



URBAN FORESTRY COMMISSION MEETING AGENDA

May 22, 2025 at 1:00 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Roll Call

Meeting Minutes Approval

1. Approval of Meeting Minutes from the Commission's April 24, 2025, Meeting - **action item**

Old/Unfinished Business

2. Continue Discussion of Categories and Definitions for Heritage and Other Valuable Trees in Sandpoint
3. Discuss May 31st Arbor Day Event at the Sandpoint Farmers Market
4. Continue Discussion of the Arboricultural Manual

New Business - none

General Announcements/Comments

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.
Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>.
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



URBAN FORESTRY COMMISSION MEETING MINUTES

April 24, 2025 at 3:00 PM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Vice Chair Chase Youngdahl called the meeting of the Urban Forestry Commission to order at 3:00 p.m. on Thursday, April 24, 2025, in Council Chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Chase Youngdahl, Vice Chair
 Geoff Gregory
 Paige Belfry
 Preston Andrews

ABSENT

Mose Dunkel, Chair

Also present were City Council liaison Kyle Schreiber, attending remotely, staff liaison Erik Bush, and board clerk Samantha Branscome.

Prior to taking up the business on the agenda, Vice Chair Youngdahl allowed comments from a member of the public who was in attendance.

Meeting Minutes Approval

1. The minutes from the Commission's March 27, 2025, meeting were approved as presented.

Motion made by Andrews, Seconded by Belfry
 Voting Yea: Youngdahl, Andrews, Belfry, Gregory

Old/Unfinished Business

2. Recommend Two Tree Varieties to Plant in the Downtown Parking Lot

After a general discussion of deciduous and coniferous trees, Ms. Belfry made a motion to recommend planting a larch in the corner tree well and a ginkgo in the center location, with a Kentucky coffee tree as a backup option. Motion passed.

Motion made by Belfry, Seconded by Gregory.
 Voting Yea: Youngdahl, Gregory, Belfry, Andrews

3. Continue Discussion of Categories and Definitions for Heritage and Other Valuable Trees in Sandpoint

The Commission reviewed the categories of valuable and heritage trees from their last meeting. Councilor Schreiber brought the Commission's attention to City Code 7-15-13, which discusses Historic & Heritage Trees in the city. The Commission discussed the importance of including these categories and definitions in the updated Arboricultural Manual. They will continue to research and discuss again at their next meeting.

4. Select a Location and Date for the Arbor Day Event

Mr. Bush reminded the Commission of the locations and dates presented at the last meeting. After a discussion, Vice Chair Youngdahl made a motion to hold the Arbor Day event at Farmin Park on Saturday, May 31st at 9 or 10 a.m., or 12 or 1 p.m., pending approval from the Farmers' Market. Motion passed.

Motion made by Youngdahl, Seconded by Belfry.
Voting Yea: Youngdahl, Gregory, Belfry, Andrews

5. Continue Discussion of the Arboricultural Manual

Mr. Bush presented an overview of potential categories for the updated Arboricultural Manual and asked the Commission for input. Ms. Belfry recommended the updated manual reference International Society of Arboriculture (ISA) and other professionally created arboricultural resources and that the manual should focus on city specific information, such as an approved tree list. Mr. Bush encouraged the Commission to continue to provide feedback and edit the list of potential categories as they deem appropriate. Mr. Bush also requested that the Commissioners send along any useful resources that they would like referenced in the manual.

New Business - none

General Announcements/Comments

General announcements about forestry and upcoming tree-related events.

Adjourn

With no further business on the agenda, the meeting was adjourned at 4:46 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the board clerk, were approved by the Commission during their meeting on _____, 2025.

Chase Youngdahl, Board Vice Chair

Attest: Samantha Branscome, Board Clerk