

**CHAPTER 15
SHADE TREE COMMITTEE**

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2-15-1 ESTABLISHMENT OF A SHADE TREE COMMITTEE: The Shade Tree Advisory Committee (“Committee”) is hereby established. The Mayor, with the consent of the Council, shall appoint of seven (7) at-large members who reside within the City to serve on the Committee. One (1) employee from Idaho Falls Power Department and one (1) employee from the Community Development Services Department shall be designated by their respective Department Directors as non-voting, ex-officio Committee member.

2-15-2 PURPOSE: The Committee shall advise the Director of the Parks and Recreation Department on how to preserve, protect, and manage the community forest.

2-15-3 DUTIES: The Committee shall provide advice to the Director of Parks and Recreation and City Forester as to the preservation, protection, and management of the community forest. The Committee shall have the following duties and responsibilities:

- (A) At the request of the City Forester, encourage to the City Forester ways for landscaping installation and maintenance on private property by providing information on the value of landscaping and the proper planting and care of trees and other vegetation;
- (B) Recommend policies and procedures to identify, mark, publicize, and preserve historic and notable trees on both public and private property;
- (C) Assist the City Forester in promoting appreciation of trees and the City Forest through annual Arbor Day observances and other activities;
- (D) At the direction of the City Forester, encourage improvement of the community forest through planning and policy development;

- (E) At the direction of the City Forester, enhance opportunities for obtaining monetary funds for tree purchases, related supplies and community forestry activities through local and federal assistantship grants and donations.

2-15-4 ORGANIZATION: The Committee shall elect from its membership a Chair, Vice-Chair, secretary, and other such officers as necessary. The Committee shall hold meetings as regularly as needed. The Chair shall preside at all meetings. If the Chair is absent or unable to act at any meeting, the Vice-Chair shall preside.

2-15-5 TERM OF OFFICE: All Committee members, except for at-large members, shall serve as long as they continue in the offices or capacities designated in this Chapter. Every at-large Committee member shall be appointed to serve a term of three (3) years. Terms of no more than three (3) members shall expire in any calendar year. Committee members may be reappointed.

2-15-6 REMOVAL: A voting Committee member may be removed from the Committee by the Mayor and at the Chair's request, following either two (2) consecutive meeting absences unexcused by the Chair, or two (2) meeting absences in any calendar year, or at any time by the majority vote of the Council.

2-15-7: VACANCY: The Mayor, with the consent of the Council, shall appoint a person that meets the qualifications of this Chapter to fill the unexpired term of any member of the Committee in the event of a vacancy.

2-15-8: ATTENDANCE: A majority of Committee members present at a meeting shall constitute a quorum for purposes of conducting the business of the Committee.

2-15-9: OPEN MEETINGS: All meetings of the Committee shall be open to the public and shall follow the requirements of the Idaho Open Meeting law.

2-15-10: MINUTES: The Committee shall keep minutes of its proceedings, including the vote of each voting member on every presented issue. The meeting minutes and other records of the Committee shall be open to the public.

2-15-11: NO COMPENSATION: Committee members shall receive no compensation for their service on the Committee; however, expenses for equipment and supplies necessary for the Committee to conduct its business shall be allowed by the Council.

2-15-12: INDEBTEDNESS: Nothing herein shall convey or otherwise delegate authority to the Committee to incur any obligation or indebtedness of the City, without the express authorization of the Council.