



URBAN FORESTRY COMMISSION MEETING MINUTES

October 23, 2025 at 3:00 PM

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

Call to Order

Deputy City Clerk Hayley Keys called the meeting of the Urban Forestry Commission to order at 3:06 p.m. on Thursday, August 28, 2025, in Council Chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho. After calling the meeting to order, Paige Belfry volunteered to be the presiding officer for the meeting as the Chair and Vice Chair were absent.

Roll Call

PRESENT

Paige Belfry
Preston Andrews
Geoff Gregory

ABSENT

Mose Dunkel, Chair
Chase Youngdahl, Vice Chair

Also present were City Council liaison Kyle Schreiber, staff liaison Erik Bush, Public Works Administrative Assistant Jess Parker and Deputy City Clerk Hayley Keys, serving as board clerk.

Meeting Minutes Approval

1. The minutes from the Commission's August 28, 2025, meeting were approved as presented.

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

New Business

2. Downtown Revitalization Phase 3 Citizen Advisory Committee

Mr. Bush provided some brief information on job duties of the Downtown Revitalization Phase 3 citizen Advisory Committee. Paige Belfry was then nominated to serve on behalf of the Urban Forestry Commission and accepted the nomination

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

Following the nomination, the Commission members allowed a member of the public to speak regarding tree decline throughout the city.

New Business – continued

3. 2026 Top Priorities

After a discussion from Commission members, they decided to outline two top priorities for 2026, and bring back this item to the next regular meeting that will allow for boarder

member participation. The two priorities they outlined were looking into the current tree ordinance and managing a tree planting plan.

4. Reschedule November 27, 2025, Meeting

After a brief discussion, the Committee decided to move the November 27th meeting to Friday, November 21, from 11:00 a.m. to 12:30 p.m.

Motion made by Belfry, Seconded by Andrews

Voting Yea: Andrews, Gregory, Belfry

Old/Unfinished Business

5. Continue Discussion of the Definition for Historical Trees in Sandpoint

The Commission voted to postpone this action item until the next regular meeting to allow for broader member participation. The motion was approved as reflected below.

Motion made by Belfry, Seconded by Gregory

Voting Yea: Andrews, Gregory, Belfry

General Announcements/Comments

The Commissioners discussed the City's standing with Tree City USA and the elm trees on S. Boyer Avenue. Information only; no Commission action.

Adjourn

With no further business on the agenda, the meeting was adjourned at 4:51 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.

Board Chair

Attest: Hayley Keys, Deputy City Clerk