



AMENDED PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING AGENDA

June 12, 2025 at 11:30 AM

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

Call to Order

Roll Call

Meeting Minutes Approval

- 1.** Approval of Minutes from the Committee's May 8, 2025, Meeting - **action item**

Public Comments

Old/Unfinished Business

- 2.** Subcommittee Reports
- 3.** Staff Update: Action on Recommendations from Committee
- 4.** Discuss and Vote on Recommendations for the Milbrath Multifamily Project - **action item**

New Business

- 5.** Discuss Specific Recommendations for Pedestrian & Bike Safety on Trails
- 6.** Discuss Committee Request for Direction
- 7.** Discuss MMTP Subcommittee Meeting Notes from February 6, 2025
- 8.** Discuss Downtown Bike Rack Survey
- 9.** Recommended Bicycle Parking at/near the City Downtown Parking Lot - **action item**
- 10.** Vote on Recommendations for the 4th Avenue Sidewalk Project - **action item**

General Announcements/Comments

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.

Attend in person: See above for meeting location. Seating available on first-come, first-served basis. Chambers overflow areas offer live meeting audio/video.

Attend remotely: Register at <https://www.sandpointidaho.gov/your-government/meetings>.

After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.

Contact the City Clerk with questions or requests for special accommodation: Email address above or call (208) 263-3310. Assisted listening devices available in chambers for use during public meetings.



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

May 08, 2025 at 11:30 AM

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

Call to Order

Vice Chair Molly O'Reilly called the meeting of the Pedestrian and Bicycle Advisory Committee Meeting to order at 11:40 a.m. on Thursday, May 8, 2025, in Council Chambers at City Hall, 1123 W Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Erin Billings
Jennifer Heller
Julie Perchynski
Molly O'Reilly
Reid Weber

ABSENT

Cate Huisman
Evan Lewis
Radley Peterson

Also present were City Council liaison Deb Ruehle (*arrived at 11:58 a.m.*), staff liaison Brandon Staglund, and Deputy Clerk Hayley Keys.

Meeting Minutes Approval

- The minutes from the Committee's April 10, 2025, meeting were approved as presented.
Motion made by Billings, Seconded by Weber.
Voting Yea: Billings, Heller, Perchynski, O'Reilly, Weber

Public Comments

No members of the public commented.

Old/Unfinished Business - none

New Business

- Discussion and Vote for Committee to Adopt Recommendations for Intersection Improvements at Boyer and Highway 2
After a brief presentation of the intersection subcommittee's short-term recommendations, a motion was made to accept the recommendations from the subcommittee as recommendations from the full committee for short-term improvements to the Boyer-Highway 2 intersection, with the addition of a seven-second lead time for pedestrian crossing light.

Motion made by Weber, Seconded by Heller.

Voting Yea: Billings, Heller, Perchynski, O'Reilly, Weber

After a brief presentation of the intersection subcommittee's long-term recommendations, the committee voted to approve recommendations as presented, with the exception of the recommendation of a seven-second lead time for the pedestrian crossing light.

Motion made by Perchynski, Seconded by Heller.

Voting Yea: Billings, Heller, Perchynski, O'Reilly, Weber

3. Discussion and Vote for Committee to Adopt Recommendations Related to Various Ongoing Private Development Projects

After a brief presentation by the development subcommittee, the committee voted on the following motion:

Approve recommendations as written for the Church St. Development (formally Farmin Flats).

Approve recommendations as written for the brewery on North Boyer.

Approve recommendations as written for Boyer Meadows Industrial Park.

Move Milbrath Multifamily discussion and vote to the next regularly scheduled meeting of the committee.

Approve recommendations for the Great Northern Commerce Subdivision, with the exception of the provision to provide the bike/pedestrian connection to the other phase.

Motion made by Perchynski, Seconded by Billings.

Voting Yea: Billings, Heller, Perchynski, O'Reilly

Voting Abstaining: Weber

4. Discussion and Vote for Committee to Adopt Recommendations Related to Phase III of the Downtown Revitalization Project

After a brief discussion, the committee voted to approve recommendations with an amendment.

"Strive for consistent curb radii of approximately 8 feet at intersections, aligning with recommendations from the Intersection Committee, to slow vehicle turns and improve pedestrian safety" was changed to "Strive for consistent curb radii of approximately 12 feet at intersections, aligning with recommendations from the Intersection Committee, to slow vehicle turns and improve pedestrian safety."

Motion made by Heller, Seconded by Weber.

Voting Yea: Billings, Heller, Perchynski, O'Reilly, Weber

5. Discuss Fourth Avenue Sidewalk Project

The committee plans to revisit this agenda item at their next regularly scheduled meeting.

6. Discuss North Division Crosswalk Location

Mr. Staglund provided brief remarks on the location of this sidewalk and that the audit recommended Fir St. as the location. Mr. Staglund also indicated there may be funds available in this year's budget to install ADA ramps at this location.

7. Staff Liaison Private Development Update – none

General Announcements/Comments

Committee members brought up potential agenda items for future discussion, including the Pine St. crosswalk at the corner of Pine St. Park, the Fourth Avenue crosswalk, and the Fifth and Pine southbound crossing. Ms. O'Reilly provided the committee with NACTO's Urban Bikeway Design Guide on intersections as a resource.

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.

Molly O'Reilly, Board Vice Chair

Attest: Samantha Branscome, Board Clerk

To: Mayor Grimm, Council and Staff, City of Sandpoint
From: Sandpoint Pedestrian Bicycle Advisory Committee
Request for Further Direction

Summary of Current and Past Projects

The Committee would like to thank the Mayor, staff and Council for the direction we have received thus far on issues/projects to spend our time. These are:

- Events: hold/participate in at least one event/year. We have met that minimum with our participation, with LPOSD and Pend Oreille Pedalers, in Bike to School and Work Day, on Wednesday, May 6. Our Events subcommittee is taking a brief break after this successful project.
- Multimodal Transportation Master Plan: Jason Welker articulated to us that we need to be involved in the redevelopment of the MTMP. SPBAC formed a subcommittee to pursue this in more depth than the full committee could at its monthly meetings. To date, the subcommittee has focused on downtown changes and produced recommendations adopted by the full committee on May 8, 2025.
- Private Development: Mayor Grimm has been clear that the committee has a role in evaluating and making recommendations on the pedestrian and bicycle elements of proposed projects. To implement this direction, a subcommittee has been formed to check the city's website for proposals monthly, evaluate them in detail, and submit suggestions for comments to SPBAC. The first set of suggestions have been approved by SPBAC as recommendations at their May 8 meeting. This subcommittee will continue to function.
- Public Projects: The committee formed an ad hoc subcommittee to visit the Cedar Street project, and encouraged a public meeting at the library. The committee is currently looking at the South Fourth Street sidewalk project.

Proposed Projects: Should we look into these?

Committee members have a few other areas of interest and concern and would appreciate direction on whether to pursue. It needs to be recognized that committee members are volunteers with full lives already. We may not be able to examine all areas of interest to the city or committee members but seek direction on these:

- Intersections: The safety of intersections for cyclists and pedestrians has been a committee interest from the first meeting. The diagonal nature of Highway 2 creates substantial problems. Signalized intersections make driving safer, but not always for those on foot or cycling. Every regular intersection is a potential conflict point. What the priorities are in design and implementation will determine who is safe and whether parents are comfortable allowing children to walk/bike to school, parks, and other destinations. Sandpoint's older population and its community members with disabilities would also potentially benefit from a "vision zero" approach to intersections. Does SPBAC have support in examining intersection design?
- Ordinances: should the committee examine ordinances proposed for updates for pedestrian/bicyclist impact? Should the committee examine other ordinances for possible pedestrian/bicyclist impact?

- In Lieu projects: The committee is charged with increasing public involvement. One promising aspect would seem to be to involve the public in deciding where sidewalk improvement projects should be done. Ideally, this would include public gatherings in the areas of the city where funding originates and is to be spent. Does SPBAC have support for this activity?

SPBAC would appreciate feedback on these areas its members have identified as important to walking and cycling safely in Sandpoint. Does the city support them? Are there others? What is their relative importance?

DRAFT

Notes MMTMP subcommittee 2/6/2025

Present: Radley, Reid, Molly

Not present: Evan, Deb (arrived late)

Notes: Molly O'Reilly

What is schedule for plan updates? How will that process be structured? What are the steps involved if the SPBAC has amendment suggestions? Ensuring robust public input in the revision process and outreach to educate the public on what the city has happening and planned. Specific projects: First Ave., Ontario.

Deb: First Ave. Plan is coming to Council soon. Be involved in that.

PBAC should be involved in both projects implementing the plan as well as being involved in specific projects and making sure the public has accurate information.

Deb: Committee potentially look at Boyer intersection in plan and assure it has public input and support.

Deb: City didn't get grants for Great Northern and will likely try to make some changes without completely rebuilding the roadbed, as is needed. Railroad wants the intersection redone.

It appears that Jason is the staff person with the coordination responsibility. Radley has reached out to him to confirm that.

Identify from the plan things that are working well and those we would suggest changes to.

Chair: Radley, backup Reid

Notes: rotate who takes notes and sends to Heather to distribute to the Full Committee.

February 27 meeting: Look at First Ave. Project with Brandon. Ask Brandon what projects are in the works.

Invite Jason in March. Plan a high-level reading for committee members before then.

Future Meetings: Monthly, 4th Thursday of the month, noon, Birch Room Sandpoint city hall.