



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

June 12, 2025 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 Pedestrian and Bicycle Advisory Committee Meeting to order at 11:30 a.m. on Thursday, June 12, 2025, in Council Chambers at City Hall, 1123 W Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Cate Huisman
Erin Billings
Jennifer Heller (arrived 11:35 a.m.)
Julie Perchynski (arrived at 11:33 a.m.)
Molly O'Reilly
Radley Peterson
Reid Weber

Also present were staff liaison Brandon Staglund and board clerk Samantha Branscome.

Meeting Minutes Approval

1. The minutes from the Committee's May 8, 2025, meeting were approved as presented.

Motion made by O'Reilly, Seconded by Weber.

Voting Yea: Huisman, Billings, O'Reilly, Peterson, Weber

Public Comments

No members of the public commented.

Chair Huisman reported that the agenda has been amended the day prior in order to add item #4, Discuss and Vote on Recommendations for the Milbrath Multifamily Project, which the Committee had agreed to postpone to this meeting. This item was inadvertently missed when the agenda was posted; therefore, the agenda was amended to ensure it was included. 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. Perchynski moved to accept the amendment and proceed with the amended agenda, seconded by Peterson.

Motion made by Perchynski, Seconded by Peterson.

Voting Yea: Huisman, Billings, O'Reilly, Peterson, Weber, Perchynski

Old/Unfinished Business

2. Subcommittee Reports

The events subcommittee had no update; the development subcommittee had no update; the MMTMP subcommittee will present during agenda item #7; the intersections subcommittee

plans to bring recommendations as action items to the Committee's next regularly scheduled meeting.

3. Staff Update: Action on Recommendations from Committee

Mr. Staglund notified the Committee that the project formally known as Farmin Flats received recommendations from the Committee via a City staff report and has included many of the Committee's suggestions in their updated plans.

The Committee briefly mentioned the 25 MPH speed limit issue on Highway 2 and staff's plans to discuss this with ITD.

4. Discuss and Vote on Recommendations for the Milbrath Multifamily Project

Committee member Reid Weber recused himself from this discussion.

The Committee agreed to readdress this agenda item at their next regularly scheduled meeting in July.

New Business

5. Discuss Specific Recommendations for Pedestrian & Bike Safety on Trails

The Committee had no comments on this agenda topic.

6. Discuss Committee Request for Direction

After a brief discussion, the Committee decided to present the draft letter to the mayor for review with the goal of clarifying their purpose. Mr. Staglund offered to present on the In Lieu Fee program to provide clarification to the Committee on their role in the program going forward.

7. Discuss MMTP Subcommittee Meeting Notes from February 6, 2025

Due to a clerical error, the Committee agreed to revisit this agenda item after the Subcommittee finds the correct set of notes they would like to present on. Vice Chair Molly O'Reilly suggested adding an action item for July's meeting about adding Complete Streets to the MMTP.

8. Discuss Downtown Bike Rack Survey

Mr. Staglund presented a bike parking inventory of the downtown core as a potential project for the Committee, noting the potential to make recommendations for the City's upcoming Downtown Parking Plan.

Vice Chair O'Reilly plans to research and find an inventory that has been completed in the past. Ms. Heller agreed to put together a form to aid in taking an inventory. The Committee discussed plans to survey the downtown core for bike parking, and agreed to wait until preliminary research has been completed.

9. Recommended Bicycle Parking at/near the City Downtown Parking Lot

After a brief discussion, the Committee agreed to postpone voting on this item until the downtown bike parking survey has been completed.

10. Vote on Recommendations for the 4th Avenue Sidewalk Project

Chair Huisman suggested that the section of Fourth Avenue from Superior to Pine St. should take first priority, as the current state of this portion is poor. Ms. Billings noted there are steps along the curbing on some portions of Fourth Avenue. The Committee and Mr. Staglund discussed ADA requirements for curbing and ramps. Mr. Peterson stated that Lake St. has some sidewalks in poor shape and is missing sidewalk altogether in some areas. Vice Chair O'Reilly suggested adding curb ramps on both the East and West side of the Fourth Avenue and Pine

intersection for safety. Mr. Weber stated that he would like to see access to the Third Avenue Pier incorporated into this sidewalk project.

The Committee agreed to have the Intersection Subcommittee present a bullet point list of recommendations to vote on at the next regularly scheduled meeting.

General Announcements/Comments

No general announcements or comments were made.

Adjourn

With no further business before the committee, the meeting adjourned at 1:00 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.

Cate Huisman, Board Chair

Attest: Hayley Keys, Deputy City Clerk