



CITY OF OREGON CITY ARTS COMMISSION AGENDA

City Hall Chambers, 625 Center Street, Oregon City
Thursday, July 21, 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@orc.org for the Zoom link if you wish to participate.

CALL TO ORDER

ADOPTION OF THE AGENDA

APPROVAL OF MINUTES

1. 6/16/2022 Meeting Minutes
2. 7/7/2022 Work Session Minutes

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. 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.

DISCUSSION ITEMS

1. Website Content
2. Proposed Public Art Project
3. Development of Guidelines for Grant Programs
4. Art Commission Program Funding

COMMUNICATIONS

Arts Commissioner Updates

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

June 16, 2022

7:00 PM

Minutes

In Attendance:

Arts Commissioners

Trieste Andrews (Chair)

Karen Buerhig

Selena Jones*

Josh Planton

Jenn Woodward

Mary Andrus

Tima Carlson (Vice Chair)

Emma Lugo*

Tammy Jo Wilson

Oregon City Staff

James Graham, Economic Development Manager

Daniel Gering, Tourism Program Specialist

Carrie Richter, City Council

Guest(s)

Melissa Tierney, Oregon City Parks and Recreation

Denyse McGriff

John Lewis, Oregon City Public Works

*Participants attended online via Zoom

Meeting was called to order at 7:02PM by Commissioner Andrews.

Roll Call

Adoption of the Agenda

Adoption of the Minutes

Public Comment - None

Presentations

Oregon City Parks and Recreation Program Overview presentation of the Oregon City Parks and Recreation programs related to the arts. Oregon City Parks & Recreation has just entered a master planning process over the next year.

The Oregon City Parks & Recreation facilities are made up of the Pioneer Senior Center, Public Pools, Ermatinger House and Parks. Just added 3 new parks in the last 13 months.

Current programs that Oregon City Parks & Recreation runs:

Preserve our Past & Poetry Contest: 3rd year for this program. Partners with the Three Rivers Artist Guild to assist in the program judging.

Concerts and Movies in the Park

Community Events

Seasonal Youth Camps: Not specifically arts camps, but that is something Oregon City Parks & Recreation looking into expand.

Oregon City Parks & Recreation can work with the Arts Commission to work together on preserving community spaces, such as graffiti abatement through creating Street Art, with art to tell community stories, and preserving nature by transforming fallen wood into art forms.

Discussion Items

Program Development Recommendations Staff presented several ideas for potential program ideas for the Arts Commission to pursue. Commissioners discussed the ideas mentioned in the staff report, primarily on the idea of art therapy, public art programs, and grants.

As these programs were discussed, the idea of having a work session to further detail out what the Arts Commission could do with the budget funds and what programs could be created surfaced. Staff were requested to identify a date that would fall before the next Arts Commission meeting to have the works session. Consensus vote was made to move this topic to a future work session.

Percent for Arts Ordinance Staff presented the findings on Commissioner Andrews request for more information on the status of the Precent for Arts Ordinance. Key focus on the terms that this should not be pursued “at this time”.

Commissioner Andrews felt that this topic important element to add to the Oregon City future projects, but should be addressed in the near future, and not delayed beyond that. Commissioner Buerhig voiced her opinion that this was something that could be delayed but add it to the growing list of potential projects. Commissioner Lugo advocated that the Arts Commission pursue the program as an important legacy. C Planton suggested to look at the variety of options for influencing arts in other City programs and projects. Commissioner Wilson agreed to the importance of the ordinance, but timing is important to get the community trust and develop programming that impacts the community. (At this time in the discussion Commissioner Buerhig had to step out of the meeting). The suggestion was made to add this topic to a future City Commission agenda.

A motion was made to request that this topic be added to a future work session by Commissioner Wilson. Commissioner Planton seconded. 8 Aye, 0 Nay.

Future Event Participation Commissioner Andrus and Commissioner Andrews are working on an interactive arts project from the Arch Bridge Celebration.

Commissioner Wilson moved to make Commissioner Andrus and Commissioner Andrews the official representative of the Arts Commission at that event. Commissioner Jones seconded. 8 Aye, 0 Nay.

Commissioner Carlson mentioned that the First City Celebration is coming up. Commissioner Andrews and City Attorney Carrie Richter both confirmed that there are no restrictions on attending functions, just as long as the commissioners represent themselves as citizens and not the Arts Commission (unless designated by the Arts Commission), and not discuss Oregon City Arts Commission business with other Arts Commissioners.

Marketing the Arts Commission Topic will be moved to the next meeting.

Adjournment at 9:00PM

Oregon City Arts Commission

July 7, 2022

7:00 PM

Work Session Minutes

In Attendance:

Arts Commissioners

Trieste Andrews (Chair)
Karen Buerhig
Selena Jones
Josh Planton
Jenn Woodward*

Mary Andrus
Tima Carlson (Vice Chair)
Emma Lugo
Tammy Jo Wilson

Oregon City Staff

Daniel Gering, Tourism Program Specialist

*Participants attended online via Zoom

Meeting was called to order at 7:15PM by Commissioner Andrews.

Roll Call

Public Comment - None

Work Session Topic: 2022/23 Arts Commission Projects

C. Andrus presented on an idea for a project like the “Cows on Parade” project out of Chicago. This project could be some significant animal to Oregon City, such as the chinook salmon. One idea would be able to provide support to protect salmon, assist the recognition of the Chinook Tribe and provide future funding programs from the Arts Commission. C. Andrews has been involved in a similar project.

C. Planton suggested an idea of being able to create wrapped art to added to Oregon City vehicles.

C. Wilson presented concepts on how to organize budgeting (Budget Brainstorm Sheet) for the funds by dividing it up into structured into two specific sections, Annual Grant Programs and Public Art Programs. Each have three sub-categories to better define the programs. It was suggested by C. Buerhig to add a sub-category for research. C. Carlson suggested that another area to keep in mind was fund raising.

C. Lugo suggested that efforts should be made to support already existing art programs, such as working with the planners for the new Clackamas County Courthouse and Clackamette Park. Staff was asked to identify the path of communication between the Courthouse project and the Arts Commission to see if the Arts Commission could participate in the selection process of the Art that would be installed.

C. Planton also suggested enhancing the already existing Oregon City with plaque with information about the art pieces and their artists.

The Arts Commissioners discussed how to then allot the funds in the structure that C. Wilson proposed. Commissioners also suggested that budgets could be focused on project by project, making sure that grant funding, as well as creating fund raising elements that maintain sustainable programming in the future.

C. Lugo proposed that a couple of members could come back to the next meeting with further details for the grant programming and public art ideas previously mentioned.

Staff were requested to provide a staff report related the understanding of requirements for creating grants in the City of Oregon City, any examples of grant programs in existence that could be used to shape the grant programs, and any challenges to consider in grant development.

C. Andrews also brought up the importance be of a feasibility study for an Art Center.

C. Woodward also mentioned the importance of survey the community about the importance of the programs to help shape the direction of what the Arts Commission does.

Adjournment at 9:05PM

Public Art Idea

Oregon City, OR
Arts Commissioner Mary Andrus

Chicago Illinois Cow Parade

Item 2.



"Cows on Parade" artworks in Chicago in 1999, including "Moooooonwalker" at the Museum of Science and Industry, "Cow From Home" on State Street, several on Michigan Avenue and Oak Street, and "Fruits of Summer" alongside Lake Shore Drive. (Tribune

Cows on parade in NYC

Item 2.



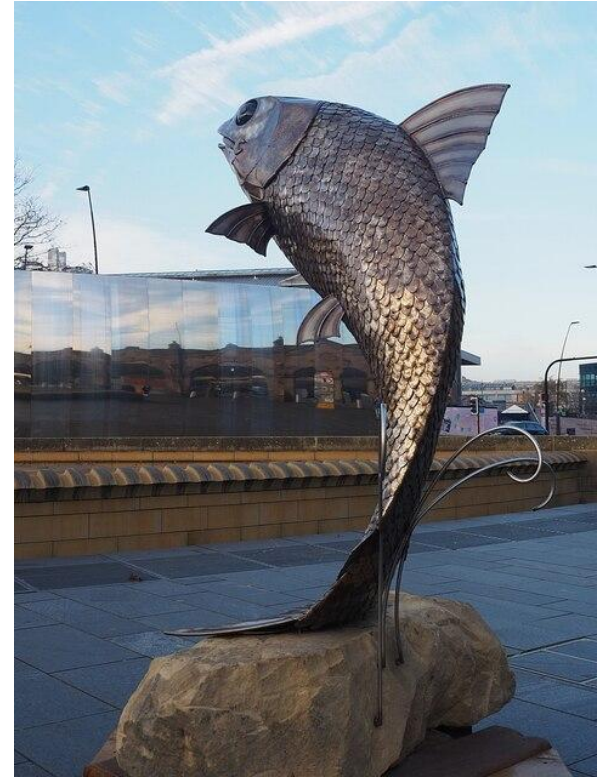
Chinook Salmon are listed as endangered

Two species of chinook salmon are listed as endangered under the Endangered Species Act, seven species are listed as threatened under the ESA, and one species is a candidate for listing under the ESA. The Sacramento River Winter-run Chinook is one of NOAA Fisheries' Species in the Spotlight.



Public Art Project

- Creative, engaging, connecting communities
- Honoring land and natural resources
- Raise awareness, protect our waterways, and create funding for future projects



Elephant Parade

Item 2.

Elephant Parade (registered as Elephant Parade BV) is an open-air exhibition dedicated to saving the [Asian elephant](#) from extinction. For one or more months, hundreds of painted elephant sculptures specially created by artists are placed in the streets of one or more host cities with the aim of increasing public awareness of the plight of the elephant and gaining support for Asian elephant conservation. They are then auctioned off, with the proceeds going to the [Elephant Family](#) organisation.



Proposal idea

- Commission indigenous artist to design salmon form
- Create multiple fiberglass salmon sculptures to be created
- Work with area artists and community groups to design, embellish and paint sculptures
- Install salmon sculptures all over Oregon City in front of area businesses with a coordinated art walk/map to bring people to different areas
- Auction off artwork for fundraiser to protect salmon or to support [recognition of the Chinook Tribe](#)

Plan A (15 sculptures)



- Buy fiberglass sculptures in bulk from vendor (Icon poly or CowPainters, Fiberglass Farm)
- Match artists with sponsors to embellish sculptures, the sponsors will cover the cost of the artwork and raise funds
- Funding from Commission would cover a project manager and incidentals

Image: Sample fiberglass salmon from CowPainters vendor

Plan A Costs

*Remaining funds that are raised would be split to reinvest in future projects of the OCAC and go to a fundraising of choice

Large sculptures (3-4 ft)	\$850	Amount raised by sponsors (15 sponsors at \$3500)	Profit
Stand	\$150		
Fabrication	\$267		
Shipping	\$40		
Artist	\$750		
Project totals	\$30855	\$52500	*\$21645
Incidentals		\$4000	
Coordinator	10 months	\$16,000	
Cost to OCAC		\$20,000	

Plan B (15 sculptures)



Artist: Alfred Robertson

- Identify at least 3-5 local artists to design a weatherproof 3-4 ft sculpture with a total of 15 sculptures
- Match artists with sponsors to fund the artwork
- Funding from Commission would cover a project manager and incidentals

Plan B Costs

Large sculptures (3-4 ft)	2000 per sculpture	Amount raised by sponsors (15 sponsors at \$3500)	Profit
	\$30,000	\$52,500	\$22,500*
Incidentals		\$4000	
Coordinator	10 months	\$16000	
Cost to OCAC		\$20,000	

*Remaining funds that are raised would be split to reinvest in future projects of the OCAC and go to a fundraising of choice

Sponsorship

Sponsors- Local businesses, community organizations, individuals who commit to sponsoring the project with levels of support

- Sponsor for \$3000
- 2 co-sponsors for \$1500
- Purchase artwork for \$3750
- If they do not purchase, it will go to a gala at the end of the year to fundraise for endangered salmon or Chinook Tribe or other cause identified by OAC
- We will create a robust marketing package to help them see the benefits of being a sponsor with a year of visibility in the community.

Event/Project coordinator

Paid a stipend over 10 months to oversee the project successful implementation of the project

- Provide leadership and oversight for the implementation of the project
- Sets goals and objectives
- Keeps all activities up to date and committees coordinated
- Keeps track of timeline and deadlines
- \$400/week x10 months \$16,000

Committees:

- Marketing and PR
- Sponsorship
- Events and Promotion
- Artists
- Logistics



Marketing and PR

Marketing and Public Relations

- Identify, plan and execute the media campaign
- Work with other established community groups to promote project
- Works with local government authorities when and where needed
- Write all press releases
- Contact radio, television and newspaper for coverage

Sponsorship

Sponsorship

- Identify and document the list of individuals, companies, groups, organizations targeted for sponsorship and assign to committee members
- Develop a sponsorship package
- Create a sponsorship agreement
- Keep up to date records of those contacted by whom and those committed

Events and Promotion

Events and Promotion

- Organize and execute the auction events and all associated supporting events
- Responsible for creating and maintaining project mailing lists and distribution for various events
- Adoption Party
- Chamber of Commerce gala
- Teddy Bear Parade
- Final auction event

Artists

Item 2.

Artists

- Identifies artists to participate in project
- Creates and establishes the criteria
- Creates target list of artists
- Approval of selected artists
- Facilitates artwork, finished project and sealing of artwork

Logistics

Logistics

- Provides vehicles and people power to move sculptures
- Manages the safe storage and warehousing of sculptures
- Works with art committee to identify the delivery of sculptures
- Liaison with community to place finished sculptures
- Work with manufacturer and town to install sculptures



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: July 13, 2022

SUBJECT:

Development of Guidelines for Grant Programs

STAFF RECOMMENDATION:

After the Arts Commission has decided what program initiatives it will undertake, it is recommended that staff work closely with the Commission to develop program guidelines and processes. Due to the extensive experience that the existing staff has in program development, there is no need to hire outside consultants for program development work. This does not include any work associated with developing feasibility studies.

EXECUTIVE SUMMARY:

When developing grant programs that are sponsored and funded by the City, the following key public policy principals are important to adhere to:

- Impact
- Transparency
- Accountability
- Equity/Fairness

BACKGROUND:

The Arts Commission of Oregon City is in the process of developing programs to support the Arts Industry in Oregon City. The Arts Commission requested staff to provide public policy guidance in the creation of such programs.

Key considerations when developing programs supported with public funds:

- I. IMPACT:
 - a. Do the goals associated with the program clearly state its intensions, and expected outcomes?
 - b. Do the goals address how the initiative benefits the Arts Industry and the

citizens of Oregon City.

II. TRANSPARENCY:

- a. There must be publicized program guidelines
- b. Potential applicants must have an opportunity to ask questions and the answers to the questions are broadly known by all other potential applicants
- c. Any conflicts of interest must be publicly known and addressed by the decision-making body and/or the individual having the conflict

III. ACCOUNTABILITY:

- a. Development of program budgets
- b. Establishment of application and decision-making processes
- c. Fiscal review and documentation to substantiate expenditures
- d. Final Project Impact Report

IV. EQUITY/ FAIRNESS:

- a. Application review must be objective, impartial, must stand public scrutiny
- b. A selection process should be defined, where there is quantifiable scoring that can be applied to each applicant equally
- c. Program should maintain and promote Oregon City's dedication to diversity, equity, and inclusion for all participants

BUDGET IMPACT:

Amount: \$20,000

FY(s): FY21

Funding Source(s): General City Funds