



SUSTAINABILITY COMMITTEE MEETING MINUTES

March 24, 2026 at 2:30 PM

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

Call to Order

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

Roll Call

PRESENT

Christine Moon, Chair

Diana Duke joined at 2:32pm and left at 3:30pm

Makayla Sundquist

Mary Wilkosz

John Monks

ABSENT

Deborah Dickerson, Vice Chair

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

General Announcements/Comments

Meeting Minutes Approval

1. Approval of the Minutes from the Committee's February 24, 2026, Meeting

The minutes from the Committee's February 24, 2026, meeting were approved as presented.

Motion made by Mary Wilkosz, Seconded by Makayla Sundquist.

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

New Business

The committee reordered New and Old Business to accommodate City Staff present at the meeting.

1. Report – Downtown Revitalization Phase 3 by Diana Duke

Committee Member Duke provided a brief update on the Downtown Revitalization Phase 3 project. Duke highlighted pedestrian and bicycle access and encouraged committee members to attend the Downtown Revitalization Phase 3 Open House.

2. Discussion – Yard Branch Pick Up Program by Rachel McKinley - action item

The committee had a discussion on the upcoming Yard Branch Pick Up Program. Streets supervisor Wes Albin provided a brief overview of the program. Albin also provided insight into

the current issues faced in program operations. Staff liaison Rachel McKinley also asked the committee to help with ways to make the program more sustainable. The committee provided recommendations for renaming the program and educating the community on the goals of the program. The program is expected to occur in April 2026.

Committee member Monks made a motion to recommend Committee member Sundquist assist staff in ways for the program to become more sustainable.

Motion made by John Monks, seconded by Diana Duke.

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

Old/Unfinished Business

3. Report – Student Pilot Projects by Christine Moon

Committee member Moon provided an update on the memorandum of understanding sent to both Boise State University and Montana State University.

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

Committee member Sundquist provided an update that she spoke with Glenn Griffith of Sandpoint Forward. Griffith asked the Sandpoint Sustainability Committee to review and provide edits to the Sandpoint Forward Resilience Plan. The committee members volunteered to review portions of the document and recommend edits.

5. Discussion – Sustainability Checklist Matrix for protocol establishment

Committee members further discussed topics of importance on the Sustainability Matrix. Staff liaison McKinley provided a digital visual for the committee to use as a working draft. After further discussion the Sustainability Checklist Matrix discussion will continue at the next regular meeting.

6. Report – 2026-2027 Budget Recommendations

Committee members further discussed ICLEI membership and education expenses to recommend on the 2026-2027 budget.

Committee Roundtable

Committee member John Monks discussed the Syringa Water District and watershed to be brought back at a future meeting.

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