



CITY OF OREGON CITY ARTS COMMISSION AGENDA

City Hall, 625 Center Street, Oregon City, OR 97045
Thursday, July 18, 2024 at 7:00 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Register to provide electronic testimony (email agriffin@orc.org or call 503-974-5517 (1588) by 3:00 PM on the day of the meeting to register)
- Email agriffin@orc.org (deadline to submit written testimony via email is 3:00 PM on the day of the meeting)
- Mail to City of Oregon City, Attn: City Recorder, P.O. Box 3040, Oregon City, OR 97045

1. CALL TO ORDER AND ROLL CALL

2. ADOPTION OF THE AGENDA

3. APPROVAL OF MINUTES

3.a. Approve Minutes from June 20, 2024

4. PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the City but not listed as an item on the agenda. Prior to speaking, citizens shall complete a comment form and deliver it to the City Recorder. The Arts Commission does not generally engage in dialog with those making comments but may refer the issue to the City Manager. Complaints shall first be addressed at the department level prior to addressing the Arts Commission.

5. PRESENTATIONS

5.a. Jenny Ellsworth Final Design for Seventh St Sculpture

6. DISCUSSION ITEMS

6.a. Budget Report and Financial Management Practices

6.b. Potential Community Art Space

6.c. Summer Events

7. COMMUNICATIONS

8. ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the clerk. When the Chair calls your name, proceed to the speaker table, and state your name and city of residence. Each speaker is given 3 minutes to speak. As a general practice, the committee does not engage in discussion with those making comments. Complaints shall be addressed at the department level prior to addressing the committee.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the [Oregon City's website](#) and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WPMC at 503-650-0275 for a programming schedule.

Oregon City Arts Commission
June 20, 2024

I. Roll Call

Present:

Amanda Alwine
Trieste Andrews
Karen Buerhig
Tima Carlson
Daria Loi
Emma Lugo
Quire
Rebecca Sira

Staff: Ann Griffin

Mayor Denyse McGriff joined the meeting as the City Commission Liaison to the Arts Commission. Quire initially joined the meeting via Zoom, then joined in person. Josh Planton had an excused absence.

II. Approval of the Agenda

Chair Tima Carlson ("Tima") called for a motion to approve the agenda. Amanda Alwine ("Amanda") made the motion. Trieste Andrews ("Trieste") seconded. Unanimous approval.

III. Approval of Minutes

Motion to approve the minutes from the May 16, 2024, meeting. Daria Loi ("Daria") made a motion. Amanda seconded. The motion passed and all approved except Karen Buerhig ("Karen"), who abstained because she was not at the meeting.

There were no Public Comments.

IV. Discussion Items

A. Update on Seventh and Center Street Art

Jenny Ellsworth of Fairy Forge ("Jenny") made a presentation to the Arts Commission, showing 3 potential design alternatives, based upon comments received to date. Jenny crafted small models of 3 different designs.

The first idea was her original design concept, as submitted in response to the City's RFP. She modified the model based on feedback from the Arts Commission. She incorporated a water theme for each of three potential designs. She further modified the spiral so that it would have a heart at its center.

Jenny stated that she would like to include something from the former Blue Heron paper mill or former car parts. One interesting way to involve the community would be to make the tubing be a time capsule and invite members of the community to bring something to put into the time capsule.

Her second idea focused on the sculpture could be displayed at different angles in order to have buildings such as city hall or the McLoughlin house being in the center of the heart from a certain angle.

The third concept was to use old plows as the base then build basket-woven or other metallic shaped out of these plows to form a heart-shape.

Emma Lugo ("Emma") asked which of the designs was Jenny the most attached to and which concept is she going toward. Jenny replied that she enjoyed each/had a "love hate relationship" with each design. She is also thinking about color and powder coating.

Mayor Denyse McGriff ("Denyse") shared that people in the McLoughlin Neighborhood Association did not like the original design. She shared that the group did still very much enjoy Jenny's work and her empathy for the group.

Daria stated that she really liked the idea of a time capsule.

Quire stated that she felt the two concepts on either side (the first double spiral idea with the heart in the middle) and a newer idea that looks like a metallic basket with chain and the curly que idea, this idea reads to her both modern with a connection to neighborhood.

Quire asked Jenny which of the pieces was her favorite and Jenny responded that of the 3, the double-spiral was probably her favorite.

The piece would be between four and a half and five feet tall. (Note: Public Works has requested that any element of the design above four and a half feet be sufficiently "transparent" to allow for drivers heading south on Center Street be able to see vehicles approaching on Seventh.

Emma stated that at some point we need to make a decision and that the Arts Commission could give their opinions, but it came down to Jenny to decide what she felt was best.

Denyse clarified that she was there as a liaison to the Arts Commission, not necessarily as a spokesperson for the Neighborhood Association. She also gave her opinion that the time capsule may be a slightly different idea and could lead to damages of Jenny's structure if not handled correctly.

Quire suggested having the neighborhood draft a statement about what the neighborhood means to them and display that on the interior of the design instead of doing a time capsule concept.

The Arts Commission voted for their top choice among the three designs, by show of hands.

#1 - The double spire with a heart in the middle – This received 7 votes.

2 – The more abstract heart shaped sculpture – The received 1 vote (Tima) Denyse also added that she would vote for this sculpture.

Ann will follow up with the Artist about getting a city permit to install something in the public right of way.

B. Raising Awareness About the Arts Commission



Rebecca Sira (“Rebecca”) brought an example for a logo (shown above) that the Arts Commission could use for promotion. She created the logo based upon the graphics in the top level of the Oregon City Municipal Elevator.

Ann specified that Arts Commission posts would be on the City’s page and the Arts Commission is not a separate entity from the City.

Daria asked if there were any way they could cut down the transactions that it takes to currently post information and Denyse answered that it would most likely not be able to change since the city put lots of time and effort into streamlining their information services and online presence.

Denyse said that she believes that Jarrod would likely be amenable to having the Arts Commission post using their created logo since it mimics the feelings that current city logos already have.

Ann stated that she could set up a time for Rebecca and Daria to meet with Jarrod Lyman, the Communications Manager for the City. The process could definitely be improved.

FOLLOW-UP NOTE: Rebecca, Daria, Ann met with Jarrod Lyman, the Oregon City Communications Manager on July 8th to clarify and answer many of these questions. The Arts Commission will not be able to use the suggested logo, primarily because the design is more in keeping with Travel Oregon City’s brand, rather than the brand of Oregon City itself.

The Oregon City Arts Commission is part of the Oregon City government. Given this, our logo will be the City’s vertical logo with the words “Arts Commission” underneath it. Jarrod will provide us with this.

Is there an email address arts@orc.org or something that comes to Daria and Rebecca – can we create this?

Emma asked why the Library and Parks and Recreation could have their own pages. Denyse responded that it was because they were departments.

Ann suggested that the Arts Commission table an event such as the First City Celebration.

First City Celebration will be Saturday, July 27th. Ann will confirm that the Arts Commission will be able participate as part of the City's table.

FOLLOW-UP NOTE: The table is a Parks and Recreation table, not a general City table. To answer at the July meeting: Does the Arts Commission want to have its own table? Do we have the capacity to staff a table?

Quire suggested making flyers or stickers to give to people who would like to know about the Arts Commission.

Trieste suggested having flyers or questionnaires to better understand how people are feeling.

Rebecca would like to do more to complete the marketing plan for the Arts Commission.

Trieste "Art in all its forms"

C. Update on the 2024-2025 Enhancement Grant Proposal

Trieste reported on the Enhancement Grant Program Committee meeting on 6/27. The Arts Commission applied for a \$28,000 grant. Discussion of the idea that there would be a conflict of interest for the Arts Commission to both fund a mural and be the regulatory body for approving murals. The question of there being a conflict of interest has been brought to the City's attorney. If they decide that is as conflict of interest, then the approval of the mural would likely go to the City Commission.

Karen asked how the mural concepts will be being developed. She wanted to know if the Arts Commission asked the Grant Committee to get money to generally spend on a mural or if there were more specifics.

Trieste responded that their current plan and what they requested funding for through the grant program is to refurbish the Joeseeph Meek mural while working with the Elks Lodge.

Ann will share a copy of the Arts Commission Enhancement Grant proposal with the full Arts Commission.

Ann noted that the Community Enhancement Grant Program Committee approved \$8,000 to restore current public art and that the funding of an additional \$20,000 was approved, contingent upon legal opinion clarifying that there is no conflict between the Arts Commission raising funds for a mural and also being responsible for approving murals.

D. Oregon City Art Center Concept

Quire talked about the idea of having a location where we ("the public") could display art, such as the First Baptist Church on 9th. She stated that it would be beneficial to get a space just to get started even if it was temporary. This location has space for classes and events as well.

Daria asked what kind of correlation the Arts Commission would have with such a proposed Arts Display/Arts Center.

Ann added that such a space could encourage people to check out local artists and that the Arts Commission could potentially develop a program to identify grant funding to support such an effort.

Tima asked if there was the possibility of having the whole space. Quire responded that they would have to share due to some programs that the church already runs and has no interest in shutting down, though there is lots of useable space still.

V. Communications

Daria notified the Commission that on 6/29 from 5pm-7pm she would be launching an art print set of 100 sets from a local LGBTQ+ artist. A portion of proceeds will go to the Q Center.

Meeting Adjourned: 8:51pm

Oregon City Arts Commission

Statement of Financial Resources

July 1, 2023 - June 30, 2025

Resources

Economic Development Budget

FY 2024	\$20,000
FY 2025	\$20,000

Restricted Funds

Public Art Restoration (Committed During Budget Process)	\$20,000
23-24 Enhancement Grant	\$15,900
Insurance Settlement Ancient Voices	\$5,368
24-25 Enhancement Grant	\$8,000

Total Non-Restricted Funds **\$40,000**

Total Restricted Funds **\$49,268**

Expenditures/Financial Commitments

Actual

Cathy Rowe Contract - Public Art Assessment	\$3,000
Jenny Ellsworth, Fairy Forge - Seventh Street Sculpture	\$20,000

Projected

Restricted Funds Related to Art Restoration	\$33,368
2025 Arts Commission Grants (Dollar amount TBD)	\$30,000
Miscellaneous Eligible Expenses (e.g., marketing)	\$2,900

Total Actual Expenditures **\$23,000**

Total Projected Expenditures **\$66,268**

Goal to appropriate all resources by June 30, 2025.

Oregon City Arts Commission

Financial Management Practices

The Oregon City Arts Commission (“Arts Commission”) adopted this memorandum to establish its basic financial management practices at its regularly scheduled meeting on XXXX, 2024. This memorandum will become an addendum to the Oregon City Arts Commission By-Laws.

1. The Arts Commission Budget will be maintained by the City’s Finance Dept. as directed by the Arts Commission and approved by the City Manager. Members of the Arts Commission will receive regular updates from staff describing expenditures and/or additions to the budget.
2. The Arts Commission received a budget of \$40,000 for the 2023-2025 biennium. These funds may be used by the Arts Commission to further their mission of promoting the arts.
3. The Arts Commission may raise funds through grant solicitation, fundraising events and the receipt of donations. Any and all funds donated to the Arts Commission will be received and maintained by the City of Oregon City. At no time shall an Arts Commissioner directly collect funds from anyone as part of any fundraising activity or from any other type of activity.
4. All forms of remuneration shall be submitted directly to the City of Oregon City for payment/reimbursement.
5. The Arts Commission and any Arts Commission Committees acting with Arts Commission approval must keep program and event expenses at or under budget.
6. All activities which require spending or receiving funds must be approved by the Arts Commission. Approval may be obtained by a simple majority vote of the Arts Commission.
7. Filled-out requisition request forms should be submitted within two weeks of event or program completion and a final report should be sent to the City of Oregon City at project completion. The report may include details such as actual expenses, income, contacts, planning notes, volunteer details, committee members involved, etc.

8. The Arts Commission will review its annual budget and regular budget updates utilizing information provided by the City. An annual review of the books will be performed at the end of each fiscal year (July to June) by the City and the findings shall be presented to the Arts Commission at a general meeting.
9. The Arts Commission will provide the City Commission with updates twice a year, including an annual report near the end of the fiscal year (May or June) and an interim report approximately half-way through the fiscal year. The annual report should include a presentation to the City Commission.
10. The Arts Commission may add additional information to this Addendum with a simple majority vote.