



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

October 9, 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 Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 a.m. on Thursday, October 9, 2025, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Cate Huisman, Chair
Molly O'Reilly, Vice Chair
Erin Billings
Radley Peterson
Julie Perchynski
Sally Lankamer
Jennifer Heller
Reid Weber
Katie Stepleton

Also present were staff liaison Associate Planner Erik Brubaker, Project Manager Erik Bush, and Community Planning & Development Administrative Assistant Mandy Brown serving as board clerk. City Council liaison Deb Ruehle arrived at 12:05 p.m.

Meeting Minutes Approval

1. Committee member O'Reilly made a motion to approve the Committee's August 14, 2025, meeting minutes as presented.

Motion made by O'Reilly, Seconded by Huisman.

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

2. Committee member O'Reilly made a motion to approve the Committee's September 11, 2025, meeting minutes as presented.

Motion made by O'Reilly, Seconded by Huisman.

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

Committee Business

3. Committee Review and Concurrence on Comments regarding O'Connell Estates Subdivision

Upon announcement, Committee member Weber abstained from the discussion and recommendations. Following Mr. Brubaker's presentation and the Committee's discussion the Committee voted to concur on the following comments regarding the O'Connell Estates Subdivision: 1) 10–12-foot pathway from the roundabout to Samuelson Avenue, 2) a striped bike lane along Woodland Drive, 3) a multi-use pathway

to the north of Woodland Drive at least 12 feet wide, and 4) one rectangular rapid flashing beacon (RRFB) on the corner or two rectangular rapid flashing beacons on each side of the subdivision entrance.

Motion made by O'Reilly, Seconded by Heller.

Voting Yea: Huisman, O'Reilly, Billings, Peterson, Perchynski, Lankamer, Heller, Stepleton

Abstained: Weber

4. Election of Board Chair

Cate Huisman was nominated as Chair and accepted the nomination.

Motion made by O'Reilly, Seconded by Lankamer

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

With a unanimous vote of the Committee, Cate Huisman was elected Board Chair and will serve until the next election cycle in October 2026.

5. Election of Board Vice Chair

Erin Billings was nominated as Vice Chair and accepted the nomination.

Motion made by O'Reilly, Seconded by Huisman

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

With a unanimous vote of the Committee, Erin Billings was elected Board Vice Chair and will serve until the next election cycle in September 2026.

6. Election of Downtown Revitalization Phase 3 Citizen Advisory Committee

Radley Peterson was nominated as a member of the Downton Revitalization Phase 3 Citizen Advisory Committee and accepted the nomination.

Motion made by O'Reilly, Seconded by Heller

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

With a unanimous vote of the Committee, Mr. Peterson was elected to serve as a Downton Revitalization Phase 3 Citizen Advisory Committee Member and will serve the duration of the committee.

7. Recommendation to Staff: Fourth Avenue Sidewalk Project Preliminary Review

Mr. Bush presented the planned sidewalk locations on Fourth Avenue, with the Committee making the following recommendations: 1) a streetlight on Pacific Street & Fourth Avenue, and 2) that the sidewalk match from Third Avenue to Fourth Avenue on Pacific Avenue.

Motion made by O'Reilly, Seconded by Billings

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

8. Recommendation to Staff: Downtown Bike Parking

The Committee made a motion to postpone this item until their November meeting.

Motion made by O'Reilly, Seconded by Lankamer

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

9. General Updates from Staff Liaison

Mr. Brubaker shared a general update on current planning-related projects.

10. Subcommittee Reports

No reports from the subcommittees.

Committee Roundtable

No roundtable items/discussion.

Adjourn

The meeting was adjourned at 1:02 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: Mandy Brown, Board Clerk