



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

**November 14, 2024 at 11:30 AM**

**Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho**

---

### **Call to Order**

Chair Cate Huisman called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 am on Thursday, November 14, 2024, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

### **Roll Call**

#### **PRESENT**

Cate Huisman  
Erin Billings  
Jennifer Heller  
Julie Perchynski  
Molly O'Reilly  
Reid Weber

#### **ABSENT**

Evan Lewis  
Radley Peterson  
Taylor Prather

1. Brandon Staglund introduced himself to the team as the new Staff Liaison and gave an overview of his experience in the area and his role as a Civil Engineer for the City of Sandpoint.

### **Meeting Minutes Approval**

2. The minutes from the Committee's October 10, 2024, meeting were approved as presented.

### **Old/Unfinished Business**

3. Overview of Committee Duties

Mr. Staglund presented an overview of the duties of the Committee, as outlined in City Code (Title 2, Chapter 6, Section 4), sharing, for instance, how the Committee's involvement and recommendations could be taken into consideration relative to the City's Multimodal Transportation Master Plan and its upcoming updates and clarifying how and to what degree the Committee would be involved with the City's building/planning application review processes. The Committee was encouraged to study current conditions and the effectiveness of pedestrian walkways, multiuse paths, and bike lane locations throughout the City, possibly collaborating with the City's ADA Advisory Committee, and suggest improvements or share ideas and/or policy changes that may resolve issues and improve conditions.

4. Ms. O'Reilly reported on behalf of the Cedar Street Subcommittee. Notes will be provided to the full Committee via email following the meeting.

## **New Business**

5. The Committee discussed possible subcommittees, with consideration of the development of “generic” or “standing” subcommittees to cover broader themes of concern to help with productivity time. Requested action items for the next meeting: Formation of subcommittees for Intersection Designs, Development Plans Check List, Multimodal Transportation Master Plan, and Event Planning.

## **Committee Roundtable - General Announcements/Comments**

Mr. Staglund shared that he plans to include an item on the next meeting agenda to discuss how and under what circumstances the City’s capital projects will be brought to the Committee for review or input. He also explained the timing as to how and when a building/land use application becomes public record.

The Committee discussed the City’s current methods of communication with the public on developments and projects, with a decision to include a topic on next month’s agenda to discuss how the Committee might make recommendations on publicizing city project open houses and other such events.

A topic will be included on the next meeting’s agenda for information to be provided by staff on possible funding for pedestrian-bicycle focused study/analysis to inform City policy and actions, as set forth in the Committee’s duties and responsibilities.

## **Adjourn**

Following coordination of chair coverage for the next meeting, the meeting was adjourned at 12:45pm.

I presided over this meeting and can attest that these minutes, prepared by the Board clerk, were approved by the Committee during their meeting on \_\_\_\_\_, 2024.

---

Cate Huisman, Chair

---

Attest: Heather Faircloth, Board Clerk