



ARTS, CULTURE AND HISTORIC PRESERVATION COMMISSION MEETING MINUTES

July 09, 2024 at 8:30 AM

White Pine Conference Room 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 8:30 am on Tuesday, July 9, 2024, by Chair Elle Susnis in the White Pine conference room on the second floor of City Hall, 1123 W. Lake St., Sandpoint, Idaho.

Roll Call

PRESENT

Chair Ellen Susnis
Commissioner Barry Burgess
Commissioner Hannah Combs
Commissioner Katelyn Shook
Commissioner Keely Gray
Commissioner Rick Decker

ABSENT

Commissioner Karin Wedemeyer
Commissioner Kate McAlister
Commissioner Mike Lithgow

Meeting Minutes Approval

The June 11, 2024, meeting minutes were approved as presented by unanimous vote of Commissioners present.

Motion made by Commissioner Decker, second by Commissioner Burgess.

Voting yea: Chair Ellen Susnis, Commissioner Barry Burgess, Commissioner Hannah Combs, Commissioner Katelyn Shook, Commissioner Keely Gray, Commissioner Rick Decker.

Financial Report

Arts and Historic Preservation Officer Heather Upton shared the monthly financial report for the Sandpoint Urban Renewal Agency (SURA). The totals reflected were through June 2024.

Art funds: Downtown Public Art Budget \$179,715.00, and the Northern Budget is \$89,519.00. Silver Box Project: Advanced to date \$18,315.22 Remaining Balance: \$1,684.68. Information only; no Commission action.

2. Update on Sandpoint Comprehensive Plan

Chair Susnis reported on the City of Sandpoint Comprehensive Plan. Ms. Upton thanked Chairwoman Susnis for being a champion for the Comp Plan and for attending every meeting. On July 17, City Council

will be holding a public hearing. She encouraged anyone on the Commission who could attend to please do so and show their support.

Ms. Upton noted that many of the themes and goals from the ACHP Masterplan are in the draft of the 2024 Comprehensive Plan.

Old Business

Ms. Upton spoke again regarding the change in the agenda, where, going forward, the agenda will be broken up into three categories: . Arts Business, Culture Business, and Historic Preservation Business.

3. ACHP Work Team Recommendation for Expenditure of SURA Art Funds - **action item**

Ms. Upton presented the suggested SURA Arts Budget for the Downtown Arts Fund. These figures are estimated from \$180,000, for five years of support for each program. Below are the programs that were discussed:

Historic Walking Tour Brochure: \$10,000 before grant (\$7,200) = \$17,200. This cost is for the new updates and two print cycles for the brochure.

Graffiti Alley: \$1,000 = \$5,000 Graffiti Alley was originally a project with the Arts Commission. This is Sandpoint's Urban Art Program. It is a partnership with POAC, the Charter School and ACHP Commission.

Silver Boxes: \$3,300 = \$16,500. This is the Art-On-Loan project that supports 3-D artists through stipend and broadening awareness of Artist and their artist excellence.

Downtown Parking Lot: \$40,000. This is a current City Project, where the ACHP commission has been asked to participate with recommendations on how to integrate creative vitality, placemaking and wayfinding by using the Public Art Downtown funds.

Remainder of funds are recommended to be earmarked for future downtown City Projects that align with the ACHP masterplan.

Following questions from the Commissioners, Commissioner Combs moved to present to SURA the Plan, as proposed. Seconded by Commissioner Gray

Motion passed by unanimous vote of the Commissioners present.

4. Recommendation for Refurbishment of Public Art Beanstalk Bench - **action item**

Carol Kovalchuk, former ACHP Commissioner and member of the Fine Arts of America and The Pend Oreille Arts Council (POAC), has offered to refurbish the beanstalk art bench at Farmin Park.

Ms. Upton noted this is our first volunteer citizens request to refurbish a public art piece, and discussed the internal approval process, where the City will require Volunteer Waivers to be signed.

Motion to support refurbishment of the beanstalk bench made by Commissioner Gray, second by Commissioner Decker

Motion passed.

5. Recommendation on Placemaking Elements for Downtown City Parking Lot Project - **action item**

Ms. Upton presented the Downtown Parking Lot Project. Various opportunities have been considered, with City staff weighing in. Discussion on amount of expenditure from the art funds within SURA.

Moving forward, the next steps will be working further on a call to artists.

The budget is \$40,000. The elements included in that budget would be a bench, a kiosk, two sign poles with a sign and potentially multiple panels that share a story visually, asphalt paint and potentially add-on a bicycle rack. Artist stipends, museum stipend, metal fabrication, printing and a painter to do the asphalt art.

Commissioner Combs presented on the artist applicant package the Museum will put together.

Commissioner Burgess moved to approve a request from ACHP for a budget of \$40,000 from SURA funds for the Downtown Parking Lot Project. Commissioner Gray seconded.

Motion passed.

6. Recommendation for Implementation of Community Involvement Plan for Community Driven Art Program: Paint the Plows - **action item**

Chairwoman Susnis presented on opportunities for sharing this program and provided an update and presentation of community involvement.

Chairman Susnis entertained a motion.

Motion by Commissioner Combs to support this concept of the community involvement plan for this project

Second - Commissioner Decker

Motion passed.

7. Update on Art Program - Big Belly Monsters (City trash cans)

Ms. Upton announced that STCU has agreed to sponsor this project. They are sponsoring two Big Bellies Downtown.

Ms. Upton presented this project as a school competition, where two children's drawings will be selected, with each receiving a \$150 stipend. It was discussed that developing a type of "Education Roster" would be helpful with this project scope.

New Business

8. Update on Call for Information - Sandpoint Residential History

This call for information is intended to support the update of the Historic Walking Tour Brochure and increase the Museum's archives. The call will be placed on the City's outreach pages, and Commissioner Combs with the Bonner County Museum will be including in their newsletter, which reaches 800 people.

With the desire to create a consistent theme, the art for the Residential Call is in the same style and colorways as the commercial buildings on the front of the walking tour brochure.

9. Report on July's Community Character Hour Radio Show - Topic: City Docks

Ms. Upton reported that the radio show is broadcast live the fourth Monday of the month and is rebroadcast a second time at a later time.

10. Update on ISHS-CEG Grant for the Historic Walking Tour Brochure

Ms. Upton reported that the Certified Enhancement Grant was successfully submitted to the Idaho State Historical Society, seeking \$2500 for updates and printing of the Historic Walking Brochure.

11. Update on Historic Walking Tour Summer Program

Ms. Upton reported that the walking tour is scheduled for the last Friday of the month at 10am.

Commissioner Susnis reported 12 people participated during the last tour.

Commissioner Combs mentioned that the Bonner County Museum has been doing separate tours through Sandpoint Parks and Recreation, where 6-8 people have been joining those tours.

General Announcements/Comments

Commissioners shared some general announcements. Information only; no Commission action.

Adjourn

Meeting was adjourned at 10:06 am.

I presided over this meeting and can confirm that these 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 _____, 2024.

Elle Susnis, Chair

Kelly Christensen, Board Clerk