

**AGENDA OF THE ARTS COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, March 11, 2026

Commission Meeting: 3:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

**CALL TO ORDER
ROLL CALL OF COUNCIL MEMBERS
PLEDGE OF ALLEGIANCE
ADDITIONS OR CORRECTIONS**

1. **CONSENT CALENDAR** *All items on the Consent Calendar are Action Items*
 - A. Regular Meeting Minutes for January 14, 2026

**DRAFT MINUTES OF THE ARTS COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Wednesday, January 14, 2026

Commission Meeting: 3:00 PM

Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER Vice Chair Jones called the meeting to order at 3:05 PM

ROLL CALL OF COMMISSION MEMBERS

Present: Commissioner Lee, Vice-Chair Jones, Commissioner Wilder, and Commissioner Wright.

Absent: Chair Saterfiel. A Quorum was present.

Also in attendance: Amber Smitham, Clerk and Lisa Ailport, City Administrator, filling in for the Liaison joined at 3:17 PM.

PLEDGE OF ALLEGIANCE Vice-Chair Jones led the pledge of allegiance.

Vice-Chair Jones wanted to acknowledge Chair Saterfiel and the recent loss of her husband of 28 years, Roger Saterfiel. He was a community servant, who served on Hayden City Council for 16 years as well as on the Hayden Planning and Zoning Commission. He also worked for Kootenai County for 32 years. She shared her condolences and had a moment of silence to honor him.

ADDITIONS OR CORRECTIONS None.

1. **CONSENT CALENDAR** **All items on the Consent Calendar are Action Items**

A. Approval of the Regular Meeting Minutes for December 3, 2025, Commissioner Lee moved to approve the Regular Meeting minutes for December 3, 2025. Commissioner Wilder provided the second. Voice Vote: All in favor. None opposed. Motion carried.

2. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**

Shelly Rosenberger, developer of Marks Ranch, shared with the Arts Commission they are incorporating old farm equipment found on the property into art pieces for the new housing development. She and her husband want to honor the history of the ranch as well as the history of Hayden. Tyree Riggs is the artist who will be creating the art pieces ranging from old chains, rusted tractors, plows and cultivators. The artist created concepts for an old antique water tower to be a feature near the entrance of the neighborhood. Bill Breezy was also in the audience, he introduced himself to Shelly as the Vice-Chair of the Hayden Historic Commission and invited her to attend one of their meetings.

UNFINISHED BUSINESS

A. **ACTION ITEM** Public Art Survey The survey has only received a few responses thus far and the Commission members were encouraged to spread the word on it. The Commission would like to put an end date on the survey for March 6, 2026.

B. **ACTION ITEM** Artist Reception for Hayden Gallery Featured Artist Commissioner Wilder is creating a reception flier for the event. The Commission members will take over the supply list to relieve Chair Saterfiel of her portion of it. Commissioner Wilder will also be reaching out to the Coeur d Alene Arts Commission to see if they would like to participate in the event.

- C. **ACTION ITEM** **Come Together Bench Program** Vice-Chair created a Call to Artist for the Come Together Bench Program. The Commission discussed what should be included in the flyer. Discussion followed over the original requirement of incorporating a native bird. The Commission would like the focus to be on nature and North Idaho culture. The City Administrator informed the Commission there are plans for renovations in McIntire Park, and the building storing the benches may not be available by next winter where they planned to have the artists paint them.
- D. **ACTION ITEM** **T-Mobile Grant Opportunity** Vice-Chair updated the Commission that she received a letter of support from Stancraft and encouraged the Commission to approach businesses who may be willing to write a support letter for the grant opportunity. She has a sample letter she would like to send out to the other Commission members.
- E. **ACTION ITEM** **2026 Family Fall Fest** The Commission discussed the format of the fall event, structure, and if polka was going to remain the focus of the youth program aspect of the event. The City Administrator reiterated the \$2,000.00 in the budget has remained earmarked for a youth event. The City Administrator distributed a copy of the Arts Commission Ordinance that provided the charter, and mission of the Arts Commission, The Commission would like to put this item on the February agenda.

3. NEW BUSINESS

- A. **ACTION ITEM** **2026 Arts Commission Projects & Events** The Commission discussed the current projects which include the Come Together Bench Program, Grant opportunities, 4th Street Retaining Wall, Hayden City Hall Featured Artist, Youth Performance Art Program, Future Roundabout Art, Hayden Arts Commission Logo, and would like to continue with those. The Commission would also like to participate in the Friday Night Frights, and Hayden Lights Parade. At a future meeting, they may decide to participate with a booth at Hayden Days and Arbor Day.
 - B. **ACTION ITEM** **Arts Commission Budget** The City Administrator explained how the budget for the City of Hayden works in general, and regarding the Arts Commission, to help them consider requests for the next fiscal year budget. She encouraged them to determine what projects they would be working on that would require city funds for approval.
 - C. **ACTION ITEM** **Appoint Chair and Vice-Chair for 2026** There was a brief discussion over the roles and responsibilities of Chair and Vice-Chair. Commissioner Lee made a motion to nominate Vice-Chair Jones to the position of Chair and Chair Saterfiel to Vice-Chair. Commissioner Wilder seconded the motion. Voice Vote: All in favor. None opposed. Motion carried.
 - D. **ACTION ITEM** **Snowman Photos for Community Engagement** Commissioner Wright created a document outlining the information for the Snowman Community Engagement. The information will be forwarded to the Liaison, who will create a flyer for it and get it on social media and the city website. The purpose would be to encourage community involvement with silliness and fun.
 - E. **ACTION ITEM** **Arts Commission to Report to City Council** The Vice-Chair will either present to Council at the next council meeting or prepare a written report if she is unable to attend.
4. **REPORTS** The Clerk let the Commission know there is a need for an additional Hayden City Hall Featured Artist to display art for the second quarter.
5. **ADJOURNMENT** **ACTION ITEM** Commissioner Wright made a motion to adjourn; Commissioner Lee seconded the motion. Meeting adjourned at 4:50 PM.

Amber Smitham, Clerk

2. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**
3. **UNFINISHED BUSINESS**
 - A. **ACTION ITEM** Hayden Art Logo Contest



Hayden Arts Commission Logo Contest

Artist Form

(please complete one form per entry)

Artist Name: Rene (Johnson)

Select one: Individual Group Class

Grade: 4th School: Skyway elementary

Mailing Address: 4569 N Driver Ln APT 219

Attention to: _____

City: CDA State: Idaho Zip: 83815

Contact Name: Kay Johnson

Phone Number or Email: 509 594 0²63

I, hereby, acknowledge that the Hayden Arts Commission retains all rights to reproduce the winning entry.

Kaisha Johnson

Kaisha Johnson

Signature of Participant (if over 18)
or Parent/Legal Guardian

2/19/26

Date

Hadayden



- B. **ACTION ITEM** Artist Reception Protocol
- C. **ACTION ITEM** 2026 Project Priorities

PROJECT

Description

ARTS COMMISSION-COMP

Status

Comments

PLETED

Update

HCC 2-5-3



ARTS COMMISSION-ON HOLD

PROJECT	Description	Status	Comments	Update	HCC 2-5-3
---------	-------------	--------	----------	--------	-----------

Public Art in Roundabouts	4th and Honeysuckle	On Hold	12/6/23 Council is supportive of project, Arts Commission requested funding for art during City budget workshops. put on hold for now 9/2023		
Hayden Days Event	Participate in the Parade and have an area at the event	On Hold			
Calendar for 2024 holidays and partner with local schools for art and Liaison	Commission review calendar and decide which holidays to have coloring sheets for students.	On Hold	Coloring Contest for Memorial Day 2024 to be displayed in City Hall	In 2024 there was an issue with copyrights. Commissioner Carlson offered to draw coloring sheets for future use (Oct 2024)	

ARTS COMMISSION-ONGOING PROJECTS

ARTS COMMISSION-ONGOING PROJECTS	Description	Status	Comments	Update	HCC 2-5-3
Come Together Bench Project	Start 2020- Public Art Benches in Central Business District. ANS	Ongoing	Benches have been delivered. 6-22-2025. Sponsor Letters will be sent after delivery of benches.	As of Sept 2025-Call to Artist is next step, the pads will begin to be poured over the next several months. The artists will paint benches in the old public works building in May 2026	
4th Street Retaining Wall Art	Mural art for the retaining wall	Ongoing	Commissioner Cummings and Vice Chair Jones are working on T-Mobile Grant Opportunity for 3rq Quarter Submission. 6-20-2025.	Dan Hofstee presented to the Commission and answered questions about mural-Nov 2024	
Hayden City Hall Art Gallery - Featured Artist-Liason	Start 2023-Commission Members take turns supporting Local Artists who display art in City Hall.	Ongoing		2025 Quarters have been assigned.	
Hayden City Hall Art Gallery-Featured Artist	Local Artists display art in City Hall each Quarter	Ongoing		CDA Arts Commission would like to be the 1st Quarter artist in 2026	
Youth Performance Art Program	Performance art opportunity for local children to participate.	Ongoing	In Nov 2024 meeting discussion followed over adding this event to the "Octoberfest" event in 2025. Commissioner Carlson contacted Daniel Connelly who may be interested in working with commission on the event.	Event titled 2025 Fall Family Fest-Polka in the Park is scheduled for September 13, 2025. Dan Connelly has been contracted for the event.	

Criteria for Future Roundabouts	Basic Criteria for New Roundabouts being put in that could allow for Public Art and Access to Electricity and Water.	Ongoing	Presented at the July 2023 Meeting as something to consider	12/6/23 Council is supportive of project, Arts Commission request funding for art during City budget workshops.	
Art Grant Opportunities	Apply for Grant Opporutnites for Art Projects	Ongoing	Commissoner Cummings found several grant opporunties and the Commission is coming up with a plan to work on those as of August 2024.	The application will need to be completed by Nov 2025 in order to be presented to Council in time for the deadline.	
Newsletter Articles	Provide Articles for Biannual Hayden City Newsletter	Ongoing	Commissioner Carlson provided a draft article for the 2024 Fall/Winter Newsletter		
Written Report for Mayor	The Mayor is requesting written reports from each Commission quarterly	Ongoing	Due the middle of Jan/April/July/October		
Film Festival Partnering with Hayden Cinema	Fund Raising Opportunity	Consider for 2026			
Hayden Arts Commission Logo	Updated Logo for Commission		As of Sept 2025, the Commission has created criteria and would like it to be presented to local schools K-12. A Call to Artist is the next step and submission deadline is March 23, 2026.		

ARTS COMMISSION-2025 PROJECTS & EVENTS

ARTS COMMISSION-2025 PROJECTS & EVENTS

	Description	Status	Comments	Update	HCC 2-5-3
Youth Performance Art Program	Performance art opportunity for local children to participate.	Ongoing	In Nov 2024 meeting discussion followed over adding this event to the "Octoberfest" event in 2025. Commissioner Carlson contacted Daniel Connelly who may be interested in working with commission on the event.	Will be part of the 2026 Family Fall Fest-Polka in the Park	
Public Input Survey	Create a Public Input Survey for art/art projects/art activities	Ongoing	As of Sept 2025 it has been refined. Next step is to present to City Council		
Family Fun, Art in the Park/ Hayden Octoberfest	Start 2023-Family event in McIntire Park.	On hold for 2025-scheduled for Setp 2026	Nov 2024 meeting discussed doing an "Octoberfest" on September 13, 2025 at McIntire Park with a beer garden.	Dan Connelly has been secured for the event.	
4th Quarter Employee Art Displayed in City Hall	Chair Saterfiel would like employees to display art annually in City Hall	Discussion will follow at Jan 2025 meeting		This will be an annual occurrence	

Terry Lee Painting Auction	Commissioner Lee would like to auction off one of his painting to raise money for 4th St Retaining Wall Project	Tickets will be sold and also promoted at the 2026 Family Fall Fest			
Hayden Days 2025	City Event with Parade		Commission would like to participate in the parade aspect for 2025	On hold for 2025 with the Polka in the Park Event	
Hayden Lights Parade	City Event with Parade		Commission would like to participate in the parade aspect for 2025	Ongoing theme discussion as of Sept 2025	
Friday Night Frights	Participate in decorating vehicle and handing out candy	Ongoing	The Commission would like to participate in 2025	Theme picked and candy will be purchased as of Sept 2025	
Arbor Day	Participate at a station and have information about the Hayden Arts Commission	Ongoing	Chair Saterfiel already volunteers at a booth for Arbor day and will hand out information on the Arts Commission as well.	Chair Saterfiel volunteered for the 2025 Event	
Public Art Criteria	Mayor would like Arts Commission to establish criteria for public art to be considered	Ongoing		Currently moved to Oct 2025 Meeting	

ARTS COMMISSION-2026 PROJECTS & EVENTS

ARTS COMMISSION-2026 PROJECTS & EVENTS			
ARTS COMMISSION-2026 PROJECTS & EVENTS	Description	Status	Comments
Youth Performance Art Program	Performance art opportunity for local children to participate.	Ongoing	In Nov 2024 meeting discussion followed over adding this event to the "Octoberfest" event in 2025. Commissioner Carlson contacted Daniel Connelly who may be interested in working with commission on the event.
Public Input Survey	Create a Public Input Survey for art/art projects/art activities		
2026 Family Fall Fest-Polka in the Park	Start 2023-Family event in McIntire Park.	On hold for 2025-scheduled for Setp 2026	Nov 2024 meeting discussed doing an "Octoberfest" on September 13, 2025 at McIntire Park with a beer garden.
4th Quarter Employee Art Displayed in City Hall	Chair Saterfiel would like employees to display art annually in City Hall	Discussion will follow at Jan 2025 meeting	
Terry Lee Painting Auction	Commissioner Lee would like to auction off one of his painting to raise money for 4th St Retaining Wall Project	Tickets will be sold and also promoted at the 2026 Family Fall Fest	
Hayden Days 2026	City Event with Parade		
Hayden Lights Parade	City Event with Parade		
Friday Night Frights	Participate in decorating vehicle and handing out candy	Ongoing	
Arbor Day	Participate at a station and have information about the Hayden Arts Commission	Ongoing	

Update

HCC 2-5-3

Will be part of the 2026 Family Fall Fest-Polka in the Park	
Dan Connelly has been secured for the event.	
This will be an annual occurrence	
Put on Agenda in Early 2026	

- D. **ACTION ITEM** Family Fall Fest 2026
- E. **ACTION ITEM** Come Together Bench Program
- F. **ACTION ITEM** Public Art Survey
- G. **ACTION ITEM** T-Mobile Grant Opportunity
- 4. **REPORTS**
- 5. **AGENDA ITEMS FOR UPCOMING MEETINGS**
- 6. **ADJOURNMENT** **ACTION ITEM**