



SUSTAINABILITY COMMITTEE MEETING MINUTES

December 8, 2025 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 Monday, December 8, 2025, in Council Chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Christine Moon, Chair
Deborah Dickerson, Vice Chair
Diana Duke
Mary Wilkosz
Makayla Sundquist
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 November 13, 2025, Meeting

The minutes from the Committee's November 13, 2025, meeting were approved as presented.

Motion made by Mikayla Sundquist, Seconded by Diana Dickerson.

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

Old/Unfinished Business

2. Recommendation - Committees' prioritized goals and objectives for 2026 - action item

The committee established their 2026 goals as follows in priority order:

- A. Engage one or more university programs to partner with the City on sustainability
- B. Gather baseline and benchmark data for a municipal operation sustainability framework by December 2026
- C. Develop a Framework for implementing "F" ⁱ of our duties by April 2026
- D. Advocate for education and training for staff on sustainability in 2026

Motion made by John Monks, Seconded by Mary Wilkosz

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

3. Recommendation - Sustainability Plan: Communication Plan adoption - action item

The committee discussed the Communication Plan and Committee Member Wilkosz made a motion to recommend the plan for review by City Staff with Rachel facilitating the review process.

Motion made by Mary Wilkosz, Seconded by Mikayla Sundquist.

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

4. Report - U of I student pilot project communication – action item

Committee Member Wilkosz made a motion to modify the letter to replace the five existing projects with “Gather baseline and benchmark data for a municipal operation sustainability framework” as listed above and add a reference to the memorandum of understanding that will be to follow.

Motion made by Mary Wilkosz, Seconded by Diana Duke.

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

5. Report - Boise State University's “Power Talks” series by Mary Wilkosz

Committee member Wilkosz shared an upcoming series hosted by Boise State on sustainability topics.

New Business - none

Committee Roundtable

Adjourn

With no further business on the agenda, the meeting was adjourned at 3:53 pm.

The foregoing minutes, prepared by the Board Clerk, were approved by the Committee during their meeting on _____, 2025.

Christine Moon, Board Chair

Attest: Mandy Brown, Board Clerk

i “F” Evaluate proposed parks, public works, infrastructure, and development projects and initiatives for their potential environmental impact and sustainability benefits, providing recommendations for improvements or alternatives. As established in Sandpoint Sustainability Committee Duties (City Code 2-7-4).