AGENDA OF THE HISTORIC PRESERVATION COMMISSION MEETING
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Thursday, October 8, 2026

Commission Meeting: 11:00 AM
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. **PLEDGE OF ALLEGIANCE**
2. **CONSENT CALENDAR** ***All items on the Consent Calendar are Action Items***
   A. Approval of Joint Meeting Minutes with Parks & Recreation from August 20, 2026

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

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MINUTES OF THE JOINT HISTORIC PRESERVATION COMMISSION AND PARKS, RECREATION, AND COMMUNITY FORESTRY COMMISSION MEETING FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Thursday, August 20, 2026

Commission Meeting: 4:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 4 PM by Malea Sampsel

ROLL CALL OF COMMISSION MEMBERS
Aundrea Leckie: Absent
Adam Reed: Absent
Malea Sampsel, Chair PRCFC: Present
Kholt Moore: Present
Ronald Duell: Present
Helen Paris, Vice-Chair PRCFC: Present
Judy Eichelberger, Chair HPC: Present
Rhonda Budvarson: Present
Bill Brizee, Vice-Chair HPC: Present
Barbara Bennet: Present
Ransom Storm: Absent

Staff Present: Donna Phillips- Community Development Director, Suzanne Cano- Recreation & Community Events Director, Isabelle White- Recreation Assistant/Clerk, Cooper Broggel- Planner/Clerk

PLEDGE OF ALLEGIANCE
Pledge of Allegiance was led by Malea Sampsel

ADDITIONS OR CORRECTIONS were not noted.

1. **WORKSHOP**
   - ***A.*** **Stoddard Barn Request for Proposals *ACTION ITEM***

Donna Phillips, Community Development Director, opened by expressing gratitude for both Commissions meeting together. She stated that all parties, most notably the Historic Preservation Commission (HPC), were excited by the work being done with the Stoddard Barn Project, as well as potential trails. Planning Assistant Sadie Roe assisted in producing the slideshow presentation used in this joint meeting. Ms. Phillips started with the Stoddard Barn past, present, and future master planning. The city requested proposals for the use of the barn, following acquisition of the site, and had acquired a grant to clean it up. The grant to clean the barn was difficult to

acquire, as cleaning was considered a maintenance expenditure. Ms. Phillips explained that trying to get grants to modify the use of the barn has also been difficult. The Request for Proposals (RFP) will be sent out in an effort to ascertain what might need to happen with Stoddard Barn to make it useable and then acquire the necessary grants to make it happen. Bill Brizee, HPC Vice-Chair, asked if the silo and the surrounding area of the silo is in the Master Plan. Ms. Phillips confirmed this. She further explained that the city had done research on the silo and determined that they [the city public works department] could find a provider for the top of the silo. They had also figured out how to attach it and ensure structure stability. Furthermore, they had done evaluation of the paint on the silo. Mr. Brizee explained that the structure is made of staves, which is like concrete blocks, except they are thin, curved, and not hollow like traditional concrete blocks. Ronald Duell, Commissioner for the PRCFC (Park, Recreation & Community Forestry Commission) asked Mr. Brizee if the silo is structurally sound. Mr. Brizee stated that it is. Helen Paris, Vice-Chair PRCFC asked Ms. Phillips when the city acquired Stoddard Barn. Ms. Phillips stated that Judy Eichelberger, Chair of HPC, did most of the work associated with the acquisition of the barn. Ms. Eichelberger stated that the city acquired the barn in 2003.

Ms. Phillips explained that the barn is a testament to the economy of Hayden, as the community has long been associated with agriculture. The useable space of the barn has many possibilities. The upstairs portion has good potential as a venue, while the downstairs portion has an opportunity to showcase actual dairy uses for potentially a museum. The barn doesn't have bathrooms in it, and the upstairs portion of the barn is only accessible through a ladder, making it Americans with Disabilities Act (ADA) non-compliant. Ms. Phillips went on to display images of Stoddard Barn, as well as a selection of barns of a similar era from the Washington and Idaho areas to provide a comparison of possible uses. The surrounding area of Stoddard Barn has a large amount of land, but the actual usable land for events is confined to a small area placed in a semi-circle around the east side of the silo. Ms. Phillips directed the group to examine the Request for Proposals (RFP) and asked the members if they had any additional language they would like to add to the RFP. She explained that Staff will use this document to select a consultant and that the city would most likely desire a consultant who has experience in historic building restoration. Ms. Paris asked Ms. Phillips where the money is proposed to come from for this project. Ms. Phillips replied that the City Administrator has identified funds that are available for the Master Planning Project, which is required to facilitate grants to fund the remainder of the project. Mr. Brizee believed the RFP should include the surrounding area and silo. He explained that as a retired architect, he read RFP's frequently, and he believed that the scope of the RFP would be misinterpreted if Staff didn't include those areas. Mr. Duell asked if the area is set up for a kitchen, or food services. Ms. Phillips stated that this would be part of the RFP and would be a question Staff could ask. Ms. Paris asked about the qualifications of the RFP, notably the portion which outlines the following qualification: Experience working with historic structures, including preservation, rehabilitation, or adaptive reuse projects. She asked if the lack of these would be disqualifying. Ms. Phillips replied that it may be.

Mr. Brizee asked if the city is giving applicants broad range on proposals for the barn use. Ms. Phillips replied that for the most part they are. Studies must first be

conducted to determine the structural integrity of the barn, and whether it can hold the weight of many patrons attending events there. She questioned whether an elevator for ADA accessibility would need to be placed within or outside of the barn. These are the types of questions that are to be answered during the study. Mr. Brizee asked if the city wanted the project to be income-generating. Kholt Moore, Commissioner of the PRCFC pointed out the background section of the RFP, which states: “The City seeks to convert the barn into a flexible rental space for events, community gatherings, and recreational programming while honoring its integrity and historic elements”. Mr. Moore stated that the above section outlined the intentions with the site in relation to income generation. Malea Sampsel, Chair of the PRCFC, expressed that she was impressed by the restoration of the barn and asked for clarification of the layout of the barn. She stated that she assumed it would be too difficult to transform the space into usable space, except for a museum. Ms. Phillips proceeded with the presentation, showing photos of the newly cleaned space. Ms. Paris inquired whether there had been any studies of space in relation to structural integrity. Ms. Phillips confirmed that there had not been. She stated that if any member of both Commissions wished to take a tour of the property, she would be able to facilitate that.

Ms. Phillips asked the Joint Commission if there were any other additions they would like to make to the RFP, Ms. Sampsel stated that Mr. Brizees’ additions should be included. Mr. Brizee also noted that the stage at the property is temporary and should be modified if the City wishes to host events that utilize the stage, that an architect could hire a consultant with expertise in historical architecture to fulfil the requirements of the RFP, and that the biggest concern would be to determine the live load capacity of the back deck for Stoddard Barn. He stated that the load limit would determine use cases for the barn. Ms. Paris asked if the City had any background knowledge of the property, who the previous owners were and what had been done with it in the past. Ms. Eichelberger responded that the previous owners of the property were the Stoddard’s, from whom the City purchased the property. The property was designated as a homestead in the past. There are some holes in the history of the barn, but the HPC could create a general timeline for the barn.

Ms. Paris stated that she and Mr. Moore had a concern over the signage associated with this proposed project. She and Mr. Moore shared that they had a desire for QR codes to be added to signage for historical properties and parks. These codes would lead the public to websites or PDF’s that would give the information, or the history of the site. Ms. Paris believed that this would create more of a connection between the public and public spaces. Ms. Eichelberger replied that HPC has three signs currently being produced, one each on Ramsey, Finucane, and Miles. The developers at those sites had given permission for the placement of these historical signs, and they are easily used by pedestrians. Ms. Paris stated that she would like to develop standards for the development of community parks, and that her Commission should produce such a document. She continued by saying that determining which of the Parks, Recreation, and Community Forestry Commission (PRCFC) Commissioners will pursue this undertaking will be important.

Suzanne Cano, Recreation Director, asked about the dimensions of the barn and the loft area. Ms. Phillips replied that the city has outside dimensions, but not inside

dimensions of the structure. Ms. Phillips asked for a motion, and a second to confirm the Joint Commission additions to the RFP. Ms. Paris asked what the review process is for the RFP when it has been completed. Ms. Phillips informed her that after an RFP is submitted to Staff, the staff will review the submittals based on information on the RFP. They will supply the Commission with a first, second, and third option, and then either the Commission or Staff will provide City Council with the Commission's recommendation. The Commission would then verify whether the City has the money to fund the project, and once City Council has approved the project, the City will move into a contract with whom the City awarded the RFP to. The city will have another meeting with the consultant, so that the city can directly participate in an examination of what they are looking for. Mr. Moore asked if the city is going to propose a budget for the project, or if that would be in the domain of the contractor. Ms. Phillips confirmed the burden of proposing a budget is assumed by the consultant. Ms. Sampsel asked Mr. Brizee if there were any other additions that should be made to the RFP. Mr. Brizee replied that the only other addition that he could think of was a Structural Feasibility Report, produced by a structural engineer. Ms. Phillips stated that said report is already outlined in the requirements for the RFP. The Joint Commission proceeded to their motion.

Motion to recommend the Stoddard Barn Request for Proposals to City Council as amended to include an exhibit showing the area of the Stoddard Barn, silo, stage, etcetera. This motion, made by Paris and seconded by Moore, Carried.

Leckie: Absent
Reed: Absent
Sampsel: Yes
Moore: Yes
Duell: Yes
Paris: Yes
Judy Eichelberger: Yes
Rhonda Budvarson: Yes
Bill Brizee: Yes
Barbara Bennet: Yes
Ransom Storm: Absent

Yes: 8, No: 0, Absent: 3

B. Trails and Historic Areas of Significance ***ACTION ITEM***

Ms. Phillips continued the meeting by discussing non-motorized pedestrian and bicycle facilities. She discussed the need for signage on these pedestrian pathways. She stated that the HPC put together a 5-year plan, which they visit annually, which goes along with a mission statement and a vision of what the HPC does for the city. They then set goals and objectives, and outline who or what it takes to accomplish those goals. The first goal of the five-year plan was to collaborate with other entities tied with the City, including other Commissions, media, or technology. The commission also wanted to build relationships with the public. The commission had some action plans that need to be evaluated, one of which was to meet with other commissions, which were accomplished with this joint meeting. Ms. Philips stated

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that the city cares about trails because one of the goals of the 2045 Comprehensive Plan was to promote neighborhood pedestrian and non-motorized interconnectivity between neighborhoods and the Business District, encourage neighborhood nodes, and reduce traffic. The Comprehensive Plan also talks about protecting, preserving and being stewards of our environment, natural areas, resources, and enhancing quality of life. In the policies of that same plan, it prescribes that the City should provide non-vehicular pathways that promote access to neighborhood parks and businesses, provide ample parking in the central business district, and provide non-vehicular travel. In the action plans, it identifies that the City needs to figure out where to have right of way or easements for use as bicycle and pedestrian pathways, as well as getting tasks for PRCFC by promoting parks, trails, and open space around the city. These are medium term plans.

Ms. Sampsel stated that it is important that the Commission work towards more frequent collaboration. She stated that the Commission don't need duplicate work. PRCFC currently has a subcommittee working on maps for connectivity of pedestrian and bike trails and has been a focus of the Commission for many years. This active subcommittee includes Ronald Duell. She asked for any signage recommendations to be brought to the attention of the Sub-Committee.

Ms. Phillips continued her presentation, outlining two Master Plans which include connectivity, or planned connectivity to occur. One of those plans is the Park and Recreation Illustrative System Plan, which hasn't changed significantly in a while. This plan identifies connectivity from Wyoming to Lancaster. She pointed out a map featured in the presentation. The map outlined pedestrian pathways in the City of Hayden. Mr. Moore made an observation that there is a significant lack of pedestrian pathways around many schools in Hayden. Ms. Paris asked about the prohibition of electric bikes on pedestrian pathways, and when that became the position of the city. Ms. Phillips replied that Idaho State statutes, as well as comments previously made at the diocese during City Council, recognized the fact that motorized devices don't belong on sidewalks. Ms. Sampsel replied that the city currently doesn't have a statute addressing this. Ms. Phillips replied that the State Statute covers it in bicycle standards as well as motorized vehicle standards. She continued, stating that these pathways are specifically for pedestrians, and that those pedestrians should be able to expect to travel with others going at a similar speed.

Mr. Moore stated that he recalled a previous commitment which stated that there would be no ordinances which restrict bikes from traversing sidewalks, as the city has a lack of bicycle infrastructure. Ms. Phillips replied that all authority regarding the movement and allowances of vehicles rests with the Sheriff's Department. Ms. Paris clarified that this discussion is related to pathways without motorized vehicles. Ms. Phillips replied that when sidewalks with pedestrian travel intersect with pathways that do allow motorized vehicles, then the city must analyze safety conflicts associated with that. Ms. Paris stated that these pathways being restricted from motorized vehicles are difficult to enforce and stated that she personally witnesses motorized vehicles frequently utilizing pedestrian pathways which restrict those vehicles. She further stated that her desire would be to produce pathways which do facilitate motorized vehicle use. Ms. Philips replied that the Transportation Plan identifies all asphalt pathways as being non-motorized paths, and sidewalks are for pedestrian use. She continued by saying that when she first started working with the city in the 90's, that on Highway 95 there existed an equestrian trail, as well as a multi-modal path. The two paths were on either side of the highway, and within weeks, all equestrian signage was taken down due to lack of enforcement and safety.

Ms. Phillips continued the discussion, bringing up historical buildings. When the HPC is looking at historical sections of the city, they identify historic structures as any building which was constructed 50 years ago. Currently the delineation is set at being built by 1976 or older. She displayed several historical buildings around Hayden, as well as a heatmap of historical development utilizing a map featured in the presentation. Mr. Moore expressed his Commission desire to connect all schools in Hayden with pedestrian pathing. Ms. Sampsel also noted that the City needs to identify issues that might arise as a result of these pathways being developed.

Cooper Broggel replaced Isabelle White as Clerk for this meeting at 4:57 PM

Barbara Bennet left the meeting at 4:58 PM

Ms. Paris clarified that the only trails under consideration are those that are featured on the trail map used in Ms. Phillips presentation. Ms. Sampsel added that it would include existing trails, and all new trails. Ms. Eichelberger stated that any historic significance associated with the trails could be identified by the HPC. Ms. Paris stated that it is important for work to be done in a way where PRCFC identifies necessary pedestrian pathways, and then HPC evaluates those selected pathways for historical significance. Ms. Sampsel stated that PRCFC isn't in the business of developing trails at all, instead, the Commission is focused on connecting existing trails and identifying problems. She continued by saying that there is no chance that the body will get to the development of trails. She stated that the area which she would like to focus on first is to acquire publicly available maps on connectivity, and as that develops, signage to help citizens know about these pathways. Mr. Moore stated that there is currently a project to outline gaps in sidewalk infrastructure being conducted by Commissioner Aundrea Leckie. Ms. Phillips informed the group that there exist a Bicycle and Pedestrian Facility Standards document that has been adopted by the city which is hosted on the website under the Long-Range Plan for transportation.

She continued by saying that if one were to examine the index, they would see mentions of non-motorized facilities. Mr. Moore asks if e-bikes were omitted from this plan. Ms. Phillips confirms this. Ms. Paris inquired about the process of updating the Transportation Plan. Ms. Phillips replies that the update to the Transportation Plan that is occurring right now is a minor update, meaning that they are not overhauling the plan. It is simply an update to the projects that have been completed, and an update to the construction cost to those projects that have not been completed. Ms. Paris asked if when the update is completed, does it go to Council for approval. Ms. Phillips confirmed this. Ms. Paris followed by asking if when a plan is approved, if it has a correlation to a Commission, then that decision is disseminated to that Commission. Ms. Phillips confirms this.

Ms. Paris asked if developers are given copies of the Transportation Plan to adhere to in the course of their development. Ms. Phillips replied that City Staff does a Staff Analysis for any project that requires a public hearing. That analysis goes through and evaluates whether the contractors' proposal meets the requirements of the Master Plans. In the developer's narrative, they are also required to state how they meet those requirements. Ms. Eichelberger confirmed the locations of Hayden schools. Ms. Sampsel inquired if this section of the meeting is purely for discussion, with no motion to address. Ms. Phillips confirmed this. Ms. Sampsel stated that both Commissions overlap in this area. It is important that there is overlap so that both Commissions can better serve the community. Ms. Phillips continued the

presentation by stating that there is a Service Area Radius associated with every park. This radius is what identifies the area that utilizes the park most and therefore should be the focus of pedestrian pathing. As a result, some pathway terminations are not produced by lack of infrastructure, or funding, but instead a termination of an intended service area. Mr. Brizee stated that as a result of the subdivision constructions, developers have to produce sidewalks that don't necessarily connect to anything on their property lines. Ms. Paris questioned if every park has a listed service area. Ms. Phillips confirmed this. She continued by stating that the HPC has identified the area from Prairie Avenue to Wyoming Avenue on Government Way as an area of focus for historic properties.

Ms. Sampsel questioned what the best way would be to collaborate between the two Commissions, including attending each other's meetings, workshops or other means. Mr. Brizee suggested that members of the Commission could meet without quorum. Ms. Phillips replied that doing so would not be recommended, as no decisions could be made. Ms. Sampsel stated that both Commission have Sub-Committees which could meet with each other without quorums. Ms. Sampsel stated that both Commission should share information on their projects through their Clerks.

Ms. Paris stated that an important discussion to have is the design of the signage and that in the past the design of signs has been contentious. Ms. Phillips stated that signage has to follow specifications outlined by the Planning Department, and the standards that they have approved. Haydens' first monument sign program was created by the first parks employee in Hayden; Ron Reno. He created the sign program to avoid the vandalism previous signage had experienced in the city. She continued by outlining approved sign designs, including a six by six post that sits at a four-foot level, and runs at a forty-five-degree angle, with a design in the front and a QR code at the bottom. This sign would hypothetically be set at the corner of Miles and Ramsey on the east side of the path, so that people can approach and interact with the sign using their phones. The Public Works Department will be installing the signs, and the HPC will be producing the information that will populate the signs. Ms. Paris asked if there needs to be approval of signs at a Council level before installation. Ms. Phillips identified the interpretative signs by the HPC that have been approved for nearly ten years and are only now being installed with the help of an Eagle Scout project and the Public Works sign installer.

Ms. Sampsel replied that no approval is required, as wayfinding [directional] signs are standard. Ms. Phillips stated that directional signage is a "mixed camp". On one hand, people say that Google Maps can replace the need for directional signage. Additionally, each sign is another piece of City property which must be maintained. On the other hand, not everyone wants to look at their phone to find their way, and if one is operating a motor vehicle, it is illegal for them to do so and therefore this cannot be expected of them. In the City Comprehensive Plan, it identifies way-finding signage as a function of the city. The predecessor to Ms. Phillips established a way-finding program proposal which would create a plethora of signage. Every entrance to the city, on every road, would have had a Welcome to Hayden sign. These signs couldn't be placed in sight triangles, and as the city annexed, the signs had to be moved. There would also be directional signage on every intersection. This concept went to council and was rejected.

Mr. Moore replied that every park in the city should be clearly identified for pedestrian interaction. Ms. Sampsel added that their vision for signage would be a simple directional arrow, followed by the title of the destination, attached to already existing

signage. Ms. Phillips stated that if the Commission had areas for which they would like to add signage, they could be submitted. Ms. Sampsel replied that their selections have already been submitted to Public Works.

Ms. Phillips continued by reviewing the totality of the public access parks existing within Hayden. Mr. Paris stated that when McIntire Family Park commences renovation, they will have more usable park land as a result of structures being removed. Ms. Phillips confirmed that. Ms. Sampsel stated that the meeting needs to come to a close soon. Ms. Phillips asks if they desire another meeting to be scheduled. Ms. Sampsel replied that their Commission needs to do more work on establishing goals and make more progress, and then after that, have the Clerks associated with both Commissions schedule another joint workshop, and also share information between the two Commissions. Ms. Sampsel identified Isabelle White as the Clerk for PRCFC. Sadie Roe and Cooper Broggel are identified as Clerks which represent HPC. These clerks will share information and schedules with each other.

2. ADJOURNMENT

Meeting is adjourned at 5:41 PM by Ms. Sampsel.

Respectfully Submitted,

_____
Cooper Broggel, Commission Clerk

Respectfully Submitted,

_____
Isabelle White, Commission Clerk

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B. Approval of Historic Preservation Commission Regular Meeting Minutes from September 10, 2026

Assistance for persons with disabilities will be provided, upon provision of verbal or written notice to city staff 24 hours in advance of the meeting. The phone number for City Hall is (208) 772-4411.

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MINUTES OF THE HISTORIC PRESERVATION COMMISSION MEETING FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO

Monday, September 10, 2026

Regular Meeting: 11:01 AM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER
The meeting was called to order at 11:01 AM by Chair Eichelberger.

ROLL CALL OF COMMISSION MEMBERS

Commissioner Barbara Bennett:	Present
Vice-Chair Bill Brizee:	Present
Commissioner Rhonda Budvarson:	Present
Chair Judy Eichelberger:	Present
Commissioner Ransom Storm:	Absent – Has resigned from the Commission

Pledge of Allegiance was led by Chair Eichelberger.

VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum):
Ruth Spencer, who has applied to be a part of the Historic Preservation Commission, was present in the audience and gave a history of her family; the "Nelson Family." Her brother Ernie wrote a book about "pioneering on the shores of Hayden Lake." Director, Donna Phillips, confirmed that her application was received, and it is currently in process.

John Krakenburg was also in the audience after learning that the city has a Historic Preservation Commission. He gave a quick history of his family, stating that his great-grandfather Max Joseph Krakenburg, moved to Coeur d' Alene in 1904. He went on to state that he knows Commissioner Budvarson through his "genealogy hobby." He also wrote a history about the Avondale Golf course where he was a member, and the Post Falls Post Office where he used to work. He wants to do history about the cities of Hayden Lake, and Hayden as well as he was curious to find out that they are two different cities. Chair Eichelberger asked if he receives a copy of the "Hayden Lake Neighbors" to which he confirmed he does, and he also bought a copy of the book written by our commissioners of the Historic Preservation Commission (HPC): Ordinary People, Extraordinary Lives.
Mr. Krakenburg continued his discussion with the Commission asking about the "old Miles Barn" and if a developer bought that property? To which Chair Eichelberger confirmed yes, it has been bought by a developer and will have about 38 homes developed on it. The trees are down, and some brush has been cleared, but the buildings are still up. Chair Eichelberger stated that Mrs. Hansen has passed away, so

the family will probably be coming to town. Director Phillips asked if this is a part of Chair Eichelberger's "report" section of the meeting, to which she confirmed yes, it is. Chair Eichelberger asked Commissioner Budvarson about her research on the Armory Depot, and where she was getting most of her research from, to which Commissioner Budvarson confirmed she went to the County Courthouse, and the records only went as far back as 1990. Chair Eichelberger stated that it might be a good idea to also check on the Kootenai County GIS Map and can potentially find more information there.

ADDITIONS OR CORRECTIONS
N/A

CONSENT CALENDAR - *All items on the Consent Calendar are Action Items*
Motion to approve the Regular Meeting Minutes from August 13, 2026, as written was made.

This motion, made by Commissioner Budvarson and seconded by Commissioner Bennett. Motion carried.

Barbara Bennett:	**Yes**
Bill Brizee:	**Yes**
Rhonda Budvarson:	**Yes**
Judy Eichelberger:	**Yes**
Ransom Storm:	**Absent – resigned from the Commission**

Yes: 4, No: 0, Absent: 1

Motion to table the review of the Joint Meeting Minutes with Parks & Recreation Commission from August 20, 2026, until the next regular meeting in October.

This motion, made by Commissioner Budvarson and seconded by Commissioner Bennett. Motion carried.

Barbara Bennett:	**Yes**
Bill Brizee:	**Yes**
Rhonda Budvarson:	**Yes**
Judy Eichelberger:	**Yes**
Ransom Storm:	**Absent – resigned from the Commission**

Yes: 4, No: 0, Absent: 1

UNFINISHED BUSINESS
Update on Book 2: Chair Eichelberger and Commissioner Bennett:
Commissioner Bennett reported that she just finished up the Hendrickson Family history, she is finishing up the Bergstrom Family, and the Harshaw Family histories. Commissioner Budvarson is helping her finish those up and will send her more information that she has. Next Commissioner Bennett stated she will work on the

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Buckles Family history, and she is also currently working on Furgeson, and is waiting for more information.
Chair Eichelberger reported that one of the goals for their book(s) is to not only represent the families, but also to make the book more readable by using “sidebars” where they put extra information about the area, things of interest, and other people. She went on to say that she attended a presentation by Tom Richards Jr. at the Coeur d’ Alene Library. She said the attendance was low, but she believes that was because there was another event scheduled right after his. She said that the Hayden Lake Library is interested in more “history talks” and presentations, and that Tom would be on their list to do that. Chair Eichelberger continued by stating that Tom’s presentation was about the Richards Family disagreement with the State of Idaho about who owned the dyke, and that the disagreement went all the way to the Supreme Court.
Tom also talked about Hayden Lake, and the “Blackwell Mill Pond” up at Spirit Lake. She said he did not really talk about the level of Hayden Lake, and he gave credit to Matt Hayden for “plugging the whirlpool.” Discussion continued about raising the lake level of Hayden Lake, and Chair Eichelberger stated that things like this are what they are really interested in having in their book as “sidebar” items.
Commissioner Bennett asked if Chair Eichelberger could ask Tom Richards Jr. if he would be willing to do a Facebook Live for his next presentation. To which Chair Eichelberger said that was a good idea, and she will ask him.

WORKSHOP
Hayden Historic Preservation Commission Awards Process Discussion:
Chair Eichelberger stated that they need to start earlier this time, and Vice Chair Brizee agreed. He explained what the Historic Preservation Awards are to the visitors that were present in the audience and explained that they are changing the timelines this go around to give them more time to review the applications and do research on the submissions.
Discussion continued about timeline, and Chair Eichelberger showed a paper to Vice Chair Brizee that reflected a draft of their timeline idea.
Director Phillips proceeded to go up to the whiteboard and write down the timeline idea from the paper that was provided to Vice Chair Brizee.
Ms. Phillips read aloud the timeline stating that the applications will be submitted online, then the commission will review the submittals, and notify the owners of the structure that they have been nominated for an award and ask if they would like to be considered for this award or not. Research for the structure will begin in the month of March by the commission, and they will need to find out: what kind of structure is it? How old is the structure? And what was its original use? Historical photos and timeline will be researched and collected.
In the month of April, the winner is chosen and the applicant and owner are notified.
At the second Council Meeting in May, the award will be presented to the winner.
Looking at the timeline for everything, Chair Eichelberger asked if they should move the timeline up to receive applications sooner and give a deadline of January instead? To which Ms. Phillips said it is hard to get items back in January because of the holidays. She also pointed out that the commission needs to decide whether they are going to put the stipulation that the structure must be inside Hayden city limits or not.

Chair Eichelberger stated that she thinks at least for the first few years, that yes, the structures must be within the city limits of Hayden.
It was agreed that nominations will be open December 1st and will close February 1st. The commission will review them all during the month of February and then do research in March.
The commission would like a public service announcement to be created for Facebook, the city's website, and printed in the newspaper. Vice Chair Brizee was assigned to work on that.
Vice Chair Brizee suggested to change the application stipulations about a narrative being required, because some people may not know the history of the structure. It was suggested to change it to say, "any known history or past owners of structure."
Vice Chair Brizee said he will also continue to hand out flyers again to get the word out.

REPORTS
Vice Chair Brizee reported that the Stoddard Barn RFP was approved by City Council. He went on to report that he had Cooper Broggel, Planner create an excel spreadsheet for him compiling his research about the history of the buildings along Government Way. Vice Chair Brizee is working on a book that is a compilation of these structures and their history.
Chair Eichelberger reported that school has started now, and that the commission would like to give copies of their book (Ordinary People, Extraordinary Lives) to some of the local schools: Atlas, Hayden Meadows, Hayden Canyon Charter School, Nicks, and CCS off Prairie Avenue.
Chair Eichelberger attended a webinar regarding Section 106, which discussed how the rules have changed and how buildings are chosen. She said a lot of people were not happy with the changes.
Sadie Roe, Clerk, reminded the commission that they must report to City Council on September 22, 2026, to update them on what they are working on. Chair Eichelberger will be the one presenting and will give them an update on Book 2 (of Ordinary People, Extraordinary Lives), their joint commission project for Stoddard Barn with the Parks & Recreation Commission, and the HPC Awards coming up.
Director Phillips reported that the commissioners are members of the National Alliance of Preservation Commission (NAPC) and staff will inform them when more webinars or events are available for them to attend.
Ms. Phillips invited Alexxis (from Idaho State Historical Society) to meet with the commission, to discuss and define what a "survey" is. This will help them decide in what direction they will pursue grant dollars, and will they use those grant dollars to fix Stoddard Barn, or to conduct a survey of structures, and how many structures.
Alexxis will join the meeting virtually to speak with the commissioners sometime in November.
In January the commission will be looking at their Action Plan for the year. Director Phillips asked if Chair Eichelberger has heard from Hayden Canyon Charter School about doing "story telling." She has not heard from them.
Ms. Phillips also mentioned Grandparents' Day, and if the commission will be doing an event of some sort for that day. Chair Eichelberger suggested using the Hayden Library and having Tom Richards Jr. present and the HPC would use that event to honor grandparents.

Hayden's aquifer and the spillway were discussed.

ADJOURNMENT *ACTION ITEM*
Meeting adjourned at 12:16 PM by Chair Eichelberger.

This motion, made by Vice Chair Brizee and seconded by Commissioner Bennett. Motion carried.

Barbara Bennett:	**Yes**
Bill Brizee:	**Yes**
Rhonda Budvarson:	**Yes**
Judy Eichelberger:	**Yes**
Ransom Storm:	**Absent – resigned from the Commission**

Yes: 4, No: 0, Absent: 1

Respectfully submitted by:

Sadie Roe, Clerk

DRAFT

3. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**
4. **UNFINISHED BUSINESS**
   A. Update from Commissioner Budvarson on Armory Depot research
5. **NEW BUSINESS**
   A. Research Subcommittee *ACTION ITEM*
   B. Re-ordering of Books: Ordinary People, Extraordinary Lives
   C. Kathleen Kennedy: Speakers Bureau 2027
6. **REPORTS**
7. **ADJOURNMENT *ACTION ITEM***

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