

**CITY OF LEWISTON  
CEMETERY AND URBAN FORESTRY COMMISSION  
REGULAR MEETING  
1424 MAIN STREET, LEWISTON, ID 83501**

**AGENDA  
January 28th, 2026 @4:00PM**

**I. CALL TO ORDER**

Roll Call

**II. 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 can be made: (1) in-person, (2) by emailing the Staff Liaison [dglenn@cityoflewiston.org](mailto:dglenn@cityoflewiston.org) or (3) by calling (208)746-2313 x1 and leaving a message. 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, will be rotated in and out in order to provide comment.*

**III. CONSENT AGENDA**

A. Approval of the January 28, 2026 Minutes

**IV. PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE**

A. Cemetery Monthly Report

a. The staff report was sent out to commission members for the month of November and December

B. Directors Report

a. An opportunity for the Parks and Recreation Director to provide update on ongoing projects within the department.

**V. ACTIVE AGENDA**

A. Columbarium Project Updates

B. Tree City USA Application

**VI. COMMISSIONER COMMENTS**

**VII. COUNCIL LIAISON COMMENTS**

**VIII. NEXT MEETING**

a. March 25th, 2026 - 4pm at the Lewiston Parks and Recreation Offices

**IX. ADJOURNMENT** – Action Item

X.

**CITY OF LEWISTON  
CEMETERY AND URBAN FORESTRY COMMISSION  
REGULAR MEETING  
1424 MAIN STREET, LEWISTON, ID 83501**

**MINUTES  
January 28th, 2026 @4:00PM**

**I. CALL TO ORDER**

Roll Call

Shirley Phillips, Elizabeth (Betty) Goetzinger, Maxine Miller. Dennis Hastings joined the meeting at 4:25pm. Also in attendance: Dave Sinner, Parks/Facilities Manager, Justin Glenn, Parks and Recreation Director, Damian Glenn, Recreation Coordinator, Kristin Schmidt, Administrative Specialist, and Matthew Wright, Council Liaison.

Absent: Brian Hensley.

**II. 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.

No Citizen Comments

**III. CONSENT AGENDA**

A. Approval of the December 3, 2025 Minutes

The Cemetery and Urban Forestry Commission reviewed the December meetings minutes. With no further discussion or revision, Commissioner Miller forwarded a motion to approve the minutes, seconded by Commissioner Goetzinger. The motion was approved unanimously.

**IV. PRESENTATIONS, COMMUNICATIONS AND CORRESPONDENCE**

A. Cemetery Monthly Report

a. The staff report was sent out to commission members for the month of November and December. There was no further discussion with the report.

B. Directors Report

a. Director Glenn provided a brief reintroduction of Dave Sinner, Parks/Facilities Manager to the commission. Glenn then reported that the City Council had recently passed to reimburse funds into the Urban Forestry budget, after a significant amount was used due to fallen trees from the Wind Storm in Late December.

**V. ACTIVE AGENDA**

A. Columbarium Project Updates

The City Council supported the columbarium award at the previous January 26, 2026 Council meeting. Prep work at the Cemetery has begun for phase one, with the placement of a foundational layer has gone in with base slabs being placed

soon. Parts of the estimate came in lower, and can be used for other development in the cemetery,

B. **Tree City USA Application**

The 2025 Tree City USA Application was submitted for the City of Lewiston in December. The application is still being reviewed. The Commission is interested in combining efforts with other organizations, like the Modie Park Conservancy, in hosting a larger Arbor Day Celebration with multiple tree plantings.

**VI. COMMISSIONER COMMENTS**

Maxine Miller questioned the implementation of a feature in the new columbarium site that would create a natural sound effect, such as flowing water. This would be a feature unique to our site. An additional question regarding a fee association with the Columbarium came during discussion. Director Glenn said pricing would currently reflect similarly to the purchase of a niche, with potential of having its own fee during the next fiscal cycle based on market study.

Miller also questioned the use of cartograph by the City of Lewiston, Parks Lead Supervisor Joe Broemeling mentioned he uses the technology frequently and the software is currently up to date with our tree inventory. Discussion also led to the plan to plant approved street trees in our arboretum and columbarium site to act as visual glossary of our street tree guide.

**VII. COUNCIL LIAISON COMMENTS**

**VIII. NEXT MEETING**

- a. February 25th, 2026 - 4pm at the Lewiston Parks and Recreation Offices

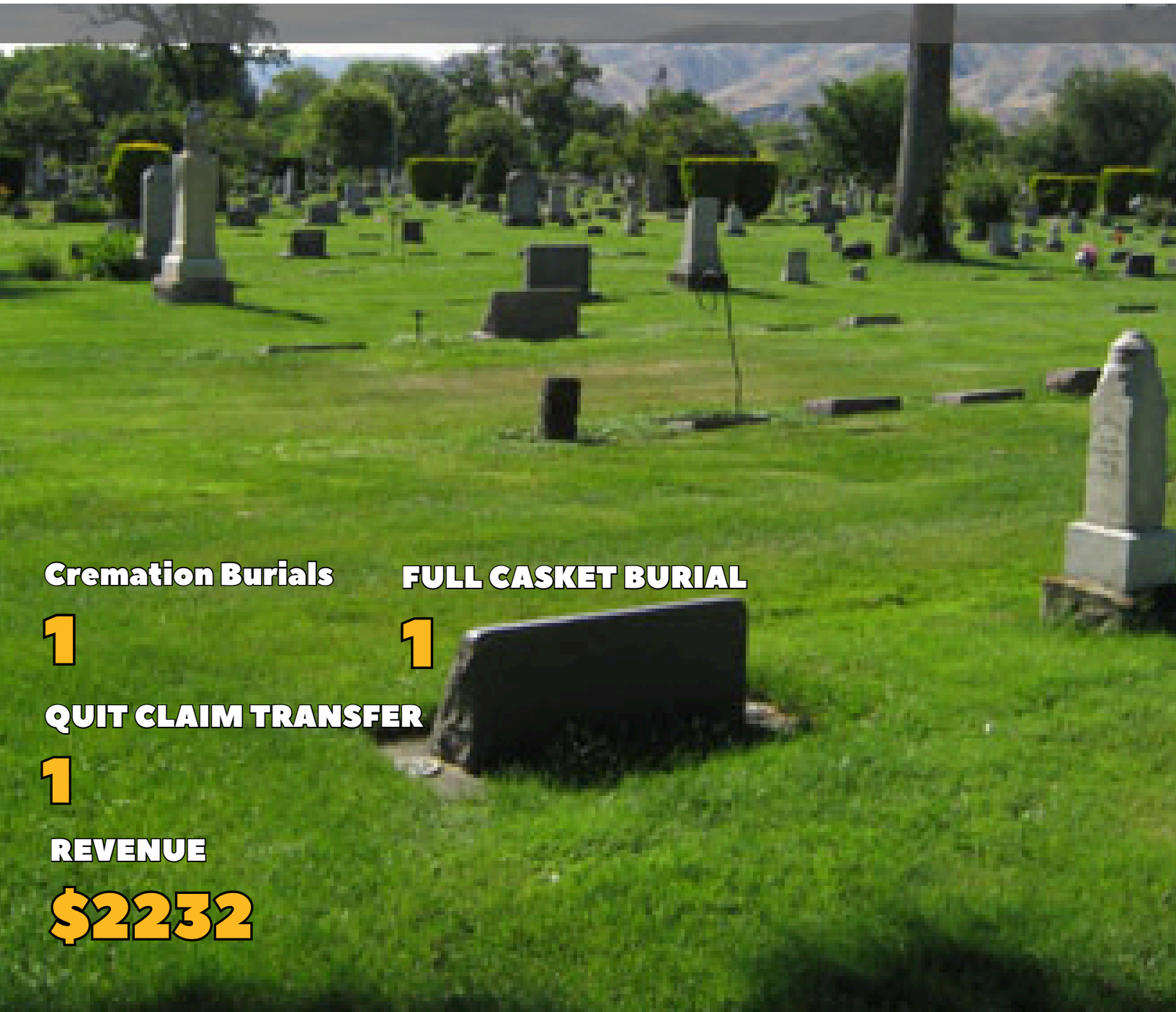
**IX. ADJOURNMENT – Action Item**

Motion to adjourn was forwarded by Commissioner Goetzinger and seconded by Miller. Motion carried unanimously. The meeting adjourned at 5:07pm.



JANUARY 2026  
**NORMAL HILL  
CEMETERY**

# **Chad Hewett**



**Cremation Burials**

**1**

**QUIT CLAIM TRANSFER**

**1**

**REVENUE**

**\$2232**

**FULL CASKET BURIAL**

**1**