



CITY COUNCIL SPECIAL MEETING MINUTES

July 16, 2025 at 5:30 PM

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

Call to Order, Roll Call, and Pledge of Allegiance

Mayor Grimm called the special meeting of the Sandpoint City Council to order at 5:32 p.m. on Wednesday, July 16, 2025, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

PRESENT

Mayor Jeremy Grimm
Councilor Deb Ruehle
Councilor Joel Aispuro
Councilor Justin Dick
Councilor Kyle Schreiber
Councilor Pam Duquette
Councilor Rick Howarth

As required by the City's adopted Code of Ethics and Civility, Mayor Grimm identified Police Chief Corey Coon as law enforcement personnel serving as sergeant-at-arms for the meeting, then led all present in the Pledge of Allegiance.

The Mayor announced that this meeting had originally been called for the purpose of holding a public hearing to consider adoption of the 2025 Capital Improvement Plan and Development Impact Fee Study. With Council's postponement of a decision on tentative approval of the proposed Fiscal Year 2026 revenues and expenditures, intent to use forgone levying authority, and the scheduling of the annual budget public hearing, the budget workshop that had been proposed for August 6th had also been added to the agenda.

The Mayor reported that the agenda had been amended the day before with the addition of an executive session and, because an amendment was made and posted less than 48 hours prior to the meeting, per Idaho Code, the amended agenda could not become effective until Council voted to accept it.

Motion to accept the amendment and proceed with the amended agenda.

Motion made by Councilor Dick, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Meeting Minutes Approval

1. The minutes from Council's July 9, 2025, meeting were approved as presented.

Motion made by Councilor Schreiber, Seconded by Councilor Duquette.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

Public Hearing

2. Public Hearing and Adoption of the 2025 Capital Improvement Plan and Development Impact Fee Study

Community Planning and Development Director Jason Welker introduced this item and, along with Nicholas Huff with TischlerBise, the City's consultant, and Mayor Grimm, fielded questions from the Council members.

Mayor Grimm read the rules and procedure for public testimony and opened the public hearing. No one testified, and the Mayor closed the public hearing.

Council deliberated, with additional questions fielded by staff, City legal counsel Zachary Jones, Mr. Huff, and Mayor Grimm.

Motion to adopt the final 2025 Capital Improvement Plan and Development Impact Fee Study as presented, implementing the maximum supportable impact fees proposed.

Motion made by Councilor Ruehle, Seconded by Councilor Schreiber.

Voting Yea: Councilor Ruehle, Councilor Schreiber, Councilor Duquette, Mayor Grimm (breaking the tie)

Voting Nay: Councilor Aispuro, Councilor Dick, Councilor Howarth

With Mayor Grimm breaking the tie vote of Council, the motion passed.

Budget Workshop

Finance Director Sarah Lynds provided some introductory information regarding the annual budget timeline and process.

3. Department Budgets - Police Department, Public Works (PW) Department - PW Administration, Engineering Division, and Utilities (Water, Wastewater, Sanitation/Garbage, Fiber, and Stormwater), and Community Planning & Development (CPD) Department - CPD Administration and Parks & Recreation Division

Police Chief Corey Coon, Mr. Welker, and Public Works Director Holly Ellis all provided information on the FY2026 budgets proposed for their respective departments or portions thereof and, along with Ms. Lynds and Mayor Grimm, fielded questions from the Council members. Information only; no Council action.

4. Citywide Revenue Sources

Ms. Lynds provided information on the City's revenue sources and, along with Mayor Grimm, fielded questions from the Council members. Information only; no Council action.

Executive Session

5. Vote to Convene in Executive Session

Motion to convene in executive session pursuant to Idaho Code §§ 74-206(1)(b) and (d) to consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent and to consider records that are exempt from disclosure as provided in Chapter 1, Title 74, Idaho Code.

Motion made by Councilor Aispuro, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Dick, Councilor Schreiber, Councilor Duquette, Councilor Howarth

6. An executive session was held pursuant to Idaho Code §§ 74-206(1)(b) and (d), as noted above.

Reconvene and Adjourn

Following conclusion of the executive session, the meeting was reconvened and immediately adjourned at 10:25 p.m.

I presided over this meeting and can confirm that the foregoing minutes, prepared by the City Clerk, were approved by City Council during their meeting held _____, 2025.

Jeremy Grimm, Mayor

Attest: Melissa Ward, City Clerk