



CITY OF OREGON CITY ARTS COMMISSION AGENDA

City Hall Mt. Hood Room, 625 Center St., Oregon City, OR 97045
Thursday, February 19, 2026 at 6:30 PM

Ways to participate in this public meeting:

- Attend in person, location listed above. Please see the public comment guidelines below.
- Attend the livestream of the meeting on the City's YouTube Channel:

<https://www.youtube.com/user/CityofOregonCity>

- Register to provide electronic testimony (email agriffin@orc.city or call 503-974-5517 (1588) by 3:00 PM on the day of the meeting to register)
 - Email agriffin@orc.city (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
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1. CALL TO ORDER AND ROLL CALL

2. ADOPTION OF THE AGENDA

3. APPROVAL OF MINUTES

- a. Approve the Minutes from January 15, 2026

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. DISCUSSION ITEMS

- a. On-Boarding Packet and Role of the Arts Commission
 - Revisions to City Municipal Code
 - Arts Commission 2.26
 - Public Art Murals 15.28.090
 - Role of the Arts Commission with Respect to Art Murals
- b. Willamette Corridor Initiative
 - i. Art Selection
 - ii. Addendum to Letter of Intent
- c. Art for Every Heart Contest Update
- d. Resource Fair Update and Budget Request

6. TOPICS FOR NEXT MEETING

7. 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 WFMC at 503-650-0275 for a programming schedule.

I Call to Order – Roll Call

The meeting of the Oregon City Arts Commission was called to order on January 15, 2026. Roll call was conducted with the following members present:

- Dexter
- Ingram
- Iseri
- La Master
- Loi (via zoom)
- Planton
- Ravenwise (via zoom)
- Sira
- Wilson
- Mayor McGriff and J. Graham were also present.

II Adoption of the Agenda

The agenda was approved with the following changes: James added discussion of the document *City Liaison Duties and Responsibilities – The Oregon City Arts Commission* (included in the packet).

III Approval of Minutes

December 18th minutes were approved with the following changes suggested by Josh:

V Discussion Items – Museum of the Oregon Territory (MOOT) – replace “*can involve OCAC more in its “ecosystem”*” with “*and OCAC can partner together*”.

Amy **MOTIONED** to approve the minutes as posted from December 18, 2025. Joyce seconded. The motion was **APPROVED** unanimously.

IV Public Comment

There were no public comments.

V Election of Officers

a. Chair – Amy nominated Josh. Daria nominated Rebecca, but Rebecca declined.

Amy **MOTIONED** to approve Josh as Chair. Mandy seconded. The motion was **APPROVED** unanimously.

b. Vice Chair – Amanda nominated Rebecca.

Joyce **MOTIONED** to approve Rebecca as Vice Chair. Alexis seconded. The motion was **APPROVED** unanimously.

c. Secretary – Josh nominated Amy.

Amanda **MOTIONED** to approve Amy as Secretary. Rebecca seconded. The motion was **APPROVED** unanimously.

VI Discussion Items

a. Public Artwork Assessment Update Report

Kathy Rowe presented her contracted update to her Public Artwork Assessment from two years prior.

- The Joseph Meek mural has continued to quickly degrade in the past few years and restoration is highly recommended while it is still feasible. It appears an attempt to clean the mural exacerbated the degradation.

- The Hopp Family mural has been under review for restoration. The building owner made some improvements, but the mural is painted on a brittle substrate and will need to be restored in situ.

- Pieces that had not been included in the first Assessment are listed on the back page.

Amy **MOTIONED** to approve the acceptance of the report. Amanda seconded. The motion was **APPROVED** unanimously.

b. Commission Onboarding – City Government Orientation

i. City Liaison - James Graham reviewed Liaison Duties & Responsibilities

ii. Finance - Matt Zook reviewed City Budget and Financial Policies

iii. City Recorder - Jacob Wiley used a PowerPoint presentation to review Policies & Procedures related to work in Oregon City government and City Commissions with a focus on the Arts Commission.

iv. IT Director Mike Dubaj reviewed the OCAC website contract with the City and the file sharing process for Commissioners.

v. Communications – Jarod Lyman described his work as “keeper of the brand” and reviewed press releases and the newly formatted monthly Trail News.

c. Planning for Stakeholders Workshop

Josh and Rebecca had previously been invited to a workshop put on by Sylecia Johnston of the Oregon City DMMO. OCAC offered to host a follow-up meeting in early March billed as an Arts & Culture Action Lab where we would work on a list of projects to prioritize for the future.

VII Discussion Items

a. Future Meeting topics

Staff from Legal will be at our next meeting to review Policies & Procedures, as well as mural codes. We will discuss creating a new eye-level plaque for Lee Kelly’s *Moontrap*. We will identify Oregon city’s first contribution to the Willamette Arts Corridor. We will review the list of potential partners we wish to collaborate with.

b. OC Community Resource Fair “Spring Forward” - March 7th.

Amanda **MOTIONED** to approve submitting a vendor application for a booth, possibly in coordination with the DMMO. Amy seconded. The motion was **APPROVED** unanimously. Joyce will take the lead on planning and Alexis will assist.

The meeting adjourned at 8:41pm.



CITY OF OREGON CITY

Staff Report

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

To: Oregon City Arts Commission **Agenda Date:** February 19, 2026
From: James Graham, Economic Development Manager

SUBJECT:

Additional Suggested Revisions to Oregon City Municipal Code

STAFF RECOMMENDATION:

Review the additional comments provided by the City's legal counsel on the proposed revisions to the Oregon City Municipal code Chapter 2.26, regarding the structure and function of the Oregon City Arts Commission, and Chapter 15.28.090, regarding Public Art Murals. Review the Art Mural matrices that outline the role of the Arts Commission under different scenarios.

Review an addendum to the Willamette Corridor Initiative Letter of Intent prepared by City Commission.

EXECUTIVE SUMMARY:

The Arts Commission and the City Commission held a joint work session on October 7, 2025, to review and discuss two the sections of Oregon City's municipal code that govern the Arts Commission (Chapter 2.26) and provide guidance on the Arts Commission's role in approving art murals (Chapter 15.28.090). Since that time, members of the Arts Commission further reviewed the Code and made additional suggested revisions. The City Commission reviewed input from both the Arts Commission and the City's legal counsel at a City Commission work session on February 10, 2026.

Two copies of the revised Municipal Code are attached to this report, one showing the changes highlighted in red, and one with the revisions incorporated. The matrix outlining different scenarios under which a review of a public art mural could come before the Arts Commission is also included.

The City Commission reviewed the comments provided by legal counsel at a work session on February 10, 2026. The Arts Commission Chair and Vice Chair attended the February work session. This staff report includes information about recommendations made at the February work session; however, these additional comments are not captured in the attached. Legal counsel will provide a final version to both City Council and the Arts Commission incorporating the comments shared on February 10, 2026.

BACKGROUND:

In 2025, members of the Arts Commission devoted considerable time and effort to update and clarify the Municipal Code, including meetings with City staff, focused discussion at an Arts Commission retreat and continued dialog.

Subsequently, the City's legal counsel reviewed the Arts Commission's recommendations and offered her recommendations on both sections of code.

Municipal Code Chapter 2.26:

In my staff report to the City Commission for February 10, I outlined the proposed amendments to Chapter 2.26. At a high level, the clarifications and recommended changes to the code include the following topics:

- * the nature and scope of membership,
- * the terms of service,
- * the identification of officers, and
- * the quorum requirements.

At the February 10th Work Session, the City Commission requested a change to the section about Commission member residence. Specifically, they agreed that the section should state that "5 (five) or more members" of the Commission should live within the municipal boundaries of Oregon City, rather than "60%."

Municipal Code 15.28.090 Public Art Murals:

The Arts Commission has proposed several amendments to this section. The major highlights include:

Section B clarifies that no person shall create or establish an art mural without approval from the Oregon City Arts Commission.

Section C2 states that if an owner wants to terminate the five-year term of the art mural sooner, the art mural will be removed at the building owner's cost and the City will terminate the easement.

Section C3(a) refers to difference between an alteration to a public art mural verse a "substantial" restoration. In the case of a substantial change, the Arts Commission's approval would be required. In the case of minor changes or routine maintenance, approval from the Arts Commission would not be required.

The City's legal counsel will provide an additional review of the suggested changes following the February 10th work session to the Arts Commission.

Addendum to Willamette Corridor Letter of Interest:

At the October Joint Work Session with the City Commission, members of the Oregon City Commission expressed concern that the Willamette Corridor project could potentially result in Oregon City tax dollars being spent on public art created in other communities. While supporting the Willamette Corridor initiative overall, the City Commission decided to add an

addendum to the Letter of Intent to address this concern. The draft addendum is included with this staff report.

OPTIONS:

1. Review the proposed revisions to the Oregon City Municipal Codes impacting the Arts Commission.
2. Review the draft addendum to the Letter of Intent.

BUDGET IMPACT:

None.

Oregon City Public Murals

Overview:

Public Murals in Oregon City are defined under [Chapter 15.28.090](#) of the Oregon City Municipal Code. Public Murals must be approved by the Oregon City Arts Commission (OCAC), who serve as a quasi-judicial body¹.

Mural Content:

Due to Oregon State law and first amendment rights, the OCAC is not able to judge the content of any Oregon City Public Mural as part of its review process when determining approval for a mural application.

See the breakdown of the Arts Commission role in each category of murals matrix listed below.

If a mural's content was deemed to be obscene, historically/culturally inaccurate, or in violation of another Oregon City Municipal Code, it would be addressed through the signage laws within the Oregon City Municipal Code.

Mural Related Resources

Mural Application Guidelines - [LINK](#)
Mural Application - [LINK](#)
Mural Easement Form - [LINK](#)
Mural Application Checklist - **TBD**
List of Murals in Oregon City - **TBD**
List of Approved Muralist - **TBD**

City Contact Information:

James Graham
Economic Development Manager
Email: jgraham@orc.org
Phone: 503-496-1552

Mural Matrix:

There are two main factors which determine the parameters of the Arts Commission's role in determining and approving public murals. The first is the source of the funding, and the other is the ownership of the property in which the mural is to be placed.

Funding Source:

- *Public Funding* - Covers funds which are from any Oregon City controlled account, including the OCAC, City Departments, and general fund.
- *Private Funding* - Fund which are either being received from a private entity (for or non-profit), and government agency outside of Oregon City.

¹ Quasi-judicial refers to a proceeding conducted by an administrative or executive official or organization that is similar to a court proceeding, e.g. a hearing conducted by a human rights commission. A court may review a decision arising from a quasi-judicial proceeding. Quasi-judicial can also refer to a judicial act performed by an official who is either not a judge or not acting in their capacity as a judge.

Commented [1]:

@rebeccasirabiz@gmail.com - Thanks for putting this together. I added my proposed language and rounded out the document a bit more. I think this could be a great resource for the Art Commissioners, however I think we need to have legal counsel and James review it first. There are also some other resources we need to put together for it. Let me know what you think.

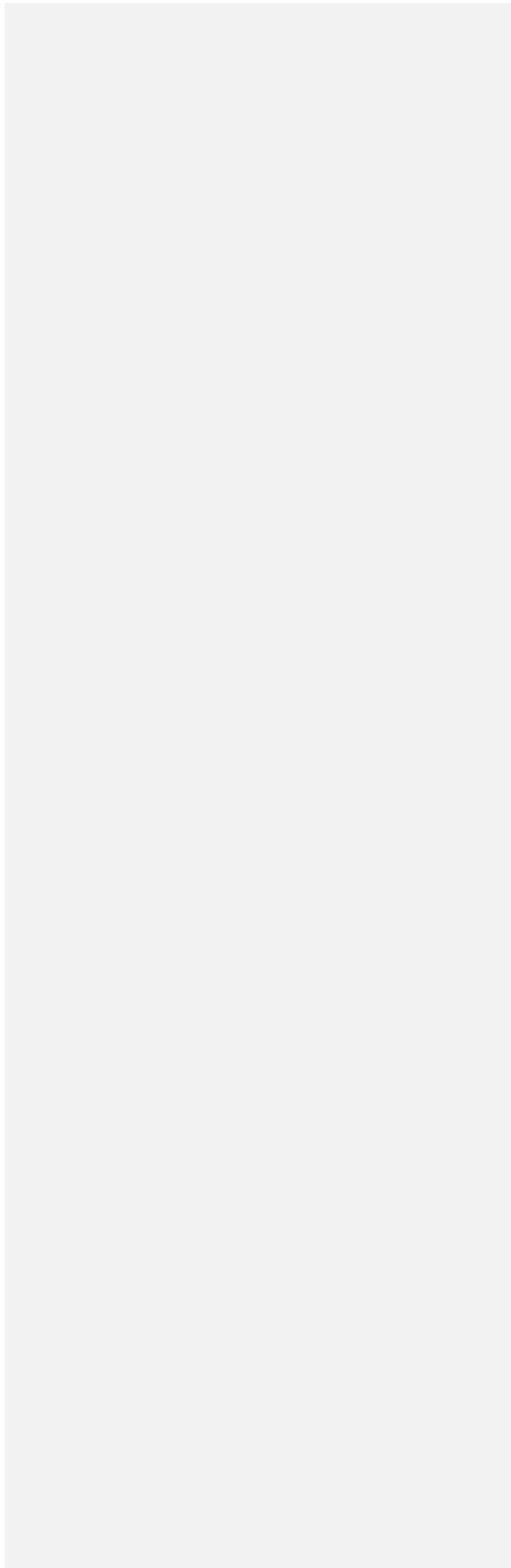
Assigned to rebeccasirabiz@gmail.com

Property Location:

- *Public Location* - Any property which is owned by the Oregon City government.
- *Private Location* - Includes any property which is not owned by the City of Oregon City.

The matrix below indicates the OCAC role in the mural review process based on the factors defined above.

<p>Funding Source: Private Property Ownership: Private</p> <p>Role: OCAC acts as the quasi-judicial board within the application process but has no say in the content of the Mural artwork. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.</p>	<p>Funding Source: Private Property Ownership: Public</p> <p>Role: OCAC will approve the mural application as a quasi-judicial Board, however, the content of the mural must also be approved by either the Arts Commission or City Commission. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed, however, the private funder is recommended to contact the Arts Commission as early as possible to discuss the content of the mural.</p>
<p>Funding Source: Public Property Ownership: Private</p> <p>Role: In this scenario, the OCAC will approve the mural application as a quasi-judicial Board, but can not be the direct funder of the project to avoid ethics violations. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.</p>	<p>Funding Source: Public Property Ownership: Public</p> <p>Role: The OCAC does not need to approve the mural application in this scenario, however, it is highly recommended that the Arts Commission be consulted on any content for said mural in a reasonable timeframe.</p>



Oregon City Public Murals

Overview:

Public Murals in Oregon City are defined under [Chapter 15.28.090](#) of the Oregon City Municipal Code. Public Murals must be approved by the Oregon City Arts Commission (OCAC), who serve as a quasi-judicial body¹.

Mural Content:

~~When it comes to reviewing applications for public art murals, due to Oregon State law and first amendment rights, the OCAC is not able to reject an application for an Oregon City Public Mural based on its judge the content of any Oregon City Public Mural as part of its review process when determining approval for a mural application.~~

~~However, this same strict content prohibition does not apply in cases where the OCAC considers granting funding to a public mural or where the proposal will be located on property owned by the City of Oregon City. In both cases, the Arts Commission is acting in a proprietary capacity on behalf of the City. The OCAC cannot however, serve as both the reviewer and the applicant or advocate for approval for the same mural.~~

See the breakdown of the Arts Commission role in each category of murals matrix listed below.

~~If a mural's content was deemed to be obscene, historically/culturally inaccurate, or in violation of another Oregon City Municipal Code, it would be addressed through the signage laws within the Oregon City Municipal Code.~~

Mural Related Resources

Mural Application Guidelines - [LINK](#)
Mural Application - [LINK](#)
Mural Easement Form - [LINK](#)
Mural Application Checklist - **TBD**
List of Murals in Oregon City - **TBD**
List of Approved Muralist - **TBD**

City Contact Information:

James Graham
Economic Development Manager
Email: jgraham@orc.org
Phone: 503-496-1552

Mural Matrix:

~~¹ Quasi-judicial refers to a type of review evaluating a development proposal for compliance with previously adopted approval criteria. The OCAC has been charged, by the City Commission, to review and approve art murals, pursuant to OCMC 15.28.090. proceeding conducted by an administrative or executive official or organization that is similar to a court proceeding, e.g. a hearing conducted by a human rights commission. A court may review a decision arising from a quasi-judicial proceeding. Quasi-judicial can also refer to a judicial act performed by an official who is either not a judge or not acting in their capacity as a judge.~~

Commented [1]:

@rebeccasirabiz@gmail.com - Thanks for putting this together. I added my proposed language and rounded out the document a bit more. I think this could be a great resource for the Art Commissioners, however I think we need to have legal counsel and James review it first. There are also some other resources we need to put together for it. Let me know what you think.

Assigned to rebeccasirabiz@gmail.com

Commented [CR2]: With respect to content, this is not true. The City cannot reject murals that are obscene or historically / culturally inaccurate. No other signage law provides such prohibition.

~~There are two main factors which determine~~ the parameters of the Arts Commission's role in considering determining and approving public murals including the source of the funding, the ownership of the property and the applicant seeking review, which can sometimes be different than the building owner. ~~The first is the source of the funding, and the other is the ownership of the property in which the mural is to be placed.~~

Funding Source:

- Oregon City Public Funding - Covers murals funded through s which are from any Oregon City controlled account, including the OCAC, City Departments, and general fund.
- Non-Oregon City Private Funding ~~— Covers murals f~~ Funded by which are either being received from a private entity (for or non-profit), and government agency outside of Oregon City.

Property Location:

- Public Location ~~— Located on~~ Any property which is owned by the City of Oregon City, government.
- Private Location ~~— Located on~~ includes any property which is not owned by the City of Oregon City.

Commented [CR3]: Is it always going to be this cut and dried? Might there be a hybrid where a mural is funded both by Oregon City and private or some other grant sources?

Commented [CR4]: If it is funded by a government agency, it is not "private funding".

The matrix below indicates the OCAC role in the mural review process based on the factors defined above.

<p>Funding Source: <u>Non-Oregon City</u> Private</p> <p>Property Ownership: Private</p> <p>Applicant: <u>Private</u></p> <p>Role: OCAC acts as the quasi-judicial board <u>reviewing the application for compliance with OCMC 15.28.090(B) within the application process</u> but has no say in the content of the Mural artwork.</p> <p>A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.</p>	<p>Funding Source: <u>Non-Oregon City</u> Private</p> <p>Property Ownership: Public</p> <p>Applicant: <u>Non-OCAC Public</u></p> <p>Role: OCAC will <u>review approve</u> the mural application <u>for compliance with OCMC 15.28.090(B) only where the OCAC is not the applicant in the position of advocating for the proposal. For example, where the parks department proposes a new mural, in addition to reviewing the application for compliance with OCMC 15.28.090(B), the OCAC may advise the parks department on the content of the proposal and its suitability for location on a publicly owned property.</u> — as a quasi-</p>
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judicial Board, however, the content of the mural must also be approved by either the Arts Commission or City Commission. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed, however, the private funder is recommended to contact the Arts Commission as early as possible to discuss the content of the mural.

Funding Source: Public or Private
Property Ownership: Private or Public
Applicant: OCAC

Role: Where OCAC has initiated or directed a mural design or content such that it becomes an advocate for mural approval, regardless of the funding source, no OCAC review pursuant to OCMC 15.28.090 may occur or, if it is to occur, the review must be accomplished by the City Commission rather than the OCAC. In this scenario, the OCAC will approve the mural application as a quasi-judicial Board, but cannot be the direct funder of the project to avoid ethics violations. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.

Funding Source: Public
Property Ownership: Public

Role: The OCAC does not need to approve the mural application in this scenario, however, it is highly recommended that the Arts Commission be consulted on any content for said mural in a reasonable timeframe.

Commented [CR5]: This is exemption is not currently part of OCMC 15.28.090 but I understand it is contemplated.

Scenario	Funding	Prop. Owner	Applicant	OCAC Role & Content Authority
Private Project	Private / Non-City	Private	Private	<p>QUASI-JUDICIAL REVIEWER (Strict)</p> <ul style="list-style-type: none"> • Role: Review for Code Compliance (Safety, Materials, Durability) only. • Content: NO SAY. Protected by First Amendment.
Public Partner	Private / Non-City	Public (City Prop)	Non-OCAC Public (e.g. Parks)	<p>REVIEWER & ADVISOR</p> <ul style="list-style-type: none"> • Role: Review for Code Compliance. • Content: YES. Acting in a proprietary capacity, OCAC may advise the Department on suitability/theme.
OCAC Project	Oregon City (Public Funds)	Private or Public	OCAC (Commission is Applicant)	<p>APPLICANT (Recused)</p> <ul style="list-style-type: none"> • Role: OCAC is the advocate here. They CANNOT review their own application. • Action: Authority moves to City Commission for approval.
Grant Project (The "Salmon" Clause)	Oregon City (Grant Funds)	Private or Public	Private Grantee	<p>TWO-STEP PROCESS:</p> <p>A. During Design (Funding Phase):</p> <ul style="list-style-type: none"> • Role: ADVISOR/PATRON. Because City funds are involved, OCAC can dictate themes (e.g., "No Salmon") as a condition of the grant contract. <p>B. During Permitting (Approval Phase):</p> <ul style="list-style-type: none"> • Role: QUASI-JUDICIAL REVIEWER. • Caution: If OCAC members actively redesigned the art in Phase A, they MUST RECUSE themselves from the vote in Phase B.

1 15.28.090 Public art murals.

2 A. Public Art Mural Program Intent and Purpose. The intent and purpose of this section is to encourage the
3 production of public art murals preserved through a public art mural easement held in trust by the city.
4 Public art murals are a medium of expression which serves the public interest in unique ways, including, but
5 not limited to: Enhancing the aesthetics of the city; adding economic value and rejuvenation; providing
6 avenues for original artistic expression in the city; encouraging community participation in the creation of
7 original works of art; defining a cultural value and community identity; and reducing the incidence of graffiti
8 and other crime.

9 B. ~~No person shall commence creation of any public art mural without first obtaining a public art mural permit
10 from the city and executing an easement pursuant to Section 15.28.090.B.13. Any mural - a wall sign
11 exceeding the limitations otherwise prescribed by this chapter - that is created without approval through this
12 chapter or in violation of the conditions of approval is prohibited.~~

13 C. Criteria for Public Art Murals. All the following criteria shall be met for public art murals:

14 1. Public art murals shall remain in place, without alteration, for a period of no less than five years, except as
15 may be specified by a ~~designated governing body or by the Arts Commission in the~~ through conditions of
16 approval. At the end of the 5 years, or other designated period, the public art mural ~~easement~~ shall
17 automatically renew for another 5 years ~~subject to the same terms and conditions set forth in the initial~~
18 ~~approval.~~ ~~unless termination is requested by the building owner. If the building owner requests termination~~
19 ~~prior to the renewal date, the public art mural shall be removed at the building owner's cost, and the city~~
20 ~~and owner will agree to terminate the easement.~~

21 2. ~~An approved public art mural permit can be terminated by the owner at any time subject to 30-day~~
22 ~~notice to the Economic Development Department. In the case of early termination, all public art mural~~
23 ~~removal costs shall be borne by the owner.~~

24 3. ~~Alterations to an approved and/or installed public art mural requires review and approval subject to~~
25 ~~Section 15.28.090.C must receive approval by a designated governing body or the Arts Commission.~~

26 a. ~~"Alteration," as used in this section,~~ shall be defined as a change or modification made to a
27 ~~permitted~~ public art mural, ~~that has been reviewed and designated, that might include but not~~
28 ~~limited to~~ changes in materials, surface covering, or UV protective or anti-graffiti coating. However, the
29 following restorations shall not be considered ~~"a~~Alterations:":

30 i. Repair due to naturally occurring changes from exposure to the elements or the passage of
31 time.

32 ii. ~~Minor changes resulting from routine maintenance or repair.~~

33 iii. Slight and unintended deviations from the original when repairing the mural due to time,
34 or vandalism.

35 iv. Replication of an identical ~~or substantially similar~~ public art mural made necessary because
36 of replacement, repair, or renovation of the exterior wall on which the public art mural is
37 displayed. ~~To qualify for this exception, the public art mural must be fully installed. These~~
38 ~~cases will be defined as a Restoration of an existing mural as long as the mural undergoes~~
39 ~~only minor modifications when it is placed back on the wall. The restored mural must be~~
40 ~~placed back on the wall~~ within 3 years of its initial removal.

41 4.2. No public art murals shall be allowed on single-family dwellings, duplexes, 3—4 plexes, designated
42 historic structures that were originally constructed for residential use, or multi-family dwellings. As
43 used in this subsection, single-family dwellings, duplexes, 3—4 plexes, or multi-family dwellings do not

Commented [CR1]: I'm not certain that this says exactly what the Arts Commission means. Can an owner terminate at any time and what are the consequences of those choices? This seems to suggest that the only time termination is available is before the 5 year mark and not after.

I would move this termination to a whole different section of the code.

Commented [CR2]: This implies that the cost for the removal of a public art murals retained for the permit term will be shouldered by someone other than the owner. Is that the intent, that the City will pay for the cost of removal?

As I read this again and look at the current code, I'm thinking that perhaps this is meant to require removal of a mural within 30 days after a termination request. This is the way that the City avoids having unpermitted murals holdover. If that is correct, perhaps the language is:

"Within 30 days of the end of the approval period or the date of the termination request, the public art mural shall be removed unless a new approval is granted."

Commented [CR3]: This is a highly discretionary exception that probably passes the low bar for being legal but it really provides no direction for making this determination. For this reason, it would be nice to put more meat on these bones like "minor change, that are unlikely to be visible or immediately noticeable to the passing public." However, if there are political reasons not to add greater definition, I understand.

- 1 include mixed-use buildings which contain commercial space in addition to single-family dwellings,
2 duplexes, or multi-family dwellings.
- 3 ~~53.~~ Public art murals shall only be permitted within approved zoning districts.
- 4 a. Approved zoning districts include:
- 5 i. General Commercial.
- 6 ii. Mixed Use Downtown.
- 7 iii. Mixed Use Corridor 1.
- 8 iv. Mixed Use Corridor 2.
- 9 v. Willamette Falls Downtown District.
- 10 vi. Institutional.
- 11 b. Any use that is listed under permitted uses in the institutional district in Section 17.39.020 but
12 located in a non-institutional zone.
- 13 ~~64.~~ The public art mural shall be applied directly onto the surface of a building with a paint, ceramic, glass
14 tiles, tesserae, or metal that ensures longevity, durability, and structural and surface stability. If placed
15 on a wall, no part of the public art mural shall exceed the height of the structure to which it is tiled,
16 painted, or affixed.
- 17 ~~75.~~ No part of the public art mural shall be placed over the exterior surface of any opening of a building in
18 a manner that prohibits use of the opening, including its windows, doors, and vents.
- 19 ~~86.~~ No public art mural may contain electrical components; employ electrical lights as part of the image,
20 moving structural elements, flashing or sequential lighting, interior lighting elements, any automated
21 method that causes movement, or any method that causes periodic changes in the appearance, image
22 or message of the public art mural.
- 23 ~~97.~~ Public art murals shall be located in a manner that is visually accessible to the public.
- 24 ~~108.~~ The submitted design for a public art mural must be an original artwork conceived and created by the
25 submitting artist or artist team. Art that is generated or assisted by artificial intelligence (AI), or
26 mechanically reproduced (e.g., photocopies, mass-produced prints, stencils used for bulk replication,
27 large-scale transfers), is not permitted. If the artist or artist team intends to produce the design off-site
28 and install it on a building (e.g., a mosaic or vinyl wrap), the installation will be reviewed and approved
29 on a case-by-case basis and will also be contingent upon meeting all city safety standards.
- 30 ~~119.~~ The mural proposal shall include methods to mitigate the impacts of weather and vandalism and a
31 commitment to repair the mural surface as necessary for ~~the term set forth in the permit conditions a~~
32 ~~minimum of five years.~~
- 33 ~~124.~~ No compensation will be given or received for the display of ~~a~~ public art murals or for the right to place
34 the mural on another's property by the city.
- 35 ~~131.~~ The approval and acceptance of each public art mural shall be contingent upon the conveyance of a
36 public art mural easement to the city from the owner of the building upon which the mural will be
37 located, in a form approved by the city attorney. The terms of the easement shall grant the right to
38 create the public art mural on the wall of the building and provide that the person granting the
39 easement will maintain and restore the public art mural in its original condition for the period of the
40 easement, and state that upon termination of the easement, the mural shall be removed.
- 41 C. Approval Process.

- 1 1. Public art murals shall be approved by the Oregon City Arts Commission (“Arts Commission”) at a
2 public hearing based on the criteria in the Oregon City Municipal Code. Notice of the application and
3 the hearing date shall be published online and mailed to the applicant, recognized neighborhood
4 association(s) and property owners within three hundred feet of the proposed mural location. Notices
5 shall be issued at least twenty days pre-hearing, and the staff report and mural documents shall be
6 available at least seven days pre-hearing. At the evidentiary hearing held before the Arts Commission,
7 all issues related to the Oregon City Municipal Code shall be raised and addressed. Failure to raise an
8 issue at the hearing will preclude review on that issue.
- 9 2. In the absence of an active arts commission, the City Commission will review the proposal through the
10 public hearing process described in subsection 15.28.090.C.1.
- 11 D. Appeal Process
- 12 1. The decision is appealable to the City Commission on the record. Notice of the appeal shall be
13 received in writing by the Economic Development Department within fourteen calendar days from the
14 date the challenged decision is provided to those entitled to notice. Late filing of any appeal shall be
15 deemed a jurisdictional defect and will result in the automatic rejection of any appeal so filed.
- 16 2. All of the following shall be included as part of the notice of appeal:
 - 17 a. The city file number and date the decision to be appealed was rendered;
 - 18 b. The name, mailing address and daytime telephone number for each appellant;
 - 19 c. A statement of how each appellant has an interest in the matter and standing to appeal;
 - 20 d. A statement of the specific grounds for the appeal;
 - 21 e. The Appropriate Appeal Fee. Failure to include the appeal fee within the appeal period is deemed
22 to be a jurisdictional defect and will result in the automatic rejection of any appeal so filed. If a
23 city-recognized neighborhood association with standing to appeal has voted to request a fee
24 waiver pursuant to Oregon City Municipal Code Section 17.50.290.C, no appeal fee shall be
25 required for an appeal filed by that association. In lieu of the appeal fee, the neighborhood
26 association shall provide a duly adopted resolution of the general membership or board
27 approving the request for fee waiver.
- 28 2. Standing to Appeal. Only those persons or recognized neighborhood associations who have
29 participated either orally or in writing have standing to appeal the decision. Grounds for appeal are
30 limited to those issues raised in writing before the close of the public record. No new evidence shall be
31 allowed.
- 32 3. Notice of the Appeal Hearing. The ~~E~~conomic ~~D~~evelopment ~~D~~epartment shall issue notice of the
33 appeal hearing to all parties who participated in writing before the close of the public record at least
34 twenty days pre-hearing, and the staff report shall be available at least seven days pre-hearing. Notice
35 of the appeal hearing shall contain the following information:
 - 36 a. The file number and date of the decision being appealed;
 - 37 b. The time, date and location of the public hearing;
 - 38 c. The name of the applicant, owner and appellant (if different);
 - 39 d. The street address or other easily understood location of the subject property;
 - 40 e. A description of the permit requested and the applicant's mural proposal;
 - 41 f. A brief summary of the decision being appealed and the grounds for appeal listed in the notice of
42 appeal;

15.28.090 Public art murals.

4

- 1 g. A statement that the appeal hearing is confined to the issues raised in the notice of appeal;
- 2 h. A general explanation of the requirements for participation and the city's hearing procedures.
- 3 4. The City Commission decision on appeal is the city's final decision.
- 4 (Ord. No. 21-1011, § 1(Exh. A), 8-4-2021)

1 15.28.090 Public art murals.

- 2 A. Public Art Mural Program Intent and Purpose. The intent and purpose of this section is to encourage the
3 production of public art murals preserved through a public art mural easement held in trust by the city.
4 Public art murals are a medium of expression which serves the public interest in unique ways, including, but
5 not limited to: Enhancing the aesthetics of the city; adding economic value and rejuvenation; providing
6 avenues for original artistic expression in the city; encouraging community participation in the creation of
7 original works of art; defining a cultural value and community identity; and reducing the incidence of graffiti
8 and other crime.
- 9 B. No person shall commence creation of any public art mural without first obtaining a public art mural permit
10 from the city and executing an easement pursuant to Section 15.28.090.B.13. Any mural - a wall sign
11 exceeding the limitations otherwise prescribed by this chapter - that is created without approval through this
12 chapter or in violation of the conditions of approval is prohibited.
- 13 C. Criteria for Public Art Murals. All the following criteria shall be met for public art murals:
- 14 1. Public art murals shall remain in place, without alteration, for a period of no less than five years, except
15 as may be specified through conditions of approval. At the end of the 5 years, or other designated
16 period, the public art mural shall automatically renew for another 5 years subject to the same terms
17 and conditions set forth in the initial approval.
- 18 2. An approved public art mural permit can be terminated by the owner at any time subject to 30-day
19 notice to the Economic Development Department. Within 30 days of the end of the approval period or
20 the date of the termination request, the public art mural shall be removed unless a new approval is
21 granted. In the case of early termination, all public art mural removal costs shall be borne by the
22 owner. Upon removal, the city and owner will agree to terminate the easement.
- 23 3. Alterations to an approved and/or installed public art mural requires review and approval subject to
24 Section 15.28.090.C.
- 25 a. "Alteration," as used in this section, shall be defined as a change or modification made to a
26 permitted public art mural that might include changes in materials, surface covering, or UV protective
27 or anti-graffiti coating. However, the following restorations shall not be considered "alterations:
- 28 i. Repair due to naturally occurring changes from exposure to the elements or the passage of
29 time.
- 30 ii. Minor changes resulting from routine maintenance or repair.
- 31 iii. Slight and unintended deviations from the original when repairing the mural due to time,
32 or vandalism.
- 33 iv. Replication of an identical or substantially similar public art mural made necessary because
34 of replacement, repair, or renovation of the exterior wall on which the public art mural is
35 displayed. To qualify for this exception, the public art mural must be fully installed within 3
36 years of its initial removal.
- 37 4. No public art murals shall be allowed on single-family dwellings, duplexes, 3—4 plexes, designated
38 historic structures that were originally constructed for residential use, or multi-family dwellings. As
39 used in this subsection, single-family dwellings, duplexes, 3—4 plexes, or multi-family dwellings do not
40 include mixed-use buildings which contain commercial space in addition to single-family dwellings,
41 duplexes, or multi-family dwellings.
- 42 5. Public art murals shall only be permitted within approved zoning districts.

-
- 1 a. Approved zoning districts include:
- 2 i. General Commercial.
- 3 ii. Mixed Use Downtown.
- 4 iii. Mixed Use Corridor 1.
- 5 iv. Mixed Use Corridor 2.
- 6 v. Willamette Falls Downtown District.
- 7 vi. Institutional.
- 8 b. Any use that is listed under permitted uses in the institutional district in Section 17.39.020 but
- 9 located in a non-institutional zone.
- 10 6. The public art mural shall be applied directly onto the surface of a building with a paint, ceramic, glass
- 11 tiles, tesserae, or metal that ensures longevity, durability, and structural and surface stability. If placed
- 12 on a wall, no part of the public art mural shall exceed the height of the structure to which it is tiled,
- 13 painted, or affixed.
- 14 7. No part of the public art mural shall be placed over the exterior surface of any opening of a building in
- 15 a manner that prohibits use of the opening, including its windows, doors, and vents.
- 16 8. No public art mural may contain electrical components; employ electrical lights as part of the image,
- 17 moving structural elements, flashing or sequential lighting, interior lighting elements, any automated
- 18 method that causes movement, or any method that causes periodic changes in the appearance, image
- 19 or message of the public art mural.
- 20 9. Public art murals shall be located in a manner that is visually accessible to the public.
- 21 10. The submitted design for a public art mural must be an original artwork conceived and created by the
- 22 submitting artist or artist team. Art that is generated or assisted by artificial intelligence (AI), or
- 23 mechanically reproduced (e.g., photocopies, mass-produced prints, stencils used for bulk replication,
- 24 large-scale transfers), is not permitted. If the artist or artist team intends to produce the design off-site
- 25 and install it on a building (e.g., a mosaic or vinyl wrap), the installation will be reviewed and approved
- 26 on a case-by-case basis and will also be contingent upon meeting all city safety standards.
- 27 11. The mural proposal shall include methods to mitigate the impacts of weather and vandalism and a
- 28 commitment to repair the mural surface as necessary for the term set forth in the permit conditions.
- 29 12. No compensation will be given or received for the display of a public art mural or for the right to place
- 30 the mural on another's property by the city.
- 31 13. The approval and acceptance of each public art mural shall be contingent upon the conveyance of a
- 32 public art mural easement to the city from the owner of the building upon which the mural will be
- 33 located, in a form approved by the city attorney. The terms of the easement shall grant the right to
- 34 create the public art mural on the wall of the building and provide that the person granting the
- 35 easement will maintain and restore the public art mural in its original condition for the period of the
- 36 easement, and state that upon termination of the easement, the mural shall be removed.
- 37 C. Approval Process.
- 38 1. Public art murals shall be approved by the Oregon City Arts Commission ("Arts Commission") at a
- 39 public hearing based on the criteria in the Oregon City Municipal Code. Notice of the application and
- 40 the hearing date shall be published online and mailed to the applicant, recognized neighborhood
- 41 association(s) and property owners within three hundred feet of the proposed mural location. Notices
- 42 shall be issued at least twenty days pre-hearing, and the staff report and mural documents shall be

1 available at least seven days pre-hearing. At the evidentiary hearing held before the Arts Commission,
2 all issues related to the Oregon City Municipal Code shall be raised and addressed. Failure to raise an
3 issue at the hearing will preclude review on that issue.

- 4 2. In the absence of an active arts commission, the City Commission will review the proposal through the
5 public hearing process described in subsection 15.28.090.C.1.

6 D. Appeal Process

- 7 1. The decision is appealable to the City Commission on the record. Notice of the appeal shall be
8 received in writing by the Economic Development Department within fourteen calendar days from the
9 date the challenged decision is provided to those entitled to notice. Late filing of any appeal shall be
10 deemed a jurisdictional defect and will result in the automatic rejection of any appeal so filed.

- 11 2. All of the following shall be included as part of the notice of appeal:

- 12 a. The city file number and date the decision to be appealed was rendered;
13 b. The name, mailing address and daytime telephone number for each appellant;
14 c. A statement of how each appellant has an interest in the matter and standing to appeal;
15 d. A statement of the specific grounds for the appeal;
16 e. The Appropriate Appeal Fee. Failure to include the appeal fee within the appeal period is deemed
17 to be a jurisdictional defect and will result in the automatic rejection of any appeal so filed. If a
18 city-recognized neighborhood association with standing to appeal has voted to request a fee
19 waiver pursuant to Oregon City Municipal Code Section 17.50.290.C, no appeal fee shall be
20 required for an appeal filed by that association. In lieu of the appeal fee, the neighborhood
21 association shall provide a duly adopted resolution of the general membership or board
22 approving the request for fee waiver.

- 23 2. Standing to Appeal. Only those persons or recognized neighborhood associations who have
24 participated either orally or in writing have standing to appeal the decision. Grounds for appeal are
25 limited to those issues raised in writing before the close of the public record. No new evidence shall be
26 allowed.

- 27 3. Notice of the Appeal Hearing. The Economic Development Department shall issue notice of the appeal
28 hearing to all parties who participated in writing before the close of the public record at least twenty
29 days pre-hearing, and the staff report shall be available at least seven days pre-hearing. Notice of the
30 appeal hearing shall contain the following information:

- 31 a. The file number and date of the decision being appealed;
32 b. The time, date and location of the public hearing;
33 c. The name of the applicant, owner and appellant (if different);
34 d. The street address or other easily understood location of the subject property;
35 e. A description of the permit requested and the applicant's mural proposal;
36 f. A brief summary of the decision being appealed and the grounds for appeal listed in the notice of
37 appeal;
38 g. A statement that the appeal hearing is confined to the issues raised in the notice of appeal;
39 h. A general explanation of the requirements for participation and the city's hearing procedures.

- 40 4. The City Commission decision on appeal is the city's final decision.

ORDINANCE NO. 25-1013

AN ORDINANCE OF THE CITY OF OREGON CITY AMENDING AND REPLACING OREGON CITY MUNICIPAL CODE SECTION 2.26, ARTS COMMISSION

**Oregon City Municipal Code Chapter 2.26 –
An Ordinance Establishing an Arts Commission for Oregon City**

Sections:

- 2.26.010 Created
- 2.26.020 Members and Terms
- 2.26.030 Officers
- 2.26.040 Meetings and Quorum
- 2.26.045 Annual Report
- 2.26.050 Rules and Regulations
- 2.26.060 Purpose, Mission, and Duties
- 2.26.065 Powers and Authority
- 2.26.070 Policies

- **2.26.010 - Created.**

There is hereby created an ~~arts-arts commission-commission~~ (“Commission”) for Oregon City having the powers and duties provided in this chapter.

(Ord. 00-1041 §1(part), 2000)

- **2.26.020 - Members—Terms.**

The ~~arts-arts commission-commission~~ shall consist of nine (9) members appointed by the ~~mayor~~ mayor. ~~At least 60% of the members shall reside within the Oregon city limits and the membership shall represent a broad spectrum of citizens. At least 60% of members shall have some expertise or experience in any art form, from performing arts to visual arts, literary arts, or the fields of structural and landscape architecture.~~

~~Such members may include a representative of the following entities: (1) Carnegie Center, (2) the Clackamas Community College, (3) Oregon City schools and (4) the arts action alliance of Clackamas County. The arts commission shall also contain at least five~~

Commented [KS1]: Carrie: I appreciate that Arts Commission, as a proper name, should be capitalized but this is not the protocol within the code and I'd prefer to remain consistent.

Commented [JG2R1]: Doing the joint City Commission meeting with the Arts Commission their was a desire not to have a minimum number expressed.

~~members from a broad spectrum of citizens representing the performing arts, music, drama, the visual arts, literary arts, and the fields of structural and landscape architecture, and shall also include, in addition to these five members from the arts community, at least two citizens at large. At least five members of the commission shall reside inside the city limits.~~

The appointees shall have staggered three-year terms. Members of the arts commission may reapply for a new term yet shall not serve for more than two consecutive terms. All members may vote on any matter coming before the ~~arts-arts com~~commission, except as the ethics laws of the ~~state~~State of Oregon may provide. After a member has three consecutive absences without adequate reason, the ~~commission~~city commission may remove that member. Should a member be removed, the mayor will make a new appointment. (Ord. 00-1041 §1(part), 2000)

- **2.26.030 - Officers.**

~~The arts commission shall elect a chair and vice chair annually. The officers elected will serve a one-year term, beginning immediately and concluding at the end of the calendar year. At its first meeting of each calendar year, the outgoing chair, or in their absence the vice chair, shall preside over the election of new officers until their successors are duly elected. the arts commission shall elect a chair and a vice chair who shall hold office for one year, except that the first chair and vice chair shall serve until the end of the calendar year. At the first meeting of each calendar year, the chair or vice chair from the previous year shall preside over the elections for chair and vice chair. Neither the chair nor the vice chair~~No individual shall may serve as an officer for more than two consecutive terms as chair or vice chair in the same position. -

(Ord. 00-1041 §1(part), 2000)

- **2.26.040 — Secretary—Meetings-Quorum and Voting.**

The arts commission shall convene in a public meeting at least once every two months. A quorum, or a simple majority of appointed members, ~~of five members~~ shall be present for all public meetings and a majority of those present shall determine any actions taken. ~~The members of the arts commission shall also elect annually a secretary who need not be a member of the commission. The secretary shall keep an accurate record of the proceedings of the commission, and the arts commission shall make and file with the city commission a report of all transactions of the commission on the first city commission meeting in February of each year.~~

2.26.045 Annual Report

The arts commission shall provide the city commission with a report summarizing

Commented [JG3]: During the Oct 7th meeting the City Commission expressed a desire not to allow unlimited terms.

its past activities annually. (Ord. 00-1041 §1(part), 2000)

- **2.26.050 - Rules and Regulations.**

The arts commission may from time to time establish rules and regulations for its governance and procedures consistent with the laws of the state of Oregon, the ordinance of Oregon City, and City policies.

~~The commission shall hold an official meeting at least bimonthly every two months. A majority of the members constitutes a quorum for meetings. Provided a quorum is present, Any item requiring a vote must be approved by a simple majority of the voting members present at a meeting to pass, unless otherwise provided.~~

Commented [CR4]: Carrie: This is covered by the new 2.26.040 above.

(Ord. 00-1041 §1(part), 2000)

- **2.26.060 - ~~Powers and duties~~Purpose, Purpose and Purpose and Mission.**

A.

~~The commission shall be specifically responsible for, but not limited to, the following:~~

~~1.~~

The mission of the ~~commission~~arts commission shall be to ensure the arts (as described herein) continue to be of value as an integral part of Oregon City.

~~B. 2.~~

The ~~commission~~arts commission shall promote the arts in Oregon City to enrich the lives of its citizens through public art education, ~~and demonstration,~~ and by contributing to the local and regional economy by supporting the arts.

~~C. 3.~~

The arts commission shall assist the ~~city city commission-commission~~ and the ~~planning planning commission-commission~~ in using public art to enhance continuing development, including public displays of art within the city structures.

~~4.D.~~

The ~~commission's~~arts commission's duties may include strategic planning and executing public displays of visual and performing arts, preserving and enhancing the city's existing public art, and marking connections with other local, regional and national organizations.

~~5.E.~~

The ~~commission~~arts commission shall ~~may~~ identify, support and partner with groups ~~and or~~ organizations that enrich Oregon City life by bringing cultural and artistic values and artifacts to the city~~City~~ city.

2.26.065 Powers and Duties

A. The arts commission does not have the power to independently incur financial or contractual obligations on behalf of the City of Oregon City.

B. The arts commission ~~may review and recommend the approval of~~ grant applications for funding public art within the city or other expenditures within the scope of its mission for the city manager or their designee's approval. If the city manager or designee or any grant applicant disputes the grant award recommendation provided by the arts commission, the decision may be appealed to the city commission. The city commission's decision is the final decision.

~~A. The commission shall be specifically responsible for, but not limited to, the following:~~

~~1. The mission of the commission shall be to ensure the arts (as described herein) continue to be of value as an integral part of Oregon City.~~

~~2. The commission shall promote the arts in Oregon City to enrich the lives of its citizens through education and demonstration.~~

~~3. The commission shall assist the city commission and the planning commission in using public art to enhance continuing development, including public structures.~~

~~4. The commission's duties may include planning and executing 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.~~

~~5. The commission shall identify groups and organizations that enrich Oregon City life by bringing cultural and artistic values and artifacts to the city.~~

~~B.~~

~~The 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 civic improvement trust, to be dispensed by the arts commission in pursuit of its assigned mission. Any disbursement of funds may occur only with the concurrence of the city manager. Should the commission and the city manager disagree regarding the dispensation of funds, the dispute shall be submitted to the city commission for final resolution. In all cases commission expenditures shall be subject to all provisions of law, including the local budget law.~~

C. The arts commission may identify and pursue grants or additional resources to support its mission ~~as approved by the city manager or city commission. If the city manager or~~

Commented [KS5]: Carrie: The scope of this needs to be more clear as I'm not sure if this is in reference to giving grants (making expenditures) or securing grants (getting money). I'm assuming that both will require consent of the city manager?

Now I see that subsection B references getting additional funds so A should be limited to reviewing and giving grants.

Commented [KS6]: Carrie: This additional reference doesn't make sense within this context.

designee disputes the management of such resources by the Arts Commission, the decision may be appealed to the City Commission. The City Commission's decision is the final decision.

D. The arts commission shall review and approve public art murals subject to the procedures and standards set forth in Oregon City Municipal Code Chapter 15.28.090.

(Ord. 00-1041 §1(part), 2000)

- **2.26.070 - Policies.**

A. The arts commission shall operate as an advisory committee of the City of Oregon City devoted exclusively to its mission.~~a nonprofit, nonpolitical organization devoted exclusively to its mission.~~

B. The arts commission is responsible for monitoring expenses, collaborating and offering recommendations on budget decisions during each biennium, and planning activities in coordination with city staff.

C. The arts commission shall operate in the general public interest serving the community as a whole. It shall serve no special interests.

~~D. The arts commission shall not endorse any commercial product or enterprise.~~

(Ord. 00-1041 §1(part), 2000)

Commented [KS7]: Carrie: This provision authorizes the AC to solicit grants. If the AC is also empowered to independently manage those funds recovered, we should state as much. Perhaps this "management" piece would make more sense if these grant-receipts are identified to be placed in a separate fund and used, along with any other city-allocated funds, for arts commission-sponsored activities

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF OREGON CITY AMENDING AND REPLACING OREGON CITY MUNICIPAL CODE SECTION 2.26, ARTS COMMISSION

2.26.010 Created

There is hereby created an arts commission for Oregon City having the powers and duties provided in this chapter.

2.26.020 Members; Terms

The arts commission shall consist of a maximum of nine (9) members appointed by the mayor. At least 60% of members shall reside within the Oregon City city limits and the membership shall represent a broad spectrum of citizens. At least 60% of members shall have some expertise or experience in any art form, from performing arts to visual arts, literary arts, or the fields of structural and landscape architecture.

The appointees shall have staggered three-year terms. Members of the arts commission shall not serve for more than two consecutive terms. All members may vote on any matter coming before the arts commission, except as the ethics laws of the State of Oregon may provide. After a member has three consecutive absences without adequate reason, the city commission may remove that member. Should a member be removed, the mayor will make a new appointment.

2.26.030 Officers

The arts commission shall elect a chair and vice chair annually. The officers elected will serve a one-year term, beginning immediately and concluding at the end of the calendar year. At the first meeting of each calendar year, the outgoing chair, or in their absence the vice chair, shall preside over the election of new officers until their successors are duly elected. No individual may serve more than two consecutive terms as chair or vice chair in the same position.

2.26.040 Meetings. Quorum and Voting

The arts commission shall convene a public meeting at least once every two months. A quorum, or a simple majority of appointed members, shall be present for all public meetings and a majority vote of those present shall determine any actions taken.

2.26.045 Annual Report

The arts commission shall provide the city commission with a report summarizing its past activities annually.

2.26.050 Rules and Regulations

The arts commission may from time to time establish rules and regulations for its governance and procedures consistent with the laws of the state of Oregon, the ordinances of Oregon City, and city policies.

2.26.060 Purpose and Mission

A. The mission of the arts commission shall be to ensure the arts (as described herein) continue to be of value as an integral part of Oregon City.

B. The arts commission shall promote the arts in Oregon City to enrich the lives of its citizens through public art, education, and programming.

C. The arts commission shall assist the city commission and the planning commission in using public art to enhance continuing development, including public displays of art within the city.

D. The arts commission's duties may include strategic planning and executing public displays of visual and performing arts; preserving and enhancing the city's existing public art; and making connections with other local, regional and national organizations.

E. The arts commission may identify, support, and partner with groups or organizations that enrich Oregon City life by bringing cultural and artistic values and artifacts to the city.

2.26.070 Powers and Duties

A. The arts commission does not have the power to independently incur financial or contractual obligations on behalf of the City of Oregon City.

B. The arts commission may review and recommend the approval of grant applications for funding public art within the city or other expenditures within the scope of its mission for the city manager or their designee's approval. If the city manager/ designee or any grant applicant disputes the grant award recommendation provided by the arts commission, the decision may be appealed to the city commission. The city commission's decision is the final decision.

C. The arts commission may identify and pursue grants or additional resources to support its mission as approved by the city manager or city commission. If the city manager or designee disputes the management of such resources by the arts commission

, the decision may be appealed to the city commission. The city commission's decision is the final decision.

D. The arts commission shall review and approve public art murals subject to the procedures and standards set forth in Oregon City Municipal Code Chapter 15.28.090.

2.26.00 Policies

A. The arts commission shall operate as an advisory committee of the City of Oregon City devoted exclusively to its mission.

B. The arts commission is responsible for monitoring expenses, collaborating and offering recommendations on budget decisions during each biennium, and planning activities in coordination with city staff.

C. The arts commission shall operate in the general public interest serving the community as a whole. It shall serve no special interests.

D. The arts commission shall not endorse any commercial product or enterprise.

OCAC Commissioner Reference Packet 2026

1. Orientation & Background

- [2026 Board Members](#): To ensure a range of perspectives and expertise, the OCAC strives for a diverse membership, typically composed of 5-7 members active in the arts community, 2-4 members representing diverse professional backgrounds and community interests, and 5-9 Oregon City residents along with 0-4 non-residents.

Name/Position	email	Term (expy)	Notes
Amanda Dexter	Amanda.alwine@gmail.com	12.31.2026	OC Porchfest Director
Rebecca Sira	rebeccasirabiz@gmail.com	12.31.2026	OCAC Vice Chair 2025, multi-disciplinary artist
Daria Loi	studioloi@darialoi.com	12.31.2026	Imperfecta Director , artist
Myriam Ravenwise	myraravenwise@gmail.com	12.31.2027	Evolution Healing Arts
Joyce LaMaster	jilamaster58@hotmail.com	12.31.2027	Artist
Amy Wilson	nowaste@comcast.net	12.31.2027	OCAC Secretary 2025, maker/artist
Josh Planton	joshplanton@gmail.com	12.31.2028	OCAC Chair 2025, event planner
Alexis Ingram	alexis.d.ingram@gmail.com	12.31.2028	Non-profit fundraising
Kristen Iseri	kiserimba@gmail.com	12.31.2028	OC Festival of the Arts Coordinator , jeweler
James Graham	jgraham@orcify.org	n/a	Economic Development Director (EDD) + OCAC City Liaison
Ann Griffin	agriffin@orcify.org	n/a	Economic Development Coordinator

- Readings:
 - About Arts Commissions & Public Art in the US (attached): Provides context on the role of public art and arts commissions.
 - OCAC Origin Story (attached): Offers historical context about the OCAC.
 - Local, State & National Arts Commissions to help broaden your knowledge such as [West Linn](#), [Lake Oswego](#), [Estacada](#), [RACC](#), [Wilsonville](#), [Hillsboro](#), [Oregon Arts Commission](#), [NEA](#), and [Americans for the Arts](#).

2. Meeting Information

- Monthly Meetings: Third Thursday of each month, 6:30-8:30 PM at City Hall.
 - Meetings are recorded and available on the [OC YouTube channel \(Arts Commission Playlist\)](#).
 - Notify the OCAC Chair and city staff in advance if unable to attend in person ([Zoom](#) option available).
- Work Sessions & Subcommittees: Participation is encouraged. These occur outside of the regularly scheduled monthly meetings.
- City Commission Work Sessions: Opportunities to collaborate with City Commissioners (approximately 1-2x per year).

3. Issue Resolution

- For any issues related to public art, OCAC activities, or board member concerns, please notify James Graham our City Liaison, and the OCAC Chair and Vice Chair directly via email for prompt consideration.

4. Governance & Operations

- Bylaws: Review the OCAC Bylaws (attached), approved November 2025.
- Municipal Code: Review the [City Municipal Code Chapter 2.26 for the Arts Commission](#). (Note: Revisions pending City Council approval in Q1 2026.)
- Annual Report: OCAC leadership presents an annual report to the City Council each year in May.
- Public Meeting Law: To maintain the highest level of public trust, Oregon City follows a strict standard for transparency. While state law is broader, our policy is that any gathering of 3 or more commissioners constitutes a public meeting including in-person meetings, texts, emails, or direct messages.
- [Robert's Rules of Order](#): The OCAC follows Robert's Rules of Order for orderly and democratic meetings, ensuring fair discussions and efficient decision-making.
- Documentation & Record-Keeping:
 - Meeting agendas, developed by the City Liaison and Board Leadership, are emailed to the board and publicly posted one week in advance.
 - Meeting notes are taken by the OCAC secretary, which are submitted to city staff, included in subsequent meeting agendas for review, and maintained as part of the public record.
 - Meetings are recorded via [Zoom](#) and available on the [OC YouTube channel \(Arts Commission Playlist\)](#). These are part of the public record.

5. Funding

- The OCAC receives biennial funding from the city to manage art related projects and acquire public art. Allocation: \$68,050 remaining (\$70,500) for the July 1, 2025 to June 30, 2027 biennium. Funds must be spent within the biennium.

- The OCAC is responsible for managing funds prudently in coordination with the City Liaison and City Manager.

6. Board & City Collaboration

- Board Duties: Refer to the Bylaws and [Municipal Code Chapter 2.26](#) for detailed responsibilities.
- City Liaison: James Graham, Economic Development Director, connects the OCAC to city agencies, businesses, and citizens, providing guidance on city codes, department interactions, and opportunities.

7. Programs Overview

- [Public Art Mural Program](#): Allows community members to propose murals, with OCAC involvement as outlined in the Mural Scenarios document (attached and up for legal review). (Note: the attached Mural Municipal Code revisions recommended by OCAC are pending City Council approval in Q1 2026.)
- Public Art Mural Code (attached): The OCAC proposed a new Municipal Code to the City Commission. Meanwhile, we are still operating under the [existing Municipal code](#).
- [Community Enhancement Grant](#): Supports community projects, often linked to mural applications, demonstrating cross-departmental collaboration.
- Key OCAC Programs:
 - Public Art Calls (Installation & Celebrations)
 - Grants for Artists and Related Art Projects
 - Art for Every Heart Contest (Annual)
 - 6x6 Show (TBD)
- 5-Year Strategic Plan (overview):
 - **Strengthening the Oregon City Arts Commission (OCAC) Structural Foundation** - Build a strong foundation for the OCAC by implementing best practices, standardizing operations, and securing flexible funding to create a leading public art program.
 - **Forge Community Partnerships Through Art** - Develop strong partnerships to engage the Oregon City community through art. Connect city government, the regional arts community, and citizens to expand public art opportunities.
 - **Curate Projects that Enhance Placemaking** - Focus on projects that support the City's placemaking efforts. Expand the city's art program by diversifying artistic mediums, subject matter, and locations to enhance tourism and community quality of life.
 - **Enhance Regional Awareness and Brand** - Increase regional awareness and build a strong, cohesive identity for the Art Commission, establishing Oregon City as a premier public art destination. Position OCAC as a strategic leader in shaping the city's public art landscape by grounding our work in a clear vision and community storytelling.

8. Marketing, Community Engagement & Collaboration

- The OCAC currently promotes activities through the Trail News and plans to promote more on our website, www.ocartscommission.com, when it launches in Q1 2026. We also plan to promote with partners such as [Travel Oregon City](#) and [Oregon City Guide](#).
- Potential city social media posting is available through [Jarrod Lyman](#), Community and Communications Manager, following the city's [style guide](#) (attached).
- Board members will help develop and implement strategies for community engagement, including outreach, feedback mechanisms, and partnerships as part of our strategic plan.

Attachments:

1. About Arts Commissions & Public Art in the US
2. OCAC Origin Story (DRAFT)
3. OCAC Bylaws (November 2025)
4. Public Art Mural Municipal Code (DRAFT)
5. Mural Scenarios (DRAFT)
6. City Style Guide

About Arts Commissions & Public Art in the US

What is an Arts Commission?

A city's Arts Commission is a dedicated volunteer, advisory board focused on supporting and promoting local arts and culture. Serving as a key advisor to the City Council and Mayor, the Commission's core responsibilities include shaping arts policy, advising on arts funding, managing public art programs, increasing community engagement with the arts, and fostering local artists. This involves managing public art collections, reviewing and allocating funds for arts initiatives, promoting and partnering on cultural events, developing long-term cultural plans, and advocating for a vibrant cultural environment within the city.

How Arts Commissions Support Local Artists:

A significant role of the Arts Commission is to nurture and promote the local arts community. This is accomplished through:

- **Grant Programs:** Providing financial assistance to individual artists and arts organizations.
- **Exhibitions and Performances:** Organizing platforms to showcase local artists' work.
- **Public Art Opportunities:** Commissioning artists for public art projects through open calls and direct selection.
- **Artist Residencies:** Establishing programs that provide artists with dedicated space, time, and resources.
- **Professional Development:** Facilitating workshops, seminars, and networking opportunities.
- **Promotion and Marketing:** Actively promoting local artists through various channels.
- **Advocacy:** Championing the needs of local artists and the importance of the arts.
- **Creating a Supportive Environment:** Fostering a welcoming community for artists to connect and share their work.
- **Providing Resources and Information:** Connecting artists to funding, exhibition venues, and other vital resources.
- **Partnerships:** Collaborating with other organizations to expand opportunities for artists.

How does an Arts Commission Operate within a City?

Arts Commissions typically function as advisory bodies reporting to the City Council or Mayor. Depending on the city's organizational structure, they may be housed within

departments such as Parks and Recreation, Economic Development, or a dedicated Cultural Affairs Department. Key partnerships often include:

- Parks and Recreation: Integrating art into public spaces.
- Community Development/Planning: Incorporating art into urban development.
- Education Department: Supporting arts education initiatives.
- Economic Development: Leveraging arts for tourism and economic growth.
- Public Works: Coordinating infrastructure for public art installations.
- Libraries: Collaborating on cultural programming.

What is Public Art?

Public art refers to intentionally created art designed for public spaces to foster community engagement, reflect local identity, and enrich the public experience.

What is a Public Art Program?

A Public Art Program is a city-led initiative dedicated to integrating art into public spaces through commissioned artworks, community input, and dedicated funding. The goal is to enhance the environment, support artists, and foster a sense of community identity. The [NEA](#) emphasizes that community involvement from the outset is crucial for maximizing dialogue and impact in public art projects.

Our Story: The Journey of the Oregon City Arts Commission

Like many works of art, the story of the Oregon City Arts Commission (OCAC) has taken shape over time – evolving through bursts of inspiration, moments of reflection, and, occasionally, a few brief pauses. What has never changed is our city’s deep-rooted desire to connect through creativity.

Early Vision: Establishing an Arts-Driven Community

The seeds of the OCAC were sown in 1991 with the formation of the Oregon City Mural Society, a non-profit that contracted local artists to paint the first large-scale mural at 1001 Main Street. The success of this project spurred further discussions about the role of art in Oregon City's public spaces.

Originally formed in December 2000, through City Ordinance No. 00-1041, to ensure that art would remain a vital part of daily life in Oregon City, the Arts Commission was established with a sweeping purpose: to promote the arts through education and demonstration, to help integrate public art into urban development, and to bridge local talent with regional and national opportunities. In its first year, the Commission adopted bylaws (November 2001) and developed Public Art Policies and Guidelines presented to the City Commission.

The Commission worked with city leaders to weave creativity into the fabric of community planning. From colorful murals to the First City Art Faire, its goal was clear – to enrich the lives of Oregon City's community members by making art accessible, visible, and valued.

A Pause in the Progress

By 2003, despite successes like the Art Faire and ongoing discussions of a Percent for the Arts ordinance, the Commission began to experience member-attendance issues. Then, in 2006, amid shifting priorities and some uncertainty within its leadership, the Arts Commission was placed on inactive status. There was concern among volunteers that the City was focusing more on crafts and less on a holistic definition of the arts. Without active leadership or clear direction, the Commission’s remaining responsibilities were folded into occasional project-based committees. The creative spark never fully disappeared – but for a time, it flickered quietly under the surface.

A Revival Begins

Between 2011 and 2013, efforts were made by city leaders to revitalize the Arts Commission, including discussions about a “percent for the arts” ordinance. While initial

efforts stalled, the conversations highlighted the enduring value of a dedicated arts advocate within the city government.

A Reimagined Commission, Reinvigorated Purpose

Today, the Oregon City Arts Commission is active, thriving, and more committed than ever to making art an essential part of our City's story. The commission consists of nine volunteer members, all appointed by the Oregon City Mayor, including representation from some of the area's most vibrant arts organizations.

OCAC now supports:

1. Public art development and ongoing maintenance
2. Grants and strategic resources for local artists and creative businesses
3. Artist partnerships that connect newcomers and established voices alike
4. Working relationships with the City to integrate art into public spaces

Our purpose remains both rooted and forward-looking — to nurture the creative spirit of Oregon City, celebrate a wide range of artistic voices, and ensure the arts are woven into how we grow, gather, and dream together. Because in Oregon City, art isn't just a feature — it's who we are.

Oregon City Arts Commission
("Arts Commission" or "OCAC")

BYLAWS

By providing support and visibility to the arts as outlined in Oregon City Municipal Code Chapter 2.26, the Arts Commission reinforces the overall quality of life in Oregon City, making the arts an integral part of every citizen's life. The Motto of this organization is: "Art for Every Heart."

I. Purpose

The purpose of the Arts Commission is to raise awareness among Oregon City residents about the vital role that the arts play in our community's cultural and economic landscape. Our mission is to support local artists and arts organizations, while enriching the lives of all Oregon City residents through the cultivation of arts ecosystem that:

- **Supports Artists and Organizations:** Provides resources and visibility to artists and arts organizations, ensuring the continued vitality of the arts in Oregon City.
- **Enhances Cultural Richness:** Celebrates diverse artistic expression, from live music and dance to public murals, sculpture, and other creative projects.
- **Drives Economic Benefits:** Boosts tourism, attracts creative industries, drives economic opportunities for local artists and art businesses, and increases property values, thereby providing measurable economic benefits to the community and contributing to the local and regional economy.
- **Strengthens Community Development:** Creates vibrant public spaces, fosters social connections and sense of place.

As such, the Arts Commission shall operate in the public interest as a city advisory committee devoted to its mission and within its powers.

II. Powers and Duties

Chapter 2.26 of the City of Oregon City Municipal Code grants a number of rights to the Arts Commission, which is empowered to:

1. **Promote the Arts:** Enrich the lives of Oregon City citizens through public art, education, and programming, contributing to the local and regional economy by supporting artists and arts organizations.
2. **Collaborate on City Development:** Work with the City Commission and Planning Commission to integrate public art into city development projects, enhancing public spaces and promoting community identity.
3. **Plan and Execute Public Displays:** Organize and facilitate public displays of visual and performing arts, cataloging, preserving and enhancing the City's existing public art collection, including review of mural applications as identified in OCMC Chapter 15.28.90.
4. **Foster Connections:** Establish connections with local, regional, and national organizations dedicated to the arts, promoting diverse cultural and artistic experiences

in Oregon City.

5. Support Local Artists and Organizations: Recognize and support groups and organizations that enrich Oregon City through their artistic contributions.
6. Solicit Funds and Grants: Pursue funding opportunities from individuals, corporations, and government agencies to support the Commission's mission, with approval from the City Manager and/or City Commission.
7. Manage Funds: Deposit and disburse funds in accordance with City policies, with concurrence from the City Manager, and resolve any disputes through the City Commission.
8. Review and Recommend Grants: Evaluate grant applications and recommend awards within the scope of the Commission's mission, with final approval from the City Manager or designee.

III. Organization (Membership)

A. Composition:

As detailed in 00-1041 Municipal Code 425 B. Appointment and Term:

1. Appointments to the Arts Commission shall be made by the Mayor of Oregon City, considering recommendations from current Commissioners.
2. New Commissioners shall take office in January.
3. Appointees shall serve evenly staggered three-year terms.
4. Members may reapply for a new term but shall not serve more than two (2) full consecutive terms, unless the Mayor makes an appointment for additional terms. To establish the staggered system, initial appointees may be assigned terms of varying lengths; thereafter, all terms shall be three years.

C. Removal and Resignation:

1. Any member with three (3) unexcused absences within a 12-month period may be subject to removal by the City Commission. The Arts Commission Secretary should be notified of meeting absences as early as possible.
2. Should a member be removed, the Mayor shall appoint a replacement to serve the remainder of the term.
3. Members who resign must file their resignation with the Chair promptly. A newly appointed member shall serve the remainder of the existing term.

IV. Officers

A. Election and Term:

1. The Arts Commission shall elect a Chair, Vice Chair and Secretary annually.
2. Officers shall hold office for a one-year term, beginning immediately and concluding at the end of the calendar year.
3. At the first meeting of each calendar year, the outgoing Chair (or, in their absence, the Vice Chair) shall preside over the election of new officers.
4. Nominations and elections shall begin with the Secretary, then Vice Chair and Chair.
5. Elections shall follow established protocols.

B. Term Limits:

1. No individual shall serve more than two (2) consecutive terms in the same officer position (Chair, Vice Chair or Secretary).

C. Responsibilities:

1. In the event of the Chair's absence or inability to participate, the Vice Chair shall assume the duties and functions of the Chair.
2. The Chair, Vice Chair are responsible for collaborating with the Secretary to create meeting agendas and all meeting materials are delivered to Commissioners, minimum one (1) week prior to each meeting.

D. Vacancies:

1. If an officer position becomes vacant, the Arts Commission shall identify and elect a new officer following protocols and criteria established by the Commission.

V. Commissioners Responsibilities

Commissioners of the Oregon City Arts Commission are expected to:

1. Adhere to Bylaws and Processes and Participate in Onboarding: Be familiar with and operate according to the Arts Commission Bylaws, City Municipal Code, and all established Arts Commission processes. All Commissioners should actively participate in the onboarding process for new Commissioners.
2. Disclose Conflicts of Interest: Disclose any potential conflict of interest concerning grant applications or any Commission decision. A conflict of interest exists if a Commissioner's actions could directly or indirectly impact themselves, their relatives, or associated businesses or individuals.
3. Eligibility Restrictions: Understand that current Commissioners are not eligible to apply for or receive grants managed by the Oregon City Arts Commission. Former Commissioners may apply for such grants after a period of twelve (12) months from their last day of service on the Commission.
4. Attend and Contribute to Meetings: Attend and actively contribute to meetings, either in person or via video call, and notify the OCAC Secretary of any anticipated absence.
5. Review Key Documentation: Be familiar with key documentation and be prepared to provide informed input on documentation prior to meetings.
6. Participate in Workgroups: Participate in workgroups to advance the Commission's Mission, as requested. When workgroups include more than two (2) Commissioners, their meetings shall be recorded and documented as public meetings, in accordance with Oregon Open Meeting Laws.
7. Contribute to the Annual Report: Support the creation of the Commission's annual report to the City Commission by providing updates on the Commission's activities, impact, and progress toward its goals.

VI. Commissioners Recommendation to Mayor

A. Recruitment and Application:

1. The Arts Commission will work with the City Recorder to begin the recruitment process for vacant Arts Commissioners roles in the fall.

B. Review and Interview:

1. The Arts Commission shall receive applications that have been confirmed as within the guidelines. While the Arts Commission does not have an obligation to, it has the option to prescreen applicants for follow up interviews. The Arts Commission shall use previously agreed-upon selection criteria and metrics to ensure equity in selecting applicants for follow-up interviews. Agreed-upon protocols shall be used to determine which applicants will be invited.

C. Recommendation and Appointment:

1. After applications have been reviewed, the Arts Commission shall interview selected applicants.
2. Arts Commissioners shall use agreed-upon protocols to make recommendations to the Mayor for final selection.
3. The Mayor of Oregon City will make the final appointments to the Arts Commission, considering the recommendations of the Commissioners.
4. New Arts Commissioners shall take office in January.
5. If a simple majority of OCAC voting members deems all available applicants unsuitable, the Arts Commission may recommend to the Mayor that the recruitment process be reopened, rather than recommending specific individuals.

VII. Meetings

A. Scheduling and Public Notice:

1. The Arts Commission shall hold an official meeting at least every other month and may hold special meetings as needed.
2. All meetings shall comply with Oregon Public Meeting Law, and any changes to the schedule will be publicized in accordance with those regulations.

B. Quorum and Voting

1. A majority (e.g. five out of nine if there are nine commissioners) of existing members shall constitute a quorum and be necessary for action by the Arts Commission.
2. Any item must be approved by a simple majority of the voting members present at a meeting, unless otherwise provided in these Bylaws or other applicable regulations.

C. Public Participation

3. The Arts Commission encourages citizen participation and will, from time to time, request specific or general citizen/expert input.

D. Meeting Management

1. The Chair shall preside over all meetings, ensuring discussions remain focused, that all perspectives are heard and considered, and that meetings are conducted efficiently.
2. The Chair is responsible for maintaining order and following appropriate parliamentary procedure.
3. In the event of a disagreement or objection to the procedures pursued by the Chair,

Robert's Rules of Order, shall constitute as the guiding authority.

E. Meeting Minutes and Records

1. The Secretary is responsible for preparing and maintaining meeting minutes.
2. Meeting minutes shall be maintained as public audio-visual recordings, as well as in written format, in accordance with Oregon Public Records Law.

IX. Public Art and Promotion Policies:

3. The Arts Commission operates in accordance with established policies and procedures for public art, including calls for art, artist selection, awards, and promotion.
4. These policies are outlined in a separate document titled "Public Art Policy and Procedures Manual," which is regularly reviewed and updated by the Arts Commission.
5. This manual ensures consistency and transparency in all public art-related activities
6. Conflict of Interest: All members of the selection committee and any involved Commissioner must disclose any potential conflict of interest. Commissioners or their immediate family members cannot directly benefit from any project they recommend.
7. Artist Selection Criteria: Artist selection shall be based on criteria that include artistic merit, technical competence, relevance to the project's goals, and community engagement.
8. Public Involvement: Public feedback and input shall be solicited during the selection process to ensure the chosen artwork aligns with community values and aesthetic standards.

X. Amendments

All recommended.

Bylaw modifications must be presented and discussed at a regularly scheduled Arts Commission meeting. A majority vote of Arts Commissioners present is necessary to recommend a change in the Bylaws to the City Commission.

The Oregon City Arts Commission reviewed, amended and approved these Bylaws at its meeting on _____. A finalized version of the Bylaws was presented at the _____ Arts Commission meeting.

Oregon City Public Murals

Overview:

Public Murals in Oregon City are defined under [Chapter 15.28.090](#) of the Oregon City Municipal Code. Public Murals must be approved by the Oregon City Arts Commission (OCAC), who serve as a quasi-judicial body¹.

Mural Content:

Due to Oregon State law and first amendment rights, the OCAC is not able to judge the content of any Oregon City Public Mural as part of its review process when determining approval for a mural application.

See the breakdown of the Arts Commission role in each category of murals matrix listed below.

If a mural's content was deemed to be obscene, historically/culturally inaccurate, or in violation of another Oregon City Municipal Code, it would be addressed through the signage laws within the Oregon City Municipal Code.

Mural Related Resources

Mural Application Guidelines - [LINK](#)

Mural Application - [LINK](#)

Mural Easement Form - [LINK](#)

Mural Application Checklist - **TBD**

List of Murals in Oregon City - **TBD**

List of Approved Muralist - **TBD**

City Contact Information:

James Graham

Economic Development Manager

Email: jgraham@orc.org

Phone: 503-496-1552

Mural Matrix:

There are two main factors which determine the parameters of the Arts Commission's role in determining and approving public murals. The first is the source of the funding, and the other is the ownership of the property in which the mural is to be placed.

Funding Source:

- *Public Funding* - Covers funds which are from any Oregon City controlled account, including the OCAC, City Departments, and general fund.
- *Private Funding* - Fund which are either being received from a private entity (for or non-profit), and government agency outside of Oregon City.

¹ Quasi-judicial refers to a proceeding conducted by an administrative or executive official or organization that is similar to a court proceeding, e.g. a hearing conducted by a human rights commission. A court may review a decision arising from a quasi-judicial proceeding. Quasi-judicial can also refer to a judicial act performed by an official who is either not a judge or not acting in their capacity as a judge.

Property Location:

- *Public Location* - Any property which is owned by the Oregon City government.
- *Private Location* - Includes any property which is not owned by the City of Oregon City.

The below matrix indicates the OCAC role in the mural review process based on the factors defined above.

<p>Funding Source: Private</p> <p>Property Ownership: Private</p> <p>Role: OCAC acts as the quasi-judicial board within the application process, but has no say in the content of the Mural artwork.</p> <p>A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.</p>	<p>Funding Source: Private</p> <p>Property Ownership: Public</p> <p>Role: OCAC will approve the mural application as a quasi-judicial Board, however, the content of the mural must also be approved by either the Arts Commission or City Commission. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed, however, the private funder is recommended to contact the Arts Commission as early as possible to discuss the content of the mural.</p>
<p>Funding Source: Public</p> <p>Property Ownership: Private</p> <p>Role: In this scenario, the OCAC will approve the mural application as a quasi-judicial Board, but can not be the direct funder of the project to avoid ethics violations. A completed application, easement form, fee, and all other applicable paperwork/actions is due prior to the mural application being reviewed.</p>	<p>Funding Source: Public</p> <p>Property Ownership: Public</p> <p>Role: The OCAC does not need to approve the mural application in this scenario, however, it is highly recommended that the Arts Commission be consulted on any content for said mural in a reasonable timeframe.</p>

Style Guide

VOICE & VISUAL IDENTITY



Our city's brand encompasses everything from the way we answer the phone and the tone of our voice, to the use of the city logo or the good feeling visitors have when visiting the elevator. The full experience of a person in relation to Oregon City is part of the brand.

With the goal to effectively communicate with our various audiences, we pay careful attention to established themes and visual language (e.g. logo, colors, fonts, messaging style, et cetera). This is one key facet of a total brand. This attention to detail helps cut through today's communication clutter.

Writing Style

BRAND VOICE

A brand voice helps define the mood of a particular entity. As a government agency we want to be positive and professional but also speak in a way that is conversational and inclusive. With this in mind we have created general guidelines on how we write and speak in our roles representing the city.

Writing Style

The Mayor and Commissioners

- Reference the Mayor by saying, “Mayor (*Last Name*)”. It is also appropriate to write Mayor (First and Last Name) on the first reference in a particular document. All other references afterwards should include the last name only.
- Address the Commissioners by “Commissioner”, followed by their first and last name on the first reference. For all subsequent references, use “Commissioner (*Last Name*)”.
 - For example: Commissioner John Smith, Commissioner Jane Doe
 - For example: Mayor Smith, Mayor Doe
 - Example sentence: Commissioner John Smith and Mayor Doe both supported the proposal to enhance traffic calming by installing speed bumps.

Directors and Managers

- Address the director or manager by first stating their first and last name, followed by their title (*First name Last Name, City Manager*)
 - Example: John Smith, Community Development Coordinator.

Departments

Administrative Department

City Manager
City Recorder
Communications Manager

Community Development

Building Division
Planning Division

Community Services

Swimming Pool
Pioneer Community Center
Cemetery and Parks
Facility Maintenance

Economic Development

Tourism

Finance Department

Accounts Payable
Utility Billing

Geographic Information System (GIS)

Information Technology (IT)

Human Resources

Oregon City Public Library

Police Department

Code Enforcement
Municipal Court

Public Works

Public Works Engineering
Public Works Operations
- Public Works Storm/Sewer
- Public Works Water
- Public Works Water Quality
- Public Works Street
- Public Works Fleet

Writing Style

Referring to the Oregon City URL

When referring to the general Oregon City website, use www.orcity.org. Be sure to include the “www” as the site will not load if a user doesn’t not include those in the address bar.

If you are referring to specific internal pages, format the URL like [\(insert name of page\)](http://www.orcity.org/(insert name of page))

- For example: Information about this project can be located at www.orcity.org/finance
- If you would like a more simple URL than the site has, reach out to Communications to ask for a redirect that may be able to create a cleaner, more user-friendly URL.

Writing Phone Numbers

When writing telephone numbers, write them as follows:

503-444-1234

888-444-1234

How to refer to Boards and Committees

When referring to boards and committees in writing, always write the full name of the board or committee when it is first addressed and include the proper acronym in parenthesis after. After that, the board or committee may always be identified with its proper acronym.

Examples:

- Citizen Involvement Committee (CIC)
- Historic Review Board (HRB)
- Natural Resources Committee (NRC)
- Parks and Recreation Advisory Committee (PRAC)
- Transportation Advisory Committee (TAC)
- Urban Renewal Commission (URC)
- City Commission Budget Committee (CCBC)
- Urban Renewal Budget Committee (URBC)
- Library Board (LB)
- Enhancement Grant Program Committee (EGPC)

Commonly Misspelled Address Names in Oregon City

Maplelane Road

Abernethy Street

Warner Parrott Road

Rosebery Avenue

South End Road, not S. End

Beavercreek Road, not Beaver Creek Road

Minuet Court

Mountainview Street, not Mt. View

Holcomb Boulevard

Oaktree Terrace, not Oak Tree Terrace

Leland Road

Clairmont Way

Caufield Road

Writing Style

Voice & Tone

The “voice” of communications has flexibility depending on the topic of the communication, and the medium in which it is conveyed. Communications for fun public events, positive announcements, and other lighthearted messaging can be conveyed in a friendly, conversational manner on flyers, social media etc. Conversely, more serious information or information conveyed in press releases or other formal media should be written in a professional, straightforward manner.

Punctuation and Formatting

City communications will use the “Oxford Comma” (comma after all items in a list, including the last item prior to “and”) unless in a press release or other document that follows AP Format.

Do NOT use a double space after periods.

Dates should be written following AP format:

Months of Jan. Feb. Aug. Sept. Oct. Nov. Dec. abbreviated. No “st, rd or th” after the numerals.

Jan. 3, 1983. April 15, 2024. etc.

If an event is taking place in the current year, there is no need to include the year following the month and day.

City is always capitalized when referencing Oregon City. Ex: “The City will be accepting applications until June 2.”

Times will follow AP format. Use the first numeral, without extra zeros, followed by a space and periods after a.m. and p.m. Example: 7 p.m. 9:30 a.m.

When sharing the City’s website, always include the “www” in the URL. Entering the URL without the “www” will result in the page failing to load, so it’s critical that we share the full URL in our communications.

Words and Phrases

As Oregon City is a diverse community, it is important to use words and phrases that are inclusive.

Avoid “citizens” and instead use alternatives like residents, community members, stakeholders etc.

Avoid the use of jargon, acronyms and industry terms unless it is well defined in the first reference.

Try to use gender-neutral words and phrases and possible and appropriate.

Brand Colors

LOGO COLORS AND FONTS



PANTONE	7499C	1225C	279C	292C	
RGB	245 240 197	255 212 120	81 144 205	120 189 232	37 39 75
CMYK	4 2 27 0	0 17 62 0	68 34 0 0	49 11 0 0	93 89 41 40
HEX	F4F0C6	FFD478	5190CD	78BDE8	26264b

OREGON

CITY

Aptos

FONT USED IN CITY LOGO IS

Rockwell Bold

Used in headlines, titles and subheaders.

Secondary font is Widy.

Used in headlines, titles and subheaders alternating with Rockwell bold. (Available to [download here.](#))

Regular text

Instruction on how to add to your system fonts can be found [here.](#)

Franklin Gothic is a suitable substitute when Aptos isn't available.

Logo Family

LOGO USE

The City's logo is the most identifiable aspect of its branding and can help quickly identify a communication as coming from the City. As such, logo use should always follow the set guidelines. The logo should be clearly visible when used. When used on a communication with the logos from other entities, it should be the most prominent. This is to make clear that the communication is coming from the City, and the others are partners. All logos can be found on the Intranet [here](#).

APPROVED LOGOS



PRIMARY LOGO

This logo should be the first logo used. All other logos should be used only if necessary. Approved clearspace around logo is also a key component to displaying the logo correctly. We don't want to crowd the logo into small spaces as it gives it the wrong hierarchy of importance.



PRIMARY INVERTED LOGO

This logo works well when passing along the logo to a third party. It tends to be less likely to be used incorrectly because the entire mark is contained within a black field. Both this logo and the logo above work well in smaller vertically-oriented spaces.



SIDE-STACKED LOGO

As vertical space becomes more constrained the side-stacked logo may be necessary to maintain readability.



HORIZONTAL LOGO

Under certain conditions a fully horizontal logo may be required. This logo is particularly unique in the fact that the Word, "CITY" has been changed to Helvetica Neue 53 Extended which is a slightly lighter weight than the extended medium used on the other logo configurations.

Logo Family

BLACK AND WHITE VERSIONS



PRIMARY LOGO

In some rare occasions a single color black and white logo is necessary. The same rules apply for usage and clearspace. This logo should be the first logo used. All other logos should be used only if necessary.



PRIMARY INVERTED LOGO

This logo works well when passing along the logo to a third party. It tends to be less likely to be used incorrectly because the entire mark is contained within a black field. Both this logo and the logo above work well in smaller vertically-oriented spaces.



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As vertical space becomes more constrained the Side-stacked logo maybe be necessary to maintain readability.



HORIZONTAL LOGO

Under certain conditions a fully horizontal logo may be required. This logo is particularly unique in the fact that the Word, "CITY" has been changed to Helvetica Neue 53 Extended which is a slightly lighter weight than the extended medium used on the other logo configurations.

Logo Usage

CLEARSPACE

Clearspace is important to maintain the impact of the Oregon City logo. the area around the logo varies based on which logo you are using but in every case helps to create a strong impression for the brand.

CLEARSPACE AROUND
LOGO = ¼ OF



CLEARSPACE AROUND
LOGO = ¼ OF



In the main stacked version of the logo, the height of each row of text is relative to the height of the bridge arc. Width for "Oregon" is flush with the external edges of the logomark frame, and "City" centered beneath. Width in the inverted style places "Oregon" flush with the INTERNAL edges of the host frame.

CLEARSPACE AROUND
LOGO = ½ OF



Text in the side-stacked logo is arranged in equal thirds from the base of the logomark to the top of the elevator. The side -stack logo also uses a lateral divider which follows the visual line of the bridge span.

CLEARSPACE AROUND
LOGO = WIDTH OF



The full horizontal text will be sized and centered with top/bottom clearance equal to the distance from the top of the elevator to the top-most edge of the frame. The crossbar in the G should follow the same visual line as the main bridge span.

NOTE: "City" text is changed from Helvetica Neue Medium Extended to the slightly lighter 53 Extended, external clearance is measured from the top/bottom of the text and the outer edge of the Y descender

Logo Usage

There will be times when using brand colors isn't feasible or doesn't work with the theme of the event. However, making sure that residents understand that this communication is promoting a City-lead event, or initiative, is important. We want residents to know everything the City does for them. In these cases, a graphic has been created to use at the bottom of the flyer, poster etc. It can be resized to fit the format and dimensions of the application. This graphic can be found on the [Intranet site](#).



When resizing, be sure to maintain the proper proportions by dragging from the corner. Many applications will keep proportions when you hold *ctrl* while dragging the corners.



EXAMPLE

Resize the footer so that the whole graphic fits along the bottom.

Scan the QR code to apply

OPTION 1

Resize the footer so that the whole graphic fits along the bottom.

OPTION 2

Resize the footer so that the logo is larger, cutting off the waterfall graphic to the right.

Logo Issues

DO'S and DONT'S

The city logo marks have been carefully crafted to present a consistent and powerful impression of our city. Use logos only as prescribed on previous pages. If you have any questions feel free to contact the Community Communication Coordinator at the city offices.

DO NOT



**OREGON
CITY**

DO NOT CHANGE



**OREGON
CITY**

DO NOT



**OREGON
CITY**

DO NOT ANGLE

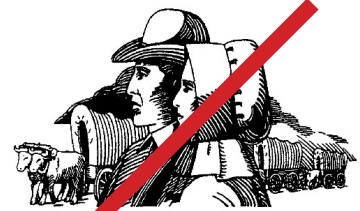


**OREGON
CITY**

**THIS PARTICULAR
LOGO CANNOT BE
USED DIGITALLY AND
MUST HAVE SPECIAL**



DO NOT



DO NOT



**CITY OF
OREGON CITY
"PRESERVING OUR PAST,
BUILDING OUR FUTURE"**

Logo Use

EMAIL SIGNATURES

One of the most common places where the Oregon City brand appears is in our email signatures. Make sure your signature is consistent with current standards. The template and step-by-step instructions can be found on the [Intranet](#).



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City of Oregon City
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503-657-7026 fax
www.orccity.org

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

Email Signature Information:

Signatures will include:

Name
Title
Email
Best Phone Number
Address of work location
Website
Public Records Disclosure

May also include:

Main line
Fax line
Mobile number
Preferred pronouns (beneath title)

Imagery

USING PHOTOS

Oregon City is a unique community with easily recognizable landmarks, features, and locations. As such, it is important to use authentic photography and avoid the use of generic stock imagery when possible.

The use of photos should also be encouraged on the City’s website to increase aesthetic appeal and prevent the “walls of text” that are common on government sites. This can be intimidating to the user and results in people quickly navigating away from a site before finding the information they need.

A photo library is available on the One Drive [here](#). Any photo in this folder is free to use for any City application.

If you have need for a specific image that doesn’t exist, you can request the photo from the Communications Team.



**Reviewed at City Commission Work Session February 10, 2026
Pending Final Approval by City Commission**

**Letter of Intent – Willamette Corridor:
Connecting Communities Through Art
Letter Addendum**

Dear Art Community Supporters of the Initiative-Willamette Corridor: Connecting Communities Through Art.

The City Commission of Oregon City is in receipt of your Letter of Intent dated April 24, 2025. The City Commission of Oregon City supports the arts; hence, the reason an arts commission was established in Oregon City. We welcome collaboration with our neighbors such as West Linn, City of Lake Oswego, and Clackamas County to enhance the cultural and economic benefits that the arts can bring to our region.

Although we support “the spirit of collaboration” as expressed in your initial letter of intent, there are some practical matters that we should adhere to. The Oregon City Commission has provided this addendum to your Letter of Intent on this subject. Specifically, we require that any funds derived from the City of Oregon City that are spent in the support of the physical creation of public art be restricted to public art erected within the municipal boundaries of the City of Oregon City. In addition, costs associated with marketing the corridor be shared in a manner that is agreed to by members of this proposed coalition.

As you probably can understand, the citizens of our respective communities support the arts with their tax dollars; therefore, it is not difficult to imagine that our citizens would expect that their locally derived taxes be spent on art located within the legal boundaries of their respective jurisdictions.

We look forward to the next steps of this project.

Sincerely,

Denyse McGriff
Mayor

cc: Tony Konkol
City Manager

West Linn Arts & Culture Commission
Arts Council of Lake Oswego
Oregon City Arts Commission
Clackamas County Arts Alliance

April 17, 2025

To: City Councils of West Linn, Lake Oswego, & Oregon City, and Board of County Commissioners

Subject: Letter of Intent – ***Willamette Corridor: Connecting Communities Through Art***

Dear City Council Members & Board of County Commissioners:

We, the Arts & Culture Commissions of West Linn, Lake Oswego, and Oregon City, are pleased to submit this Letter of Intent outlining our collective vision for an art collaboration along the Willamette River and in the areas along Highway 43 titled ***“Willamette Corridor: Connecting Communities Through Art.”*** This initiative represents a unique opportunity to invest our “percentage of the arts” funds and additional resources into a meaningful, collaborative effort between our three cities. Our goal is to create a cohesive series of permanent art installations in key public spaces along the highway and in the existing or soon-to-be-developed connecting paths, walkways and bikeways, uniting our communities through a shared artistic and historical narrative.

Project Vision:

Under the theme ***“Willamette Corridor: Connecting Communities Through Art,”*** this initiative will feature local artists whose work honors the rich history of our region, including Indigenous heritage and the settlers who shaped our communities. By integrating art into the public spaces along Highways 43 and 99E – including shared pathways and gathering areas - we aim to create a lasting cultural landmark that fosters community engagement and civic pride.

Stakeholder Engagement:

Initial discussions have already occurred between key stakeholders: Nicole Nathan (Executive Director, **Arts Council of Lake Oswego**), Ann Griffin (**Oregon City Arts Commission**), Julie Matthiessen & Shatrine Krake (**West Linn Arts & Culture Commission**), and Dianne Alves & Ariella-Sophie Sternberg (Executive Director & Community Outreach & Engagement Manager, **Clackamas County Arts Alliance**).

Additionally, we have received strong support from John Williams (City Manager, West Linn), Doug Erickson & Kristen Christnacht (Liaisons, West Linn Arts & Culture Commission), Megan Big John (Parks & Recreation Director, West Linn), and Chris Myers (Project Manager, West Linn Vision 43 Initiative). Moving forward, we intend to also engage

TriMet’s Public Art Program and other potential partners, such as the **Willamette Falls & Landings Heritage Area Coalition** and the **Confederated Tribes of the Grand Ronde**.

Next Steps:

Upon securing support from all three city councils and the Board of County Commissioners, we plan to:

- Identify additional stakeholders and funding sources
- Determine specific locations along Highways 43 & 99E for permanent art installations
- Collaborate with artist leadership to develop a thematic framework
- Establish a long-term project timeline (estimated 3-5 years)

We believe this initiative has the potential to enrich our communities by celebrating our shared history and enhancing public spaces with meaningful, locally inspired artwork. We appreciate your review of this proposal and look forward to your support in bringing **“Willamette Corridor: Connecting Communities Through Art”** to life.

Sincerely,

West Linn Arts & Culture Commission
Arts Council of Lake Oswego
Oregon City Arts Commission
Clackamas County Arts Alliance

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Sincerely,

Denyse McGriff
Mayor

cc: Tony Konkol
City Manager