



## **AGENDA REPORT**

### **City Council Meeting**

**TODAY'S DATE:** February 11, 2024

**MEETING DATE:** February 19, 2024

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Erik Bush PLA, Project Manager, City Forester

**SUBJECT:** Preliminary Design of the Downtown Parking Lot Rehabilitation Project

#### **DESCRIPTION/BACKGROUND:**

This project will rehabilitate Sandpoint's Downtown Parking Lot, located at 218 Church Street to improved safety, accessibility, and long-term infrastructure maintenance.

The parking lot is in poor condition, with failing asphalt, potholes, and tripping hazards. It currently has 121 parking spaces, many of which are undersized and do not meet the City Parking Code requirements. Additionally, the parking lot lacks stormwater treatment, and its layout presents challenges for snow removal operations.

The rehabilitation project will include new asphalt and subgrade material, stormwater improvements, Dark-Sky-Compliant lighting, new shade trees, and updated pavement markings. The redesigned layout will provide approximately 128 total parking spaces, including 27 compact and 6 ADA-accessible parking spaces. Additionally, a new entrance on Third Avenue will improve access and reduce conflict points; the existing entrances at Oak Street and Church Street will be removed. This new entrance will allow for safer access to the lot, as well as accommodate a potential future paid access parking system. This layout was designed by Sandpoint's Civil Engineer Brandon Staglund to improve efficiency, traffic flow, and safety.

Construction of this project is budgeted for in Fiscal Year 2025 with full funding by the Sandpoint Urban Renewal Agency (SURA). Construction is anticipated to begin in April and completed before the "Lost in the 50s" event, lasting up to three weeks. During construction, the parking lot will be closed to the public for safety reasons. Adjacent property owners and downtown businesses receive advance notifications via mailer in early March. Additional notification with detailed schedule will be sent once a construction contract is awarded.

#### **STAFF RECOMMENDATION:**

Staff recommends City Council consider approving the preliminary design for the Downtown Parking Lot Rehabilitation Project and authorize staff to finalize the design and advertise the project for construction bids. If approved, it is anticipated that a request to award a construction contract will be presented to City Council for consideration in April.

#### **ACTION:**

Motion to approve the resolution accepting the preliminary design for rehabilitation of the downtown parking lot and authorizing staff to transition the project to the final design stage and advertise for bids.

**WILL THERE BE ANY FINANCIAL IMPACT? YES HAS THIS ITEM BEEN BUDGETED? YES**

**ATTACHMENTS:**

1. Proposed Resolution
2. Downtown Parking Lot Rehabilitation Project Concept
3. Downtown Parking Lot Rehabilitation Project Preliminary Plans