



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING MINUTES

June 09, 2026 at 8:30 AM

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

Call to Order

The meeting of the Sandpoint Arts, Culture and Historic Preservation Commission was called to order at 8:30 a.m. on Tuesday, June 9th, 2026, by Chairwoman Susnis in the Council Chambers of City Hall.

Roll Call

PRESENT

Chair Ellen Susnis
Commissioner Barry Burgess
Commissioner Rick Decker
Commissioner Kate McAlister
Commissioner William Valentine
Commissioner Carol Deaner
Commissioner Darra Collison

STAFF

Contract, Grants, Procurement Officer Heather Faircloth
City Planner Bill Dean
Community Planning and Development Director Jason Welker

Meeting Minutes Approval

1. May 12, 2026, Draft Minutes for Approval - **Action Item**

May 12th, 2026, meeting minutes were approved unanimously by commissioners present, with two corrections: corrected spelling reference item 3, clarified that Elle Susnis, not staff, reported preparation of the Cedar Street RFP in item 6.

Motion made by Commissioner McAlister, Seconded by Commissioner Collison.
Voting Yea: Chair Susnis, Commissioner Burgess, Commissioner Decker, Commissioner McAlister, Commissioner Valentine, Commissioner Deaner, Commissioner Collison

Financial Report

2. Sandpoint Urban Renewal Agency (SURA) Financial Report

The latest financial information from the Sandpoint Urban Renewal Agency reflects the following for art fund balances as of June 2, 2026:

Downtown \$245,185.00 Northern \$135,144.97

Commission Business - Arts

3. Silver Box Project Update - **Action Item**

The project was approved by City Council on June 3rd. Chairwoman Susnis is coordinating artist transitions and installation logistics. Installation is anticipated by the end of June.

4. 105 S. 1st Ave Mural Application (105 S First Ave, Sdpt) - **Action Item**

Commissioners reviewed a mural application consisting of text, "This is the Place". Discussion centered on whether the proposal functioned more like a sign than a mural, its lack of historic or artistic character, and concerns about precedent within the historic downtown district. Motion to deny the mural application for 105 S. First Ave was approved unanimously.

Motion made by Commissioner Deaner, Seconded by Commissioner McAlister.

Voting Yea: Chair Susnis, Commissioner Burgess, Commissioner Decker, Commissioner McAlister, Commissioner Valentine, Commissioner Deaner, Commissioner Collison

5. Street Lamp Banner Program selection - **Action Item**

Commissioners reviewed and scored all banner submissions using the adopted evaluation rubric. After scoring proposal (I) was selected. Discussion included its strong representation of Sandpoint activities (bike, hike, sail, shop), its good visibility and community identity, and recommendation to thicken the font in some area for better visibility.

Motion to recommend proposal (I) to City Council for approval with minor font refinement, was unanimously approved.

Motion made by Commissioner McAlister, Seconded by Commissioner Collison.

Voting Yea: Chair Susnis, Commissioner Burgess, Commissioner Decker, Commissioner McAlister, Commissioner Valentine, Commissioner Deaner, Commissioner Collison

6. City Beach Basketball Court Mural Selection - **Action Item**

Commission reviewed submissions for the City Beach basketball court public art project. Proposed murals are to occupy the top of key 1, half court, and top of key 2. After scoring proposal (B) was selected. Discussion included its strong connection to Sandpoint and City Beach, appropriate scale and simplicity for a playable court surface, and relevant mural experience. Motion recommending proposal (B) to City Council for approval was unanimously approved.

Motion made by Commissioner Collison, Seconded by Commissioner Decker.

Voting Yea: Chair Susnis, Commissioner Burgess, Commissioner Decker, Commissioner McAlister, Commissioner Valentine, Commissioner Deaner, Commissioner Collison

Commission Business - Culture

Commission Business - Historic Preservation

7. Commercial A Historic Preservation Update

City Planner Bill Dean presented the draft Historic Preservation Ordinance as part of the broader downtown zoning update. Discussion covered property owner concerns regarding permit requirements, need for commissioner understanding of ordinance procedures, importance of educating property owners, and commission advocacy. Staff will be distributing digital copies of the draft ordinance to commissioners by the end of the day. Dean asked commissioners to review chapter 9 (historic preservation) prior to a workshop tentatively scheduled for 8:30am on June 15th.

Commission Business - General

Chairwoman Susnis reported that she intends to nominate 510 S. First Avenue and 119 N. First Avenue for the 2026 Orchids & Onions Awards and will personally cover the application fees. The application deadline is June 19, 2026.

Susnis also provided several project updates. She reported that the vendor requisition for printing the Historic Walking Tour Brochure has been approved and that the brochure will be sent to print this week.

The Big Belly Art wrap installation remains on schedule and is anticipated to be completed by the end of June. Additionally, Susnis shared key takeaways from the CAMP training hosted by NAPC and Idaho SHPO in Coeur d'Alene.

Commissioners' Roundtable

Commissioner Collison invited all to attend a fundraising concert for the Festival at Sandpoint taking place at the Hive this Saturday, June 13th.

Adjourn

Meeting was adjourned at 10:11 a.m.

I presided over the meeting and can confirm that minutes, prepared by the Board Clerk and City Staff Liaison, were approved by the Arts Culture and Historic Preservation Commission during their regular meeting held on _____.

Elle Susnis, Chair

Kami Omodt, Board Clerk