



PARKING COMMITTEE MEETING AGENDA

October 16, 2026 at 7:30 AM

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

Call to Order

Roll Call

Meeting Minutes Approval

1. Approval of Minutes from the Committee's October 2, 2026, Meeting - ***action item***

Old/Unfinished Business

2. Discussion: Previous Meeting Follow-Up Questions

New Business

3. Discussion: Permit Types - Printed vs. Plate
4. Discussion: Downtown Employee Eligibility

General Announcements/Comments

Public Comment

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.
Attend remotely: Register at <https://www.sandpointidaho.gov/meetings>.
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



PARKING COMMITTEE MEETING MINUTES

October 02, 2026 at 7:30 AM

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

Call to Order

Board clerk Deputy City Clerk Hayley Keys called the meeting of the Sandpoint Parking Committee to order at 7:30 a.m. on Friday, October 2, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Scott Wilburn
 Brynn Williams-Woodruff
 Luke Omodt
 Erin Riseborough - *via Zoom*
 Bob Clark

During the meeting, the Committee members introduced themselves and provided information on their experience and background, and their reasons for wanting to participate as a member of this Committee. Also present were Mayor Jeremy Grimm, Lieutenant Michael Aerni, who will serve as staff liaison to the Committee, Community Planning and Development Director Jason Welker, and City legal counsel Zach Jones. Council liaison Joel Aispuro was absent.

Meeting Minutes Approval - none

Old/Unfinished Business - none

New Business

3. Orientation and Training - Legal Counsel

Committee members reviewed the Sandpoint Citizen Advisory Board Handbook, with City legal counsel Zachary Jones and Deputy City Clerk Hayley Keys providing training and an overview of the Idaho Open Meeting Law, Public Records Law, and Ethics in Government law and rules. Committee members were encouraged to obtain and provide City staff with an email address to be used exclusively for committee/city related business. Information only; no Committee action.

4. Election of Board Chair

Committee member Omodt self-nominated, volunteering to serve as the board Chair. Committee member Williams-Woodruff then nominated Committee member Clark to serve as the board Chair. Committee member Clark seconded Committee member Omodt's nomination. A vote was then taken on the nomination for Committee member Omodt, with the majority voting to elect as follows:

Motion made by Omodt, Seconded by Clark.
 Voting Yea: Omodt, Riseborough, Clark
 Voting Nay: Wilburn, Williams-Woodruff

5. Election of Board Vice Chair

Committee member Omodt nominated Committee member Clark to serve as Vice Chair. Following Committee member Omodt's nomination, Committee member Williams-Woodruff seconded Committee member Omodt's nomination. The nomination was approved by a unanimous vote of the Committee as follows:

Motion made by Omodt, Seconded by Woodruff.

Voting Yea: Wilburn, Williams-Woodruff, Omodt, Riseborough, Clark

6. Program History - Jason Welker

Community Planning and Development Director Jason Welker provided an in-depth presentation on Sandpoint's parking history, data, and current system that focuses on turnover and availability. Information only; no Committee action.

7. Enforcement - Lt. Michael Aerni

Sandpoint Police Lieutenant Michael Aerni provided information to the Committee on parking enforcement in the city. Information only; no Committee action.

General Announcements/Comments

There were no general announcements or comments from Committee members.

Public Comment

No members of the public were present during the meeting.

Adjourn

With no further business on the agenda, the meeting was adjourned at 8:57 a.m.

I presided over this meeting and can confirm that these minutes, prepared by the clerk, were approved by the Sandpoint Parking Committee during their meeting held on _____, 2026.

Luke Omodt, Chair

Attest: Hayley Keys, Deputy City Clerk