and should be ready to send up to Boise for enclosure with the October or November water bills.

There was nothing new to report on the Historic Old Towne trees that Karla Williams requested to be removed and also the ones to be treated. Dennis will check with her.

New Business

Four Seasons Tree Care picked up an application for a tree work license but has not yet returned it. All existing licenses (4) have provided updated ISA information for their licenses.

Earleen Peterson asked about putting tree care tips on the reader board at First Federal Savings located at the intersection of Falls Avenue and Blue Lakes Boulevard North. Staff will get information on their policy.

Item #6 What Have You Seen?

Tony Brand relayed a complaint on the bolts through the trees at Jason's Woodland Hills Park. Staff reviewed that situation and noted the concern.

Vandalism on the trees at Harmon Park was reported by Earleen Peterson.

Item # 3 Tree Selection Guidebook Review - Commission

The Commission continued its' review of the Tree Selection Guidebook. Commission members were assigned to gather information for additions. Staff will prepare a final draft after that information is received and have that for the next meeting.

The Commission discussed having a nursery tour for the meeting in October. Bill Merritt will check into arranging a tour at Kimberly Nurseries. Everyone will be notified of the time and location for the next meeting.

The meeting was adjourned at 1:00 pm.

The next meeting of the Tree Commission meeting will be held **Friday, October 14, 2005**. Meeting location is yet to be determined.

Kris Haney
Parks & Recreation Secretary

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

EX-OFFICIO MEMBERS

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

TWIN FALLS CITY TREE COMMISSION MEETING

October 14, 2005 * * * * * 12:00 PM * * * * * KN Turf – Kimberly, Idaho

- Members Present:** **David Mead, Earleen Peterson, Mark Koffer and Bill Merritt**
- Members Absent:** **Tony Brand and Amber Cardenas**
- Non-Voting
Member Present:** **None**
- Council Present:** **Dennis Maughan**
- Staff Present:** **Dennis Bowyer and Beth Bagwell**
- Guests:** **CSI Horticulture Program Students: Fabiola Arenada and Jim Randy & Karen Anderson, owners of KN Turf**

MINUTES

Chairperson Mark Koffer called the meeting to order at 12:18 pm.

Earleen Peterson made a motion to approve the minutes of the September 9, 2005 meeting. Bill Merritt seconded the motion, and it passed unanimously.

It was noted that Beth Bagwell, Recreation Coordinator, was present to assist with minutes. Introductions were made around the group.

Item #1 Tree of the Month

The tree of the month presentation was given by Dennis Maughan. He reported on the Sycamore tree. He has a 65 year old, 80 foot tall specimen in his own backyard that he enjoys very much. There is another large Sycamore in front of the Twin Falls County Courthouse. It has large leaves and sheds bark when young. Sycamores can live between 250 – 600 years.

David Mead is scheduled for the November tree of the month presentation.

Item #2 Tree City USA/Growth Awards – Dennis Bowyer

Dennis Bowyer reported that it is time once again to apply for the Tree City USA designation renewal and Growth Award. He explained the eligibility process. The City has received the growth award for 6 consecutive years. The Commission discussed all the activities and programs that took place over the last year to qualify for the award. David Mead volunteered to meet with Dennis to review the information to submit for the renewal and also applying for the Growth Award. When a city earns Growth Awards for ten consecutive years, it receives the Sterling Tree City designation.

Item # 3 Tree Selection Guidebook Review - Commission

This item was tabled until the next meeting. **Members were reminded to get information to Kris Haney for the guidebook.**

Item #4 Old & New Business

Old Business

Dennis Bowyer reported on the following items:

The Tree Ordinance brochures to be inserted into the City water bills were mailed to Caldwell on Tuesday, October 11th, and will be included in the water bills in the end of October and beginning of November until it has been included in a full cycle of bills.

The billboard ad on fall watering has been up since the 1st of October. Dennis encouraged everyone who has seen it to drive by West 5 points to see it. The Commission discussed using billboards in the future to promote proper tree care. It was suggested that this would be a good investment even if we had to pay. An approximate cost to run an ad for a month is \$400 - \$500. It was noted that there are public service announcement billboards as well.

New Business

Randy Anderson requested a copy of the Tree Selection Guidebook.

Item #6 What Have You Seen?

Earleen Peterson reported that trees are being removed in the parking lot of the Canyon Park East shopping complex and for staff to check on one of the tree planted for Arbor Day 2004 on the west side of Harmon Park.

CSI student Jim reported that a tree in Jason's Woodland Hills Park had snapped in two from the bolt threaded through it. Staff will check it out and let Richard Kelley know.

David Mead reported that the trees that were topped at the Jade Restaurant have recovered nicely.

The meeting was adjourned at 12:50 pm to a tour of the tree farm at the KN Turf facility.

The next meeting of the Tree Commission will be held **Friday, November 18, 2005** (since the 2nd Friday of November is Veteran's Day) in the Conference Room at the Parks & Recreation Office at 136 Maxwell Avenue.

Beth Bagwell/Kris Haney
Recreation Coordinator/Parks & Recreation Secretary