



Public Art Commission Minutes

Tuesday, November 4, 2025, 12:00 PM

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

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

1) Call Meeting to Order/Confirmation of Quorum

Commissioner Crane called the meeting to order at 12:08 PM
A quorum was present.

Members Attending: Melissa Crane, Chairperson; Drew Nash, Amy Westover, Tim Hafer
Member absent: Laura Stewart, Janeale Dean
Staff Attending: Wendy Davis, Council Liaison Craig Hawkins, Mable Shurtleff

2) Consent Calendar

- a) Request to approve the minutes from the following meeting: October 7, 2025.
MOTION: Commissioner Hafer moved to approve the consent agenda. Commissioner Nash seconded the motion. Roll call vote showed all members present voted. Approved 4 to 0.

3) Items of Consideration

- a) Discuss approach for public/private art installations
The Commission discussed its role regarding artwork located on private property and the boundaries between public and private responsibilities.
- Points Raised:
 - The City currently does not own or control art placed on private property.
 - Commissioners expressed concern about using public funds for privately owned spaces.
 - Some members suggested that the Commission could act as a *liaison* — connecting property owners with artists — rather than funding projects directly.
 - It was noted that many property owners who approach the City are seeking guidance, not necessarily funding.
 - Several members proposed developing a pamphlet or resource guide outlining:
 - How private owners can commission art responsibly,
 - What the City's aesthetic and policy considerations are,
 - The limits of City involvement.
 - Commissioners agreed the Commission could support and advise private initiatives without financial involvement.

Outcome:

Consensus that the Commission will not fund private projects but can serve as a liaison or

resource. Future consideration will be given to drafting a Memorandum of Understanding (MOU) template clarifying responsibilities between the City and private entities.

- b) Consider creating a sub committee to work on the City Hall lobby art gallery concept
- Proposal to develop a City Hall Lobby Gallery to exhibit local artists' work.
 - Discussion included:
 - Display cases for 2D work.
 - Potential themes, rotation schedule, and whether exhibits would charge a fee.
 - Comparison to successful programs in other Idaho cities.
 - Importance of advance planning for the America 250 anniversary exhibition (2026).

Form a Lobby Gallery Subcommittee (Members: Commissioner Crane and Commissioner Westover).

Tasks:

- Determine scope, layout, and costs.
- Draft guidelines for artist participation.
- Prepare for possible America 250 themed exhibition.

- c) Update public art walk brochure

The group reviewed the City's current inventory of public art and discussed:

- Ownership clarification,
- Maintenance responsibilities,
- Existing MOUs (example: *Claude Browns mural*, which required a 4-year display which ended in 2023).

Commissioners emphasized the need for a centralized spreadsheet tracking:

- Artwork title, artist, year, ownership, location, maintenance needs, and agreement terms.

Staff and subcommittee members will continue compiling the complete public art inventory and identify which pieces require updated MOUs.

The existing Art Walk brochure and library-hosted website need updates to include recent works.

- Discussion points:
 - Clarification that there are two parts for update:
 - The printed brochure (originally URA-funded).
 - The online library website map.
 - Several art pieces listed no longer exist; new ones need to be added.
 - There are currently two large walking tour signs—one on City property and one at Mary Alice Park (private property).

- Recommendation to replace the Mary Alice Park sign with a smaller QR code sign directing viewers to the updated online map.
- ADA accessibility requirements will affect future printed and digital materials.
- Commissioners discussed incorporating electrical box wraps as part of the public art catalog, possibly under a subcategory.
- Form a Public Art Brochure Subcommittee (Members: Commissioner Nash and Commissioner Westover).

Tasks:

- Identify artwork to add/remove from the current brochure.
- Verify artist information and photography needs.
- Coordinate with the library/IT for website updates.
- Determine brochure printing quantity, cost, and potential funding source.
- Staff to confirm if any remaining URA funds are available for brochure maintenance.

d) Continue discussion of CBH Homes Hearts Across the Valley initiative
Update provided:

- Recommendation and photos submitted to project organizers.
- Awaiting response regarding location approval.
- Alternate site (Visitor Center) will be considered if needed.
- Timeline remains flexible into spring.

4) General Public Input

No public present.

5) Public Art Proposal Update

a) Discussion of current proposals including: America 250 historical art display, City Hall lobby art display, Pop up art gallery

- All recent projects completed.
- One pending project: Shakespeare performance proposal (follow-up confirmed artist won't be ready until 2027).

Suggestion to add a "Subcommittee Reports" standing item to future agendas for ongoing project updates.

- Discussion about integrating the project update report and maintenance fund tracking into regular agenda packets.

Proposal to develop a City Hall Lobby Gallery to exhibit local artists' work.

- Discussion included:

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- Potential themes, rotation schedule, and whether exhibits would charge a fee.
- Comparison to successful programs in other Idaho cities.
- Importance of advance planning for the America 250 anniversary exhibition (2026).

6) Adjournment

The meeting adjourned at 01:14 PM

Mable Shurtleff

Mable Shurtleff, Project Coordinator
Parks and Recreation Department