

City of Sandy

Agenda

Arts Commission Meeting

Meeting Location: City Hall- Council Chambers,
39250 Pioneer Blvd., Sandy, Oregon 97055

Meeting Date: Wednesday, March 20, 2019

Meeting Time: 6:00 PM



Page

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CHANGES TO THE AGENDA

4. PUBLIC COMMENT

5. PRESENTATION

5.1. Storm drain Sidewalk Chalk Drawing Competition

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Councilor Carl Exner has a proposal for a storm drain sidewalk drawing competition. This competition would potentially be sponsored by both the Sandy Arts Commission and the Sandy Watershed Council. The proposal is attached to below.

[STORMDRAIN SIDEWALK CHALK DRAWINGS COMPETITION](#)

6. OLD BUSINESS

6.1. Art Inventory

5 - 9

Update on the Art Inventory and locating documents relating to City owned art.

[Art Inventory - Sandy Arts Commission](#)

7. NEW BUSINESS

7.1. Amendment to Article III of the Bylaws

The last sentence of the section labeled "Removal" under Article III of the bylaws needs an amendment. The last sentence reads *A member who is absent from two*

consecutive meetings without an excuse as approved by the respective board is presumed to be in nonperformance of duty and the city council shall declare the position vacant, and a new member shall be immediately appointed. Where it currently states and a new member shall be immediately appointed needs to state and a new member shall be appointed by a majority vote of the City Council.

This is a small amendment, but it is needed because only the City Council can appoint members to the Arts Commission.

7.2. Exercise to develop action plan

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To conduct this exercise, the Commission will perform a SWOT Analysis of the Arts Commission and art in the City of Sandy. Below is what SWOT means.

- Strengths - Attributes and resources that support a successful outcome.
- Weaknesses - Attributes and resources that work against a successful outcome.
- Opportunities - Factors that the entity can capitalize on or use to its advantage/
- Threats - Factors that may jeopardize the entity's success.

The plan is to identify our strengths, weaknesses, opportunities, and threats. During the past few meetings, the Commission has talked about aspects of these four variables, but it will be beneficial to identify this information in an open setting. This will allow everyone on the commission to see where we currently are, how each member of the Commission fits into the team, and identify where/how the Commission needs to move forward. Spending time working on a SWOT may give every member of the Commission an opportunity to voice their opinions about the current status of the Commission and to give input on the direction of the Commission. This exercise will allow the Commission to use strengths and opportunities to address identified weaknesses and threats. The goal of this exercise is to develop short-term (6 months to a year) and long-term (a year or more) goals.

[SWOT Analysis Template](#)

8. CONSENT AGENDA

8.1. Arts Commission Minutes

11 - 18

[Arts Commission - 09 Jan 2019 - Minutes - Pdf](#)
[Arts Commission - 20 Feb 2019 - Minutes - Pdf](#)

9. ADJOURN

STORMDRAIN SIDEWALK CHALK DRAWINGS COMPETITION

A proposal

To be Sponsored by the Sandy Art Commission & the Sandy Watershed Council

Summary & Design Criteria

Chalk drawings on sidewalks are normally quick sketches that are not meant to last longer than a game of hopscotch. However, most of us have seen artists working with chalk drawings in public spaces that have made longer lasting impressions and remain in-mind after the rain washes them away. The Sandy Art Commission and Sandy Watershed Council would seek entrants to a chalk art competition. They would ask for submissions of designs for chalk drawings, to be drawn surrounding available storm drains along the streets of Sandy depicting the protection of the natural watershed and how it relates to the storm infrastructure in the city. The purpose of the design is to help educate the audience on the drain's connection to the rivers.

The design competition will be in two phases. Entrants will be divided into two categories, under 12 years of age and adult. First, entrants are asked to submit a design for preselection using the template provided in this competition document. Second, the pre-selected entrants will complete their design to full scale in public and will be awarded by category at the end of the Mnt Festival/summer and awards will be distributed by popular vote and by a panel of judges. Two adult winners would receive \$150.00 each and two children would be awarded \$25 (Businesses in Sandy would be asked to donate). All contestants will receive goodies provided to help them as they work. Up to ten entrants in each age group will be eligible for the competition. (we have a limited no of drains downtown)

The pre-selected entrants will have the opportunity to attend a workshop on chalk drawing in public spaces the week before. The workshop will be instructed by a local artist.

The Watershed Council will be encouraging the continuation of the concept of using sidewalk chalk drawings to educate residents in Sandy and surrounding communities about the drain's connection to the rivers.

Essential requirements of the design are as follows:

- Depict the theme of the protection of the natural watershed and/or how the storm drains are connected to it
- Must scale-to, and fit within, an estimated sidewalk area of one concrete sidewalk section. Selected artists will work within a 4 X 4 foot area.
- The full scale design will be completed in a public space and must be accomplished in a matter of four hours, or less: during the time set
- The option to use the presence of the physical storm drain as part of the design

Selection criteria that the jury will consider:

- Adherence to theme
- Design impact
- Innovative depiction of the theme
- Creative approach using the public space and setting

*Using chalk that is compatible with environmental uses

- Public appropriateness

Eligibility:

- Must be available and able to complete the full scale design onsite, downtown Sandy on July 7th from 2pm to 6pm, judging from 5-6pm
- Team entrants are welcome; Include the contact information for the lead designer

Proposal Requirements

All entrants should complete a two page document. On the first page enter your personal and contact information on the first page. Information about your background and history as an artist / designer and a short description of your proposed art.

The second page is a template for the design. Please use the template to sketch your proposed design. We expect entrants to spend approximately one hour of time to complete the sketch. The template must be reproduced and submitted on 8.5" x 11" paper.

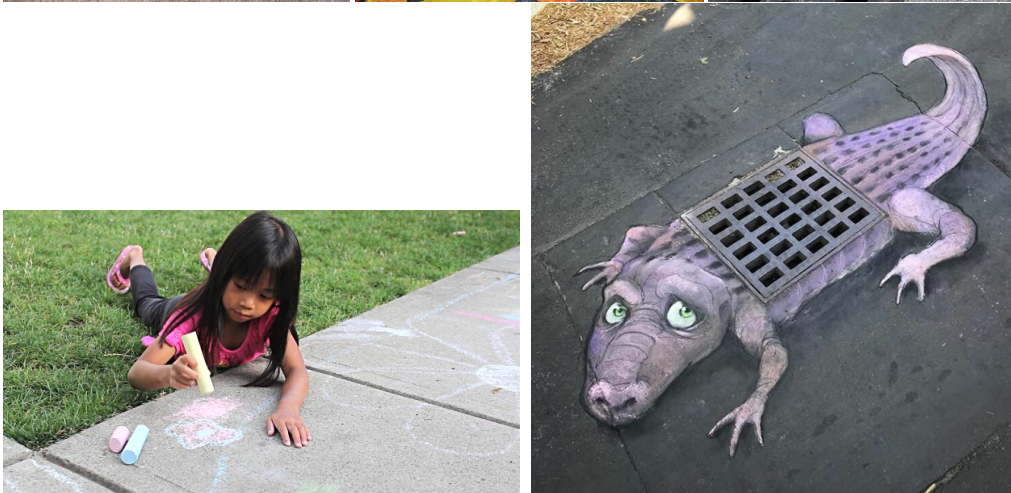
Please send your submission by June 15. You can expect to receive an email confirmation.

Mail the submission to:

Sandy Watershed Council (?)

ATT: Storm drain Competition

Pictures for concepts only



Name	Artist	Type of Art	Medium
Salmon Sculpture		Sculpture	
Art pieces at the Ops Center - Transit Department		Paintings	
Sandy Police Department		Paintings	
Veteran's Memorial		Statue	
Downtown murals		Murals	
Sandy Public Library		Paintings	
First City Hall/Fire Department Painting	Lea Topliff	Paintings	Oil on Canvas
The Disguised Form			
Old Fire Horn		Art	
Centennial Mural	Lauritzen	Mural	Acrylic

Location	Owned By	Maintenance Notes
Centennial Plaza		
16610 Champion Way Sandy, OR 97055		
39850 Pleasant Street, Sandy, OR 97055		
Corner of Highway 26 and Highway 211, Sandy, OR 97055		
Around the city		
38980 Proctor Blvd, Sandy, OR 97055		

City Hall

City of Sandy

Transit Center

Sandy Fire Station

Historical Notes

Hall, "The original city hall was built in 1912 on land purchased for \$300,

including historical and current people places and thing. The mural is located

Link to Photos

Notes
are "Warhol" style.
Kim Yamashita donated two large paintings to the SPD.
Kim Yamashita indicated these may be owned by the City.
The library has a wall to display paintings. These are rotated every few months

The reason for the fish is the building is shared by the water bureau.
Old fire horn that is hung in the foyer of the new station

Strengths

Weaknesses

SWOT

Opportunities

Threats



MINUTES
Arts Commission Meeting
Wednesday, January 9, 2019 City Hall- Council Chambers,
39250 Pioneer Blvd., Sandy, Oregon 97055 6:00 PM

COMMISSIONER PRESENT: Adam Triplett, Commissioner, Becky Hawley, Commissioner, Lea Topliff, Commissioner, Lou Sennick, Commissioner, Marcia Morrow, Commissioner, Pamela Smithsted, Commissioner, and Sandra Jordan, Commissioner

COMMISSIONER ABSENT:

STAFF PRESENT: Zach Chamberlin, Arts Commission Coordinator

MEDIA PRESENT:

1. **Roll Call**
2. **Pledge of Allegiance**
3. **Changes to the Agenda**
4. **Public Comment**

City Councilor Carl Exner spoke to the Arts Commission members. He will be the liaison between the City Council and Arts Commission. Councilor Exner suggested having a representative from each department give presentations about their role and functions in the City. Councilor Exner indicated the City Council will ask the Arts Commission to work on projects in the future.

The Library Director, Sarah McIntyre, spoke during the public comment period. She came to the Commission meeting to see the progress of the Arts Commission and to keep the Library in mind for public art projects.

5. **Presentation**

5.1. 24 hrs in Sandy

A proposal from Thea Allen that calls for 24 photographers to submit one photo to showcase the different perspectives of Sandy throughout a typical day. Each photographer will sign up for a one hour slot and take a photo during their allotted time. Each participant may sign up for a maximum of two

hours. During their time slot, they may take a photograph somewhere in the City of Sandy. The boundaries for the project are within 5 miles of the Library. At the end of the project, we will have a book of 24 photographs and a display for the library wall.

Members of the Arts Commission will provide feedback about the project.

Thea Allen spoke about the 24 hrs in Sandy project and to receive feedback about the project. She indicated she would need help to design and build a display and book for the project.

The project is to capture the City of Sandy and will turned into a book and display in the Library.

Chairman Adam Triplett asked if the Library Club would curate how the project would be laid out. Thea Allen said there would be a group of people who would judge the project. Thea Allen indicated she hopes two people from the Arts Commission will volunteer to help out. Lea Topliff asked if the photos would be donated to the Sandy Historical Museum. Thea Allen said the proposal is still in the draft phase.

Chairman Adam Triplett asked how photographers would be selected. Thea Allen indicated the project would be advertised via newsletter. Lou Sennick asked will the photographers maintain rights to the photos. Thea said photographers would need permission to publicize it, but the photographer would maintain the rights. Lea Topliff commented that the project is exciting to capture the image of Sandy. Marcia Morrow commented she would offer her help if needed.

5.2. Robert's Rules

An overview of Robert's Rules for conducting meetings.

Arts Commission Coordinator Zach Chamberlin provided highlights of Robert's Rules. Chairman Adam Triplett asked if he has to make a motion to adjourn the meeting. Zach Chamberlin said the Chair of the Commission needs to move to adjourn the meeting and someone needs to second it.

6. Old Business

6.1. Updated mission statement

Adam Triplett appointed Becky Hawley, Lea Topliff, and Pamela Smithsted to update the mission statement for the bylaws.

Mission Statement

The mission of the Sandy Arts Commission is to increase the livability and economic value of our city, for both residents and visitors.

Serving as an advocate for the visual and performing arts; we promote art and cultural enrichment by facilitating increased opportunities for, access to, and enjoyment of, the arts.

By partnering with the community, we will further artistic and cultural development, adding vitality and quality of life to our diverse community.

Mission statement will be read out loud.

Discussion about the mission statement.

Make a motion to vote on the mission statement.

The drafted mission statement was read out loud during the meeting.

6.2. Adoption of bylaws

During the November meeting, the bylaws for the Arts Commission were reviewed and edits were needed. The bylaws were edited and need approval from the Arts Commission.

The Arts Commission voted to adopted the drafted bylaws. Chairman Adam Triplett asked if the bylaws can be amended in the the future. Arts Commission Coordinator Zach Chamberlin informed the Commission that bylaws can be amended in the future.

Moved by Adam Triplett, seconded by Lea Topliff

Adam Triplett moved to approve the bylaws. Lea Topliff seconded. The motion passed.

CARRIED.

7. New Business

7.1. Art Inventory in Sandy

An inventory of public art in Sandy was requested and was distributed to all members of the Arts Commission.

The Commission discussed if the inventory should consist of only public art or

should include all art in the community. Zach Chamberlin recommended to include only public art in the inventory. Lea Topliff suggested adding pictures to the inventory.

7.2. Pictures for the City webpage

Each member of the Arts Commission will have their picture taken at the conclusion of the meeting. The pictures will be used for the City webpage.

Pictures were taken before and after the meeting.

7.3. Broad discussion about potential projects

At the November 28th Arts Commission meeting, it was indicated a brainstorming session was needed to discuss potential public art projects.

8. Consent Agenda

8.1. Arts Commission Minutes

The Arts Commission voted on and accepted the minutes from the December meeting.

9. Adjourn

Adam Triplett moved to adjourn the meeting. Lea Topliff seconded the motion. The Commission voted in favor of adjourning the meeting.

Chair, Adam Triplett

Vice-Chair, Marcia Morrow



MINUTES
Arts Commission Meeting
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COMMISSIONER PRESENT: Adam Triplett, Commissioner, Becky Hawley, Commissioner, Lea Topliff, Commissioner, Lou Sennick, Commissioner, Marcia Morrow, Commissioner, Pamela Smithsted, Commissioner, Sandra Jordan, Commissioner, and Carl Exner, Councilor

COMMISSIONER ABSENT:

STAFF PRESENT: Zach Chamberlin, Arts Commission Coordinator and Kim Yamashita, City Manager

MEDIA PRESENT:

1. Pledge of Allegiance

2. Roll Call

3. Changes to the Agenda

Added minutes from the January 9, 2019 meeting to the agenda.

4. Public Comment

Councilor Carl Exner spoke to the Arts Commission. He wanted to know if the Arts Commission could design a poster or art that represents the City of Sandy. The idea was for something simple that could be given to people to remember the City of Sandy. Commissioner Sandra Jordan indicated the Sandy Historical Museum has posters of Mt. Hood. David Snider indicated that the City has pictures of Jonsrud Viewpoint that are used for promotional purposes and said the Commission is welcome to use it. Commissioner Pamela Smithsted asked what other cities have been using. Councilor Exner said other cities use posters to remind people about specific cities. Zach Chamberlin reminded the Arts Commission that Commissioner Lou Sennick is a photographer and can take pictures if needed.

5. Presentation

5.1. Economic Development Manager - David Snider

David Snider will be attending the Arts Commission meeting on 2/20/2019 to

discuss economic development and his role for the City. He will also answer any questions the Commission may have for him.

David Snider talked to the Arts Commission about the Economic Development Department in the City of Sandy and what he does for the City of Sandy. David's main role is to act as a liaison between the City and business community to help solve problems. This includes business recruitment and retainment, being the webmaster for the City, and manages media relations between the City and the business community. David also manages grants for the City related to Economic Development. He indicated he works to build tourism in the community and works with nonprofit organizations when related to economic development.

Several of the Arts Commissioners asked David Snider questions about projects in the community and how the Arts Commission may be involved in the process. Pamela Smithsted asked David Snider if the Arts Commission can help contribute to anything. David said he imagined there would be interest in the community, but had nothing specific. Becky Hawley asked if David would be the person to speak with about webpage content for the Arts Commission. David said he could upload content about the Arts Commission onto the webpage. Becky Hawley asked who manages the Pleasant Street and Sandy Campus plan. David said Pleasant Street was handled by the planning department and the Sandy Campus plan spans across multiple city departments. Councilor Exner talked about the Sandy Campus plan and the contractors that came out to discuss the plan. Becky Hawley asked questions about Sandy Campus related to art. There was a greater discussion about Sandy Campus.

6. Old Business

7. New Business

7.1. Comprehensive Art Inventory

To discuss the creation of a detailed art inventory to establish the current art assets in the community. Information to be considered for this inventory will possibly include who designed the art, when it was commissioned, maintenance tracking, photos, and other historical information that may be relevant. Information that is gathered can be used as

a launching point for future projects the Arts Commission will take the lead on.

Lea Topliff wanted to know if someone can take photos of art near the fire station. This brought about a discussion of what should be included in the art inventory. There were a few Commissioners who wanted to include private art in the inventory.

Zach Chamberlin has started the inventory. It was discussed that a maintenance log should be included in the inventory. The art inventory could help with grant applications in the future. Lea Topliff said the transit department would be interested in having art related to transit in the building.

Zach Chamberlin asked if the art inventory should be placed on the website. Becky Hawley said it should be included on the website to inform people about art in the community. Zach Chamberlin indicated the art inventory could help the Arts Commission build an art brochure for the City.

Becky Hawley indicated there should be a section for pictures, maintenance information, information on the artist, history, year it was obtained, and how it relates to the City of Sandy.

7.2. Discuss the development of an Action Plan

An action plan is a plan outlining actions needed to reach one or more goals. It is a sequence of steps or activities that need to be taken for a strategy to succeed. The purpose of the action plan is to clarify the goals the Commission wishes to achieve in a determine time frame. It clarifies what resources are required to reach the goal and formulates a timeline for when specific tasks need to be completed.

For the Arts Commission purposes, the Commission can develop an action plan to achieve small goals for 2019 and to identify future goals for the upcoming years. Goals can be listed by year or can correlate with the City of Sandy's biennial budget. This action plan can be used as a launching point to develop a strategic plan or master plan moving forward.

Example: An action item the Arts Commission can consider is developing a brochure of public art that currently exists in the community. A brochure would supplement the comprehensive art inventory.

The Arts Commission members discussed the need to hear more contextual information from city departments before developing an action plan.

Carl Exner indicated there may be a joint meeting between the City Council and Arts Commission to develop ideas and direction.

8. Consent Agenda

8.1. Minutes

The Commissioners decided to approve the minutes at the next meeting.

9. Adjourn

Mayor, William King

City Recorder, Karey Milne