



Public Art Commission Agenda

Tuesday, October 4, 2022, 12:00 PM

SPECIAL MEETING

City Council Overflow Room CH-116
203 Main Avenue East- Twin Falls, Idaho

Members: Laura Stewart Chairperson, Melissa Crane Vice-Chairperson, Amy Westover, Camille Barigar, Drew Nash, Janeale Dean, Tim Hafer

- 1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM
- 2) CONSENT CALENDAR
 - a) **ACTION ITEM:** Request to approve the meeting minutes from the following meetings:
 - 1) Public Art Commission Sub-Committee May 26, 2022 Meeting.
 - 2) Public Art Commission June 7, 2022 Meeting.
 - 3) Public Art Commission August 2, 2022 Meeting (Voided)
 - 4) Public Art Commission September 6, 2022 Work SessionBy: Elois Joseph, Parks Administrative Assistant
- 3) ITEMS OF CONSIDERATION
 - a) **INFORMATIONAL:** Introduction of new council liaison Councilmember Alexandra Caval
By: Wendy Davis, Parks and Recreation Director
 - b) **ACTION ITEM:** Policy Development
By: Public Art Commission
- 4) GENERAL PUBLIC INPUT
- 5) ADJOURNMENT

Any person(s) needing special accommodations to participate in the above-noticed meeting could contact Josh Palmer (208) 735-7312 at least two working days before the meeting. Si desea esta información en Español, por favor llame a Josh Palmer al teléfono (208) 735-7312.

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.



Date: Tuesday, October 4, 2022
To: Parks and Recreation Commission
From: Elois Joseph, Parks Administrative Assistant

ACTION ITEM

Request:

Request to approve the meeting minutes from the following meetings:

- 1) Public Art Commission Sub-Committee May 26, 2022 Meeting.
- 2) Public Art Commission June 7, 2022 Meeting.
- 3) Public Art Commission August 2, 2022 Meeting (Voided)
- 4) Public Art Commission September 6, 2022 Work Session

Time Estimate:

Allow 2 minutes

Background:

N/A

Approval Process:

A simple majority will approve this request

Budget Impact:

There is no significant budget impact associated with this request.

Regulatory Impact:

N/A

History:

N/A

Analysis:

N/A

Conclusion:

N/A

Attachments:

1. Public Art Commission Sub-Committee Minutes May 26, 2022
2. Public Art Commission Meeting Minutes June 7, 2022
3. Public Art Commission Minutes August 2, 2022
4. Public Art Commission Work Session Minutes September 6, 2022



Public Art Commission Minutes

Thursday, May 26, 2022, 3:00 PM

SPECIAL MEETING

City Council Overflow Room CH 116
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Laura Stewart called the meeting to order at 3:06 p.m.

Sub- Committee members present: Laura Stewart, Chairperson; Drew Nash; Tim Hafer.

Sub-Committee members absent: Amy Westover, Janeale Dean.

Staff Present: Elois Joseph, Parks Administrative Assistant.

2) ITEMS OF CONSIDERATION

a) Policy/Procedure Development

The following was discussed:

- The three categories were discussed – donations, commissioned art, and project requests.
- Fundraisers were mentioned as a possible fourth category
- Including different types of art was discussed (i.e., 2-D, 3-D, performance, etc.)

Edits were made to the document.

Revisiting the term “acquisition” of art to be inclusive of all types of art, including performance art was discussed.

Including the mission, vision, values, and goals in the document was discussed. Placing these on the top of each application form was discussed.

3) GENERAL PUBLIC INPUT

4) ADJOURNMENT

The meeting was adjourned at approximately 4:12 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the word "Joseph".

Elois Joseph, Recording Secretary



Public Art Commission Minutes

Tuesday, June 7, 2022, 11:30 AM

City Council Over flow Room CH-116
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Laura Stewart called the meeting to order at 11:56 a.m. A quorum was present.

Members present: Laura Stewart, Chairperson; Melissa Crane, Vice-Chairperson; Drew Nash (left at 12:56 p.m.); Janeale Dean; Camille Barigar; Amy Westover; Tim Hafer.

Members absent: none.

Council Liaison (absent): Shawn Barigar.

Staff present: Wendy Davis, Parks and Recreation Director; Jonathan Spendlove, Planning and Zoning Director, Elois Joseph, Parks Administrative Assistant.

2) CONSENT CALENDAR

- a) Request to approve the meeting minutes from the Public Art Commission from the May 3, 2022, meeting.

MOTION: Melissa Crane moved to approve the consent calendar as presented. Janeale Dean seconded the motion. Roll call vote determined that all present voted in favor of the motion. Approved 7 to 0.

3) ITEMS OF CONSIDERATION

- a) Review and edit policy document.

Laura Stewart explained the request, including the work that was completed at the May 26, 2022 Sub-Committee Meeting.

Referencing the Mission-Vision-Values of the Twin Falls Public Art Commission at the beginning of the document instead of including it in its entirety was mentioned.

Being mindful of the City of Twin Falls' goals while projects are considered by the Twin Falls Public Art Commission (TFPAC) was discussed.

Discussion ensued regarding the different types of project categories of proposals that may come to the TFPAC:

- Three categories were determined
 - 1. Commissioned Art – identified need for a project by the commission and fulfilled by the commission.
 - 2. Community Projects/Partnerships – a group or individual comes in with a project and is requesting collaboration and/or funding from the commission, the commission evaluates and considers the parameters of the partnership.
 - 3. Donations – a group or individual requests to donate art, the commission considers the donation.
- Contracting with artists and defining qualifications would be determined in the call-for-artists portion of the process.
- Using “RFQ (Request for Qualifications)” or “RFP (Request for Proposals)” terminology in lieu of “Call for Artists” was discussed to allow a more inclusive pool of applicants.

Jonathan Spendlove helped the commission identify a framework for the criteria for policy development. The following were discussed:

- Getting to a process that requires certain elements and how the commission is accountable
- Each project will have specific details, the selection criteria will be different based on each project and determined on a case-by-case basis.
- The three categories were discussed in further detail.

The subjectivity of art was discussed as a consideration for future projects. Including language in the selection process to allow the commission authority to approve or deny public art was mentioned.

Reformatting the original document that contains most of the necessary criteria was discussed.

The TFPAC review process was discussed in detail.

Re-convening the sub-committee to formalize the document was discussed. It was decided that the sub-committee does not have to meet, and that City staff would edit the policy draft and send out to the commission prior to the July TFPAC meeting for pre-work review.

Drew Nash left the meeting at 12: 56 p.m.

4) GENERAL PUBLIC INPUT

5) ADJOURNMENT

The meeting was adjourned at 12:59 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the word "Joseph".

Elois Joseph, Recording Secretary



Public Art Commission Minutes

Tuesday, August 2, 2022, 12:00 PM

SPECIAL MEETING

City Council Overflow Room CH 116
203 Main Avenue East- Twin Falls, Idaho

This meeting was voided due to commissioner terms that were expired and not recognized by staff until after the meeting was held. No quorum was present. All motions and decisions made during this meeting are null and void.

1) CALL MEETING TO ORDER/CONFIRMATION OF QUORUM

Laura Stewart called the meeting to order at 12:01 p.m. A quorum was present.

Members Present: Laura Stewart, Chairperson; Melissa Crane, Vice-Chairperson; Tim Hafer

Members Absent: Camille Barigar, Drew Nash

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

Guests Present: Janeale Dean; Amy Westover (lapsed terms for commissioners, recognized after the meeting was held)

2) CONSENT CALENDAR

a) Request to approve the meeting minutes from the following meetings:

1) Public Art Commission Sub-Committee May 26, 2022 Meeting.

VOIDED MOTION: Amy Westover moved to approve the minutes from the May 26, 2022, meeting. Melissa Crane seconded the motion. Roll call vote determined all present voted in favor of the motion. Approved 5 to 0.

2) Public Art Commission June 7, 2022 Meeting.

VOIDED MOTION: Melissa Crane moved to approve the meeting minutes from the June 7, 2022, meeting. Amy Westover seconded the motion. Roll call vote determined all present voted in favor of the motion. Approved 5 to 0.

3) ITEMS OF CONSIDERATION

a) Policy Development.

Wendy Davis explained the request, including the following:

- The categorization of the types of public art that would be coming in.
- Projects and donations (externally driven) application process
- Commissioned art (internally driven) similar but separate process

Meeting participants went through the document and made comments and edits.

No action was taken on this item.

4) GENERAL PUBLIC INPUT

5) ADJOURNMENT

The meeting was adjourned at approximately 1:07 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the name.

Elois Joseph, Recording Secretary



Public Art Commission Minutes

Tuesday, September 6, 2022, 12:00 PM

SPECIAL MEETING - Work Session

City Council Overflow Room CH-116
203 Main Avenue East- Twin Falls, Idaho

1) CALL MEETING TO ORDER

The work session convened at 12:05 p.m.

Members present: Laura Stewart, Chairperson; Melissa Crane, Vice-chairperson; Camille Barigar; Drew Nash; Tim Hafer.

Members absent: none.

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

Guests present: Amy Westover, Janeale Dean.

2) CONSENT CALENDAR

3) ITEMS OF CONSIDERATION

a) Work Session for Public Art Policy.

Wendy Davis presented the document created by City Staff for the Public Art Application. Edits were made to the document.

Session participants were asked to consider potential applications to help build the document.

Discussion ensued regarding insurance and the Special Event process. Considering the current process for public events in City Facilities was discussed.

Discussion ensued regarding performing art projects such as Art-walks, storytelling, performance type shows, etc. and how they would be considered through the application process.

The determining factor for the Commission's jurisdiction was discussed. It was determined that if applicants request funding through the Public Art Commission, they would qualify as a project or event that would be under the purview of the Public Art Commission and the application process.

Placing the initial qualifying question for projects identifying if they are a donation, proposed City project, or community partnership to evaluate the type of request was discussed.

Drew Nash left the session at 1:00 p.m.

The permitting process for current Parks events was discussed.

Amy Westover left the session at 1:05 p.m.

4) GENERAL PUBLIC INPUT

5) ADJOURNMENT

The work session ended at 1:07 p.m.

A handwritten signature in blue ink that reads "Elois Joseph". The signature is written in a cursive style with a horizontal line under the word "Joseph".

Elois Joseph, Recording Secretary