



## **PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES**

**March 13, 2025 at 11:30 AM**

**White Pine Conference Room, City Hall Second Floor - 1123 W. Lake St. Sandpoint, Idaho**

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### **Call to Order**

Chair Cate Huisman called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 a.m. on Thursday, March 13, 2025, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

### **Roll Call**

#### **PRESENT**

Cate Huisman, Chair  
Jennifer Heller  
Evan Lewis  
Radley Peterson  
Reid Weber  
Erin Billings

#### **ABSENT**

Molly O'Reilly, Vice Chair  
Julie Perchynski

City Engineer Brandon Staglund, staff liaison to the Committee, City Council liaison Deb Ruehle, Board clerk Heather Faircloth, Deputy City Clerk Hayley Keys, and Mayor Jeremy Grimm were also in attendance.

Chair Huisman advised that any public comment during the meeting would need to adhere to the City's rules of civility and meeting decorum and that those speaking would have up to three minutes for their comments.

### **Meeting Minutes Approval**

1. The minutes from the Committee's February 13, 2025, meeting were approved as presented. Motion made by Evan Lewis, seconded by Reid Weber. All Committee members present voted in favor.

### **Old/Unfinished Business**

2. Selection of Presiding Officer when Committee Chair and Vice Chair are unavailable to attend in person.  
  
Following a brief explanation, this item was continued to the next Committee Meeting when Mr. Staglund will provide more information on this topic.

### **New Business**

3. Staff Presentation: Daher #1 Subdivision Preliminary Plat

Mr. Staglund provided a presentation on the Daher #1 Subdivision Preliminary Plat. Information was shared on the previous Great Northern Road Project that will not be pursued, resulting in this project/plan option. Committee members shared their thoughts on both projects and how they affected pedestrian and public sidewalk possibilities.

**4. Development Review Subcommittee Report/Presentation**

Subcommittee members Erin Billings and Jennifer Heller summarized the subcommittee's recent meeting and shared the subcommittee's frustration with the current methods of information gathering on current projects through the City's website. Mayor Grimm touched on the current process and shared that it is being reviewed by City Engineer Brandon Staglund and City Planner Bill Deal for improvements. The Development Review Subcommittee will wait for a project to be brought to them before they schedule their next meeting.

**5. Intersection Subcommittee Report and Proposed Recommendation on Construction of Curb Ramps**

Jennifer Heller presented on the subcommittee's discussion on City's inconsistent curb ramp directions and widths. Mr. Staglund and Mayor Grimm shared knowledge on how to properly measure curb ratios and studies on curb ratio impact on traffic turns. Due to Vice Chair Molly O'Reilly's absence, the topic of curb ratios is being continued to the Committee's next scheduled meeting. The committee discussed intersections that are shared with the State of Idaho and the protocol for making suggestions for said intersections. Mr. Staglund and Mayor Grimm reminded Committee members that, as private citizens, they can contact other agencies regarding their concerns, but, as Committee members, they cannot contact other agencies under the pretense of being direct representatives of the City. *No action was taken on this item.*

**6. Other Subcommittee Reports**

Reid Weber summarized the information from the Multimodal Transportation Master Plan subcommittee meeting notes. The subcommittee has decided to focus on the Downtown Phase 3 project and has come up with a plan to compose a list of recommendations to bring to the full Committee for possible recommendation to City Council.

Chair Cate Huisman presented an update from the Events Subcommittee, noting that a speaker from Pend Oreille Pedalers will be attending the next Subcommittee meeting to speak on their upcoming "Bike to Work" event.

**7. Staff Presentation: Fourth Avenue Sidewalk Project**

Mr. Staglund presented the Fourth Avenue Sidewalk Project and suggested that committee members walk the area that the City has identified for this project so they can provide their thoughts and recommendations.

**8. Staff Presentation: Phase 3 Downtown Revitalization Project**

Mr. Staglund presented on the Phase 3 Downtown Revitalization Project, and Mayor Grimm shared the project timeline, noting that funding will come from Urban Renewal monies. The Committee discussed the streets affected by this project, and it was suggested that Committee members walk said streets and compose their thoughts and suggestions.

**General Announcements/Comments**

Chair Huisman offered members of the public an opportunity to speak during the Committee's General Announcements and Comments portion of the meeting. Information only; no Committee action.

**Adjourn**

The meeting was adjourned at 12:54 pm.

I presided over this meeting and can confirm that these minutes were approved by the Committee during their meeting on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Cate Huisman, Chair

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Attest: Samantha Branscome, Board Clerk