

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

Thursday, August 13, 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 Meeting Minutes of July 13, 2026

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

Monday, July 13, 2026

Regular Meeting: 11:00 AM

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

CALL TO ORDER

The meeting was called to order at 11:08 AM by Vice-Chair Brizee.

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:	Present

Pledge of Allegiance was led by Vice-Chair Brizee.

ADDITIONS OR CORRECTIONS

Corrections to minutes from 06-25-26 (see consent calendar below)

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

Edits to be made to Meeting Minutes from 06-25-26 per Vice- Chair Brizee: Under unfinished business change wording of second paragraph at the top of page 3 to read "Vice-Chair Brizee mentioned that if people ask why the commission is doing this survey, they can respond by saying to find out what buildings are significant to the community and the information provides helpful information to the Historic Commission and allows for grants for SHPO's historical surveys." With those changes noted, Approval of Meeting Minutes of June 25,2026, was made.

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

Barbara Bennett:	Yes
Bill Brizee:	Yes
Rhonda Budvarson:	Yes
Judy Eichelberger:	Yes
Ransom Storm:	Yes
Yes: 5, No: 0, Absent: 0	

VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum):
N/A

UNFINISHED BUSINESS

Hayden Days Boards: What Advances the Story of Hayden?

The Commission reviewed the final photographs for the Hayden Days display boards, which had been provided by Commissioner Storm on a thumb drive. The collection included a variety of residential and commercial buildings for the Commission's consideration and approval.

After discussion, the Commission agreed to use three display boards at their Hayden Days booth to showcase the photographs and engage the public with the question, "What advances the story of Hayden?"

Community Development Director Donna Phillips also presented photographs of community parks located within residential subdivisions as a potential addition to the display boards. The purpose of including these images would be to gather public input on whether the community would like to see more neighborhood parks incorporated into future residential developments.

Chair Eichelberger asked the Commission whether the photo selections required formal approval or if any commissioners wished to remove any of the proposed photos. No changes were requested, and the Commission agreed to move forward with the selected images.

The Commission discussed the layout of the photo display boards and reviewed the images provided on the thumb drive. It was decided that an instructional display board would accompany the photo boards, inviting attendees to participate by asking, "Which photos do you think best tell the story of Hayden?"

Commissioner Storm will prepare the layout for the three display boards and email the completed files to City staff for printing.

Chair Eichelberger confirmed with Director Phillips that the Historic Preservation Commission (HPC) had reserved a booth for Hayden Days, despite the event application not yet being submitted. Director Phillips confirmed that the booth had been reserved and instructed Chair Eichelberger to complete and submit the application.

Chair Eichelberger reviewed the Hayden Days booth schedule and confirmed each commissioner's availability. Commissioners then signed up for their preferred shifts for each day of the event. Chairs, tables, and other items were discussed and decided to bring for the event.

Facebook Notices for Hayden Days:

Chair Eichelberger requested that a Facebook post be prepared to promote the Historic Preservation Commission's participation in Hayden Days. She asked that the post include the address for McIntire Family Park and incorporate the phrase, "We didn't learn this history in school," as a testimonial about the book. Chair Eichelberger provided City staff with a draft of the proposed Facebook post for review and preparation.

Update from Commissioner Budvarson on Armory Depot Research:

Commissioner Budvarson reported that additional research at the courthouse will be necessary, as she was unable to locate sufficient information through online sources.

Chair Eichelberger asked whether another commissioner could accompany Commissioner Budvarson to assist with the research. Director Phillips suggested that Vice-Chair Brizee accompany her.

Commissioner Bennett asked if “Ruth Nelson Spencer” could apply for being on the Historic Preservation Commission even though she lives in Coeur d’ Alene, not in Hayden. Director Phillips said that she doesn’t see anything in code about having to live within Hayden city limits however, Hayden city code identifies that all members of the commission shall have a demonstrated interest, competence, or knowledge in history or historic preservation. The council shall endeavor to appoint at least two members with professional training or experience in the disciplines of architecture, history, architectural history, urban planning, archeology, engineering, conservation, landscape architecture, law or other historic preservation related disciplines. To which Chair Eichelberger stated that Vice-Chair Brizee meets all those requirements. Director Phillips suggested that Ruth fill out a volunteer form from the city’s website.

NEW BUSINESS ACTION ITEM

Museum of North Idaho:

Chair Eichelberger reported that representatives from the Museum of North Idaho recently visited City Hall to review historical items in the City's collection. During their visit, the museum identified several items of interest that they would like to acquire for display.

Director Phillips asked the Commission whether it would be interested in donating selected historical items to the museum. She explained that City Hall has limited storage space and noted that any items donated would become the property of the museum, and the City would no longer retain ownership or control over them. Director Phillips also stated that the museum was not interested in the newspaper clippings in the City's collection, as many of those historical records are now available online.

Chair Eichelberger suggested researching how other local jurisdictions, including Kootenai County and the City of Coeur d'Alene, manage their historical collections and whether they have donated artifacts to the Museum of North Idaho. The Commission agreed that gathering additional information from neighboring jurisdictions would be beneficial before considering any future action.

Director Phillips also stated that before donating the items, HPC needs to survey what they have currently in storage, and if they decide to donate those certain items to the museum, HPC would need to present it to City Council for approval before they could do so.

REPORTS

Director Phillips reported that there have been lots of plans with master park planning. “Stoddard Barn Adaptive Re-use Master Plan” was mentioned stating that would be contracted out to a third party, and it would conduct a detailed review of the existing conditions, structural integrity, building system, safety considerations, and would identify Stoddard Barn’s historical significant features that should be preserved or restored. Engagement with city staff, stakeholders, and community members to understand goals needs and desired amenities for the site. Develop conceptual design options illustrating potential layouts, uses and enhancements that maintain the barns character. Analyze code requirements, accessibility needs, environmental considerations, and necessary upgrades. Providing cost estimates, funding strategy options, and phasing plans for construction, implementation, and prepare the master plan that can be used for

potential funding in the future. Commissioner Bennett asked if there was any mention of it being used as a museum, to which Director Phillips answered yes, it has been mentioned a couple of times.

Director Phillips went on to report that she spoke with Alexxis from SHPO and hopefully Alexxis will be able to attend the next HPC meeting in August to address the question of “what is a survey?”

ADJOURNMENT ACTION ITEM

Meeting adjourned at 12:31 PM by Chair Eichelberger.

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

Barbara Bennett: Yes

Bill Brizee: Yes

Rhonda Budvarson: Yes

Judy Eichelberger: Yes

Ransom Storm: Yes

Yes: 5, No: 0, Absent: 0

3. **VISITOR/PUBLIC COMMENT on Non-Agenda Items (5-minutes maximum)**
4. **UNFINISHED BUSINESS**
 - A. Update from Commissioner Budvarson on Armory Depot research
 - B. Hayden Days Recap and Findings
5. **NEW BUSINESS**
 - A. Update on Financials of the Commission
 - B. Using Services at City Hall / Workflow
6. **REPORTS**
7. **ADJOURNMENT ACTION ITEM**