



## CITY COUNCIL MEETING MINUTES

February 18, 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, February 18, 2026, in Council chambers at City Hall, 1123 W. Lake St., Sandpoint, Idaho.

### Roll Call

#### PRESENT

Mayor Jeremy Grimm  
Councilor Deb Ruehle, Council President  
Councilor Joel Aispuro  
Councilor Kyle Schreiber  
Councilor Pam Duquette  
Councilor Joe Tate, attending remotely  
Councilor Joshua Torrez

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 and fielded questions from Council members.

1. Cash and Investment Transactions Financial Report – December 2025 (information only)
2. FY2026 First Quarter Financial and Capital Report (information only)
3. Cash and Investment Transactions Financial Report – January 2026 (information only)

Upon Councilor Ruehle's request and no objection from Council, agenda item 14, Communication Agenda and Administrative Policy, was moved up on the agenda, ahead of item 13.

Upon the Mayor's request and no objection from Council, agenda item 10, Downtown Revitalization Phase 3 Draft Basis of Design Project Update, was moved up on the agenda, ahead of the public hearing, item 8.

### 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**

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.

Motion made by Councilor Ruehle, Seconded by Councilor Schreiber.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Tate, Councilor Torrez

4. The bills presented were approved for payment in the amount of \$535,176.07 for regular payables.
5. **Resolution 26-007** Approving First Amendment to Custodial Services Contract with ASAP Services, Inc. (City Agreement A25-1940-1)
6. **Resolution 26-008** Approving Purchase Order 26-1740 to Pierce Auto Center for 2026 Ram 3500 Tradesman
7. **Resolution 26-009** Approving Purchase Order 26-1752 to Pierce Auto for City Hall Vehicle

### **Old/Unfinished Business**

10. Project Update: Downtown Revitalization Phase 3 - Draft Basis of Design

Matthew Gillis, P.E., Vice President of Welch-Comer Engineers & Surveyors, contracted City consultant, provided a presentation on the Downtown Revitalization Phase 3 Project and, along with City Project Manager Erik Bush, fielded questions from Council members. Information only; no Council action.

### **Public Hearing**

8. New James E. Russell Sports Center Membership Pause and Reactivation Fees

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 members of the James E. Russell Sports Center to pause and reactivate their membership.

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

Mayor Grimm recited rules and procedure and then opened the hearing. No one testified, and the Mayor closed the public hearing.

9. Proposed Resolution: Amending City Fees Schedule to add James E. Russell Sports Center Membership Pause and Reactivation Fees

Following Council deliberation, Councilor Schreiber made a motion to amend the proposed fee for pausing membership to reflect a tiered structure, where City of Sandpoint residents are paying less than those who do not reside within city limits, with the tiers reflecting \$5 for City residents, \$10 for Bonner County residents, and \$15 for members who reside outside Bonner County, and to set the reactivation fee at twice the cost of the monthly charge for an annual membership. The motion was seconded by Councilor Duquette.

Following additional deliberation and input from staff, Councilor Schreiber amended his motion to configure the pause fee tiers as follows: \$10 for City residents, \$15 for Bonner County residents, and \$20 for members who reside outside Bonner County. (No amendment to the portion of the motion setting the reactivation fee at twice the cost of the monthly charge for an annual membership.) Councilor Duquette seconded the amendment to the motion, and, with no vote necessary to approve this amendment, Council voted unanimously to approve these changes to the proposal that had been presented.

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

On the advice of City Attorney Fonda Jovick, with substantive changes to the resolution that had been provided in the meeting packet, a revised resolution reflecting these fees as modified and approved by Council will be presented for approval at the next meeting.

Following conclusion of this item, Mayor Grimm recessed the meeting for a brief break at 7:04 p.m., reconvening at 7:10 p.m.

### **Old/Unfinished Business - *continued***

#### **11. Ordinance 1436 Residential Zoning**

The Mayor announced that, next, Council would revisit a proposed ordinance repealing and replacing Sandpoint City Code 9-1-3 and Title 9, Chapter 4, Residential Zoning, Sections 1 through 6, where Council approved the amendments during their January 21, 2026, regular meeting but declined to consider the ordinance for codification that was presented at the following meeting on February 4, instead voting to postpone until such time as the City's Stormwater Master Plan is complete and directing staff to prepare a report to explore the opportunity of using the proposed standards as a density bonus for workforce and affordable housing. The Mayor then yielded the floor to Councilor Tate, who requested the addition of this item to the agenda, with the Councilor explaining that he voted to postpone adoption of this ordinance at the February 4 meeting due to procedural confusion and that he supports these code amendments as evidenced by his vote to approve them at the January 21 meeting.

The Mayor then asked the Clerk to read aloud the title of the ordinance as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, REPEALING AND REPLACING SANDPOINT CITY CODE TITLE 9, CHAPTER 1, SECTION 3, AND TITLE 9, CHAPTER 4, SECTIONS 1 THROUGH 6; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Councilor Ruehle made a motion that the Ordinance pass its first reading by title only and that the Summary is approved, seconded by Councilor Aispuro.

Prior to a vote on the motion, there were remarks from Councilors Schreiber and Duquette, supporting Council's February 4 decision to postpone adoption of the ordinance. Additionally, Mayor Grimm fielded a question from Councilor Torrez, with information also provided by City Planner Bill Dean.

Ms. Jovick clarified that adoption of the ordinance was simply Council's technical conclusion of the passing of the code changes they already approved on January 21. In order to, in essence, re-litigate the question of whether Council approves of these changes would have required a reconsideration of the underlying action. A Councilor has every right to vote against an ordinance that simply seeks to codify amendments that same Councilor already voted in favor of at a prior meeting, but the reason or reasons for any such change in vote must be stated for the record. In this instance, Councilors Schreiber and Duquette voted against the code amendments when they were presented on January 21 and have a right to continue to make that record to support their "no" vote when the actual ordinance is presented for consideration, but, for the other four Councilors who voted to approve the amendments, absent the articulation of a statement as to the reason for a change in vote, they are obligated to vote "yes" to now adopt the ordinance.

A vote on the motion for passage of the Ordinance's first reading by title only and approval of the Summary resulted as follows:

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

Motion that the rules requiring three separate readings, once in the Ordinance's entirety, be suspended and that the Ordinance pass its second and third readings under suspension of the rules.

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

Mayor Grimm announced that the motion had passed, and the Ordinance was considered read, passed and adopted under suspension of the rules, effective upon publication of the Summary in the newspaper.

12. Proposed Resolution: May 19, 2026, Election Ballot Question - City Of Sandpoint Local Option Sales Tax

Mayor Grimm announced that the next item under Old Business, following discussion at the last meeting, was a proposed resolution for Council to consider including a question to Sandpoint voters on the May 19, 2026, ballot as to whether the City should adopt a new local option tax.

The Mayor and Council reviewed the Mayor's memo, included in the meeting packet, as well as the draft resolution presented, and discussed the projects that may be included for expenditure of tax revenue, communication with and participation by Sandpoint voters, and timing of this ballot measure, with Ms. Jovick and Finance Director Sarah Lynds fielding questions and providing information.

Councilor Ruehle made a motion to delay consideration of including the question of a new local options sales tax on the ballot until the November 2026 election in order to solicit public feedback, ensure all questions of legality are answered, and receive additional input from staff and others, seconded by Councilor Duquette.

Following additional discussion, the motion passed by a unanimous vote of Council as follows:

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

## **New Business**

14. Communication Agenda and Administrative Policy

Following an introduction by Councilor Ruehle as to the policy purpose and objectives, remarks by Mayor Grimm, and discussion, Councilor Ruehle made a motion to direct all appointed officials of the City to collaborate on refining the draft policy and return to Council within 4 to 6 weeks for either a final vote or further revisions, seconded by Councilor Aispuro and approved.

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

Following conclusion of this item, Mayor Grimm recessed the meeting for a brief break at 8:27 p.m., reconvening at 8:32 p.m.

13. Discussion: Commercial and Downtown Zoning and Historic Preservation Codes Update

Mr. Dean provided a presentation and fielded questions, recommending a team effort for review and action in terms of downtown planning and zoning, reconceiving how commercial zoning is addressed in the City, and adopting an ordinance to achieve historic preservation. Information only; no Council action.

Prior to the vote to convene in executive session, Councilor Tate, who had been attending remotely, left the meeting.

**Executive Session**

- 15. 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)(b) 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 § 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 Schreiber, Seconded by Councilor Ruehle.

Voting Yea: Councilor Ruehle, Councilor Aispuro, Councilor Schreiber, Councilor Duquette, Councilor Torrez

Absent: Councilor Tate

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

**Reconvene and Adjourn**

Following conclusion of the executive session, the regular meeting was reconvened and then immediately adjourned at 10:16 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