



CITY OF OREGON CITY ARTS COMMISSION AGENDA

City Hall Chambers, 625 Center Street, Oregon City
Thursday, April 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. 2022 March 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 City Manager.

PRESENTATIONS

OC 2040

Downtown Oregon City Association

DISCUSSION ITEMS

1. Arts Mural Application Friends of the Oregon City Library
2. Amendment to Bylaws
3. Discussion: Appropriate Use of Art Commission Funds Pt 2
4. Staff Update: Damaged Sculpture

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

March 17, 2022

7:00 PM

Minutes

In Attendance

Commissioners

Trieste Andrews (Chair)

Selena Jones*

Emma Lugo

Josh Planton

Tammy Jo Wilson

Jenn Woodward

Oregon City Staff

James Graham

Daniel Gering

Dayna Webb

Carrie Richter

Guest

Lynda Orzen*

Not able to attend

Mary Andrus

Karen Buerhig

Tima Carlson (Vice Chair)

*Participants attended online via Zoom

Due to an initial delay Commissioner Andrews was not in attendance and Commissioner Carlson was not able to attend, Commissioner Lugo requested that a consensus vote for a temporary Chair for the meeting until Commissioner Andrews could arrive be made.

Commissioner Wilson nominated Commissioner Lugo. Commissioner Planton seconded. 5 Aye 0 Nay.

Commissioner Wilson convened the meeting

Roll Call

Adoption of the Agenda – Commissioner Planton motioned to approved, Commissioner Wilson seconded. 5 Aye 0 Nay

Public Comment – None

Approval of the Minutes – Retreat Notes and February Meeting Minutes, Commissioner Woodward motioned to approve both, Commissioner Planton seconded. 5 Aye 0 Nay

Presentation: Molalla Ave Decorative Cross Street Banner Art Selection – Dayna Webb (Slides can be found in the meeting packet)

Update presentation related to the selection of art to be added to the cross-street poles on Molalla Ave.

Three options were presented as designed by artist Ben Dye: Elevator silhouette (Option A), Abstract (Option B), Waterfall (Option C)

During the presentation Commissioner Andrews arrived and Commissioner Lugo returned the Commission chair back to Commissioner Andrews.

There was a question by Commissioner Wilson about the process and ability for the Commission to select on the art piece. City Legal Counsel Carrie Richter provided feedback clarifying that the Art Commission has been selected to make the final decision on this public art project for the City. Commission members then discussed their personal preferences for each of the options. It was decided early that Option C would be too small for an impactful display and ruled it out. Vote was conducted for Option A or Option B.

Final selection vote: Andrews – B, Jones - B, Lugo – A, Planton – B, Wilson – B, Woodward – B

Option A = 1, Option B = 5

Discussion Items

Mural Selection Process

City Council Carrie Richter started the discussion by requesting questions from the Commission about the criteria on the mural approval process. Staff provided a document that broke down the criteria based on the way the City Ordinance is written. A reminder that the evaluation of the content is beyond the purview of the Arts Commission.

Commissioner Lugo mentioned that as an artist their expertise generally focuses on content.

Commissioner Wilson explained the process that Commissioner Andrus and herself went through to develop the rubric and had the question on if the process could include applying the Oregon City Nuisance Code as the path in establishing the criteria of evaluation.

Commissioner Wilson explained the premise behind the creation of the rubric of evaluation for murals. The thought process initially looked how to create the criteria for evaluation and definition. Additional research was based on other cities structure of their mural process. Commissioner Wilson and Commissioner Andrus thought that the application of the Oregon City Nuisance Code could be applied as part of this evaluation to decide if the art was appropriate. City Council clarified that the evaluation of public art and a mural are two different processes. Evaluation of a mural is judicial evaluation guided by the City Ordinance. Art Commissioners had further discussion to get further clarification on who would be responsible for judging the content. The final decision rests on the consent of property owner to decide what content is acceptable on their property. There is a public notice process that can bring neighbors within 300ft, as well as any members of public during the public meeting. This allows them voice any concerns they have, but it still falls on the property owner to decide if they accept the content of the mural.

More discussion occurred about the role of an Arts Commissioner related to how they influence the submission of a mural application and their personal interests and when best to recuse themselves from the process.

Commissioner Planton asked if the public has any recourse in the mural application process, and staff explained about the public notification process and that citizens. During the application process citizens

can voice their concerns during an Arts Commission meeting which may or may not influence the artist or property owner.

Update on the Strategic Plan

Commissioner Planton updated the Commission on the status of the structure of the plan, the overview, and the introduction and the first section of the plan.

Clarification on the “discovery” phase was requested by Commissioner Planton. The Commission decided on what to focus on who to invite, how long for their presentation, and what questions may ask. Commissioner Planton agreed to help craft the initial questions. Staff will forward the questions to the Arts Commission members for modification.

Arts Commission members discussed focusing on how and when to survey the public. One challenge is that the National Arts and Culture Economic survey is going out in May, and it was suggested that the Commission may be something to be aware of.

There was further discussion on how the Arts Commission can participate in public art projects, funding, and process.

Appropriate Use of Art Commission Funds

Commissioner Andrews brought forward the idea of promoting a potential event. Commissioner Wilson and Commissioner Woodward express that it may be too early to be able to grant funds. There would need to be criteria set on how to decide what events would be supported that is fair and transparent.

Final Note

It was requested to staff to invite OC2040 and Downtown Oregon City Association to speak at the next Arts Commission meeting.

Please remember that if there are art events that happen in Oregon City, please forward them to Daniel Gering (dgering@orc.org) or can be submitted on travelOregonCity.com by going to the partner section on the footer of the home page. That way the Tourism division can promote the event in as many ways possible.

Meeting was adjourned at 8:52PM.



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: 4/12/2022

SUBJECT:

Arts Mural Application Friends of the Oregon City Library

STAFF RECOMMENDATION:

Staff recommends that the Arts Mural Application submitted by Friends of the Oregon City Library be approved contingent upon the applicant obtaining a fully executed Arts Mural Easement Agreement from the property owner, and a Certificate of General Liability Insurance, naming the City of Oregon City as an additional beneficiary.

EXECUTIVE SUMMARY:

On March 3, 2022, the Economic Development Department received an Arts Mural Application from the Friends of the Oregon City Library. Staff reviewed the application and communicated to the applicant that there are two remaining items missing.

BACKGROUND:

On March 3, 2022, the Economic Development Department received an Arts Mural Application from the Friends of the Oregon City Library. Staff reviewed the application and communicated to the applicant that there are two remaining items missing, they are:

- Certificate of General Liability Insurance
- Fully executed Arts Mural Easement Agreement

On March 11, 2022, public meeting notices were posted at the Oregon City Public Library Used Bookstore, City service buildings, library, and City Hall. In addition, public meeting notices were sent to residents within 300ft of the future location of the mural.

Staff is submitting the Arts Mural Application to the Oregon City Arts Commission to complete its due diligence review of the proposed mural. The guidance for Public Arts Mural Review is attached to this staff report.

OPTIONS:

1. Approve the Arts Mural Application contingent upon the staff receiving a fully executed Arts Mural Easement Agreement from the property owner, and a Certificate of General Liability Insurance, naming the City of Oregon City as an additional beneficiary.
2. Do not approve the Arts Mural Application until the staff has received a fully executed Arts Mural Easement Agreement from the property owner, and a Certificate of General Liability Insurance, naming the City of Oregon City as an additional beneficiary.

BUDGET IMPACT:

Amount: N/A

FY(s):

Funding Source(s): N/A



Guidance for Public Arts Mural Application Review by the Oregon City Arts Commission

Staff will review the technical requirements of the application, and provide the Oregon City Arts Commission a staff report, and their recommendations as to the completeness of the application. The application and staff recommendation will then be forwarded to the Oregon City Arts Commission members to be reviewed at the next Arts Commission meeting.

When reviewing an application, the Oregon City Arts Commission role is to examine the application utilizing the following guide:

- Discuss the specifics component parts of the mural i.e.,
 - What is the mural made of? Will the materials used ensure “longevity, durability, and structural and surface stability?”
 - Does the public art mural exceed the height of the structure to which it is affixed?
 - Given the materials used, will the art hold up against inclement weather or vandalism?
 - Is any part of the mural placed over the exterior surface of any opening of a building?
 - What are the plans for maintaining the art, after installation, for a period of at least 5 years?
 - Does the art include any electrical components, three dimensional structural elements, or moving structural elements that causes periodic changes in the appearance, image or message?
- How will the mural be produced? Mechanical reproduction, computer generated printing on either the wall or vinyl is not allowed.
- Will the mural be “accessible” i.e. visible by the public?

Reference: Oregon City Ordinance 21-1011



Oregon City Public Mural Application

Applicant Information

Lynda Orzen, President, Friends of the Oregon City Library

Name of Applicant or Sponsoring Organization

Lynda Orzen

Name of Contact Person

orzep@comcast.net

503-313-0024

Email

Phone

14943 Quinalt Ct

Applicant's Mailing Address

Oregon City, Or 97045

City/State/Zip

Artist Information

Lucas Nickerson

Lead Artist's Name

lucasnickerson@yahoo.com

503-764-5008

Email

Phone

14210 Beemer Way

Artist's Mailing Address



OREGON CITY

Economic Development

625 Center Street | Oregon City OR 97045

Ph (503) 657-0891 | fax (503) 657-3339

Item 1.

Oregon City, Or 97045

City/State/Zip

None

Names of other participating artists

Property Information

Friends of the Oregon City Public Library Used Bookstore

Proposed Mural Location (Building or business name)

814 7th st Oregon City, Or 97045 between Jefferson and Madison

Street Address/Intersection

Craig Gilbert

cgilbert@windemere.com

Property Owner's Name

Property Owner's E-mail

503-313-8282

Lynda Orzen

Property Owner's Phone

Business Owner's Name

Please confirm which Municipal Zoning district in which the building is located. This information can be found on OC Maps: <https://www.orcity.org/maps/what-zone-am-i>

☐ General Commercial

☐ Mixed Use Downtown

☒ Mixed Use Corridor 1

☐ Mixed Use Corridor 2

☐ Willamette Falls Downtown District

☐ Institutional

☐ Any use that is listed under permitted uses in the Institutional district in 17.39.020 but located in a non-Institutional Zone.

Is the building currently designated as a historical structure? ☐ Yes ☒ No

Several businesses including B&B Leasing, Chiropractor, Children's services

What is the current use of the building?



OREGON CITY

Economic Development

625 Center Street | Oregon City OR 97045
Ph (503) 657-0891 | fax (503) 657-3339

Item 1.

Oregon City Public Mural Application

Applicant Information

Lynda Orzen, President, Friends of the Oregon City Library

Name of Applicant or Sponsoring Organization

Lynda Orzen

Name of Contact Person

orzep@comcast.net

503-313-0024

Email

Phone

14943 Quinalt Ct

Applicant's Mailing Address

Oregon City, Or 97045

City/State/Zip

Artist Information

Lucas Nickerson

Lead Artist's Name

lucasnickerson@yahoo.com

503-764-5008

Email

Phone

14210 Beemer Way

Artist's Mailing Address



Oregon City, Or 97045

City/State/Zip

None

Names of other participating artists

Property Information

Friends of the Oregon City Public Library Used Bookstore

Proposed Mural Location (Building or business name)

814 7th st Oregon City, Or 97045 between Jefferson and Madison

Street Address/Intersection

Craig Gilbert cgilbert@windemere.com

Property Owner's Name

Property Owner's E-mail

503-313-8282

Lynda Orzen

Property Owner's Phone

Business Owner's Name

Please confirm which Municipal Zoning district in which the building is located. This information can be found on OC Maps: <https://www.orcity.org/maps/what-zone-am-i>

- ☐ General Commercial
- ☐ Mixed Use Downtown
- ☒ Mixed Use Corridor 1
- ☐ Mixed Use Corridor 2
- ☐ Willamette Falls Downtown District
- ☐ Institutional
- ☐ Any use that is listed under permitted uses in the Institutional district in 17.39.020 but located in a non-Institutional Zone.

Is the building currently designated as a historical structure? ☐ Yes ☒ No

Several businesses including B&B Leasing, Chiropractor, Children's services

What is the current use of the building?



Public art murals are not permitted on single-family dwellings, duplexes, 3-4 plexes, or multi-family dwellings. Please confirm that the building does not fall into this category. ☒ Yes ☐ No

Mural Information

Project Start Date May 13, 2022 Proposed Completion Date June 3, 2022

Please complete the following:

1. Briefly describe the proposed mural and its relation to the building, the surrounding neighborhoods and the community served by the business or agency where the mural will be painted.

The 7th street corridor is commonly called MidTown. There is currently an open air art display along the corridor with 5 pieces of sculpture installed about 20 years ago and 2 other murals. The business resides in the McLoughlin Neighborhood. The murals name is "Friends on a Shelf".

The addition of the mural surrounding the front door will create a welcoming invitation to come inside and explore. Being a main corridor we see lots of motor traffic as well as foot traffic. We are only 1/2

2. Describe the wall and site where the mural will be located, including the size of the mural in relation to the actual wall size, street intersection, direction the mural will face (building façade), physical condition of the wall (cracks, leaks, concrete, wood, etc.) and visibility to the public.

The mural will surround the entrance stoop of the Friends of the Library bookstore. The overall area of the mural will be about 13' x 16' with the central area of about 11' x 13' left open for the entrance. The rest of the building will be unpainted. The mural will not block any windows or vents and will only utilize the existing facade of smooth stucco. The stucco facing appears to be in good condition, with only a few areas of repaired cracks. The surface will be cleaned and sealed before paint application. The mural will face 7th St., between Jefferson St. and Madison St., about a block from the Library. It will be

3. Please attach a color image of the existing building façade, the proposed mural, and the dimensions and placement of the mural on the building.
4. Please confirm that the proposed mural will not prohibit the use of any existing windows, doors, or vents. ☒ Yes ☐ No
5. Does the mural contain electrical components, three dimensional structural elements; employ electrical lights as part of the image, moving structural elements, flashing or sequential lighting, interior lighting elements, any automated method that causes movement, or any method that causes periodic changes in the appearance, image, or message of the public art mural. ☐ Yes ☒ No



6. What material(s) will the mural be painted/applied in? Specify type of paint or other materials to be used and include technical information about the material's durability, longevity, and toxicity.

The type of paint used will be Chroma Mural Paint which is an acrylic. It is used for both indoor and outdoor murals. Lightfast colors, weather and water resistant. Surface will be sealed with Fusion I.A. Series. Fusion I.A. Binder Medium is a heavy duty binder recommended to prepare and seal surfaces in preparation for painting with acrylic or oils. Fusion I.A. Promotes strong adhesion of the paint and prevents loss of moisture into the substrate and remains flexible.

7. If the mural will be attached to the wall, describe the materials, and include a drawing of the attachment plan.

N/A

8. Will the mural mechanically reproduced, or computer generated and printed on a base that will be attached to the wall, such as, by way of illustration but not limitation, images digitally printed on vinyl. ☐ Yes ☒ No

9. Briefly describe the lead artist's experience working as a muralist and describe collaboration with community groups (if applicable).

Lucas has painted other murals and windows. This will be his first outdoor mural. He has painted window displays in Ireland and a dental office in Happy Valley along with private homes. He is an experience artist in many genres including illustration. He just finished illustrating a childrens book. He has been a member of the Three Rivers Artist Guild for several years and has shown in the gallery and festivals.

10. Outline your safety plan for painting or installing the mural. Will you be blocking a public right of way such as a sidewalk or street? If you will use scaffolding, lifts, or ladders, include a plan for maintaining access to sidewalks, streets and businesses and ensuring the safety of the public and the artists. Please confirm that you are aware of any additional permits that may be needed for this work (Temporary Right of Way Obstruction, etc.).

The sidewalk in front of the business will be partially blocked during the installation. We can maintain a 5 foot corridor open to pedestrians during installation. We are still investigating the best method for the artist to access the building for painting. Our customers will be able to use our back entry during the installation. We wwill have the sidewalk taped off for security and safety of the artist and pedestrians. A permit will be filed for this project.



OREGON CITY

Economic Development

625 Center Street | Oregon City OR 97045
Ph (503) 657-0891 | fax (503) 657-3339

Item 1.

SIGNATURES

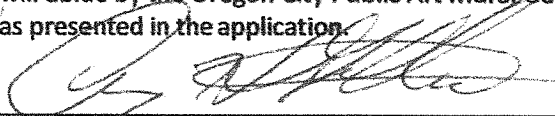
Applicant Certification:

I, as the public art mural applicant, certify that the information and materials provided herein are correct and true to the best of my knowledge, and I have read, understand, and will abide by the Oregon City Public Art Murals guidelines.

	Lucas Nickerson	
Signature	Name (print)	Date
lucasnickerson@yahoo.com	503-764-5008	
Email	Phone	

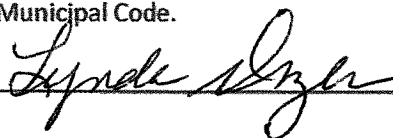
Property Owner Certification:

I certify that I am the owner of the project property. I further certify that I have not been given or received any compensation for the installation of the mural (other than for work performed) and have read, understand, and will abide by the Oregon City Public Art Mural Guidelines, and I give permission for the placement of the mural as presented in the application.

	CRAIG GILBERT	2/21/22
Signature	Name (print)	Date
cgilbert@windemere.com	503-313-8282	
Email	Phone	

Confirmation of Maintenance Responsibility:

I agree to maintain the mural as required by the Oregon City Public Art Mural Program. I understand that the City requires an anti-graffiti coating be applied to the completed mural to help abate graffiti and vandalism. In doing the maintenance, I will comply with any relevant provisions of City of Oregon City Municipal Code.

	LYNNE ORZEN	2/22/22
Signature	Name (print)	Date
orzep@comcast.net	503-313-0024	2/22/22
Email	Phone	

Business Owner and project coordinator

Relationship to the project (artist, property owner, business owner, property manager.)

5 Oregon City Public Art Mural Program—Application 2021



General VARA Waiver for Works of Visual Art (MURAL)

I, Lucas Nickerson (print name), "Artist," hereby acknowledge the rights of attribution and integrity generally conferred by Section 106A(a) of Title 17 of the U.S. Code, (The Visual Artists Rights Act of 1990, "VARA"), and any other rights of the same nature granted by other federal, state, or foreign laws. Artist acknowledges that his/her work of art is a mural, which by its nature will be on the façade of a building subject to the rigors of Oregon weather. Artist further acknowledges that any mural created may be destroyed, either by weather or a necessity otherwise occasioned, which requires its removal from the building. Therefore, of his/her own free act, Artist hereby waives his/her VARA rights with respect to the uses specified below by The City of Oregon City, Oregon, or anyone duly authorized by The City of Oregon City, Oregon, for the following work(s) of visual art:

MURAL ENTITLED: Friends on a Shelf

MEDIUM: Acrylic paint

SPECIFIED USES: Artistic enhancement of a structure in the at (street address)

Addition to the Open Air Art Gallery in Midtown

Signature of Artist

Lucas Nickerson

Printed Name of the Artist

2/18/22

Date

Request for Waiver or Reduction of Application Fee

March 1, 2022

Dear Arts Commission,

The Friends of the Oregon City Public Library Board are requesting a waiver or reduction of fees for the mural application. Due to the last year and a half, the bookstore has not been able to meet our monthly rental. Since March of 2020 till October of 2021, the board has been using our saving to meet rent and other services needed to keep our doors open. In October of 2021, we were finally able to meet our rent and have a small surplus.

During this time, we have still met all financial obligations and assistance to the library for programs and events. The library depends on the assistance from the Friends of the Library to supplement budget items not covered by income from the city. In the past, we have supported the Summer Reading Program, Summer Concerts and just recently the Everbrite display in the Children's section.

To support the funding of the mural, we have asked for community support in "name a book" for our "Friends on a Shelf". Our community continues to be very supportive of the library and the bookstore. We are about half-way to our goal. All funding raised in this manner will fully support the mural. A special fund will be created to pay for any damages or upkeep for the mural.

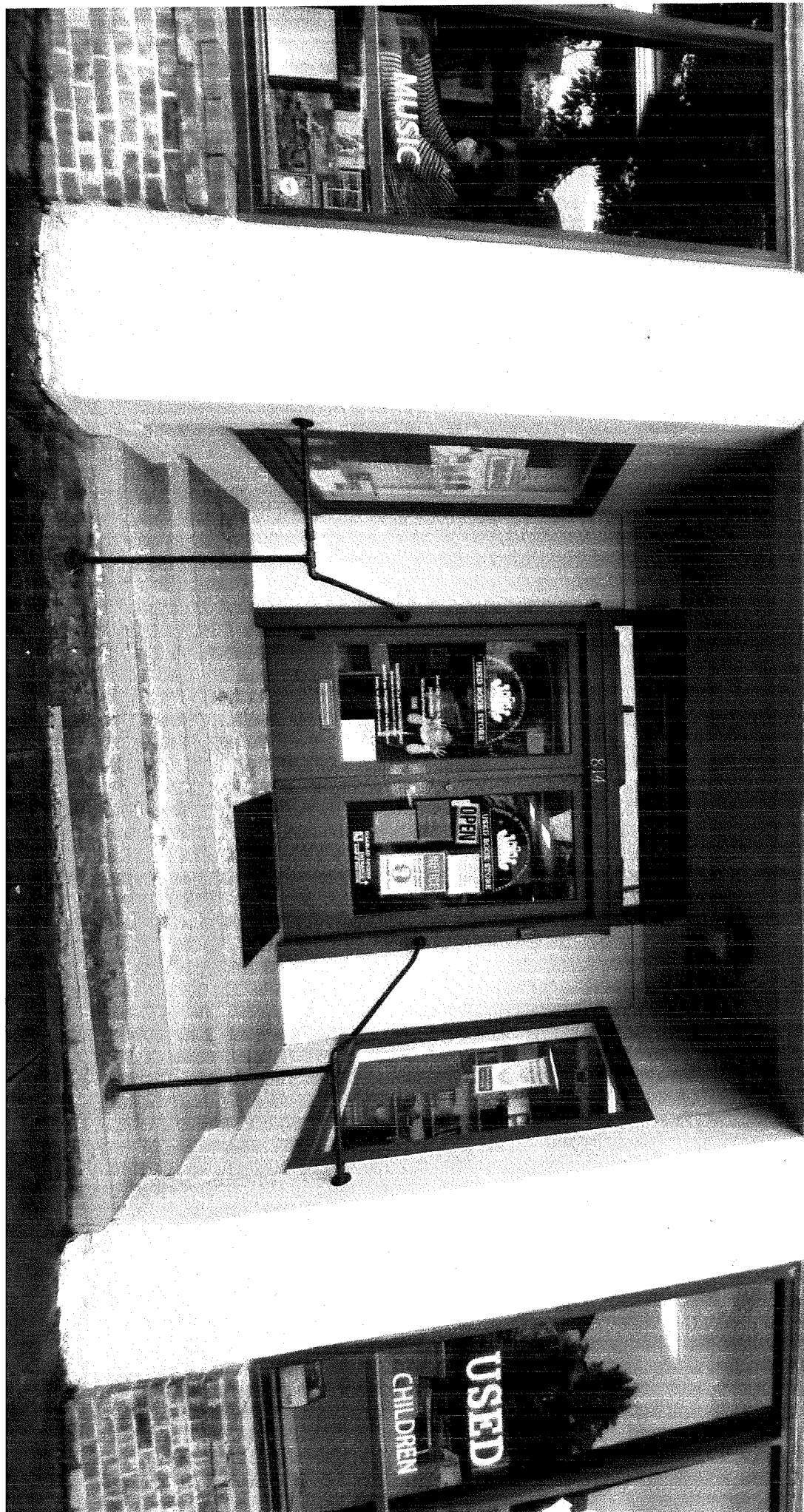
Thank you for your time.

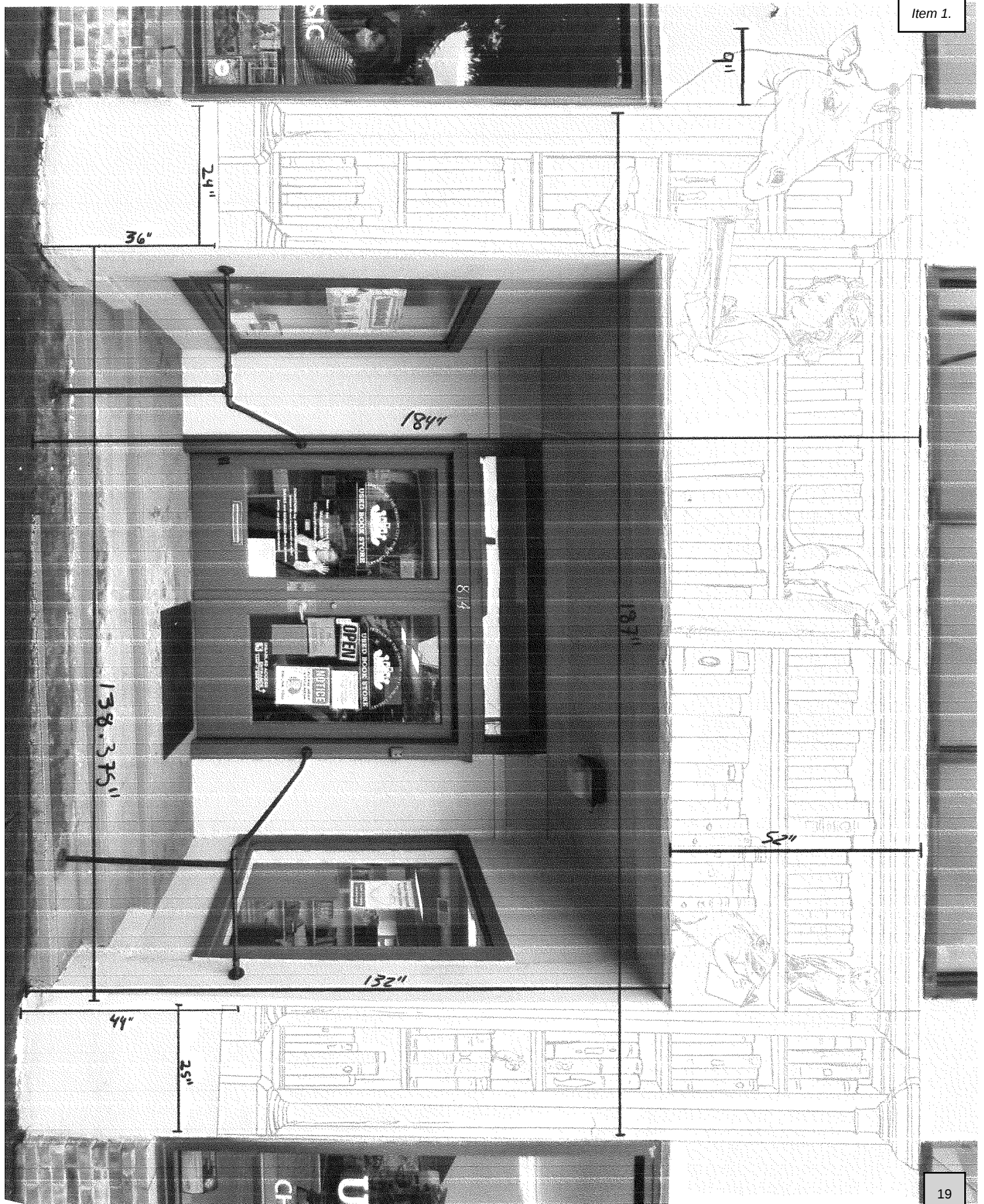
Sincere Regards,



Lynda Orzen

President, Friends of the Library Board
Management Team, Bookstore







The conception of the mural was partly a community collaboration. Ideas presented to me from the community helped me conceptualize the final design. I had a grand bookcase in mind, but when one of the suggestions was also a bookcase, I knew that was the way to go. It shouldn't just be an ordinary bookcase, however- it should be a bookcase full of friends and magic.

When a child, or anyone for that matter, opens a book and is truly drawn in to the depth of the world that literature can bring, a magical thing happens to the mind. I've seen simple stories transform into a full day of play and acting out characters. I've seen entire sections of my daughter's sketchbooks devoted to adapting something she had read that morning. I've been inspired in my own art by the magic of literature. Books act on our imaginations in a way no other consumable entertainment does; they force us to imagine. The mural is meant to be, for me, a window into the quiet solitude of a reader's imagination. Friends on a shelf that can help bring a moment of peace, learning, and planting seeds for the imagination. To me, the wonder that literature can bring to a reader is best expressed in children.

Having been raised in Oregon City and spending most of my life living here, I felt honored when I was presented with the opportunity to literally leave a mark on the city that helped shape me into the person I am. Painting a mural on an establishment that means so much to my family and especially my little girl is a true gift.

The last few years have brought us more isolation than many of us are comfortable with, especially our children. While they may not be a true substitution for constant contact with friends and other people in our lives, a little gentle escapism offered by a book carries us smoothly many miles over any rough road. I am thankful every day that our little one knows how to read and is able to open her world a bit more with the help of her friends on a shelf.

Lucas Nickerson

Subject: Mural

Date: Monday, January 24, 2022 at 4:17:26 PM Pacific Standard Time

From: David

To: orzep@comcast.net

Dear Linda,

As Chair of the Oregon City Library Board I want to thank you for your dedication and ongoing support of our precious library. We are very grateful for your efforts. Hopefully when we get control of Covid our lives and efforts will return to "normal."

As a fellow artist, I read with interest your plans to create a mural on your storefront. Great idea. It provides an opportunity to bring the community together around an arts project that supports our library. Have you considered involving high school art teachers and their students in the installation? Also perhaps one of our local paint retailers would like to be identified as the supporter of the Library by donating paint and tools? I suggest this both to save money but more so to involve our fellow citizens in a great community project.

Please let me know how I can help

Warm regards

David Goldberg

Sent from my iPhone

Friends of the Library Bookstore Mural

I strongly support the addition of a mural on the front of the Friends of the Library Bookstore. The community will benefit greatly from this wonderful piece of artwork, which will welcome customers to the bookstore. Not only will it add to the already established Open Air Art Gallery along 7th Street, it will also bring welcome attention to the 7th Street Midtown Corridor.

Lucas Nickerson is an established painter and illustrator, well qualified to bring this mural to life. I fully support the installation of the mural "Friends on a Shelf" on the entrance to the Friends of the Library Used Bookstore.

Ingrid Aubry
1305 JQ Adams Street
Oregon City OR 97045
bookeaze@yahoo.com

In Support of the Mural at the Friends of the Library Bookstore

I remember taking a “mural walk” when I moved to Oregon City over a decade ago, enjoying the public images of history and community as I walked by. For newcomers, tourists and locals alike, they can be welcome landmarks.

Now we have the opportunity for a new mural near Oregon City’s library, highlighting the front entrance of its related bookstore. With its whimsical image of inviting bookshelves and a happy reader, it celebrates the key role that the library and bookstore play in our hometown while brightening the streetscape. I hope it can become the City’s next mural landmark.

Sincerely,
Beth Daniell
PO Box 463
Oregon City, OR 97045

Support "Friends on a Shelf" Mural Installation at the Friends of the OC Library Used Bookstore

I fully support the installation of the mural "Friends on a Shelf" on the Friends of the Library Used Bookstore. The mural will be a wonderful addition to the existing Open Air Art Gallery along 7th street. It will bring joy and beckon visitors to come inside and explore and encourage others to visit our community.

Name

Kerry Edwards

Mailing address

11624 se hazel hill rd happy valley 97086

SignatureA handwritten signature in black ink, appearing to read "Kerry Edwards", written in a cursive style.**Date**

02/02/2022

Support "Friends on a Shelf" Mural Installation at the Friends of the OC Library Used Bookstore

I fully support the installation of the mural "Friends on a Shelf" on the Friends of the Library Used Bookstore. The mural will be a wonderful addition to the existing Open Air Art Gallery along 7th street. It will bring joy and beckon visitors to come inside and explore and encourage others to visit our community.

Name

Tamara Scott

Mailing address

14023 Traveler Rd, Oregon City, OR 97045

SignatureA handwritten signature in black ink that reads "Tamara Scott". The script is cursive and fluid, with the first name and last name clearly legible.**Date**

02/01/2022

Company (optional)

Three Rivers Artist Guild

- 1) We are only ½ block up the hill from the library. Friends on a Shelf will be the 3rd mural on Midtown along with the vertical gardens adorning Singer Hill Café. This is in addition to the 5 pieces of sculpture that were installed during the 7th street corridor transportation upgrade. It is the hope to see many more pieces of art added to the Open Air art gallery along the 7th street corridor
- 2) The mural will surround the entrance stoop of the Friends of the Library bookstore. The overall area of the mural will be about 13' x 16' with the central area of about 11' x 13' left open for the entrance. The rest of the building will be unpainted. The mural will not block any windows or vents and will only utilize the existing facade of smooth stucco. The stucco facing appears to be in good condition, with only a few areas of repaired cracks. The surface will be cleaned and sealed before paint application. The mural will face 7th St., between Jefferson St. and Madison St., about a block from the Library. It will be visible to pedestrian as well as vehicular traffic while on 7th St.



Item 1.

**SUBJECT
SITE**



Concept Art



Measurements



814 7th St.

Oregon City Arts Commission By-laws

I. Name

The name of this organization is the Oregon City Arts Commission (“Arts Commission”).

II. Purpose

The Arts Commission exists to make the arts an essential part of every citizen’s life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy.

III. Powers and Duties

1. To ensure that the arts continue to be of value as an integral part of Oregon City.
2. To promote the arts in Oregon City, to enrich the lives of its citizens through education and demonstration.
3. To assist the City Commission and Planning Commission in using public art to enhance public structures.
4. To catalog and maintain Oregon City’s public art.
5. To plan and execute public displays of visual and performing arts, providing connections with other local, regional and national organizations working for the benefit of art and preservation of artistic values, and other similar activities.
6. The Arts Commission shall have the authority and power to solicit funds or grants from individuals, corporations, and other government agencies. Such funds shall be deposited in the *Oregon City Arts Commission City Account as established by the City Finance Director*, to be dispensed by the Arts Commission in pursuit of its mission.
 - A. Disbursal of funds may occur only with concurrence of the City Manager.
 - B. Disagreements over the dispensation of funds shall be submitted to the City Commission for final resolution.

IV. Organization

1. There shall be nine (9) members on the Arts Commission. The Arts Commission shall include at least five (5) members from a broad spectrum of citizens representing the performing arts, music, drama, visual arts, literary arts, and the

fields of structural and landscape architecture, and, in addition, include at least two (2) citizens at large. *A majority of the members* shall reside inside the city limits.

2. Appointment to the Arts Commission will be made by the Mayor of Oregon City.
3. The appointees shall have three-year terms.
4. *After a member has three consecutive absences in a 12-month period without notification to the Secretary/Treasurer, the Commission may remove that member.* Should a member be removed, the Mayor will make a new appointment.
5. Member resignations will be filed with the Chair as soon as possible after the member has decided to resign. The newly appointed member shall assume the remainder of the existing term.
6. The organization shall operate in the general public interest as a nonprofit, nonpolitical organization devoted exclusively to its mission. It shall not endorse any commercial product or enterprise.

V. Officers

1. A Chair and Vice Chair will be elected annually and hold office for one year. At the first meeting of each calendar year, the Chair and Vice Chair from the previous year shall preside over elections for Chair and Vice Chair.
2. Neither the Chair nor Vice Chair shall serve as an officer for more than two consecutive terms.
3. Secretary: When the Arts Commission was re-launched in 2021, staff agreed to serve the function of preparing written minutes of the Arts Commission meetings. As long as this practice continues, the group will not elect a Secretary. A Secretary will be elected if the group decides to change this practice.

VII. Meetings

1. The Arts Commission shall hold an official meeting at least quarterly and may hold special meetings as needed. The Arts Commission recognizes that the City Ordinance states that the Arts Commission will meet at least bi-monthly (every other month). When the Arts Commission resumed in 2021, it planned to meet more frequently than quarterly but selected a quarterly cadence for increased flexibility. All meetings will follow public meeting law and any changes to the schedule will be publicized.

2. A *majority of existing* members shall constitute a quorum and be necessary for action by the Arts Commission. Any item must be approved by a simple majority of the voting members present at a meeting, unless otherwise provided.

A proxy vote may be made by mail or email and authorized prior to a vote on any issue except amendments to the bylaws.

3. The Arts Commission encourages citizen participation and will, from time to time, request specific or general citizen/expert input.
4. The parliamentary procedure for meeting and operations of the Arts Commission shall be the responsibility of and within the authority of the Chair. In the event there is a disagreement or objection to the procedures pursued by the Chair, Robert's Rules of Order, Newly Revised, shall constitute the authority.

VIII. Amendments

Modifications of these Bylaws must be presented and discussed at a regularly scheduled Arts Commission meeting. A majority vote of Arts Commission members present is necessary to change the Bylaws.

Oregon City Arts Commission Financial Management Protocols

The Oregon City Arts Commission (“Arts Commission”) adopted this memorandum to establish its basic financial management practices at its regularly scheduled meeting on April 21, 2022.

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 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 funding raising activity or from any other type of activity.
3. All forms of remuneration shall be submitted directly to the City for payment/reimbursement.
4. Filled-out requisition request forms should be submitted within two weeks of an event or program completion and a final report should be sent to the City of Oregon City at project completion.
5. Committees must keep event or program expenses at or under budget.
6. Committees must get approval from the Arts Commission Chair, Vice Chair, and representative/designee of the City Manager’s office before spending additional funds over their budget allocation. Committees that overspend without approval will not be reimbursed.
7. Committees will be required to give a report of their activities at regular meetings of the Arts Commission and must submit a final report regarding their program/event to the Arts Commission within two weeks of completing the event. 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 Oregon City Council with regular updates of its activities including spending and any anticipated fundraising.
10. The Arts Commission may add additional information to this Addendum with a simple majority vote.