

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019

OPENING Mayor Rognstad called the regular meeting of the City Council to order at 5:30 p.m. on Wednesday, January 2, 2019, in the Council chambers at City Hall, 1123 Lake Street.

ROLL CALL Council members Ruehle, Aitken, Darling, Williamson and Eddy were present. Councilman Aispuro was absent.

PLEDGE OF ALLEGIANCE Mayor Rognstad led the Council and the public in the pledge of allegiance to the flag.

ANNOUNCEMENTS

City Administrator Jennifer Stapleton announced that City residents can drop off their Christmas trees at the City Shop located at 2024 Airport Way. Further details on Christmas tree disposal is available on the City's website, Engage Sandpoint app and the City's Facebook page.

Business license renewal notices have been sent to business owners. Licenses will be renewed online this year. The link to the renewal form can be found on the City's website, and there is also a specific "Business" button on the Engage Sandpoint app that links to the form. Payments can be made online, or the application can be completed online, then payment can be made by mail. The public kiosk at City Hall is also an option for those who do not have Internet access. A question has been added to the business license application, asking each business or organization to categorize their industry, which is information that will be used, in part, as an economic indicator. Additionally, this information will provide guidance for strategic planning efforts.

Mayor Rognstad announced that there is an opening on the Sandpoint Planning and Zoning Commission and urged those interested to apply online.

CONSENT CALENDAR

Councilwoman Williamson moved that items A-1 through B be approved.
Councilman Darling seconded the motion.

A roll call vote resulted as follows:

Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Aispuro	Absent
Councilman Darling	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes

The motion passed by a unanimous vote of Council present.

A. MINUTES

**MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019**

- A-1 City Council regular minutes of December 19, 2018
- A-2 Historic Preservation Commission minutes of November 20, 2018
- B. Bills in the total amount of \$315,144.92 for regular payables.

OLD BUSINESS

C. RESOLUTION NO. 19-01 – FIELD RESERVATION POLICY AND PROCEDURES

Parks and Recreation Director Kim Woodruff noted that the proposed policy was reviewed by City Council during a workshop held on August 16, 2017. He reviewed revisions made to the policy since the workshop, as follows: the priority season designation is eliminated, if there is a request from two or more organizations for the same priority, a percentage of residency will determine the priority allocation, games will be given scheduling priority over practices and official tournament reservations are subject to the City's Special Events Policy and Procedures. Allocation meetings will be held twice a year with user groups on February 28 for spring and summer sports and July 31 for fall sports. All user groups were provided the revised policy, with no response or input received.

Rick Mullens, Sandpoint resident, suggested that the allocation meeting for Fall season be held on June 30. There was a consensus from City Council to change the date from July 31 to June 30.

Councilman Darling moved to approve the resolution, Field Reservation Policy and Procedures, as amended. **Councilman Eddy seconded the motion.**

A roll call vote resulted as follows:

Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Aispuro	Absent
Councilman Darling	Yes

The motion passed by a unanimous vote of Council present.

NEW BUSINESS

D. REQUEST FOR SEWER CHARGE REDUCTION AT 1605 BALDY MOUNTAIN ROAD

Councilman Aitken moved that City Council approve the request for sewer charge reduction at 1605 Baldy Mountain Road for the months of the leak in the amount of \$2,934.86. **Councilman Darling seconded the motion.**

A roll call vote resulted as follows:

Councilman Aispuro	Absent
--------------------	--------

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019

Councilman Darling	Yes
Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes

The motion passed by a unanimous vote of Council present.

E. PARKS AND RECREATION MASTER PLANNING EFFORT

Parks and Recreation Director Kim Woodruff reported that the most recent Parks and Recreation Trails Master Plan was adopted in 2010, with emphasis on sustainability and zero waste. When the plan was adopted in 2010, the City had a total of 84.5 developed park acres. The City park standard is 8 acres per population of 1,000, with a surplus of 18.68 park acres in 2010.

City Administrator Jennifer Stapleton said that a request for proposal will be released on January 15 in order to obtain services from a consultant to assist in the master planning process. The master planning process will be addressed through five different phases. Phase I will involve a community resource inventory, to include potential development of parks and recreation infrastructure within our neighboring communities, non-profit organizations and private providers. Some of this work was started last September, such as determining the cost per acre, type of services delivered for both parks and recreation infrastructure and obtaining mapping data.

Phase 2 of the master planning process will be a review of the current plan, will provide a public input process, and will include development of a prioritized action plan. This would include looking at the watershed, parks infrastructure, recreational programming and open spaces. Phase 3 will involve a site-specific planning process by looking at specific facilities and specific programs. We should consider a delay in making decisions on the Memorial Field turf until we reach the site-specific planning process. The local option tax is allocated to pay for the initial investment of the turf surface but not for annual maintenance costs, which could potentially impact how the City is investing in the overall parks system. Currently, the annual cost for maintenance and replacement costs, regardless what type of surface is installed at Memorial Field, are approximately \$80,000 to \$130,000 per year. The proposal is to include sports complexes within the specific site planning, as there is a challenge with field access due to drainage. Included on the ballot for the local option tax were field improvements at Memorial Field and other parks infrastructure improvements, with specific reference to City Beach and parking and other amenities for sports complexes. A comprehensive look at the watershed will be included within the site-specific planning as it relates to the environmental impacts and water protection with, a balance of potential recreation at the site.

Phase 4 will be a review of new and refined recreational programs and services, to

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019

include review of other recreational programming within the community. There would also be a review of goals and objectives, as adopted through the City's Strategic Plan, related to economic indicators and health related issues. City staff has been administering the High Five Grant that provides funding to reduce obesity and improve health for youth in our community. Phase 5 will be operational and maintenance planning to maintain current assets and look at increasing funding and review future priorities. This phase would also incorporate a performance management plan with a customer survey on our current facilities and recreation programming, review of economic impacts on tournaments, financial benchmarks and look at innovation trends.

The proposed timeline for the master planning process began with the park inventory in September 2018, which will be finalized in time for the request for proposal to be released on January 15, 2019. A citizen advisory committee will be formed, with membership of 12 to 15. The consultant would be selected at the end of February 2019 and will engage public involvement from March 2019 through November 2019. Phase 1 will be completed, and the site-specific planning process will begin by October 2019, with implementation the first part of 2020. The Edgewater Resort is slated for demolition in September 2020 and may remove the RV park, which could change parking at City Beach.

Parks and Recreation Director Kim Woodruff suggested waiting on making a decision on Memorial Field turf based on the proposed master planning process. **Councilwoman Ruehle** supported including the watershed as a recreational aspect. Jennifer Stapleton explained to **Councilwoman Williamson** that the consultant would be required to provide a proposed timeline as part of their request for proposal. In order to afford the cost to maintain City parks on an annual basis, there should be consideration of increasing user fees, although this will be counterintuitive in making the fields accessible. There has been consideration in charging for parking at City Beach, and the City has looked at other financial options. The financial cost analysis would be a significant part of the master planning process, with consideration of balancing inflation with construction costs. There has been a conservative approach within the budget, based on the potential loss of grocery tax revenue.

Steve Holt, non-Sandpoint resident, stated that, based on the City refinancing the bond for the purchase of the Baldy Mountain Road property that had originally been purchased for a potential regional wastewater treatment plant and is currently being used as a disc golf course, there is no legal obligation for the City to pay off the bond in a certain amount of time. He encouraged City Council to look at the importance of keeping this property. The current City Parks and Trails Master Plan supports this. Results from a citizen survey reflect that a majority support acquisition and development of parks and open space within the City. There was approximately 69% who support a dog park and tremendous support for hiking trails and trail connectivity. In 25 years, as the population increases, the City could potentially be 160 acres short of the "park vs. Population" ratio. He suggested that the Baldy Mountain Road property

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019

be considered as a part of the master planning process. The Kaniksu Land Trust has interest in acquiring the property, and the Sandpoint Disc Golf Association can raise funds with other grant opportunities to purchase the property.

Jeff Johnson, non-Sandpoint resident, stated he is a member of the Memorial Field Turf Committee. He said he was told by Parks staff that the City spends approximately \$15,000 to \$16,000 per year to maintain the grass turf at the infield at Memorial Field. According to the turf specialist that the City has been involved with, it costs \$110,000 to \$120,000 to install an artificial turf baseball infield. Over a period of ten years, the City would spend over \$160,000 to maintain a grass infield and would spend \$120,000 to replace the entire turf. Over the ten-year period, the City would be saving approximately \$40,000 with artificial turf. If artificial turf was installed, the baseball field could be used by all groups for a longer season, which means the City would save money.

Dan Chamberlain, non-Sandpoint resident, stated he is a representative of a youth program. He doesn't support artificial turf but realizes the importance of our youth having longer access to the fields. He suggested that there be one field allocated for practices, with the possibility of partnering with the City of Ponderay to use their Field of Dreams. He suggested that the City involve sports organizations in the planning process to help come up with the funds needed to keep the fields pristine for their use. He said their organization received a \$50,000 grant, but there are questions as to where and when to use the funds.

John Geddes, Sandpoint resident, stressed the importance of including the Baldy Mountain Road property during the master planning process. The Sandpoint Comprehensive Plan includes a goal to preserve and acquire open spaces and protect our natural habitat, wetlands and shore lines. The current recreation plan focuses on preserving stream corridors. This property is a huge asset for the City and the public. Based on the response to the survey, a majority feel that retaining this property is important.

Eric Nelson, Sandpoint resident, stated the use of the disc golf course is paid by voluntary user fees, and countless volunteer hours are spent to operate and maintain the course. The Sandpoint Disc Golf Association Board has been discussing ways to raise funds. He requested that the organization be provided a timeline to raise funds and come up with a plan to purchase the property. There are other recreational opportunities on the property as well.

Mayor Rognstad asked City Council, based on this evening's comments and comments voiced during past Council meetings, if they would consider including the Baldy Mountain Road property in the site-specific planning process. **Councilwoman Williamson** suggested including the property starting with Phase I of the master planning process, particularly when conducting an inventory analysis.

MINUTES
REGULAR MEETING OF THE SANDPOINT CITY COUNCIL
January 2, 2019

F. RESOLUTION NO. 19-02 – ADDENDUM #1 TO CONTRACT FOR MUNICIPAL PROSECUTOR LEGAL SERVICES

Councilman Aitken moved that City Council approve the resolution, Addendum #1 to Contract for Municipal Prosecutor Legal Services. **Councilman Darling seconded the motion.**

A roll call vote resulted as follows:

Councilwoman Williamson	Yes
Councilman Eddy	Yes
Councilwoman Ruehle	Yes
Councilman Aitken	Yes
Councilman Aispuro	Absent
Councilman Darling	Yes

The motion passed by a unanimous vote of Council present.

ADJOURNMENT The regular meeting adjourned at 6:36 p.m.

Shelby Rognstad, Mayor

ATTEST:

Maree Peck, City Clerk