CITY COUNCIL MEETING MINUTES

March 04, 2026 at 5:30 PM

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

Call to Order

Mayor Jeremy Grimm called the regular meeting of the Sandpoint City Council to order at 5:30 p.m. on Wednesday, March 4, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT
Mayor Jeremy Grimm
Councilor Deb Ruehle
Councilor Joel Aispuro
Councilor Kyle Schreiber
Councilor Pam Duquette
Councilor Joshua Torrez

ABSENT
Councilor Joe Tate

As required by the City's adopted Code of Ethics and Civility, as the presiding officer, Mayor Grimm identified law enforcement personnel serving as sergeant-at-arms for the meeting: Police Chief Corey Coon.

Pledge of Allegiance

Mayor Grimm led all present in the Pledge of Allegiance.

Announcements and Reports

Mayor Grimm made some initial brief remarks and provided instructions for members of the public who wished to speak during opportunities for public comment/testimony during the meeting.

Councilors provided reports from the City's citizen advisory boards on which they serve as Council liaison and Department Directors provided brief updates on projects and activities in their respective departments.

1. Audited Financial Statements for the Fiscal Year ending September 30, 2025 (for information only)
   Finance Director Sarah Lynds, along with Laura Parasida with Magnuson, McHugh, Dougherty CPAs, provided a presentation on the Audited Financial Statements for the fiscal year. Information only; no Council action.
2. FY 2025 4th Quarter Financial and Capital Report (for information only)

Public Comments

Mayor Grimm recited the rules and procedure for public comment during the meeting and offered an opportunity for members of the public to speak on items included on the Consent Calendar and Old and New Business topics on the agenda or other general matters not relevant to the business of the City of Sandpoint.

Consent Calendar - action item

Mayor Grimm noted for the record the amount of bills for payment approval, and the Consent Calendar was approved by a unanimous vote of Council.

3. The minutes from Council's February 4, 2026, regular meeting were approved as presented.
4. The minutes from Council's February 11, 2026, special meeting were approved as presented.
5. The minutes from Council's February 18, 2026, regular meeting were approved as presented.
6. The bills presented were approved for payment in the amount of $1,140,702.74, reflecting $355,771.10 for regular payables, and $784,931.63 for payroll.
7. **Resolution 26-010** Amending City Fees Schedule to add Commercial Property Assessed Capital Expenditure (C-PACE) Program Application Fee - approved
8. **Resolution 26-011** Amending City Fees Schedule to add James E. Russell Sports Center Membership Pause and Reactivation Fees - approved
9. **Resolution 26-012** University Place Subdivision PS20-0003 / PFP25-0002, Phase 4, First Amendment to Development Agreement (No. 991044) and Phase 4 Final Plat - approved
10. **Resolution 26-013** Professional Services Agreement with Century West Engineering for Woodland Drive Water Main Replacement Project (City Agreement No. A26-3452-2) - approved
11. **Resolution 26-014** Third Amendment to Professional Services Agreement with Stantec Consulting Services, Inc. (No. A25-3257-2), and Issuance of Task Order No. 4 for WWTP Screw Press Engineering Services during Construction - approved

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Torrez

Public Hearing

12. Proposal to Amend City Fees Schedule to add James E. Russell Sports Center Corporate Membership

    Mayor Grimm announced that the purpose of the hearing was to take testimony from the public as Council considers adding new fees to the City's fee schedule that would allow a new Corporate Membership Fee for the James E. Russell Sports Center.

    Community Planning and Development Director Jason Welker provided information and fielded questions from the Councilors.

    Mayor Grimm recited rules and procedure and then opened the hearing. City resident Iris Harrison testified, and the Mayor closed the public hearing.

13. **Resolution 26-015** Amending City Fees Schedule to add James E. Russell Sports Center Corporate Membership Fee

    Following Council deliberation, Councilor Ruehle made a motion to approve the resolution amending the City Fees Schedule to add the Corporate Membership Fee for the James E. Russell Sports Center.

    Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.
    Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Torrez
    Voting Nay: Councilor Schreiber, Councilor Duquette

Following a request from Councilor Aispuro and no objection from Council, agenda item #16, a request from Sandpoint Sailing Association for a longer-term Windbag Marina Moorage Memorandum of Understanding, was moved ahead of Old/Unfinished Business.

New Business

16. Request from Sandpoint Sailing Association for longer-term Windbag Marina Moorage MOU

    Mayor Grimm announced that the only item under New Business was a request from the Sandpoint Sailing Association for a longer-term Memorandum of Understanding for moorage at Windbag Marina. Mr. Welker provided an overview of the agenda item and introduced Sandpoint Sailing Association President Taylor Long, who came to the podium to provide brief remarks regarding the proposed request.

    Councilor Duquette then made a motion to direct staff to finalize a Memorandum of Understanding with the Sandpoint Sailing Association for a 10-year term. Following additional discussion, the motion passed by a unanimous vote of Council as follows:

    Motion made by Councilor Duquette, Seconded by Councilor Aispuro.
    Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Torrez

Old/Unfinished Business

14. **Resolution 26-016** Authorizing Application to Western States Fire Managers Wildland Urban Interface (WUI) Grant Program for Little Sand Creek Watershed Fire Mitigation Funding

    Project Manager Erik Bush introduced Elynn Rierson with Inland Forest Management, who provided a presentation on a grant program for Little Sand Creek Watershed Fire Mitigation and fielded questions from Councilors. Following discussion, Councilor Duquette made a motion to approve the resolution authorizing submission of an application to the WIU Grant Program, and the resolution was approved by a unanimous vote of Council as follows:

    Motion made by Councilor Duquette, Seconded by Councilor Schreiber.
    Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Torrez

    Following the approved resolution, Ryan Pennick with Inland Forest Management provided Councilors with a brief update on the general watershed management activities.

Following conclusion of this item, Mayor Grimm recessed the meeting for a brief break at 7:26 p.m., reconvening at 7:33 p.m.

15. **Resolution 26-017** Authorization for Mayor to Execute Contract with IPS Group, Inc., for Parking Management System Implementation

    Mayor Grimm announced that the next item under Old Business was a proposed resolution authorizing the execution of a contract with IPS Group, Inc. for the implementation of a parking management system. Director Welker provided a presentation and, along with Russell Robinson who works for IPS Group, fielded questions from Councilors.

    Councilor Ruehle made a motion to approve the resolution authorizing the Mayor to execute a contract with IPS Group, Inc., for the implementation of a parking management system, seconded by Councilor Aispuro. Following some final discussion, the morion passed by a majority vote of Council, as follows:

    Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.
    Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Torrez
    Voting Nay: Councilor Schreiber, Councilor Duquette

Executive Session

17. Motion to Convene in Executive Session pursuant to Idaho Code § 74-206(1)(a) to consider hiring a public officer, employee, staff member or individual agent, wherein the respective qualities of individuals are to be evaluated in order to fill a particular vacancy or need, Idaho Code § 74-206(1)(f) to communicate with the City's legal counsel to discuss the legal

ramifications of and legal options for pending litigation, or controversies not yet being litigated but imminently likely to be litigated.

Motion made by Councilor Ruehle, Seconded by Councilor Aispuro.
Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Torrez

18. With an affirmative vote of Council, an executive session was held pursuant to Idaho Code §74-206(1)(a) and (f), as noted above.

Reconvene and Adjourn

Following conclusion of the executive session, the regular meeting was reconvened and then immediately adjourned at 9:35 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the Deputy City Clerk, were approved by City Council during their meeting held ____________, 2026.

______________________	______________________
Jeremy Grimm, Mayor	Attest: Hayley Keys, Deputy City Clerk