

Public Art Advisory Committee Meeting

August 26, 2025

12:00 p.m.

Council Chambers, 305 SW A Street

Contact skerr@bentonvillear.com to request participation via Zoom.

THE CITY OF BENTONVILLE



PUBLIC ART ADVISORY COMMITTEE

AGENDA

Members

- 1 Elizabeth Miller
- 2 Allan Paulose
- 3 Vacant
- 4 Kate Schaffer
- 5 Anne Jackson, Vice Chairperson
- 6 Clint Schaff
- 7 Tom Hoehn

Ex Officio

- Beckie Seba, City Council
Kalene Griffith, Visit Bentonville
Alison Nation, Visit Bentonville
Cynthia Post Hunt, Crystal Bridges/The Momentary
Melisa Durkee, OZ Art

Staff

- Shelli Kerr, Comprehensive Planning Manager
Josh Stacey, Deputy Director of Parks

1. Call to Order
2. Approval of Minutes * – July 22, 2025

PROPOSALS - None

OLD BUSINESS - None

NEW BUSINESS

3. Public Art Program Improvements
 - a. Art. 2-IX Art in Public Places Amendment (DRAFT)
 - b. New Public Art Policy (DRAFT)
 - c. PAAC Bylaws Amendment (DRAFT)

PROJECT UPDATES

4. Proposals
 - Community Center Painting
 - Old Tree Sculpture
5. Installations
 - Sewer Main – *Fish of Bentonville*
 - J and John DeShields Roundabout
 - *Thaden School Urban Studies Library Mural*
 - *Trout Crosswalk Mural*

OTHER BUSINESS

6. Public Art 101 Workshop
7. Press Release /Social Media for Public Art Installations

ADJOURNMENT

*Attachment

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MINUTES

Member	Attendance	Ex Officio	Attendance
1 Elizabeth Miller	Virtual	Beckie Seba, City Council	In person
2 Allan Paulose	Virtual	Kalene Griffith, Visit Bentonville	Absent
3 Vacant	N/A	Alison Nation, Visit Bentonville	Absent
4 Kate Schaffer	In person	Cynthia Post Hunt, Crystal Bridges/The Momentary	Absent
5 Anne Jackson, Vice Chairperson	In person	Melisa Durkee, OZ Art	Virtual
6 Clint Schaff	In person		
7 Tom Hoehn	In person		
		Staff	
		Shelli Kerr, Comprehensive Planning Manager	In person
		Josh Stacey, Deputy Director of Parks	In person

- 1. Call to Order:** Vice Chairperson Anne Jackson called the meeting to order at 12:01 pm.
- 2. Approval of Minutes – June 24, 2025**
Tom made a motion to approve the minutes for June 24, 2025. Clint seconded. All in favor, motion passed 6-0.

PROPOSALS

- 3. Community Center Painting.** Artist Lori Week created a painting of the Bentonville Community Center for a donation to the center for its 10th Anniversary. Its' a 24 x 36" framed painting that will be displayed at the community center. Elizabeth noted the agreement should include a statement that the artwork may or may not be on display and that the city retains the right to remove the artwork from its collection. Bonnie indicated similar language is used for donations to the library and can be used for this agreement. Alan asked about other artworks in city buildings. Shelli noted the only ones are on loan from OzArt.
Tom made a motion to accept the artwork donation pending an agreement with the artist. Clint seconded. All in favor, motion passed 6-0.
- 4. Old Tree Sculpture.** Melisa Durkey presented a proposal for OzArt to install and maintain a sculpture artwork titled "Old Tree" in the renovated Dave Peel Park. Be sure to include warning signage regarding no climbing. Elizabeth wants to make sure the artist is ok with copyright for two-dimensional reproductions. Oz Art will be responsible for all costs associated with installation, maintenance, liability and insurance.
Kate made a motion to accept the artwork Old Tree for installation in Dave Peel Park. Clint seconded. Five in favor, one abstention. Motion passed 5-0-1.

OLD BUSINESS

- 5. Roundabout Projects.** Shelli shared a map of existing and planned roundabouts and that she had a brief conversation with Dr. Rittle regarding coordination of artwork installations around NWACC. As no funding is currently available, no action is required at this time.
- 6. Storm Wood Repurpose.** Melisa reported that she spoke with OzTrail about the storm wood. They indicated they did not have a use for it. After discussion, the committee decided it best to release the use of the wood for an art installation.

Tom made a motion to release the use of the storm wood and to let Parks decide on the best routes for reuse or disposal. Clint seconded. All in favor. Motion passed 6-0.

NEW BUSINESS – No new business

PROJECT UPDATES

7. **Proposals.** Shelli reported that the two Thaden pavement murals are on the city council agenda tonight for approval.
8. **Installations.** Shelli reported that the *Fish of Bentonville* will be installed early August. Tom Reported that the city and Crystal Bridges will be meeting to discuss the installation and site prep needs.

OTHER BUSINESS

9. **Our Town Grant.** Shelli reported that the city was notified that they were not awarded the Our Town grant to fund an art and culture master plan.
 - Tom mentioned an artwork on NE A Streett by Slaughter Pen that repurposed artwork from the Format Festival.
 - Elizabeth noted that seven murals are being installed on the Walmart campus.
 - Alan asked about artwork at Thaden, with the committee noting that was relocated and is on private property.

ADJOURNMENT

Clint made a motion to adjourn. Tom seconded. All in favor, motion passed 6-0.

MEMO

To: Mayor Stephanie Orman, Bentonville City Council, Public Art Advisory Committee
From: Shelli Kerr, AICP, Comprehensive Planning Manager
Date: August 20, 2025
RE: Draft of Recommended Improvements to Public Art Policy

As requested by City Council, staff has prepared a package of draft improvements to the public art program in Bentonville. These improvements are designed to ensure transparency and consistency. The improvement program includes three documents. Due to the number of FOIA requests and other matters that need legal attention, these documents have not fully been reviewed by the city’s legal team.

- Amendments to Article 2-IX Art in Public Places
- New Public Art Policy
- Amendments to the Public Art Advisory Committee Bylaws

A. Goals and Actions

Below are the goals of the public art improvement package along with the proposed action items. The action item is followed by parenthesis indicating where the action can be found, either in the code or the policy.

- 1. Align codes and policies for consistency with other boards and city policies.**
 - a. Most other advisory groups for the city are titled a “board” and not a “committee”, except the Public Art Advisory Committee and the Tree and Landscape Advisory Committee. The proposed code amendment changes the title to “Public Art Advisory Board.” (Code)
 - b. The library’s policy regarding reconsideration of books is well established and has worked well in practice. It makes sense to use that policy as a model to establish consistency where applicable. The proposed new reconsideration policy models the library’s request for reconsideration policy. (Policy)
 - c. The addition of artwork to the city’s collection has historically taken place separately from the city’s procurement process. This provides an opportunity to align the requests for new artwork with the city’s purchasing and compliance policies. Specifically this should align the RFP process with current city practices. (Policy)
 - d. Most other boards function with an adopted policy. Currently, the PAAC does not have a policy. Items that are policy related in nature, such as process, evaluation, and review are all now pulled into a separate policy document. (Policy)

- 2. Clarify code language regarding what is and is not allowed for public art installations.**

- a. Identify exemptions in one section of the code. (Code)
 - b. Clarify what is specifically prohibited in one section of the code. (Code)
 - c. Specifically state that removal of an artwork can only be authorized by City Council, outside of an exigent circumstance. (Code)
- 3. Create a policy document to clearly outline public art expectations and guidelines.**
- a. The document includes policies on staff support and guidelines for the Public Art Advisory Board, collection development, project administration, public education and awareness, maintenance and conservation, deaccession and reconsideration. (Policy)
 - b. Identify the roles and responsibilities for coordination of artwork installation. (Policy)
- 4. Improve reconsideration process.**
- a. Create opportunities for public engagement in the evaluation and review process (Policy)
 - b. Ensure contracts are clear and obligations understood. (Policy)
 - c. Establish a process for an artist to request changes to approved artwork. (Policy)
 - d. Establish a final inspection and acceptance process once artwork is installed. (Policy)
 - e. Coordinate notification and social media posts about art installations. (Policy)
 - f. Establish evaluation criteria for consistency and transparency. (Policy)
- 5. Clearly outline the review and approval process.**
- a. Identify the methods of acquisition: competition, purchase, commission, loan, donation. (Policy)
 - b. Establish the review and approval process. (Policy)
 - c. Establish criteria for evaluating art proposals, including compliance with other city policies and codes. (Policy)
- 6. Create standard templates and forms.**
- a. Request for Proposal Template
 - b. Standard Agreements (purchase, loan, temporary, donation)
 - c. Installation Inspection Form
 - d. Notice of Acceptance Template
 - e. Condition Assessment Form
 - f. Request for Reconsideration Form
- 7. Provide guidance for maintenance and conservation to protect the city's art investments.**
- a. As part of proposal process, the artist must outline the anticipated needs for maintenance of the artwork.
 - b. As part of the close-out process, the artist must provide a written explanation of short and long-term maintenance needs.

- c. Maintenance actions will be based on the individual artwork maintenance plans as provided by the artist, a condition assessment report and availability of financial and staff resources.
- d. Establish a deaccession policy to remove artwork as part of collection development.

Next Steps

Initial Review	Aug. 25	Code Review Committee
	Aug. 26	Public Art Advisory Committee
	Aug. 26	City Council
Initial Feedback Deadline	Sept. 16	All
Second Review	Sept. 23	Public Art Advisory Committee
	Sept. 29	Code Review Committee
Final Feedback Deadline	Sept. 30	All
Adoption	Oct. 28	City Council

Methodology

- Review of other Bentonville department’s boards/committee codes and policies.
- Review of well establish public art programs and policies.
- Review of national organizations supporting public art.
- Feedback from City Council.
- Feedback from Public Art Advisory Board
- Will be open for public review and comment

Sources

- [Boise, ID Public Art Policy](#)
- [Minneapolis, MN Public Art Policy](#)
- [Liberty Lake, TX Public Art Policy](#)
- [Missouri City, TX Public Art Policy](#)
- [Mill Valley, CA Public Art Policy](#)
- [Bentonville Public Library Policies](#)
- [Bentonville Municipal Code](#)
- [Arts & Planning Division – American Planning Association](#)
- [Americans for the Arts](#)
- [Public Art Network](#)
- [CODAWORX](#)