



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING AGENDA

May 13, 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. April 8th, 2025, Draft Minutes for Approval - **Action Item**

Financial Report

2. Sandpoint Urban Renewal Agency (SURA) Financial Report

Commission Business - Historic Preservation

3. Certified Local Government (CLG) Grant – Update – **Action Item**
4. Historic Walking Tour Brochure - Update - **Action Item**
5. Orchids and Onions Update - **Action Item**

Commission Business - Culture

6. Summer Walking Tour Planning - Update - **Action Item**

Commission Business - Arts

7. Big Bellied Monster Art Program - Update - **Action Item**
8. Spring Silver Box Project - Update - **Action Item**
9. Public Art Inventory & Plan - Discussion - **Action Item**
10. City Parking Lot - Update - **Action Item**

Commission Business - General

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

April 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 8:32am on Tuesday, April 8, 2025, by Chair Susnis in the Council Chambers of City Hall.

Roll Call

PRESENT

Chair Ellen Susnis
 Commissioner Barry Burgess
 Commissioner Katelyn Shook
 Commissioner Rick Decker
 Commissioner William Valentine

ABSENT

Commissioner Keely Gray
 Commissioner Mike Lithgow
 Commissioner Kate McAlister
 Commissioner Carol Deaner

Meeting Minutes Approval

1. March 11, 2025, meeting minutes were approved as presented by the unanimous vote of Commissioners present.

Motion made by Commissioner Burgess, Seconded by Commissioner Decker.

Voting Yea: Chair Susnis, Commissioner Burgess, Commissioner Shook, Commissioner Decker, 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 - Arts

3. Big Bellied Monster Art Program

Chair Susnis reported that the Big Bellied Monster Art Program received approximately 90 submissions by the March 31 deadline. Submissions have been scanned and are being prepared for review by a selection panel, expected to convene in June.

4. Spring Silver Box Project

Chair Susnis updated the commission on the Spring Silver Box Project. The current art will be removed on May 23, 2025, and SURA approved a \$3,600 budget for the new installation. The RFP will be updated, and promotional efforts will begin, with a target installation date of June 30. A scoring system will be used for selection, and alternates will be chosen to provide greater flexibility at the City Council level.

5. Public Art Inventory & Plan

Chair Susnis shared that SURA wants to see a major public art project launched soon using current funds. Commissioners discussed possible future public art sites, including a potential roundabout at Superior and First, Northwest and Southwest corners of the downtown parking lot, a First Avenue gateway feature, the back of the Panida building, and a permanent Locks for Love installation. Mayor Grimm explained how to access Urban Renewal URA and RAA maps via the City of Sandpoint website and clarified that RAA is where revenue is generated, while URA is where public art funds can be spent. Chair Susnis encouraged members to propose impactful project ideas for both districts.

6. City Parking Lot

The mayor provided an update on the City Parking Lot redevelopment project. Pending approval of a bid at the April 9, 2025, City Council meeting, the parking lot will be resurfaced and reconfigured to improve efficiency for snow removal, stormwater management, and traffic flow, with a single access point from Third Avenue. Additionally, a parking management policy is expected to go before the council in June.

Commission Business - Culture

7. Summer Walking Tour Planning

Chair Susnis and Keely Gray will be meeting soon to make plans for the Summer Walking Tour Season.

Commission Business - Historic Preservation

8. Certified Local Government (CLG) Grant

Chair Susnis informed commissioners that the city is still awaiting the results of the recently submitted CLG grant application.

9. Residential Call for Information and Historic Walking Tour Brochure

Chair Susnis announced that the Historic Preservation Work Team is planning an excursion, once the weather improves, to capture new photographs of the residences featured in the Historic Walking Tour Brochure. With the bright skies and spring greenery highlighting the historic homes, the brochure updates will be completed.

Commission Business - General

Chair Susnis encouraged Commissioners to consider possible nominations for the 45th Annual Orchids and Onions Awards.

Commissioners' Roundtable

Commissioner Shook reminded all present that the Panida's Gala is coming up on May 9th and tickets are now available. Councilman Dick shared that the Artworks Gallery will be celebrating its 30th anniversary over Mother's Day weekend in May, with a catered celebration party which the public is invited to attend.

Adjourn

Meeting was adjourned at adjourn 9:37am.

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

DRAFT