



**DRAFT**

**CITY COUNCIL**

**MINUTES**

**1. CALL TO ORDER**

The meeting was called to order at 5:30 p.m. Mayor Shelby Rognstad presiding in Council chambers at Sandpoint City Hall, 1123 West Lake Street, Sandpoint, Idaho.

**2. ROLL CALL**

Present: Councilors Shannon Williamson\*, Deb Ruehle\*, Joel Aispuro, John Darling, Kate McAlister, Andy Groat

Absent: none – all present

*\*participated remotely*

**3. PLEDGE OF ALLEGIANCE**

**4. ANNOUNCEMENTS**

City staff made several announcements regarding: 1) the court’s decision in the lawsuit brought by Bonner County against the City regarding firearms at The Festival at Sandpoint; 2) the sewer lateral pilot project; 3) drones and the osprey nests at War Memorial Field; and 4) the Arts, Culture and Historic Preservation Master Plan survey.

Mayor Rognstad proclaimed September as National Senior Center Month in Sandpoint.

**5. PUBLIC FORUM**

No one spoke during public forum.

**6. CONSENT CALENDAR**

Item Number:	6A APPROVAL OF MEETING MINUTES
Date:	August 19, 2020, Regular Meeting

Item Number:	6B APPROVAL OF MEETING MINUTES
Date:	August 26, 2020, Special Meeting

Item Number:	6C APPROVAL FOR PAYMENT OF BILLS
Bills Total:	\$969,668.67 for regular payables

Item Number:	6D MONTHLY REPORT
Topic:	Treasurer’s Monthly Report on Cash and Investment Transactions – July 2020

Motion to approve the Consent Calendar.

Result:	Passed
Moved by:	McAlister
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

**7. OLD BUSINESS**

Item Number:	7A MASTER PLANNING
Topic:	Parks and Recreation Master Plan

City Administrator Jennifer Stapleton and Parks and Recreation Director Kim Woodruff made some brief comments and introduced Tom Diehl, Project Manager and Principal with GreenPlay, LLC, the City’s consultant, participating remotely, who provided a presentation on the final Plan. Information only. No Council action.

Item Number:	7B ORDINANCE 1377
Topic:	Annual Appropriation Ordinance, FY2021

Mayor Rognstad reported that, during their last regular meeting on August 19, 2020, Council voted to table adoption of the Annual Appropriation Ordinance and the Resolution to Reserve the Right to Recover Forgone Increase in a Subsequent Year.

Motion to take from the table the Annual Appropriation Ordinance and the Resolution to Reserve the Right to Recover Forgone Increase in a Subsequent Year.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

Ms. Stapleton provided a brief presentation and update regarding the final budget figures in light of Governor Little’s CARES Act property tax relief program and shared the updated Property Tax Comparative Summary chart from the City’s FY2021 Budget Book, reflecting \$934,757 in property tax savings for City of Sandpoint property owners.

Mayor Rognstad reported that the public hearing on the FY2021 City Budget was held and closed during Council’s last regular meeting on August 19, 2020, and Council subsequently approved the budget, as presented.

Mayor Rognstad read the title of the Ordinance, as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, TITLED “THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020”, APPROPRIATING \$34,601,714 TO DEFRAY THE PROPER EXPENSES AND LIABILITIES OF THE CITY OF SANDPOINT, IDAHO, FOR SAID YEAR, PURSUANT TO THE PROVISIONS OF SECTION 50-1003, IDAHO CODE, LEVYING A SUFFICIENT TAX UPON THE TAXABLE PROPERTY WITHIN SAID CITY FOR GENERAL REVENUE PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE, PROVIDING FOR A COPY OF THIS ORDINANCE TO BE FILED WITH THE BONNER COUNTY COMMISSIONERS, AND PROVIDING FOR THE PUBLICATION OF THIS ORDINANCE.

Motion that the Ordinance pass its first reading by title only.

Result:	Passed
Moved by:	McAlister
Seconded by:	Aispuro
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

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.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

The Ordinance was considered read, passed and adopted under suspension of the rules, and the Fiscal Year 2021 Sandpoint City Budget, which includes expenditure funds for each specific lease for the 2020-2021 renewal term for Lease Numbers 9291000596 and 1822829, was approved.

Item Number:	7C <b>RESOLUTION 20-038</b>
Topic:	Reserve the Right to Recover Forgone Increase in a Subsequent Year

Motion to approve the Resolution to Reserve the Right to Recover Forgone Increase in a Subsequent Year.

Result:	Passed
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Moved by:	Williamson
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

Item Number:	7D PUBLIC HEARING
Topic:	City Fees

Mayor Rognstad reported that, on August 12, 2020, City Council reviewed proposed changes to City fees and scheduled a public hearing to accept public testimony regarding proposed new fees and existing fees proposed to increase more than 5%. The Notice of Public Hearing was published in the Bonner County Daily Bee on August 18 and 25, 2020.

Ms. Stapleton provided a brief overview of the proposed changes to City fees, clarifying that the expedited processing fee reflected on the proposed new fees schedule pertains to administrative fees, such as those assessed for alcohol catering permits, for instance, which are sometimes requested from the permittee with little time afforded for staff processing. Before such expedited fees can be assessed, policy and procedure on the timelines and deadlines for submitting such permit applications would need be adopted and will be presented for Council consideration at a later date. This fee is different from expedited processing fees related to planning and building.

Mayor Rognstad stated the public hearing rules and procedures and opened the public hearing.

One member of the public spoke and testified during the public hearing: Sandpoint resident Jeremy Grimm.

With testimony taken from all who wished to be heard, Mayor Rognstad closed the public hearing.

City staff fielded questions from Council members and the Mayor, and City Council deliberated and engaged in a brief discussion, including acknowledgement that written testimony regarding proposed changes to the fee schedule was also received and forwarded to Council members for their consideration prior to the meeting.

Item Number:	7E <b>RESOLUTION 20-039</b>
Topic:	Adoption of New City Fees and Approval of Changes to Existing Fees

Motion to approve the Resolution for Adoption of New City Fees and Approval of Changes to Existing Fees.

Result:	Passed
Moved by:	Groat
Seconded by:	Darling
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

**8. NEW BUSINESS**

Item Number:	8A <b>ORDINANCE 1378</b>
Topic:	Meeting Rules of Order and Procedure

City Attorney Andrew Doman provided a brief presentation on this Proposed amendment to Sandpoint City Code 1-5-2-N-1, adopting Robert’s Rules of Order as the official parliamentary procedure governing City Council meetings, as well as City Planning and Zoning Commission meetings and other public city meetings and fielded questions from Council members.

Mayor Rognstad read the title of the Ordinance, as follows:

AN ORDINANCE OF THE CITY OF SANDPOINT, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO; AMENDING CHAPTER 5 OF TITLE 1, SANDPOINT CITY CODE, PERTAINING TO MEETING RULES OF ORDER AND PROCEDURE; PROVIDING THAT THIS PROVISION SHALL BE DEEMED SEVERABLE AND THAT REMAINING SECTIONS OF SANDPOINT CITY CODE SHALL NOT BE

AFFECTED BY A FINDING THAT THESE PROVISIONS ARE UNLAWFUL OR UNENFORCEABLE; AND PROVIDING FOR PUBLICATION AND AN EFFECTIVE DATE.

Motion that the Ordinance pass its first reading by title only and that the Summary is approved.

Result:	Passed
Moved by:	McAlister
Seconded by:	Aispuro
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

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.

Result:	Passed
Moved by:	Aispuro
Seconded by:	Groat
Voted Yes:	Williamson, Ruehle, Aispuro, Darling, McAlister, Groat
Voted No:	
Abstained:	
Absent:	

The Ordinance was considered read, passed and adopted under suspension of the rules, and the Summary was approved.

**5. ADJOURN**

Mayor Rognstad adjourned the meeting at 7:35 p.m.

I presided over this meeting and can confirm that these minutes, prepared by the City Clerk, were approved by City Council during their regular meeting on \_\_\_\_\_.

\_\_\_\_\_  
Shelby Rognstad, Mayor

Attest: \_\_\_\_\_  
Melissa Ward, City Clerk