Public Art Commission
Minutes

Thursday, July 16, 2026, 12:00 PM

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

Special Meeting

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 12:04 PM
A quorum was present.

Members Attending: Melissa Crane, Chairperson; Drew Nash, Tim Hafer, Janeale Dean, Amy Westover, Laura Stewart
Member Absent: Catherine Walworth
Staff Attending: Wendy Davis, Mitch Humble, Craig Hawkins, Mable Shurtleff

3) Consent Calendar

a) Request to approve the revised minutes from the following meetings: April 7, 2026.
Commissioner Crane noted Commissioner Stewart's name was misspelled on page 3.

MOTION: Commissioner Crane moved to approve the April 7, 2026, minutes with the stated amendment. Commissioner Hafer seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

b) Request to approve the minutes for the following meeting: June 2, 2026.
Commissioner Crane asked for several edits to be made to the June 2, meeting minutes.

- On Page 3, before Item C, revise the wording from “release” to “request for release of liability form.”
- Clarify the statement regarding outreach to the America 250 Committee, as the current wording implied Chairperson Crane would contact the committee, which she stated was not her intent.
- Under Item C, revise the heading to read: “Report on City Council presentation and request to amend the resolution for funding.”
- Remove or revise the statement regarding changing the following month’s meeting date, as it appeared in the wrong section and lacked context.

There was discussion regarding the purpose of the meeting minutes.
Commissioner Nash noted they are a historical record.
Deputy City Manager Humble noted they also reflect actions taken, but the minutes are not supposed to be a transcript of the meeting.

Commission members expressed support for including action items and assigned responsibilities in future minutes to help with accountability and follow-ups.

MOTION: Commissioner Crane moved to approve the June 2, 2026, minutes with the mentioned edits. Commissioner Nash seconded the motion. Roll call vote showed all members present voted. Approved 6 to 0.

4) Items of Consideration

a) Consider options for August Commission Meeting
Director Davis explained that the August Commission meeting conflicts with the timing of the Heart Across the Valley unveiling event at the Visitor Center. Options discussed included:

- Moving the meeting earlier;
- Ending the meeting early to allow the Commission to attend the unveiling;
- Canceling the meeting and attending the unveiling instead; or
- Rescheduling the meeting.

Commission members discussed the options and expressed a preference to keep the August meeting but move it to an earlier time.
The Commission agreed to hold the August meeting on Tuesday, August 4, 2026, at 11:30 a.m.

Staff will update the August meeting notice and agenda to reflect the new meeting time of 11:30 a.m. on August 4, 2026.
Commission members should update their personal calendars for the revised August meeting time.

b) Report on City Council presentation and request to amend resolution for funding
Commissioner Crane addressed the reason behind the lengthy agenda today. She noted she wanted to make sure the agenda captures all the items, since some items were not followed through in the past.
Director Davis noted the past agendas were shortened to accommodate the time frame allotted for the monthly meetings.
There was discussion on 'parking lot items' to be placed on the agenda as placeholders.
Deputy City Manager Humble noted items can be placed on the agenda as 'parking lot items.'

Director Davis addressed the 'recommended next steps' in the presentation:

- The council has a better picture of the inventory of public art and the amount of funding available but has focused on the maintenance of the pieces. It appears Council expressed interest in ensuring the current inventory is cared for prior to acquiring more pieces.
- Maintenance funds should be their own line item, separate from the acquisition or project funding.
- The Council agreed the public art resolution should be amended and gave guidelines to amend.

- While the Council did not appear interested in increasing the public art funding percentage at this time, they are open to the Commission's proposal for project-based funding for purchases or installations.

Commission members discussed the need to develop clearer options for comparison before returning to Council. Ideas included presenting multiple funding scenarios, such as:

- Keeping the existing allocation structure;
- Separating maintenance into a distinct maintenance and operations line item;
- Considering a revised percentage-based model for comparison purposes;
- Developing a project-based funding request process for major public art acquisitions;
- Revising the public art resolution to better define public art, maintenance, and funding purpose.

Commissioners Crane and Hafer volunteered to serve on a resolution revision subcommittee to review proposed language changes. Deputy City Manager Humble will verify whether Idaho open meeting law applies if two commissioners meet.

Commissioner Westover noted her expertise may be most useful for the maintenance portion of the work, and Commissioner Crane agreed she may assist with that task.

c) Follow up on America 250 Art Display

- Update
- Liability Waiver discussion

The Commission discussed options for the America 250 art display. While the America 250 Committee had previously discussed the idea, no formal project had moved forward. The Commission noted that an August or September display would require an immediate call to artists, but liability, insurance, staffing, and project capacity remained concerns.
Commissioners discussed using historical photographs instead of a community call to artists, noting the Twin Falls Public Library may have Bisbee photographs that could be reproduced for display. Commissioner Hafer stated this option may be more manageable, lower cost, and involve less liability, and Commissioner Crane agreed.
The Commission also discussed preparing a cost proposal (for reproduction prints) for City Council consideration. Deputy City Manager Humble volunteered to contact the Historic Preservation Society and the Twin Falls Public Library to determine what archived items may be available for display.

The liability waiver was tabled until next month.

d) Follow up on legal advice

- Sponsorship/Donor recognition
- Social media requirements/restriction clarification

- Sign Code clarification (Title 10, Chapter 10)

Item tabled for the next meeting.

e) Consider creating a donation subcommittee
Item tabled.

f) Sub Committee Updates
Item tabled.

5) General Public Input
No public present.

6) Public Art Proposal Update

a) July Art Proposal Update
Commissioner Crane noted she would like the following to be brought back:

Art Proposal Update report to include completed, denied, and in-progress projects.
There was discussion on the reason why Homes2Suite was put back in the Proposal update report and for it to be changed on the proposal report from "in progress" to "to be presented."

7) Adjournment
Commissioners and staff thanked Commissioner Nash and Stewart for their services.

The meeting adjourned at 01:07 PM

Mable Shurtleff
Mable Shurtleff, Project Coordinator
Parks and Recreation Department