



Public Art Commission Minutes

Tuesday, March 3, 2026, 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, Catherine Walworth

1) Mission Statement

2) Call Meeting to Order/Confirmation of Quorum

Commissioner Crane called the meeting to order at 12:00 PM

A quorum was present.

Members Attending: Melissa Crane, Chairperson; Drew Nash, Tim Hafer, Janeale Dean, Amy Westover, Catherine Walworth

Member Absent: Laura Stewart

Staff Attending: Mitch Humble, Craig Hawkins, Mable Shurtleff

3) Consent Calendar

a) Request to approve the minutes from the following meeting: February 3, 2026.

MOTION: Commissioner Westover moved to approve the consent calendar. Commissioner Dean seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

4) Items of Consideration

a) Continue discussion of City Art Gallery.

The Commission continued discussion on proposal to transform the City Hall lobby into a small art gallery space featuring possible installations. The concept would involve issuing a call-to-artists and inviting selected artists to display their work along with appropriate display materials to showcase their art.

Commissioner Westover (sub-committee) noted that the City Hall lobby had been previously identified as a suitable location for displaying art, particularly in connection with the upcoming America 250 celebration. The sub-committee discussed whether it would be feasible for the Commission to support and manage a project of this nature. Several logistical questions were raised, including whether Commission members would have the time to facilitate the project, how artwork would be received and stored, how payments would be handled if artwork were sold, and who would be authorized to process such payments.

Commissioner Crane (sub-committee) suggested the possibility of hosting an art show or displaying artwork for a six-month period, allowing for two shows per year. However, Crane noted that managing a project of this scale would likely require at least 15 hours of work and indicated she did not have sufficient time to take on that level of responsibility.

Commissioner Westover commented that a monthly rotation of artwork would require significant effort and time to coordinate and suggested that an annual show might be a more

manageable alternative.

Deputy City Manager Humble noted that the lobby includes a space originally designated by the architect for wall-mounted artwork, which could allow for a rotating display with minimal time and manpower required for maintenance.

b) Continue discussion of America 250 Celebration in art.

Commissioner Crane noted that the project would require issuing a call-to-artists.

Commissioner Dean added that City Council approval would likely be needed for the artwork selected for display in the City Hall lobby.

Vice-Mayor Hawkins, speaking as a representative of the City Council, stated that the City Council values recommendations from the Commission and indicated that approval of artwork for display would likely not take long once recommendations are submitted.

Commissioner Walworth noted that several organizations, including the library, the historical society, and other local entities, are likely willing to loan their America-themed photographs and other pieces for display.

Deputy City Manager Humble commented that if the project were to involve any costs, it would be advisable to seek Council approval prior to initiating the project. However, Humble clarified that the current discussion is focused on issuing a call-to-artists and obtaining artwork for display.

Commissioner Crane proposed a tentative timeline for the project: finalizing the call-to-artists at the April meeting, preparing the selected artists and their pieces for Council approval in May, and completing final preparations for a July display.

The Commission also briefly discussed considerations related to storage and protection of the artwork.

Commissioner Crane stated that she will begin working on the call-to-artists.

c) CBH Hearts Across the Valley Update

Deputy City Manager Humble provided an update on the CBH project: The City's legal team reviewed the proposed agreement and raised concerns that the required advertising could appear as the City endorsing a specific business. As a result, Director Davis spoke with CBH, and it was decided that the Visitor's Center/Chamber of Commerce would take over the project, with the Chamber requesting assistance from the Public Arts Commission (PAC) in selecting artists.

Commissioner Dean asked whether the previously discussed two-year agreement and maintenance responsibilities would now fall under the Chamber. Deputy City Manager Humble confirmed that they would. Although CBH had offered to amend the agreement, the City's legal team took a cautious approach and declined the offer.

Commissioner Crane asked for clarification on the Commission's role when working with donors, noting concerns about how similar projects may be handled in the future. Deputy City

Manager Humble explained that the primary concern for this project was not the donor plaque but the requirement for active social media promotion, which could be interpreted as City endorsement of a business.

Commissioners discussed the need for clearer guidance on working with donors and third parties in future projects. Hawkins noted the City must be cautious about promoting specific individuals or businesses. Deputy City Manager Humble added that City Code requirements primarily apply to City-acquired art and suggested inviting a representative from the Chamber to meet with the Commission to clarify expectations for the project and the Commission's role.

Deputy City Manager Humble also noted there will be a future discussion with City Council regarding potential changes to the Commission's funding mechanism. The Commission expressed interest in meeting with the Chamber and receiving additional legal guidance regarding partnerships with third parties.

d) Subcommittee updates.

Subcommittee: Commissioner Dean reported that she and Commissioner Nash reviewed the current pamphlet and identified several areas for improvement. They noted that the pamphlet is outdated, the photo thumbnails are too large, and the map lacks functionality, as it does not distinguish between City-owned and non-City properties. They also recommended improving the directory maps, overall functionality, and adding clearer way points.

5) General Public Input

No public present.

6) Public Art Proposal Update

a) March Art Proposal Update

No further questions or comments were brought up.

7) Adjournment

Commissioner Crane noted that the next meeting should focus on developing a call-to-artists and addressing way-finding improvements, including updating photos for the map and website. Additionally, clarification is needed regarding who has the authority to update the website, photos, QR codes, and links related to the tour.

The meeting adjourned at 01:20 PM

Mable Shurtleff

Mable Shurtleff, Project Coordinator
Parks and Recreation Department