

**TITLE 18  
ARTS COMMISSION**

Chapter 18.01 COMMISSION ESTABLISHED - MEMBERSHIP ..... 1

**Chapter 18.01  
COMMISSION ESTABLISHED - MEMBERSHIP  
(Ord. 07, 2017)**

**18.02 Commission established – Membership.**

- A.** The Sandy Arts Commission, consisting of seven members appointed by the mayor and confirmed by a vote of a majority of the members of the City Council, is hereby established. The term of office shall be four years and until a successor is appointed and confirmed, provided that three of the initial seven members of the Commission shall serve for two years and until their successors are appointed and confirmed, in order to achieve staggered terms of office. All subsequent appointments shall be for four years, or for the duration of an unexpired term in the case of an appointment to a vacancy. No member shall serve more than two consecutive full terms of office, unless there are no identified incumbents.
- B.** Commission members shall be appointed upon the basis of demonstrated interest in, and knowledge and support of the arts. Members shall serve without salary or other compensation, provided that members shall be reimbursed for necessary expenses actually incurred. All Commissioners shall reside within the City limits or within the Oregon Trail or Sandy Library District Areas at the time of appointment and throughout their terms of office.(Ord.2018-23)

**18.02 Rules of Procedure**

- A.** The Commission shall adopt procedural rules governing the transaction of its business. The Rules shall include provisions for the date, time and place of regular meetings of the Commission. Provisions shall be made for maintaining minutes of the Commission meetings and records of all Commission reports, conclusions and recommendations. The Rules of Procedure shall provide for election of Commission Officers, which shall include a chairperson and vice chairperson who shall serve for at least one year. The Rules of the Commission shall provide that all Commission meetings shall be open to the public and that a notice of meetings shall comply with Oregon

Open Public Meetings laws, to the extent proceedings of the Commission are governed by such laws. The procedures shall address receipt and processing of citizen proposals and requests.

### **18.03 Authority of Commission.**

- A.** The Arts Commission is authorized to take the following actions:
  - a. On behalf of the City, to encourage, conduct, sponsor or cosponsor public programs to further the development and public awareness of, and interest in the fine and performing arts;
  - b. To provide recommendations to the Mayor and City Council in connection with cultural and artistic endeavors and projects in which the City becomes involved and to act as a representative of the community in such matters;
  - c. To encourage donations, grants and other support to further expand the arts and cultural services and programs available to citizens of Sandy and members of the Sandy community;
  - d. To take such other actions as the City Council may direct from time to time.

### **18.04 Meetings and Staff Services.**

- A.** The Arts Commission shall meet at a date, time and place to be established by the Commission and as necessary given agenda items needing action. Commission meetings shall be open to the public and written meeting minutes shall be maintained and made available to the public upon approval of the minutes by the Commission. (Ord 2018-07, 5.21.18)
- B.** The City Manager shall be responsible for providing administrative and staff services for the Commission and may assign staff members to provide services to the Commission.
- C.** The Commission shall make a report to the City Council at least annually.

### **18.05 Budget**

- A.** Arts Commission programs and operating expenses shall be funded from the City of Sandy general fund, grants, donations and admission charges. The City Manager shall be responsible for submitting the annual operating budget to the Mayor and Council.

### **18.06 Severability**

- A.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**18.07 Effective Date**

- A. This ordinance shall take effect thirty (30) days after ratification by the council.