



URBAN FORESTRY COMMISSION MEETING AGENDA

April 24, 2025 at 3:00 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 March 27, 2025, Meeting - **action item**

Old/Unfinished Business

2. Recommend Two Tree Varieties to Plant in the Downtown Parking Lot - **action item**
3. Continue Discussion of Categories and Definitions for Heritage and Other Valuable Trees in Sandpoint
4. Select a Location and Date for the Arbor Day Event - **action item**
5. 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

March 27, 2025 at 3:00 PM

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

Call to Order

Chair Mose Dunkel called the meeting of the Urban Forestry Commission to order at 3:00 p.m. on Thursday, March 27, 2025 in Council Chambers at City Hall, 1123 W Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Mose Dunkel, Chair
Chase Youngdahl, Vice Chair
Preston Andrews

ABSENT

Geoff Gregory
Paige Belfry

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

Meeting Minutes Approval

1. The minutes from the Commission's March 6, 2025, meeting were approved as presented.
Motion made by Andrews, Seconded by Youngdahl.
Voting Yea: Dunkel, Youngdahl, Andrews

Old/Unfinished Business

2. Downtown Parking Lot Update

Mr. Bush provided an update on the revised plan for the Downtown Parking Lot, as well as updated the Commission on the project timeline. The Commission discussed adding an agenda item to next month's meeting to recommend two tree varieties to plant in the parking lot.

3. Discuss Arboricultural Manual and Heritage Trees

The Commission reviewed the use and purpose of a definition for Heritage Trees in the city and how it fits within the context of the Arboricultural Manual. Mr. Andrews shared the City of Tumwater's four categories of Heritage Trees with the Commission. The members agreed to continue researching options for categories and definitions for Heritage and other valuable trees in Sandpoint for the next meeting.

New Business

4. Sharing Commissioner Member Email Addresses - **action item**

After a discussion, Vice Chair Youngdahl moved to table this item until all members of the Commission are present. The motion to table passed.

Motion made by Youngdahl, Seconded by Andrews.

Voting Yea: Dunkel, Youngdahl, Andrews

5. Discuss Arbor Day Event

The Commission discussed possible locations and dates for a tree dedication ceremony and Arbor Day event. The Commission elected to add this item to next month's agenda to vote on a location and date for the event.

General Announcements/Comments

Mr. Bush reminded the Commission that meetings are scheduled from 3:00 - 4:30 and encouraged members to be mindful of time constraints as they move through meetings. Mr. Bush also provided some information regarding the Commission's budget and a federal grant. Mr. Bush and Councilor Schreiber provided an update on the Cedar St. reconstruction project.

A member of the public requested time to for some brief comments, granted by the Chair.

Adjourn

With no further business before the Commission, the meeting adjourned at 4:27 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.

Mose Dunkel, Board Chair

Attest: Samantha Branscome, Board Clerk