



AGENDA REPORT

City Council Meeting

TODAY'S DATE: April 29, 2026

MEETING DATE: May 6, 2026

TO: Mayor Grimm, Sandpoint City Council

FROM: Jason Welker, Planning & Community Development Director

SUBJECT: Memorandum of Understanding with Sandpoint Sailing Association for Windbag Marina Moorage and City Sailing Program Partnership

RECOMMENDATION:

Approve the Memorandum of Understanding between the City of Sandpoint and Sandpoint Sailing Association, Inc. for use of designated slips at Windbag Marina and for administration of City-sponsored sailing programs.

FISCAL IMPACT:

The updated MOU continues a partnership model in which the City receives substantial value through the provision of youth and adult sailing programs without assuming the direct employment obligations associated with hiring sailing instructors. Under the agreement, program revenue will be split with thirty percent retained by the City and seventy percent remitted to Sandpoint Sailing Association. The City's share reflects its role in program administration, including registration, fee collection, waiver processing, and coordination through the Recreation Division. SSA's reduced moorage fees for its two larger instructional vessels are tied directly to weeks in which City-sponsored sailing programs are actually offered and conducted.

BACKGROUND:

The City has long benefited from its partnership with Sandpoint Sailing Association ("SSA") in providing community sailing opportunities and supporting recreation at Windbag Marina. The proposed updated Memorandum of Understanding modernizes that relationship and more clearly defines the respective roles of the City and SSA with respect to both marina moorage and operation of City-sponsored sailing instruction programs.

One of the most important changes in the updated MOU is the establishment of a new ten-year term. That longer term is significant for SSA because it provides organizational stability and the level of certainty needed to support fundraising for replacement and expansion of its instructional fleet. As Council is aware, long-term partnership certainty is often essential for nonprofit organizations when seeking grants, donations, and other capital support for recreational equipment and program improvements.

The MOU also updates the moorage arrangement for SSA's two larger instructional vessels at the 100 Dock at Windbag Marina. Rather than treating the moorage arrangement as a simple flat-fee or no-fee exchange, the updated agreement ties reduced moorage costs directly to public program delivery. Under the revised structure, SSA will receive free moorage for those larger vessels during all weeks in

which SSA offers City-sponsored sailing programs. This provides a clear and measurable public benefit exchange: the City supports SSA's marina use in return for SSA's continued delivery of sailing instruction opportunities for Sandpoint youth and adults.

Another major benefit of the revised MOU is that the City will no longer need to directly employ sailing instructors for these programs. Instead, SSA will contract with and employ the instructors directly and provide the associated insurance coverage. This is an important operational improvement for the City. It allows the City to continue offering sailing programs through its Recreation Division without assuming the employment, payroll, supervision, and liability complexities associated with directly hiring specialized instructional staff for on-the-water recreation programming.

More broadly, this agreement is a strong example of the type of partnership model the City seeks to cultivate in Sandpoint. It demonstrates how the City can work collaboratively with local sporting and outdoor organizations to expand recreation opportunities for residents while making efficient use of community expertise, volunteer capacity, and nonprofit leadership. Through this partnership, the City is able to support meaningful youth and adult recreation programming while SSA is able to strengthen its organizational footing and continue building local sailing capacity.

Staff believes the updated MOU is a well-balanced agreement that benefits both parties and advances the City's recreation goals. It creates greater clarity, reduces administrative and liability burdens for the City, provides long-term certainty for SSA, and reinforces a partnership that has delivered real public value. Staff greatly appreciates SSA's ongoing collaboration and its commitment to making sailing instruction available to the Sandpoint community.

ATTACHMENTS:

Proposed Memorandum of Understanding between the City of Sandpoint and Sandpoint Sailing Association, Inc.