



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING AGENDA

August 12, 2025 at 8:30 AM

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

Call to Order

Roll Call

Meeting Minutes Approval

1. July 8th, 2025, Draft Minutes for Approval - **Action Item**

Financial Report

2. Sandpoint Urban Renewal Agency (SURA) Financial Report

Commission Business - Arts

3. Spring 2025 Silver Box Project Update
4. Big Belly Can Wrap Selection Planning Discussion - **Action Item**
5. Lake Pend Oreille Wooden Sign Refurbish and Placement Discussion - **Action Item**
6. Street Lamp Banner Program Planning Discussion - **Action Item**
7. Cedar Street Public Art Commission Planning Discussion - **Action Item**

Commission Business - Culture

8. Summer Historic Downtown Walking Tour Update

Commission Business - Historic Preservation

9. Historic Walking Tour Brochure - **Action Item**
10. Local Historic District and Design Review Overlay Update

Commission Business - General

11. Historic Tree Definition Discussion - **Action Item**
12. Election of Vice Chair - **Action Item**

Commissioners' Roundtable

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.

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

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

For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING MINUTES

July 08, 2025 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 8:30am on Tuesday, July 8th, 2025, by Chair 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
 City Council Liaison Justin Dick
 Mayor Jeremy Grim

ABSENT

Commissioner Katelyn Shook
 Commissioner Carol Deaner

Meeting Minutes Approval

1. June 10th, 2025, meeting minutes were approved as presented by the unanimous vote of Commissioners present.

Motion made by Commissioner Decker, Seconded by Commissioner Burgess.

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

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:

Downtown: \$211,345.03 Northern \$114,863.00

Silver Box Project: \$18,315.22 (advanced to date) \$1,684.68 (remaining balance)

Commission Business - Arts

3. Spring 2025 Silver Box Project Update

The June 18th City Council Meeting was cancelled and rescheduled to June 25th. Chair Susnis informed commissioners that due to the delay, artist Kirk Sees was unable to ship his piece "Icosahedron" in time for installation. Council approved the remaining two artist and moved the recommended alternate, "Dave Gonzo and his piece, Beauty of Duality" up to take Kirks place. Susnis also provided examples of the vinyl informational plaques that will be

placed on each Silverbox pedestal. Once the art is installed, Susnis will work with the Mayor to put out a press release.

4. Big Belly Can Wrap Selection Planning Discussion

Chair Susnis informed commissioners that the selection of art for the Big Belly trash can wraps would be postponed an additional month due to recent changes in City staff involved in the selection process.

5. Lake Pend Oreille Wooden Sign Refurbish and Placement

The Greater Sandpoint Chamber of Commerce decommissioned a handmade, wooden sign with a carving of Lake Pend Oreille on it. The Bonner County Historical Museum recently acquired the sign and Commissioner Valentine suggested that the City refurbish it and repurpose it on city property. Commissioners were receptive and discussed possible locations.

Commissioner McAlister moved that the City procure the Lake Pend Orielle sign from the Museum to repurpose on a city property yet to be determined.

Motion made by Commissioner McAlister, Seconded by Commissioner Burgess.

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

Commission Business - Culture

6. Summer Walking Tour Planning

Chair Susnis informed commissioners that Michael Bigley had agreed to lead two Summer walking tours for the ACHP. The tour meeting in front of the Panida Theatre will be held on July 25th and Aug 22nd, 2025. Tours are free and no registration will be required. Susnis encouraged all commissioners to attend one of the tours this summer. Commissioners discussed a variety of ways to inform citizens and visitors of these opportunities. More information and press packet will be forthcoming for public notice.

Commission Business - Historic Preservation

7. Historic Walking Tour Brochure

Susnis reported to the commissioners that the layout for the new Historic Walking Tour Brochure is still in progress.

8. Orchid & Onion Application Update

Chair Susnis provided an update to the commissioners regarding the Orchid and Onion application recently submitted for the Styer and Snedden property. Susnis will work with the Mayor on a press release if an Orchid is awarded.

Commission Business - General

9. Potential Mural Application Discussion

Chair Susnis shared with the Commission that the owner of Sandpoint Martial Arts contacted her to explore a mural on the West wall of his building, which faces the Jeff Jones Town Square. The wall is currently cream in color and provides a neutral backdrop for a large public art bicycle sculpture. If the mural comes to fruition the sculpture may need to be moved.

10. City Wide Seasonal Banner Project Discussion

Mayor Grimm encouraged commissioners to consider a seasonal banner project for downtown Sandpoint at last months meeting. Chair Susnis has since learned that the Hillyard Creative District in Spokane currently has a call out for a banner design contest. She plans to contact

them and request information about their project, which Sandpoint could potentially use as a model, and report back.

11. Election of Vice Chair

After discussion, Chair Susnis suggested that the election of a Vice Chair be tabled until the two vacant seats on the commission have been filled and both commissioner Deaner and Shook could be present. Commissioners unanimously agreed.

Commissioners' Roundtable

Chair Susnis was contacted by Erik Bush, the staff liaison for the Urban Forestry Commission. The Urban Forestry Commission is looking for ACHP assistance to define heritage trees and how heritage trees are designated in Sandpoint. Bush is also a City of Sandpoint Project Manager and City Forester. He plans to give a presentation at the August ACHP meeting.

Susnis was also contacted by the Parks and Recreation Commission pertaining to a possible collaboration to paint the basketball courts in various parks, and she will be attending their meeting tomorrow, July 9th, 2025, to learn more.

Commissioner McAlister shared that Hospice is inviting the community to attend a fundraiser Friday, July 11th, from 5-10pm at McDuff's Beer Hall benefiting a kids' grief camp.

Councilman Dick shared that City Council is moving forward on a parking management plan, which once fleshed out, may direct some revenue to Way Finding opportunities downtown, and the ACHP may be called upon to facilitate creative signage.

Mayor Grimm informed the commissioners that he is still working towards the acquisition of two kiosks for the downtown parking lot. He is looking at the NW and SW corners of the parking lot for placement, they too may provide artistic opportunities.

Adjourn

Meeting was adjourned at 9:22am.

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 _____.

Ellie Susnis, Chair

Kami Omodt, Board Clerk