



## ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING AGENDA

June 10, 2025 at 8:30 AM

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

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### Call to Order

### Roll Call

### Meeting Minutes Approval

1. May 13th, 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 Selection - **Action Item**

### Commission Business - Culture

4. Summer Walking Tour Planning - **Action Item**

### Commission Business - Historic Preservation

5. Historic Walking Tour Brochure - **Action Item**
6. Orchid & Onion Application Update

### Commission Business - General

### Commissioners' Roundtable

### Adjourn

#### Public Participation Options and Information

Before the meeting, comment in writing: Email [cityclerk@sandpointidaho.gov](mailto: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 online: Register at <https://www.sandpointidaho.gov/your-government/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

May 13, 2025 at 8:30 AM

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

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### Call to Order

The meeting of the Sandpoint Arts, Culture and Historic Preservation Commission was called to order at 8:30am on Tuesday, May 13, 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

#### ABSENT

Commissioner Katelyn Shook  
 Commissioner Keely Gray  
 Commissioner Mike Lithgow - it was also noted that Mike Lithgow resigned.  
 Commissioner Carol Deaner

### Meeting Minutes Approval

1. April 8, 2025, meeting minutes were approved as presented by the unanimous vote of Commissioners present.

Motion made by Commissioner Valentine, Seconded by Commissioner Decker.

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: \$208,749.64

Northern: \$113,962.78

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

### Commission Business - Historic Preservation

3. Certified Local Government (CLG) Grant

Chair Susnis informed commissioners that the City of Sandpoint did not receive the CLG grant for historic preservation work. The application aimed to fund design review guidelines for the Downtown Sandpoint Local Historic District. Alexis Matrone and Dan Everheart, with the State Historic Preservation Office (SHPO) joined the meeting to advise the City on what they could

do to best prepare for the 2026 grant cycle. The next CLG grant application cycle opens November 1 and closes January 31. SHPO encouraged Sandpoint to establish the local historic district ordinance before the application to strengthen the 2026 submission.

Dan Everheart also spoke about funding challenges on the state level. The FY 2026 federal budget proposal currently eliminates all SHPO funding, including operations and pass-through grants to local partners. SHPO is requesting support from local governments and citizens to advocate with Congressional representatives. Mayor Grimm expressed full support and willingness to assist in advocacy efforts.

4. Historic Walking Tour Brochure

Chair Susnis provided an update on the historic walking tour brochure. She and Commissioner Valentine took additional photos, and they are wrapping up the final edits.

5. Orchids and Onions

Chair Susnis gave an update regarding property owners Styer and Snedden and their properties at 318 and 320 North 2nd Avenue. Susnis proposed to nominate the Styer and Snedden building for an Orchid Award. Deadline for submission is June 16, 2025.

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

The ACHP Commission is planning to continue the downtown Sandpoint historic walking tours this summer. Chair Susnis suggested that Michael Bigley, a well-beloved tour guide from summer 2024, provide a sample walking tour to commission members who are available, to familiarize the team with his presentation style and content.

### Commission Business - Arts

7. Big Bellied Monster Art Program

Chair Susnis shared an update on the Big Bellied Monster Art Program. The call for art closed March 31st at which time 90 submissions had been received. The selection panel meeting will be scheduled in June.

8. Spring Silver Box Project

Chair Susnis informed commissioners that she is working with City staff to plan a selection panel meeting to review applications for the Spring Silver Box project. The current art on display will be deaccessioned between May 23rd and May 27th. The Spring call for art will close May 16<sup>th</sup>.

9. Public Art Inventory & Plan

Without Carol Deaner present, Chair Susnis requested this agenda item be placed on hold until Deaner could be part of the discussion.

10. City Parking Lot

Mayor Grimm provided an update regarding the refurbishment of the City Parking Lot. He noted that the ribbon cutting scheduled for today would be a celebration of the near completion of the project.

### Commission Business - General

Mayor Grimm referenced the Live 7B banners displayed around town during the Week of Giving and suggested the commission consider a seasonal banner initiative. Grimm also shared

that Councilwoman Duquette has requested funds be identified in the budget for a "Welcome to Sandpoint" sign on the west side of town and noted that if the project proceeds, the commission may be asked to contribute design ideas or provide feedback. Finally, Grimm introduced a new recycling program initiated by Councilwoman Duquette. The Containers are designed to accommodate cans and bottles.

**Commissioners' Roundtable**

Commissioner McAlister shared that the Panida Gala held May 9<sup>th</sup> was very successful and will be held annually the Friday prior to Mother's Day. Councilman Dick informed the commission that Artworks Gallery held a wildly successful 30<sup>th</sup> Anniversary Celebration last weekend.

**Adjourn**

Meeting was adjourned at 9:17am.

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

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Kami Omodt, Board Clerk

