



## PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

September 11, 2025 at 11:30 AM

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

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### Call to Order

Vice Chair Molly O'Reilly called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:40 a.m. on Thursday, September 11, 2025, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

### Roll Call

#### PRESENT

Molly O'Reilly, Vice Chair  
Erin Billings  
Radley Peterson  
Julie Perchynski  
Sally Lankamer

#### ABSENT

Cate Huisman, Chair  
Jennifer Heller  
Reid Weber  
Katie Stepleton

Also present were staff liaison Associate Planner Erik Brubaker, Public Works Director Holly Ellis, Project Manager Erik Bush, and Deputy City Clerk Hayley Keys, serving as board clerk. Council liaison Deb Ruehle arrived at 11:58 a.m.

Vice Chair O'Reilly reported that the agenda had been amended the day prior with the removal of the item pertaining to the Ella Cottages project. The item for review of amendments to the sidewalk in lieu fee program was also removed a few days prior. Additionally, the agenda was re-ordered, with old and new business combined to ensure the Committee could address more pressing issues toward the top of the meeting. Because an amendment was made and posted less than 48 hours prior to the meeting, per Idaho Code, the amended agenda could not become effective until approved by the Committee. Committee member Billings moved to accept the amendment and proceed with the amended agenda, seconded by Committee member Perchynski, and followed by a unanimous affirmative vote by the Committee members present.

Motion made by Billings, Seconded by Perchynski.

Voting Yea: O'Reilly, Billings, Peterson, Perchynski, Lankamer

### Meeting Minutes Approval

1. Committee member Perchynski made a motion to approve the Committee's August 14, 2025, meeting minutes as presented, seconded by Committee member Billings. Before a vote was taken, Vice Chair O'Reilly suggested an amendment to the minutes in order to reflect that Radley Peterson was a member of the Development Subcommittee. Committee members Perchynski and Billings amended their original motion for the purpose of requesting this amendment to the minutes. The motion to amend passed

unanimously by the Committee members present, followed by an affirmative vote to approve the minutes as amended.

Motion made by Billings, Seconded by Perchynski.

Voting Yea: O'Reilly, Billings, Peterson, Perchynski, Lankamer

### **Committee Business**

2. Committee and Staff Review Workflow

Mr. Brubaker led a discussion on the timing of workflows for the Committee's review of future development projects, with Ms. Ellis providing information pertinent to future Public Works projects.

3. Open House Update

Mr. Brubaker led a discussion regarding the Committee's request for a potential open house for the public on current projects and asked the Committee members to reconsider the idea. He noted that staff believe there is already a substantial amount of information to review and that an open house as envisioned could cause confusion. Ms. Ellis provided clarification on how in lieu funds expire and discussed potential criteria for determining future expiring fees.

4. Division Avenue Corridor Improvements, Phase 2

Ms. Ellis presented the current design for the next phase of improvements to the Division Avenue corridor. Following her presentation, Vice Chair O'Reilly made a motion that the Committee supports sidewalks set back from the curb on the east side of Division Ave., that, at intersections, the Committee asks for evaluation of all elements to maximize safety of children walking and biking, and that minimizing vehicular turning speeds seems important. The motion was seconded and passed unanimously as reflected below.

Motion made by O'Reilly, Seconded by Perchynski.

Voting Yea: O'Reilly, Billings, Peterson, Perchynski, Lankamer

5. Fourth Avenue Sidewalk Project Preliminary Review

Mr. Bush and Ms. Ellis presented the planned sidewalk locations on Fourth Avenue. Before the Committee could discuss a motion, Ms. Lankamer announced her departure, resulting in the loss of a quorum.

### **Adjourn**

The remainder of the agenda items were not addressed, and the meeting was adjourned at 12:45 p.m.

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

\_\_\_\_\_  
Molly O'Reilly, Board Vice Chair

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Attest: Hayley Keys, Deputy City Clerk