

# Lewiston Urban Forestry and Cemetery Commission **SPECIAL MEETING AGENDA**

**December 4, 2024 – 4:00PM**

**LEWISTON COMMUNITY CENTER  
1424 Main Street, Lewiston**

1. **CALL TO ORDER**

Roll Call

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff.

*Comments may be made: (1) in-person, (2) by emailing the Parks and Recreation Administrative Assistant at [dglenn@cityoflewiston.org](mailto:dglenn@cityoflewiston.org) or (3) by calling (208) 746-2313 x6101 and leaving a message. Comments submitted by email or phone will be forwarded to the Parks and Recreation Commission. If you would like your comment to be read aloud during the meeting, please so indicate in your message. Members of the public who wish to provide in person comment, but who are unable to secure a seat in the designated meeting space and/or overflow room(s) due to occupancy or gathering limits, will be rotated in and out of the designated meeting space in order to provide comment.*

3. **CONSENT AGENDA**

- a. Approval of Minutes from October 30, 2024 –Action Item

4. **REPORTS, PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE**

- a. October and November Parks and Recreation Department Monthly Report -Review

5. **NEW BUSINESS**

- a. Cemetery Southside Undeveloped Property Update – Discussion Item
  - i. Review of Lewiston City Council Work Session on November 4, 2024  
Southside Property discussion
- b. Vacant Position and Expiring Commissions – Discussion Item

- i. Discussion on recruitment of new members to fill the open role on the commission.
  - ii. Commissioners were given an update on their current commission terms
    - 1. 3 terms expiring in February 2025, all positions will be posted as vacancies with full interview processes.
- c. Bylaw Changes – Action Item

6. **OLD BUSINESS**

- a. Normal Hill Cemetery Master Plan Update – Discussion Item
  - i. Chair to provide an update on the review process
- b. Current and Upcoming Development Review – Discussion Item
  - i. Development Review Committee items from the past month related to city code and forestry
- c. Living Lewiston Quarterly Magazine – Discussion Item
  - i. Discuss the upcoming magazine and urban forestry topic ideas for an article

7. **COMMISSION MEMBER COMMENTS**

8. **CITY COUNCIL LIAISON COMMENTS**

9. **UPCOMING MEETINGS**

- a. UFCC January 22, 2025 @4pm at the Lewiston Community Center

10. **FUTURE AGENDA TOPIC**

- a. Urban Forester/Arborist Role
- b. Damaged Headstone Project
- c. Tree Selection Guide
- d. Urban Forestry Management Plan Review
- e. UFCC Presence at Community Events to Promote Urban Forestry
- f. Creation of a 5 Year Budget Plan to modify and present to Council during Upcoming Budget seasons

11. **ADJOURNMENT**