

Wednesday, January 26, 2010, 6:30 p.m.

Council Chambers, City Hall

1. Call Meeting to Order
2. Welcome Jennifer Johnson our new Arts & Cultural Commissions secretary
3. Visitors address the commission.
4. Additions/revisions to agenda.
5. Approval of minutes for June, July, and December of 2010
6. Review of December 2010 Fiscal Report
7. Reports
 - Wording change in Arts & Cultural Commissions ordinance to limit public hearings to projects larger than a bread box – Margaret
 - Gateway Project for Highway 30 Light Sculpture – Kanika
 - Transit Station project – Luanne
 - City's permanent art inventory -- Margaret

Banner Project Reports:

- Pole Location – Kanika & Margaret
 - Artist Steve Johanessen Update – Cathy
 - Manufacturing of Brackets – Anne
 - Communication with Pacific Stainless - Anne
8. Discussion Topics
 - Can we set a deadline for the first banners?
 - Bench Maintenance – Will and Cathy
 - Rapture of Scripture – worth continuing?
 - Bike Rack Project -- Pam
 - Five-year plan update – a volunteer?
 - Plaque for fish sculpture -- Cathy
 9. Next Meeting: Wednesday, February 23, 2011
 10. Adjournment

If you would like to know what other City Boards and Commissions are doing, you may review their minutes on the City's website at www.ci.st-helens.or.us.

City of St. Helens
Arts & Cultural Commission

Minutes from Thursday, June 3, 2010
City Council Chambers

Members Present

Cathy Lambert, Chair
Kannikar Petersen
Will Gillis
Pam Powell

Members Absent

Diane Barbee, Interim Co-Library Director
Jarred Kearsley (with notice)
Anne Parrott (with notice)
Amy Williams, Vice Chair

Councilors in Attendance

None

Guests

Staff Present

Margaret Jeffries, Interim Co-Library Director
Crystal Farnsworth, Commission Secretary
Chad Olsen, City Administrator

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CALL MEETING TO ORDER

The public hearing was called to order at 6:31 p.m. by Chair Lambert.

VISITORS TO THE COMMISSION

None

GALLERY COORDIOR BANNER PROJECT UPDATE

Margaret Jeffries, Library Director, talked to the Council at the work session and presented information about banner locations. Councilman Morten asked if there was any concern about reflective surfaces being a hazard to drivers. Commissioner Kannikar Petersen said that banners that have a reflective surface could be placed in locations with slower traffic. Library Director Jeffries suggested putting them at locations that are shaded.

REVIEW OF FIVE BANNER SITES

Library Director Jeffries said that when the Council reviewed the banner locations, one of the Councilors was concerned that the banners were not going to be placed along the business district (Columbia Blvd) as opposed to Old Portland Road. Library Director Jeffries pointed out that the eventual plan was to create a loop that placed banners along Old Portland Rd as well as Columbia Blvd, and the business owner that contributed the first panel was located along Old Portland Rd.

Commissioner Petersen said the rationale for locating the River Workers banner at St Helens & 1st St was to allow pedestrians to appreciate the layers of meaning found in the banner. She chose the NW Migration banner for Gable Rd & McNulty Way because artist Johannsen is skillful

at making banners that allow traffic to view the image better. Commissioner Pam Powell said that the Canoes of Peace banner was the easiest to read so she chose the location at Old Portland Rd & 11th St. Chair Cathy Lambert said that the Ball & Skate Park banner should be located at Old Portland Rd & 18th St since it is near McCormick Park where more kids will be. Chair Lambert said since the location at Old Portland Rd & 5th St is shady the Sailboats banner could be located there.

Chad Olsen, City Administrator, said that the Council did not approve the recommendation for the sites. Commissioner Petersen said that she chose Old Portland Rd for the first phase of the banner project because the road is heavily trafficked but there is no art located there. Additionally, Columbia Blvd already has banners, Christmas decorations during Christmas and flags installed during Flag Day.

Commissioner Petersen made a motion to use the NW Migration banner at Gable Rd & McNulty Way (Site 1), use the At the Ball Game & Skate Park banner at Old Portland Rd & 18th St (Site 2), use the River Workers banner at St Helens & 1st St (Site 3), use the 23 Canoes of Peace banner at Old Portland Rd & 11th St (Site 4), and use the Sailboats banner at Old Portland Rd & 5th St (Site 5). Commissioner Powell seconded the motion. The motion was carried.

City Administrator Olsen said he will arrange for the Commission to meet with the Council at the work session on June 16th at 8:30 am to present the banner project. City Administrator Olsen will talk to Public Works Director Dale Goodman about flagging the banner locations.

OTHER BUSINESS

City Administrator Olsen said that the Council asked about maintenance issues for artwork. Chair Lambert said that the Commission's ordinance addressed maintenance of artwork. The Council also wanted to know if there are any reversionary clauses and if there is insurance for art that is located outdoors. City Administrator Olsen is checking to see if the City can get insurance coverage with a zero deductible for specific items. The Council also had questions about the status of some artwork such as a sculpture located in the courtyard of the Library. Chair Lambert and Commissioner Powell said that the staff art inventory should answer most questions about who owns specific artwork located on City property.

The next meeting will be a regular meeting instead of a public meeting.

Next meeting

The next regular meeting is scheduled for Wednesday, June 23rd at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 7:19 p.m.

CR

Submitted by:
Crystal Farnsworth
Commission Secretary

Approved by the Commission: _____

Accepted by the Council: _____

Present=P Absent=A

Date	Kearsley	Lambert	Parrott	Petersen	Powell	Williams	Position 7
January 27 regular meeting	P	P	P	N/A	P	A	VACANT
February 22 regular meeting*	P	P	P	P	P	P	VACANT
Date	Kearsley	Lambert	Parrott	Petersen	Powell	Williams	Gillis
March 24 regular meeting	P	P	P	P	P	A	P
April 28 regular meeting	A	A	P	P	P	A	P
May 17 Public Hearing	A	P	P	P	A	A	P
May 26 regular meeting	A	P	P	P	P	P	P
June 3 special meeting	A	P	A	P	P	A	P
June 23 regular meeting							
July 28 regular meeting							
August 25 regular meeting							
September 22 regular meeting							
October 27 regular meeting							
November 18 regular meeting							
December 16 regular							

* Date changed from February 24

City of St. Helens
Arts & Cultural Commission

Minutes from Wednesday, July 28, 2010
City Council Chambers

Members Present

Cathy Lambert, Chair
Anne Parrott
Kannikar Petersen
Will Gillis
Pam Powell

Councilors in Attendance

None

Staff Present

Margaret Jeffries, Interim Co-Library Director
Crystal Farnsworth, Commission Secretary
Doug Morten, City Councilor

Members Absent

Jarred Kearsley

Guests

Hazel Vagt
Al Petersen
Josey Bartlett
Andrew Neimi
Luanne Kreutzer



CALL PUBLIC HEARING TO ORDER

The public hearing was called to order at 6:30 p.m. by Chair Lambert.

GALLERY CORRIDOR BANNER PROJECT PRESENTATION

Chair Cathy Lambert gave a general presentation of the Gallery Corridor Banner project. She explained that the project was modeled on a banner project in Vancouver, B.C. and the St. Helens project encompasses a circular path around St. Helens.

Commissioner Kannikar Petersen gave a presentation on the scale of the banners and the proposed locations of the project.

PUBLIC COMMENTS

Hazel Vagt asked how many banners are going to be made, where the funds for the project are coming from, and if the banners would block views in the residential areas. There are expected to be 20-60 banners, funding for the project comes from the Enterprise fund, and sites will be reviewed to ensure that the banner installation will make a positive impact on the City.

Luanne Kreutzer asked how quickly the banners would pivot on their brackets and who would be responsible for the maintenance costs. The banners should spin slowly, and the Commission will pay for maintenance costs. Commissioner Petersen said that the banners will sit high off the ground which will hopefully prevent vandalism.

Councilor Doug Morten asked if CRPUD reviewed the site locations and if the banners would be insured for maintenance and vandalism. Both CRPUD and the City Public Works department reviewed the sites and the Commission ordinance covers insurance issues.

CLOSE PUBLIC HEARING

The public hearing was closed at 6:56 p.m. by Chair Lambert.

CALL PUBLIC MEETING TO ORDER

The public meeting was called to order at 6:56 p.m. by Chair Lambert.

VISITOR COMMENTS

Andrew Neimi with Lower Columbia Engineering presented plans for a monument to replace plaques that were lost when Highway 30 was widened. The plaques listed the names of soldiers in Columbia County that had been killed in wars. Lower Columbia Engineering is working with the local VFW chapter. They would like to relocate the Blue Star Memorial and the two lost plaques. A public hearing will need to be held before the project can be approved.

REVIEW OF JUNE 2010 FISCAL REPORT

Commissioner Petersen asked if the report can be redesigned to better communicate the monthly budget.

DELIBERATIONS

Commissioner Powell moved to recommend to the City Council the five banners and locations that Commissioner Petersen presented for placement. Commissioner Anne Parrott seconded the motion. The motion was carried.

OTHER BUSINESS

Commissioner Petersen created a Standard Application form for new artwork. Chair Lambert suggested that indoor art needs to be added to the application. Commissioner Parrott suggested that the applicability category be changed to type of project.

Council Morten asked if the Commission could be used as a sounding board for existing art in St. Helens. The Commission agreed that they would be open to the Council submitting requests for art approval.

Commissioner Petersen nominated Commissioner Powell to be Vice Chair. Commissioner Parrott seconded the motion. The motion was carried.

Commissioner Powell said that there were five entries for the 2010 Rapture of Scrupture. Commissioner Powell would like to find a way to get more people involved, such as changing the time at which the event is held. Chair Lambert suggested holding the event on the last 13 Nights concert event or bringing art materials for the public to use so that they can make artwork while they are at the event. Commissioner Petersen suggested offering a reward besides money, such as displaying the winning artwork for a year.

NEXT MEETING

The next regular meeting is scheduled for Wednesday, August 25th at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

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Submitted by:
Crystal Farnsworth
Commission Secretary

Approved by the Commission: _____

Accepted by the Council: _____

Present=P Absent=A

Date	Kearsley	Lambert	Parrott	Petersen	Powell	Williams	Position 7
January 27 regular meeting	P	P	P	N/A	P	A	VACANT
February 22 regular meeting*	P	P	P	P	P	P	VACANT
Date	Kearsley	Lambert	Parrott	Petersen	Powell	Williams	Gillis
March 24 regular meeting	P	P	P	P	P	A	P
April 28 regular meeting	A	A	P	P	P	A	P
May 17 Public Hearing	A	P	P	P	A	A	P
May 26 regular meeting	A	P	P	P	P	P	P
June 3 special meeting	A	P	A	P	P	A	P
June 23 regular meeting	CANCELLED	CAN	CAN	CAN	CAN	CAN	CAN
Date	Kearsley	Lambert	Parrott	Petersen	Powell	Position 6	Gillis
July 28 regular meeting	A	P	P	P	P	VACANT	P
August 25 regular meeting							
September 22 regular meeting							
October 27 regular meeting							
November 18 regular meeting							
December 16 regular							

* Date changed from February 24

City of St. Helens
Arts & Cultural Commission

Minutes from Wednesday, December 8th, 2010
City Council Chambers

Members Present

Cathy Lambert, Chair
Pam Powell, Vice Chair
Kannikar Petersen
Luanne Kreutzer
Will Gillis

Members Absent

Anne Parrott- With Notification
Jarred Kearsley- With Notification

Guests

Janet Wright

Councilors in Attendance

None

Staff Present

Margaret Jeffries, Library Director
Crystal Farnsworth, Commission Secretary

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CALL PUBLIC HEARING TO ORDER

The public hearing was called to order at 6:30 p.m. by Chair Lambert.

VISITOR COMMENTS

There were no visitor comments.

APPROVAL OF MINUTES FOR OCTOBER 27TH, 2010

Commissioner Luanne Kreutzer moved to accept the minutes as written. Commissioner Kannikar Petersen said that the attendance information for April 2010 needs to be added to the attendance spreadsheet. Commissioner Will Gillis seconded the motion. The motion was carried unanimously.

REVIEW OF NOVEMBER 2010 FISCAL REPORT

New Finance Director Jon Ellis is reviewing the total funds allocated for the Commission. The current spreadsheet does not correctly reflect Commission funds. Additionally, the \$5,000.00 set aside for a Michael Curry project should no longer be available to the Commission. Commissioner Petersen asked if the Michael Curry funds could be reallocated for the Gateway Project. Library Director Margaret Jeffries will ask the City Council about reallocation at the next work session. Commissioner Petersen will put together a presentation to give to Library Director Jeffries for inclusion in the January Council work session.

CHAIR & VICE CHAIR APPOINTMENTS

Commissioner Petersen nominated Commissioner Pam Powell for Commission Chair. Commissioner Powell was appointed as Chair.

Commissioner Luanne Kreutzer nominated Commissioner Petersen for Vice Chair. Chair Lambert nominated Commissioner Anne Parrott for Commission Vice Chair. Commissioner Parrott was appointed as Vice Chair.

OLD BUSINESS

GATEWAY PROJECT UPDATE

Portland & Western said that they have no interest in locating art in their easement area on the east side of the highway. They want to preserve the easement for the future development of their railroad. Commissioner Petersen sent an example drawing of the project to ODOT for review, and ODOT is interested in working with the Commission. ODOT wants to draw up an art policy so that there are guidelines when cities request to install art.

Commissioner Petersen did research on how much the project might cost. From similar projects that she looked at, the cost might range anywhere from \$12,000.00 to \$20,000.00 a piece.

5 YEAR PLAN REVIEW UPDATE

The Council approved the last update on March 3rd, 2010. Pam Powell said that it is now time to update the plan again.

CC RIDER TRANSIT CENTER UPDATE

Janet Wright said the final bidding is done for the office upgrade and cuts will need to be made. CC Rider is still interested in coordinating art projects with the Commission. Jeff Kempt at Pacific Stainless will look at donating the cost of the art etchings on the glass for the transit center bus shelter. CC Rider would like to work with the Commission to determine what art will go on the glass. Commissioner Kreutzer will work with Janet Wright to coordinate the artwork between the Commission and CC Rider.

ISLAND STUDY UPDATE

The Council will review the study at their December 15th meeting before forwarding the findings to the Commission.

BANNER UPDATE INCLUDING LIGHT POLE INSTALLATIONS

Commissioner Petersen said the light pole installations should not conflict with any of the banners. Greg Payne in the City Engineering Department brought up several concerns about the banner locations. Commissioner Petersen will sit down with Payne to work on clearing the potential issues with the sites. Commissioner Petersen said that the request to order the Historical Pole for the downtown site location has been forwarded to Public Works Director Dale Goodman.

PUBLIC ART REVIEW UPDATE

Public Works Director Goodman has submitted artwork documentation for the Public Works Department. Commissioner Powell said that as more submittals come in, the Commission will review them to determine if they qualify as art or not.

ACC ORDINANCE REVIEW UPDATE

Commissioner Petersen will forward the changes to Chad Olsen, City Administrator, for review.

NEW BUSINESS

Two sculptures in McCormick Park have their bases rotting. Chair Lambert will contact the artist to see what he suggests for maintenance. Commissioner Gillis and Chair Lambert will review the outside art in town and see what may require maintenance.

Commissioner Petersen said the fish at Grey Cliffs Park never had a plaque installed. Five plaques also need to be made for the banners. Chair Lambert will work on getting the plaques ordered.

Commissioner Kreutzer asked if items like the Christmas light decorations would fall under the Commission's responsibility for art inventory.

NEXT MEETING

The next regular meeting is scheduled for Wednesday, January 26th at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

CR

Submitted by:
Crystal Farnsworth
Commission Secretary

Approved by the Commission:_____

Accepted by the Council:_____

Present=P Absent=A

Date	Kearsley	Lambert	Parrott	Petersen	Powell	Williams	Position 7
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June 3 special meeting	A	P	A	P	P	A	P
June 23 regular meeting	CANCELLED	CAN	CAN	CAN	CAN	CAN	CAN
Date	Kearsley	Lambert	Parrott	Petersen	Powell	VACANT	Gillis
July 28 regular meeting	A	P	P	P	P	VACANT	P
August 25 PH & PM	A	P	P	P	P	VACANT	P
Date	Kearsley	Lambert	Parrott	Petersen	Powell	Kreutzer	Gillis
September 29 regular meeting & public hearing	P	P	P	P	P	P	p
October 27 regular meeting	P	P	P	P	P	P	A
November 18 regular meeting	CANCELLED	CAN	CAN	CAN	CAN	CAN	CAN
December 8 regular meeting**	A	P	A	P	P	P	P

* Date changed from February 24

** Date changed from December 22



NW MIGRATION 2-Johannsen



NW MIGRATION 2-Johannsen

General Ledger

Detailed Trial Balance

User: JENNIFER
 Printed: 01/19/2011 - 4:17
 Period 6, 2011



Account Number	Description	Budget	Beginning Balance	Debit This Period	Credit This Period	Ending Balance
001	CITY GENERAL FUND					
EXPENSE						
001-001	CITY ADMINISTRATION					
001-001-477000	Public Art Expense	15,000.00				
	001-001-477000 Totals:	15,000.00	300.00	0.00	0.00	300.00
	001-001 EXPENSE Totals:	15,000.00	300.00	0.00	0.00	300.00
	EXPENSE Totals:	15,000.00	300.00	0.00	0.00	300.00
	001 Totals:	(15,000.00)	300.00	0.00	0.00	300.00
	Report Totals:	(15,000.00)	300.00	0.00	0.00	300.00