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

Thursday, June 25, 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 11:06 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:	Present

Pledge of Allegiance was led by Chair Eichelberger.

ADDITIONS OR CORRECTIONS
N/A

CONSENT CALENDAR - *All items on the Consent Calendar are Action Items*
Edits to be made to Meeting Minutes from 06-11-26 per Chair Eichelberger and Vice-Chair Brizee: Under unfinished business change wording of sentence regarding using red and green dots to vote to say, “community members will be invited to view the displays and vote on which photograph they feel best represents the character and identity of Hayden using sticker dots.” Also correct spelling errors of Lancaster Avenue and Nezperce tribe. With those changes noted, Approval of Meeting Minutes of June 11,2026, 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:	**Yes**

Yes: 5, No: 0, Absent: 0

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

UNFINISHED BUSINESS

Hayden Days – Community Engagement: Review and Select Photos for Boards:
Chair Eichelberger discussed the Hayden Days display boards with the Commission. She confirmed the board size with Director Phillips and explained that the boards will be used to engage the community and gather feedback on architectural styles for the City of Hayden. The display will feature photos of residential and commercial buildings, allowing community members to identify which styles they believe best reflect Hayden's unique sense of place.
Director Phillips then presented photos for the Commission's review and possible approval for use on the Hayden Days boards:
Photo #52: Hayden Creek Plaza
Photo #53: Prairie Shopping Center
Photo #55: Hayden Creek Plaza
Photo #56: Core Auto Sales
Photo #57: Apartments on Government Way
Photo #63: Riverstone Condos Area
Photo #67: Not in Hayden – 4 story building
Photo #71: Coeur d' Alene – Building off of Indiana
Photo #72: Taken from the "Fort District" per Vice-Chair Brizee
Photo #74: From the Fort District as well per Vice-Chair Brizee
Photo #78: Coeur d' Alene – garage under the building per Director Phillips
Photo #79: Coeur d' Alene area
Photo #80: Black home with tongue and groove taken in Coeur d' Alene
Photo #85: Sanders Beach per Commissioner Bennett
Photo #90: Riverstone Area per Vice-Chair Brizee
Photo #92: Office building example per Vice-Chair Brizee
Photo #94: Fort District area per Vice-Chair Brizee
Photo #96: White home with black shutters taken in Coeur d' Alene area
Photo #98: Strip Mall – Eye Mart Express
Photo #99: Hayden North – apartments per Director Phillips & Vice-Chair Brizee
Photo #103: Midtown area
Photo #104: Golf course area per Vice-Chair Brizee
---End of photograph viewing---

Discussion continued about the photos, and how they will incorporate sticker dots for members of the community to vote. Commissioner Eichelberger said there are more photos on another thumb drive as well that Commissioner Storm can use while putting the boards together.
Director Phillips mentioned that a board like this/a survey like this has already been done. She asked whether the purpose of the board is to understand what the community wants to preserve or to gather input on what residents would like the city to look like in the future. She also noted that many of the photos in the slideshow are not from Hayden and suggested that using images that are not locally recognizable which could help reduce bias in the survey results.
Discussion between the commission continued about using photos of buildings that could be more "preservable" or come from a more historical perspective.

DRAFT

The commission discussed rescheduling the next meeting from July 9th to July 13th, 2026, at 11 am. They continued by saying the verbiage on the boards will read something along the lines of “What is the story of Hayden” or “What advances the story of Hayden.”
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 historical buildings.
Chair Eichelberger went on to talk about when the Kootenai County Historic Preservation Commission did a fact gathering survey prior to the Garden District Neighborhood Designation. She stated that SHPO has a survey of historical structures registration which she believes comes before doing a community survey.
Vice-Chair Brizee mentioned that in order to get a grant for a historical register survey, that there needs to be community input or survey prior to that.
Discussion continued about this, and Chair Eichelberger said that when SHPO came to visit the City of Hayden, they said we didn’t qualify for a historical district but encouraged the city to do the registry, and the surveys next.
Director Phillips stated that when SHPO visited, they recommended that City staff and the HPC evaluate buildings throughout the city to determine whether they have historical significance. Based on those findings, SHPO recommended conducting a survey of areas containing historically significant properties.
Chair Eichelberger stated that the next steps are to send the photos over to Commissioner Storm, so that he can gather them, and narrow them down for the July 13th meeting. Commissioner Storm requested to have all of the photos by July 6th. It was determined that only six or eight photos will fit on each board for Hayden Days.

Public Comments from Members of the Commission:
The Commission discussed the process for submitting public comments, the role of the HPC in public hearings, and how the Commission can make recommendations on matters such as demolition permits for historically significant structures. Director Phillips stated that because of the Commission's involvement in upcoming public hearings, it has achieved positive outcomes in the past, including the installation of two historical markers on properties the Commission determined to have historical significance.

Director Phillips stated that the liaisons for all commissions communicate and collaborate when they wish to work together on specific projects. Commission members serve as representatives of the City and should remain mindful of how their words and actions are perceived. When making public comments, members should remember that they are speaking in their capacity as representatives of the Commission and the City.

Protocol for publications of announcements, articles, etc. to the website and/or various media platforms:
Ms. Phillips stated that general service announcements need to provide general information about how, who, what, when, where, and why for whatever is being announced to the public.
Ms. Phillips went on to discuss the HHPC Awards process, and how the commission can improve the timeline for next year. The commission recognizes that they needed

more time to research. Specifically mentioned the winner of this year's award which was the Armory Depot. Commissioner Budvarson is going to research this building and create a timeline/backstory so that a more detailed social media post can be created. For next year the commission mentioned having the applications open earlier, possibly around December this year.

NEW BUSINESS *ACTION ITEM*

Tom Richards – Dike Road History:

Ms. Phillips stated that she met with Tom Richards, and he has a presentation about Dike Rd that he would like to present to the commission, and it will be recorded as well if the commission would like to have him do so.

Commissioner Budvarson made a motion to have Tom Richards attend one of the next HPC meetings with his presentation about Dike Rd, and to have this meeting recorded by City staff as well.

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

REPORTS

Director Phillips reported that Idaho Transportation Department is having their next public outreach regarding possible corridor improvements through Hayden on July 8th from 4:30 pm – 7:00 pm at the Kootenai County Fairgrounds.

Ms. Phillips also reported that she plans to meet individually with each member of the Historic Preservation Commission. She previously held similar one-on-one meetings with the Planning and Zoning Commissioners and found them to be very beneficial.

Chair Eichelberger stated that ITD emailed her directly and stated that there is a railroad crossing on old highway 95 near Athol that is no longer being used, and they asked the commission to comment on whether this is something that they consider is preservable. She will be forwarding that email to the rest of the commission for their review as well.

ADJOURNMENT *ACTION ITEM*

Meeting adjourned at 12:46 PM by Chair Eichelberger.

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

Barbara Bennett:	**Yes**
Bill Brizee:	**Yes**
Rhonda Budvarson:	**Yes**
Judy Eichelberger:	**Yes**
Ransom Storm:	**Yes**

Yes: 5, No: 0, Absent: 0

DRAFT