

SANDPOINT CITY COUNCIL AGENDA REQUEST FORM

Today's date: 3 / 23 / 26

Date of meeting 4 / 15 / 26

(City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

Councilor Kyle Schreiber

*Kyle Schreiber*

Address: \_\_\_\_\_

Phone number and email address: kschreiber@sandpointidaho.gov

Authorized by: Joe Tate *[Signature]*

*name of City official*

*City official's signature*

(Department Heads, City Council members, and the Mayor are City officials.)

\*Subject: Heritage Tree Categories and Definitions - ACTION ITEM

Summary of what is being requested: Consider adoption of change to Sandpoint City Code 7-15-13 to add the categories/definitions of heritage trees approved by the Urban Forestry Commission on November 21, 2025.

The following information **MUST** be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city?  Yes  No  
If yes, in what way? \_\_\_\_\_

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: \_\_\_\_\_ Have they been contacted? **Yes or No**  
\_\_\_\_\_  Yes  No  
\_\_\_\_\_

3. Is there a need for a general public information or public involvement plan? **Yes or No**  
If yes, please specify and suggest a method to accomplish the plan:  Yes  No  
\_\_\_\_\_  
\_\_\_\_\_

4. Is an enforcement plan needed? **Yes or No** Additional funds needed? **Yes or No**  
 Yes  No  Yes  No

5. Have all the affected departments been informed about this agenda item? **Yes or No**  
 Yes  No

**This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.**

**ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM**

\*City Staff, please check one box: Consent  Old Business  New Business  Other/Unknown