



CITY OF OREGON CITY ARTS COMMISSION AGENDA

City Hall Chambers, 625 Center Street, Oregon City
Thursday, August 18, 2022 at 7:00 PM

VIRTUAL MEETING NOTICE

This meeting will be held in-person at the location listed above and virtually via Zoom. Please contact dgering@orcite.org for the Zoom link if you wish to participate.

CALL TO ORDER

APPROVAL OF MINUTES

1. 7/21/2022 Meeting Minutes

PUBLIC COMMENT

Citizens are allowed up to 3 minutes to present information relevant to the Arts Commission but not listed as an item on the agenda. The Chair has the discretion to waive limitations. Prior to speaking, citizens shall complete a comment form and deliver it to the Staff Member. The Arts Commission does not generally engage in dialog with those making comments but may refer the issue to the Economic Development Manager.

PRESENTATIONS

Clackamas County Arts Alliance

DISCUSSION ITEMS

1. Budget Allotment
2. Survey Distribution

COMMUNICATIONS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments. Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

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 at www.orcity.org 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 WFMC at 503-650-0275 for a programming schedule.

Oregon City Arts Commission

July 21, 2022

7:00 PM

DRAFT Minutes

In Attendance:

Arts Commissioners

Trieste Andrews (Chair)

Emma Lugo

Jenn Woodward

Karen Buerhig

Tammy Jo Wilson

Oregon City Staff

Daniel Gering, Tourism Program Specialist

*Participants attended online via Zoom

Meeting was called to order at 7:04PM by Commissioner Andrews.

Roll Call

Approval Minutes for June 16 and July 7

Public Comment - None

Discussion Items:

1. Website Content

Staff will be sending out a request for information that they would like to include as part of their profile.

2. Proposed Public Art Project

Commissioner Andrews presented the proposed public arts project prepared by Commissioner Andrus (see meeting packet for presentation). Two proposals were presented.

“Plan A” proposal focused on 15 sculptures, a sponsorship program for funding, and part time project coordinator to manage the project, with an estimated cost to the Arts Commission of \$20,000 and funds raised for the Arts Commission of \$21,645 if all pieces were sponsored.

“Plan B” would be a general call to artists for 15 various sculptures for 3-5 local artists, sponsors, and project coordinator.

One idea was that the Arts Commissioners could participate in work groups that would focus many facets of the project, such as sponsorships, event and presentation, artist, and logistics.

The Arts Commissioners discussed the complexity of the project and the needs for both Arts Commission members and/or a part time project manager. Some concerns mentioned were

about how much the Arts Commissioners could take on the responsibilities, environmental concerns related to fiberglass, scaled to an Oregon City scope.

3. Development of Guidelines for Grant Programs

Staff reviewed the staff report and the recommendation. Discussion on how the funds could be distributed in a grant program(s). Commissioners discussed the need to do some community “needs” research, as being an important first step for the Arts Commission.

Commissioner Wilson mentioned that some cities nearby also use their funds to hire an Arts staff person to help coordinate art related projects in the city. Staff was requested to prepare a staff report related to funding “buckets” options. In assessing the programs, a survey may could be sent out through the City water bill. Staff will provide information related the costs and timing on how to include a survey.

4. Arts Commission Program Funding

Topic was mostly covered in the previous discussion, so the staff reports will cover much of what would be needed to finish this discussion at the next meeting.

Communications:

Arts Commissioner Updates

Adjournment at 9:05PM



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Oregon City Arts Commission
From: Daniel Gering, Tourism Program Specialist

Agenda Date: August 18, 2022

SUBJECT:

Budget Allocation Options for Programming

STAFF RECOMMENDATION:

Staff recommends that the Arts Commission choose budget program allocation option 2 as it would be the most visible and positive impact to Oregon City citizens of the work associated with the Arts Commission and could garner the most positive support from the local arts community.

EXECUTIVE SUMMARY:

The Arts Commission requested that staff provide program budget allocation options to the guide the Arts Commission's decision-making with regard to developing overall programming for fiscal year 2023.

BACKGROUND:

The Arts Commission adopted the following vision to guide its work:

The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity and centers diversity, equity, and inclusion.

The following program categories were discussed during conversations over the last few months by the Arts Commission:

Public Project(s) – The Arts Commission would identify a specific public facing art project or projects that would benefit the Oregon City community as a whole.

Art Grant(s) – The Arts Commission would support the development of a grant program that would provide funding to individuals or organizations to establish art that benefits the City of Oregon City and its citizens.

Community Research – The Arts Commission would develop a survey to be distributed to residents of the community that would help the Arts Commission to identify public art-centric projects.

Option 1 – Balanced Budget Allocation Approach: Evenly distributes the funds to all three elements.

\$13,333 Public Projects
 \$13,333 Art Grants
 \$13,333 Community Research

Option 2 – Public Art Project Focused Allocation

\$20,000 Public Projects
 \$15,000 Art Grants
 \$5,000 Community Research

Option 3 – Arts Grants Program Focused Allocation

\$15,000 Public Project
 \$20,000 Arts Grants Program
 \$5,000 Community Research

Option 4 – Research Focused Allocation

\$15,000 Public Projects
 \$15,000 Arts Grants
 \$10,000 Community Research

The Arts Commission was allotted \$40,000 in the City's biennium 2021/2023 fiscal budget; receiving \$20,000 per year to promote the Arts in Oregon City. Since no funds were expended during the first fiscal year, \$20,000 rolled over to the next fiscal period increasing the available balance to a total of \$40,000.

The Arts Commission asked staff to craft budget allocation options associated with different program alternatives. The Art Commissioners felt that by focusing on funding allocation options that they would be able to make decisions on the best use of available funds for the 2023 fiscal year.

BUDGET IMPACT:

Amount: \$40,000
 FY(s): FY22-23
 Funding Source(s): Hotel Lodging Tax (Arts Treasure Trove)



CITY OF OREGON CITY

Staff Report

625 Center Street
Oregon City, OR 97045
503-657-0891

To: Oregon City Arts Commission
From: Daniel Gering, Tourism Program Specialist

Agenda Date: August 18, 2022

SUBJECT:

Oregon City Public Arts Survey Distribution

STAFF RECOMMENDATION:

Staff recommend a cost-effective approach to distributing the survey. By sending out links to the digital survey using the 1/3 size, black on color cardstock, and distributing physical surveys at key locations. Total cost would be \$1025

EXECUTIVE SUMMARY:

The Arts Commission has two options to distribute the proposed survey instrument to the community:

- utilize the monthly billing utility notices to provide either the survey directly to the community, or
- indirectly with a insert in via a link and QR-code to complete an online survey.

BACKGROUND:

The Oregon City Arts Commission is considering surveying Oregon City citizens to identify the type of programming that is desirous by the citizens of the community to promote the Arts in Oregon City.

To accomplish this, the Arts Commission needs to decide if it wants to deliver the survey as a hard copy form that the citizen would mail in or utilize online form services to deliver the survey.

If the Arts Commission wants to deliver the survey as a hard copy, it could utilize the mailing services that the City uses to mail out utility bills.

The vendor that processes and mails out the monthly utility bills can deliver a full page, 8" x 11" form for \$1400.

If the survey was focused on a digital delivery, the insert could be 1/3 the size, with a QR-Code, direct link to the website for the form, and include the locations to pick up a manual copy.

- \$730 for a black print on a high color cardstock
- \$744 for full color print on white cardstock

An additional cost of \$295 would be needed to make 1000 hard copies of the survey to be distributed to various locations throughout the City (such as City Hall, the Library, Senior Center, and other public buildings).

Staff would compile the data to be presented to the Arts Commission at no additional cost.

BUDGET IMPACT:

Amount: \$1,025

FY(s): FY22-23

Funding Source(s): Hotel Lodging Tax (Arts Treasure Trove)