



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING MINUTES

February 10, 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 8:32 am on Tuesday, February 10th, 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 Liaison Bill Dean

Meeting Minutes Approval

1. January 13th, 2026, meeting minutes were approved as presented by the unanimous vote of Commissioners present.

Motion made by Commissioner McAlister, Seconded by Commissioner Burgess.
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:

Downtown: \$242,628.85

Northern: \$133,052.76

Silver Box Project: \$18,315.22 (advanced to date)

\$3,684.68 (remaining)

Commission Business - Arts

3. Streetlamp Banner Program Planning Discussion

Chairwoman Susnis provided an update on preliminary research for the Street Lamp Banner Program. Initial cost estimates from Kodiak Graphics indicate banners would cost approximately \$42 each, including grommets; a set of 50 banners would total approximately \$2,100 per season, plus an estimated \$300 artist stipend.

4. Cedar Street Public Art Planning Discussion

An update was provided by Ms. Susnis regarding the Cedar Street public art project. The SURA Board approved \$20,000 in funding for the sculpture project, with a \$2,500 match from the Gretchen Heller Memorial Fund, bringing the total project budget to \$22,500.

Next steps include confirming whether City Council approval is required prior to proceeding and, if so, obtaining Council sign-off. Staff liaison Bill Dean confirmed there is no adopted local artist preference policy.

Additional potential funding through the Gretchen Heller grant was noted, with an application deadline of April 1. Engineering drawings for the Cedar Street sidewalk have been shared internally.

5. Silver Box Project 2026

Ms. Susnis provided an update on the Spring Silver Box Project. The SURA Board approved \$3,500 in funding for the project.

Next steps include confirming the project timeline, having Central Services finalize the RFP, developing an outreach plan, and issuing the RFP. A June installation is targeted, with the RFP anticipated to be released by mid-March. Commissioners were asked to share any additional artist contacts to expand outreach.

6. City Beach Basketball Court Mural Discussion

The Commission discussed the City Beach basketball court mural. Ms. Susnis reviewed potential anti-slip court paint options and noted the Parks and Recreation Commissions' preference for a partial mural. Further coordination with P&R Commission is needed to define the scope, design, timing, and coordination with planned resurfacing and line painting.

Commission Business – Culture

Commission Business - Historic Preservation

7. Historic Walking Tour Brochure

Ms. Susnis presented an updated draft of the Historic Walking Tour brochure. The Commission expressed support for the brochure edits.

Next steps include incorporating final edits, obtaining departmental approval from the CPD Director, Jason Welker, securing local printing quotes, and preparing a mailing list to distribute the brochure to short-term rental owners and operators.

8. Commercial A Historic Preservation Update

Mr. Dean provided an update on draft Commercial A zoning and Historic Preservation code, which have been publicly posted and reviewed in part by the Planning and Zoning Commission.

Key topics included defining downtown core and outer core boundaries, integrating historic preservation through an overlay district, use of Certificates of Appropriateness for exterior changes, and determining which alterations require staff versus commission review.

Dean asked Commission members to review the draft ordinance in preparation for page-by-page review at a future meeting.

Commission Business - General

Chairwoman Susnis requested ideas for use of approximately \$133,000 in SURA funds allocated to the Northern District and asked Mr. Dean to share a map of the district boundaries to provide reference.

An update was given on conducting the Big Belly Monster Art selection. Ms. Susnis was directed to the appropriate city staff to coordinate the selection process.

Commissioners' Roundtable

Commissioner Collison announced that volunteer applications are open for the upcoming Festival at Sandpoint. Volunteer opportunities include various roles for youth and adults, with age-appropriate assignments available.

Adjourn

Meeting was adjourned at 9:49am.

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

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