



URBAN FORESTRY COMMISSION SPECIAL MEETING AGENDA

July 30, 2026 at 3:30 PM

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

Call to Order

Roll Call

Meeting Minutes Approval

1. Approval of Minutes from the June 25, 2026, Meeting - ***action item***

Old/Unfinished Business

2. Recommendation: Urban Forestry FY27 Budget -***action item***
3. Council Direction: Private Property Heritage Tree Incentives
4. Discussion: Voluntary Heritage Tree Program

New Business

5. Discussion: Regular Meeting Schedule Discussion Day / Time - ***action item***

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

June 25, 2026 at 3:00 PM

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

Call to Order

Commission Chair Mose Dunkel called the meeting of the Urban Forestry Commission to order at 3:00 p.m. on Thursday, June 25, 2026, in Council Chambers at City Hall, 1123 W. Lake Street Sandpoint, Idaho.

Roll Call

PRESENT

Chase Youngdahl
Mose Dunkel
Geoff Gregory *via Zoom*

ABSENT

Preston Andrews
Paige Belfry

Also present were staff liaison Erik Bush, and Deputy City Clerk Hayley Keys, serving as board clerk.

Meeting Minutes Approval

1. The minutes from the Commission's April 23, 2026, meeting were approved unanimously as presented.

Motion made by Dunkel, Seconded by Youngdahl.
Voting Yea: Youngdahl, Dunkel, Gregory

Old/Unfinished Business

2. Discussion re: FY27 Budget

Mr. Bush provided an overview of the FY27 Budget, referencing the discussion held at the April 23, 2026, meeting. Mr. Bush also reviewed the upcoming budget process with the Commissioners, including the timeline for the proposed budget to be presented to the City Council in an upcoming Public Hearing. Commissioner Youngdahl provided a suggestion on the budget and included a recommendation of a storm cleanup contingency. Commissioners then discussed comparable cities and their own tree budgets. Commissioners also discussed the idea of a cyclical maintenance program where areas of the City could be caught up on deferred maintenance. Information only; no Commission action.

New Business

4. Council Direction: Private Property Heritage Tree Incentives

Commissioner Dunkel introduced the next agenda item, which was requested by City Council, regarding heritage trees on private property and possible incentives for developers preserving trees during development. Commissioners discussed potential incentives for developers and property owners to preserve heritage trees on private property during development. The

discussion also included existing City code and potential provisions that could be incorporated into future code amendments to encourage tree preservation. Information only' no Commission action.

3. Discussion re: Voluntary Heritage Tree Program

Mr. Bush presented a draft outline of a proposed Voluntary Heritage Tree Program. He explained that the program would be intended to promote education and community awareness of Heritage Trees without imposing property restrictions or additional permitting requirements. The program would provide a means for the City to recognize significant trees while respecting private property rights and maintaining a simple administrative process. Information only; no Commission action.

General Announcements/Comments

Mr. Bush updated Commissioners on a Request for Proposals (RFP) for updating the tree inventory in the City. Mr. Bush also updated that additional spongy moth trapping is being implemented via the Idaho Department of Lands. Commissioner Youngdahl gave an update on the Downtown Revitalization Phase 3 project and the involvement with increasing the tree canopy. Lastly, Commissioner Dunkel provided an update on the Ridely Village project, and the Edgewater Hotel project.

Adjourn

With no further business on the agenda, the meeting was adjourned at 4:24 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 _____, 2026

Mose Dunkel, Board Chair

Attest: Sam Chin, Public Works Admin Asst.

FY2027 Proposed Urban Forestry Budget

Priority	Amount	Description
		Hazard Tree Removal:
1	\$20,000.00	Identification & removal of hazard trees--especially in parks.
		Maintenance:
2	\$20,000.00	Pruning of ROW trees for health, clearance & sightlines. <i>Implement cyclical maintenance schedule.</i>
		Consultant Services:
3	\$10,000.00	Legal/subject matter expert review of all urban forestry plans & codes.
	\$10,000.00	Storm cleanup contingency
	\$50,000.00	FY2027 Regular Operating Budget
	\$10,000.00	Contingency Fund
	\$60,000.00	TOTAL PROPOSED BUDGET