



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING MINUTES

April 14, 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, April 14th, 2026, by Chairwoman Susnis in the Council Chambers of City Hall.

Roll Call

PRESENT

Chair Ellen Susnis
Commissioner Rick Decker
Commissioner Kate McAlister
Commissioner William Valentine
Commissioner Carol Deaner

ABSENT

Commissioner Barry Burgess
Commissioner Darra Collison

STAFF PRESENT

Bill Dean and Jason Welker

Meeting Minutes Approval

1. March 10th, 2026, meeting minutes were approved as presented by the unanimous vote of Commissioners present.

Motion made by Commissioner Deaner, Seconded by Commissioner McAlister.

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

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: \$244,903.50

Northern: \$134,465.69

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

\$3,684.68 (remaining)

Commission Business - Arts

3. Big Belly Monster Public Art Final Selection

The Commission reviewed four finalist submissions (No. 77, 52, 49, and 33) selected from 92 total applications at the March meeting. The purpose of this discussion was to choose two final designs to recommend to City Council, along with two alternates. Commissioners also discussed potential installation locations.

After discussion, a motion was made and seconded to recommend submissions 52 and 49 to City Council as the primary selections, designate submissions 77 and 33 as alternates, and recommend installation locations at 2nd Ave & Main and 4th & Oak St.

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

4. Streetlamp Banner Program Planning

The Commission discussed implementation of a streetlamp banner program using existing installed brackets. While SURA offered support for funding additional brackets, Director Welker recommended launching the program with existing infrastructure only due to installation workload and Parks Division capacity.

Additional discussion considered using two downtown archways for “Happy Birthday America” themed road-spanning banners.

A motion was made, seconded, and unanimously approved to utilize approximately 50 existing brackets along Cedar Street and N. First Avenue, issue an RFP for a summer banner design with a \$250 artist stipend, and issue an RFP for a “Happy Birthday America” archway banner design with a \$150 stipend (one design to be used for both archways).

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

5. Cedar Street Public Art Planning and Discussion

The Commission reviewed the draft Request for Proposals (RFP) for the Cedar Street public art project included in the meeting packet. A motion was made and seconded to proceed with issuing the RFP by advancing it through the appropriate staff workflow.

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

6. Silver Box Project 2026 Update

The Silver Box Project was discussed briefly. The Commission identified it as a priority project and emphasized expediting the RFP to meet a June installation timeline.

7. City Beach Basketball Court Mural Discussion

The Commission reviewed the City Beach basketball court mural area, as recommended by the Parks and Recreation Commission, consisting of two circular court sections totaling approximately 226 square feet.

After discussion, a motion was made and seconded to proceed with the mural project at the City Beach basketball courts in the designated areas, issue an RFP for artist selection, and set the artist stipend at \$2,000 for design and installation. The motion passed unanimously.

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

8. ICF Arts Grant Application

Commissioners discussed a potential mural opportunity on a privately owned building adjacent to Jeff Jones Town Square, facing the fountain. The property owner expressed interest in commissioning a mural, and the existing bicycle public art installation may require relocation.

Because the site is outside SURA boundaries, alternative funding is needed. A motion was made to apply for an ICF Arts Grant to support the proposed mural project.

Motion made by Commissioner Deaner, Seconded by Commissioner Valentine.

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

Commission Business - Culture

Commission Business - Historic Preservation

9. Historic Walking Tour Brochure

Chairwoman Susnis provided an update on the Historic Walking Tour Brochure, noting that final draft review and approval from Director Welker is required. Once approved, staff will obtain three printing quotes and proceed with procurement to support summer distribution. The project has a budget allocation of \$9,000 through SURA.

10. CAMP 2026 - Historic Preservation Training

The Commission discussed the upcoming CAMP (Commission Assistance and Mentoring Program) training hosted by the City of Coeur d'Alene on Friday, May 22. The training is free of charge. Chairwoman Susnis confirmed she is registered and encouraged participation. If attendance constitutes a quorum, appropriate public notice requirements will apply.

11. Commercial A Historic Preservation Update

City Planner Bill Dean provided an update on ongoing work with the Planning and Zoning Commission regarding commercial zoning districts, including downtown and broader commercial areas throughout Sandpoint.

Staff described the intent to finalize commercial zoning updates and historic preservation framework within the year, with additional refinement and test cases planned. It was noted that most downtown zoning work is nearing completion, while remaining work focuses on integrating commercial areas adjacent to residential neighborhoods and clarifying review thresholds for historic preservation oversight.

Commission Business - General

Chairwoman Susnis shared that she and commissioner Deaner evaluated locations in the SURA Northern District for future public art locations and plans to give a more detailed update next month.

Commissioners' Roundtable

Commissioner Decker is on the steering committee for Phase 3 Downtown Revitalization. He shared that he continues to advocate for planning/infrastructure for future public art.

Commissioner McAlister shared an opportunity for the city to collaborate with the Innovia Foundation to host and event called, "The Longest Table." The event focuses on bringing the community together for a social, community building potluck.

Adjourn

Meeting was adjourned at 9.47 am.

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