



AGENDA REPORT

City Council Meeting

TODAY'S DATE: October 1, 2026

MEETING DATE: October 7, 2026

TO: Mayor Grimm, Sandpoint City Council

FROM: Jason Welker, Planning & Community Development Director, and Erik Bush, Project Manager

SUBJECT: City Beach Parking Lot project, update and next steps

DESCRIPTION/BACKGROUND:

At its September 16th meeting, City Council gave direction to staff to proceed with the “Essential RV Park” concept presented at that meeting, which provides a value-engineered version of the full RV Park buildout originally developed following community engagement and work with the RV Park subcommittee of the Parks Commission.

The Design team for the RV Park and City Beach parking lot projects has begun to advance the 35% RV Park design to construction-ready documents, with the expectation that those will be completed by mid-November. Given the timing, the team recommends opening the bid for the RV Park after the new year, with construction commencing as soon as conditions allow (likely February or March). Given the reduced scope of the “Essential RV Park,” the team would expect the project to be completed in time for opening in mid-June.

Meanwhile, the 35% drawings already completed, which show the fully built out RV Park, including restroom facility, ADA improvements, a shared picnic and fire pit area by the lake, paved RV pads, enhanced landscaping, picnic tables at each site, and curbs and sidewalks throughout the RV Park, will be utilized to apply for a second RV Fund grant this January, which we would expect to hear on whether it is awarded by May of 2027.

HMH and MTLA’s other task, beyond bringing the RV park to construction-ready design, is to develop 35% design documents for the remainder of the City Beach parking lot, including improvements to flow of traffic to the boat launches, improved and expanded boat trailer parking, pedestrian safety, stormwater, landscaping, lighting, and other enhancements to the ~300-vehicle parking facility that, as far as our records show, has not seen a meaningful improvement since it was first paved in the 1960s.

Included with this staff report is the updated concept for the remainder of the parking lot, incorporating the feedback received over months of iterating the design, including work with the Parks Commission, feedback from the community at a Farmers Market open house, a community survey, and previous presentations to City Council. The concept’s most notable change from previous concept is the removal of the separation that previous concepts showed between vehicle parking and boat trailer parking, the addition of 18 pull-through boat trailer parking stalls (no more backing in or out of stalls required), and the addition of 10 dual-purpose boat trailer stalls (which serve as 20 vehicle stalls). The new concept expands boat trailer parking at the expense of some vehicle parking, reducing the number of vehicle stalls from 278 standard and ADA stalls today to 271. However, with the shared trailer/vehicle stalls

included, the new concept increases the number of vehicle stalls to 291, 13 more than are available today.

The updated plan retains the roundabout concept at the entrance to manage flow of different vehicle types into and out of the parking lot and boat launch area, while expanding access to parking closer to the swimming areas where most parkgoers wish to be and boat trailer parking closer to the launch where boaters need to be. The boat launch area is expanded for easier maneuvering of trailers, and, most importantly, the concept creates safe pedestrian routes across and around the entire parking lot, connecting visitors from where they park to where they are going more safely than today's arrangement allows.

STAFF RECOMMENDATION:

Before directing the design team to advance the concept to 35% design with engineers' cost estimates (needed for grant applications this winter), staff are looking for Council's approval of the concept as presented tonight. Staff believe this version addresses the expressed concerns and desires of the broader community and Council around vehicle circulation and access, pedestrian safety, open-space preservation, retention of existing vehicle parking, and year-round adaptability of the boat trailer and vehicle parking areas based on seasonal fluctuations in utilization of City Beach by the boating and general beachgoing communities.

Staff recommend Council approve the current design and direct the design team to advance it to 35% and develop cost estimates which staff may use for grant applications in the upcoming grant season.

ACTION:

No action needed, discussion only and consent to proceed.

WILL THERE BE ANY FINANCIAL IMPACT? N HAS THIS ITEM BEEN BUDGETED? Y

ATTACHMENTS:

City Beach parking lot conceptual design v.6