



## SUSTAINABILITY COMMITTEE MEETING MINUTES

February 24, 2026 at 2:30 PM

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

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### Call to Order

Chair Christine Moon called the meeting of the Sandpoint Sustainability Committee to order at 2:30pm on Tuesday, February 24, 2026, in Council Chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

#### PRESENT

Christine Moon, Chair  
Deborah Dickerson, Vice Chair  
Diana Duke  
Makayla Sundquist  
Mary Wilkosz

#### ABSENT

John Monks

Also present were City Council liaison Pam Duquette, staff liaison Rachel McKinley, and board clerk Mandy Brown.

### General Announcements/Comments

#### Meeting Minutes Approval

##### 1. Approval of the Minutes from the Committee's January 27, 2026, Meeting

The minutes from the Committee's January 27, 2026, meeting were approved as presented.

Motion made by Makayla Sundquist, Seconded by Diana Duke.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Sundquist.

#### Old/Unfinished Business

##### 2. Report – Status of Committees' prioritized goals and objectives for 2026 by Rachel McKinley

Rachel McKinley gave a brief update informing the Committee that their goals were reviewed by City Council and amended.

Committee member Sundquist made a motion to accept the goals as amended by City Council.

Motion made by Makayla Sundquist, Seconded by Mary Wilkosz.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Sundquist, Committee Member Wilkosz.

##### 3. Report – Memorandum of Understanding with the University of Montana by Rachel McKinley

Ms. McKinley gave an update and stated that she is waiting for a response from the University of Montana.

**4. Report - Student Pilot Projects by Christine Moon**

Committee member Moon provided an update on her communication with neighboring Colleges and Universities that have interest in a common partnership. Moon spoke with Kathy Araújo of Boise State University and reported on the optimistic partnership with a Student of BSU. Moon also reported on her communication with Washington State University, Gonzaga, and Eastern Washington University. The committee recommended Rachel McKinley move forward with drafting and sending a memorandum of understanding to Boise State University.

The motion was made by Mary Wilkosz to recommend Rachel McKinley draft and send a memorandum of understanding to Boise State University.

Motion made by Mary Wilkosz, Seconded by Makayla Sundquist.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Sundquist, Committee Member Wilkosz.

**5. Report - Project 7B & Sandpoint Forward by Mikayla Sundquist**

Committee member Sundquist provided an update that she reached out to Sandpoint Forward and was waiting for a response. Sundquist has a meeting with Project 7B next week and will provide an update at the next regularly scheduled meeting. Sundquist further spoke on the idea of bringing the applicable parts of the plan to City Council. City council liaison Duquette shared insight from her conversation with the Mayor and recommended when the plan is published the entire plan be recommended to City Council.

**6. Report – 2018 City of Sandpoint’s Energy Efficiency Improvements Audit Report conducted by Mikayla Sundquist**

Committee member Sundquist spoke with Brit Sdao of Avista. Brit Sdao provided insight that a new Energy Efficiency Audit isn’t going to be created, but she would review the plan and investigate possible changes. Sundquist had yet to receive a review.

**7. Report – Leading Cities' AcceliGOV program by Diana Duke**

Committee member Duke provided insight into the five Leading Cities’ AcceliGOV grants. Ms. McKinley shared information from a meeting with the Mayor that he had already applied on behalf of the City.

**8. Discussion – Review the 5-4-25 Sustainability Checklist Matrix**

Committee member Moon led a discussion, and the committee collaborated to begin a working draft on topics. The committee identified several high priority topics and began a working draft.

**New Business - none**

**9. Discussion – Budget Items for Council - action item**

City council liaison Duquette shared she had a meeting with the Mayor prior to the committee meeting and shared the possibility of the Committee having a budgeted amount of money in 2027. The committee identified high and low priority items if a budget became available. With the highest priority item being a ICLEI membership.

Committee member Wilkosz made a motion to pursue a budget for the year 2027 with the priority of obtaining an ICLEI Membership.

Motion made by Mary Wilkosz, seconded by Diana Duke.

Voting Yea: Chair Moon, Vice Chair Dickerson, Committee Member Duke, Committee Member Sundquist, Committee Member Wilkosz.

**10. Discussion – Definition Recommendation for Sustainability Master Plan - action item**

The committee had a discussion on the definition of Sustainability for the Sustainability Master Plan. They reviewed the definition of Sustainability in the Comprehensive Plan and the Committee’s definition of Sustainability.

Committee member Wilkosz made a motion to adopt the definition of Sustainability as defined in the Comprehensive Plan.<sup>1</sup>

**Committee Roundtable**

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 4:00 pm.

The foregoing minutes, prepared by the Board Clerk, were approved by the Committee during their meeting on \_\_\_\_\_, 2026.

\_\_\_\_\_  
Christine Moon, Board Chair

\_\_\_\_\_  
Attest: Mandy Brown, Board Clerk

<sup>1</sup> The Comprehensive Plan definition of Sustainability is defined in Appendix B as “A continuing process of social and economic development which meets the needs of the present generation without compromising the needs and aspirations of future generations based on principles that assure good stewardship of resources and responsible outcomes relative to the built and natural environments.”