



## URBAN FORESTRY COMMISSION MEETING MINUTES

November 21, 2025 at 11:00 AM

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

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### Call to Order

Commission Vice Chair Chase Youngdahl called the meeting of the Urban Forestry Commission to order at 11:00 a.m. on Friday, November 21, 2025, in Council Chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

### Roll Call

#### PRESENT

Chase Youngdahl, Vice Chair  
Preston Andrews  
Paige Belfry

#### ABSENT

Mose Dunkel, Chair  
Geoff Gregory

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

### Meeting Minutes Approval

1. The minutes from the Commission's October 23, 2025, meeting were approved as presented by a unanimous vote of the Commissioners present.

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

### Old/Unfinished Business

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

Mr. Bush provided a brief history of the agenda item and the current definition of "historical tree". Following a short discussion, Commissioner Belfry moved to approve the definition as follows, seconded by Commissioner Andrews:

Historical Tree: A tree which by virtue of its association with or contribution to a historical structure or district or its association with a historical event.

Motion approved by unanimous vote of the Commissioners present.

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

3. Recommendation on Right-of-Way Trees in the Cedar Street Reconstruction Project

Mr. Bush introduced Public Works Director Holly Ellis and Project Manager Rachel McKinley. Staff provided a project update since last heard by the Commission in January 2025. Following a brief discussion between staff and Commission members, Commissioner Youngdahl moved to table the recommendation to the next regularly

scheduled meeting, seconded by Commissioner Andrews, and approved unanimously by Commissioners present as follows:

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

4. Discussion on the *Outstanding Trees of Sandpoint* Pamphlet

Commissioners present unanimously agreed to table this discussion until the next regularly scheduled meeting.

**New Business**

6. Reschedule December 25, 2025, Meeting

After a brief discussion, the Commission decided to move the December 25<sup>th</sup> meeting to Thursday, December 18, at 3:00 p.m. in the White Pine conference room (if Council chambers is not available).

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

**Old/Unfinished Business - continued**

5. 2026 Top Priorities

Following discussion, Commissioner Belfry moved to approve the following top priorities for 2026, seconded by Commissioner Andrews, and approved unanimously by the Commissioners present:

1. Tree Ordinance
2. Tree Planting Plan
3. Budget Analysis/Recommendations
4. Outstanding Tree Pamphlet
5. Arboricultural Manual

**General Announcements/Comments**

The Commissioners discussed the elm trees on S. Boyer Avenue, the future Arbor Day event, and an update on the spongy moth. Information only; no Commission action.

**Adjourn**

With no further business on the agenda, the meeting was adjourned at 12:32 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 \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chase Youngdahl, Board Vice Chair

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Attest: Hayley Keys, Deputy City Clerk