



Public Art Commission Agenda

Tuesday, November 2, 2021, 11:30 AM

CityHall - Room 116 Overflow
203 Main Avenue East- Twin Falls, Idaho

****SPECIAL MEETING****

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the Public Art Commission meeting minutes for September 7, and October 5, 2021
By: Elois Joseph, Recording Secretary
- 3) ITEMS OF CONSIDERATION
 - a) **DISCUSSION:** Public Art Commission policy development
By: Laura Stewart, Commission Chairperson
- 4) GENERAL PUBLIC INPUT
- 5) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Leila Sanchez (208) 735-7287 at least two working days before the meeting. Si desea esta información en español, llame Leila Sanchez (208) 735-7287.

Public Input Procedures

1. Individuals wishing to provide public input regarding matters relevant to the City of Twin Falls shall:
 - Wait to be recognized by the Mayor or Chairman
 - Approach the microphone/podium
 - State their name, and whether they are a resident or property owner in the City of Twin Falls, and proceed with their input.
2. The Mayor or Chairman may limit input to no less than two (2) minutes. Individuals are not permitted to give their time to other speakers.

Public Hearing Procedures for Zoning Requests

1. Prior to opening the first Public Hearing of the session, the Mayor or Chairman shall review the public hearing procedures.
 2. Individuals wishing to testify or speak before the City Council or Planning & Zoning Commission shall wait to be recognized by the Mayor or Chairman, approach the microphone/podium, state their name, and then proceed with their comments. Following their statements, they shall write their name and address on the record sheet(s) provided by the staff. The staff shall make an audio recording of the Public Hearing.
 3. A City Staff Report shall summarize the application and history of the request.
 4. The Applicant, or the spokesperson for the Applicant, will make a presentation on the application/request (request). No changes to the request may be made by the applicant after the publication of the Notice of Public Hearing. The presentation should include the following:
 - A complete explanation and description of the request.
 - Why the request is being made.
 - Location of the Property.
 - Impacts on the surrounding properties and efforts to mitigate those impacts.
 5. Applicant is limited to 15 minutes, unless a written request for additional time is received, at least 72 hours prior to the hearing, and granted by the Mayor or Chairman.
 6. The City Council or Planning & Zoning Commission may ask questions of staff or the applicant pertaining to the request.
 7. The general public will then be given the opportunity to provide their testimony regarding the request. The Mayor or Chairman may limit public testimony to no less than two (2) minutes per person.
 - Individuals are not permitted to give their time to other speakers.
 - However, five (5) or more individuals that received written notice of the public hearing may appoint, by written petition, a spokesperson. The written petition must be received at least 72 hours prior to the hearing and must be granted by the Mayor or Chairman. The spokesperson shall be limited to 15 minutes.
 - Written comments, including e-mail, received by 12:00 p.m. on the date of the hearing shall be either read into the record or displayed to the public on the overhead projector.
 8. Following the Public Testimony, the applicant is permitted five (5) minutes to respond to Public Testimony.
 9. Following the Public Testimony and Applicant's response, Council or Commission members, as recognized by the Mayor or Chairman, shall be allowed to question the Applicant, Staff or anyone who has testified. Responses shall be limited to answering the questions asked. The Mayor or Chairman may limit the time permitted for the answer.
 10. The Mayor or Chairman shall close the Public Hearing. The City Council or Planning & Zoning Commission shall deliberate on the request. Deliberations and decisions shall be based upon the information and testimony provided during the Public Hearing. Once the Public Hearing is closed, additional testimony from the staff, applicant or public is not allowed. Legal or procedural questions may be directed to the City Attorney.
- * Any person not conforming to the above rules may be prohibited from speaking. Persons refusing to comply with such prohibitions may be asked to leave the hearing and, thereafter removed from the room by order of the Mayor or Chairman.



Public Art Commission Minutes

Tuesday, September 7, 2021, 11:30 AM

City Hall – Room 116, Overflow
203 Main Avenue East- Twin Falls, Idaho

****SPECIAL MEETING****

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Melissa Crane was the acting-chairperson at this meeting.

Melissa Crane called the meeting to order at 11:58 a.m. A quorum was present.

Members Present: Melissa Crane, Vice-Chairperson; Camille Barigar; Amy Westover; Janeale Dean.

Members Absent: Laura Stewart, Chairperson; Drew Nash; Shawn Barigar, Council-liaison.

Staff Present: Wendy Davis, Parks and Recreation Director; Robin Hite, Engineering Traffic Technician; Elois Joseph, Parks and Recreation Administrative Assistant.

2) CONSENT CALENDAR

- a) Request to approve the Public Art Commission meeting minutes from August 3, 2021.

MOTION: Amy Westover moved to approve the consent calendar as presented. Camille Barigar seconded the motion. Approved 4 to 0.

3) ITEMS OF CONSIDERATION

- a) Discussion of the Community Survey (Spanish version)

Elois Joseph presented an update on the status of the Spanish version of the survey including the following:

- The translation of the survey to Spanish, and the deployment of the survey with the assistance of Alejandra Hernandez with the Unity Alliance of Southern Idaho.
- The Spanish survey was deployed on these platforms: Hispanic Chamber of Commerce, broadcasted on a Hispanic radio station, and the Women's Business Center's Spanish speaking members.
- The 6 responses of the survey to date.

Discussion ensued regarding the possibility of an intercept, in-person survey at Hispanic cultural events in the future. The challenges of this approach were discussed.

Based on the direction from the commission, the survey was set to remain open for a few more weeks to allow further participation.

b) Presentation for Electrical Box Decorative Wraps in the City

Robin Hite presented the request including the following:

- The opportunity to wrap 3-4 cabinets a year at \$900-\$1700 per cabinet based on the location; the prices differ based on the size of the cabinets and how many are at each intersection
- The expected 3% increase in the quote from Lytle Signs
- The wrap installation will take about 4 weeks per intersection, per cabinet.
- The listed quote would include printing and installation of the wraps
- The 5-year warranty of the wraps

Robin Hite left the meeting at 12:34 p.m.

Discussion ensued regarding the cost of the project based on the current budget allocated to the Public Art Commission. The need to increase the annual budget for this commission was discussed.

No action was taken on this item

c) Public Art Commission Discussion: Imagination Alley, Commission budget, and future projects and ideas.

Discussion ensued regarding the following:

- maintenance of public art and who that responsibility would fall under (maintenance and budget).
- The commission's role in helping establish policy in the City related to public art.
- Maintenance costs for existing and new public art pieces were discussed. The need to form policy to develop public art, maintenance, and budget was emphasized.
- Denver's ordinance using 1% of all developmental projects placed in a budget for maintenance fund was discussed.
- The need to create a database/inventory for City public art was discussed.

Mural projects with Southern Idaho Tourism and the URA, and signage through the Historical Society were discussed. Based on the community survey results, murals were not highly rated.

Imagination Alley was discussed as a tourist draw. Sarah Rohrbach with Southern Idaho Tourism was asked to be invited back for the upcoming meeting - with a specific proposal and a projected budget.

The URA's role in public art and the maintenance of the existing URA pieces was discussed.

The Imagination Alley project and the amount that the commission is willing to set-aside for the electrical wrap boxes were discussed as 2 projects that the commission can focus on.

Commissioner terms and vacancies were briefly discussed.

4) GENERAL PUBLIC INPUT

5) ADJOURNMENT

The meeting was adjourned at 1:20 p.m.

Elois Joseph

Elois Joseph, Recording Secretary



Public Art Commission Minutes

Tuesday, October 5, 2021, 11:30 AM

City Hall – Room 116 - Overflow
203 Main Avenue East- Twin Falls, Idaho

****SPECIAL MEETING****

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Laura Stewart called the meeting to order at 11:37 a.m. A quorum was present.

Members Present: Laura Stewart, Chairperson; Melissa Crane, Vice-Chairperson; Janeale Dean; Camille Barigar, Drew Nash; Amy Westover.

Members Absent: Shawn Barigar, Council liaison.

Staff Present: Wendy Davis, Parks and Recreation Director; Elois Joseph, Parks and Recreation Administrative Assistant

Guests Present: Carolyn White, Urban Renewal Agency (URA) Arts Sub-Committee; Sarah Rohrbach, Digital Content Manager Southern Idaho Tourism.

2) CONSENT CALENDAR: None

3) ITEMS OF CONSIDERATION

a) Review Spanish Survey Results

Laura Stewart led the discussion. At the time the survey closed there were a total of 11 responses. A brief discussion of the survey results ensued.

It was noted that the results of this survey's priorities were very similar to the first community survey results.

b) Update on Public Art Inventory

Carolyn White discussed the following:

- Past and current Urban Renewal Agency (URA) projects related to Art
- The URA will be discontinuing in 2022
- 2 current projects: (1) Painted mural on the alley side of the City Information building. The call to artists was open in various states in the Northwest. The selected artist is Matt Sunderman, from Boise. This project started on October 5, 2021, with a timeline to be completed in November 2021, depending on the weather. (2) The creation of a Public Art Directory – an inventory of Public Art in Twin Falls including location of the art, the artist, and background information. Collaboration with Twin Falls Public Library to be the website host for the project where the information will be accessible. Information will tie to a QR code linked to the website available in handout brochures.

Possible sign (map with art work locations) with the directory at a location to be decided, and a handout brochure.

Discussion ensued regarding using the Public Art Directory as a starting point to create a list of Public Art that will work for the Public Art Commission's needs.

The URA Public Art Directory project will be turned over to the Public Art Commission and funds are set-aside from the URA to the City to help maintain some of the associated costs of this project when the URA discontinues.

Discussion ensued regarding having a documented archive for URA and non-URA Art, including project costs, artist information, maintenance costs, commissioned vs. donated, etc. Having information on specifications, costs, and vendors used for signage, handouts, etc. for posterity and future reference was discussed. These requirements were discussed as components to be included as part of Public Art Commission policy.

A recommendation was made for the inclusion of cameras in the Downtown Commons area to help with vandalism that has occurred.

Carolyn White left the meeting at 12:10 p.m.

c) Follow Up on Imagination Alley Proposal

Sarah Rohrbach discussed the following:

- the need to re-visit the name "Imagination Alley" after feedback from the community. "Magic Valley Art Alley" was proposed as a possible option.
- Options were discussed for the project: (1) Having a large event where artists come in on a particular day with food and festivities open to the public, or (2) Issuing permits to each artist to come in and complete their project. The budget would be a determining factor in the selection of either option to complete the project.

Discussion ensued regarding what the role of the Public Art Commission is with this project. The need for the Commission to establish policy and parameters to help set-up procedure and evaluate projects and proposals was discussed.

Sarah was asked to take a lead on the event planning component, possibly with the assistance of Tony Prater, to establish a plan for this project. The Commission may assist with a monetary contribution (budget dependent), publicizing the event, and support of this project.

Sarah Rohrbach left the meeting at 12:22 p.m.

No action was taken on this item.

d) Consider Developing a Policy for Publicly Owned Art in Twin Falls

Virtual and hard copies of the Tree Ordinance, the Naming Policy, and the Donation Policy were given to the Commission for reference.

Wendy Davis presented the following considerations to guide the commission with the policy-creating process:

- Setting criteria that can help facilitate the process
- Mission/Purpose of the Commission to be included in the policy
- Identifying the processes that can help build the criteria for the policy/procedure for Public Art. This could include pertinent information such as ownership, maintenance responsibilities, and help set criteria for types of art that may be acceptable.
- Having affected departments offer feedback during the decision-making process may also be included as part of the Public Art Commission's policy for Public Art.
- Discussion ensued regarding utilizing the City's Strategic Plan, the Community Survey results, and/or creating a Master Plan for the Commission, to be used as a point of reference for policy.

Discussion ensued about how policy can help identify what the Commission's role is with various proposals. The need to look at the mission and vision statements as a guide for creating policy was emphasized.

Commissioner Nash inquired about the Commission vacancy. Wendy Davis gave an update on the vacancy including the following: the opening has been posted, and applications are being received. Interviews will be scheduled. Appointment will be made by the Mayor during a City Council Meeting.

Including the City attorney, Deputy City Manager, City Manager, and Council liaison while creating policy creating process was discussed.

Commissioners were tasked with researching policies/criteria from other cities, and various sources that can help guide the process of creating effective policy. A channel called "Public Art Policy Development" was created on Microsoft TEAMS for this task. This research will be discussed at the next meeting.

4) GENERAL PUBLIC INPUT

5) ADJOURNMENT

The meeting was adjourned at 1:05 p.m.



Elois Joseph, Recording Secretary