

Wednesday, February 23, 2010, 6:30 p.m.

Council Chambers, City Hall

1. Call Meeting to Order
2. Visitors Address the Commission
3. Additions and Revisions to the Agenda
4. Approval of minutes for January 26, 2010
5. Review of January 2010 Fiscal Report
 - Jon Ellis Revision of "Trusts"
 - Budget Draft with new numbers for our available funds.
6. Reports, Updates:
 - Wording change in Arts & Cultural Commissions ordinance to limit public hearings to projects larger than a bread box. Scheduled for approval February 2, 2011 – Margaret
 - Gateway Project for Highway 30 Light Sculpture – Kannikar
 - Transit Station project – Luanne
 - Banner Project – Pam/ Anne -Can we set a deadline for the first banners?
 - Five-year Plan Update
7. Discussion Topics
 - Bench Maintenance – Will and Cathy
 - Rapture of Scripture Worth Continuing? - ACC
 - Plaque for fish sculpture – Cathy
 - Trash Can Beautification - ACC
8. Next Meeting: Wednesday, March 30, 2011
9. 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 Wednesday, January 26, 2011
City Council Chambers

Members Present

Pam Powell, Chair
Kannikar Petersen
Anne Parrott, Vice Chair
Luanne Kreutzer
Will Gillis

Members Absent

Jarred Kearsley
Cathy Lambert

Guests

Chase Russell

Councilors in Attendance

Keith Locke

Staff Present

Margaret Jeffries, Library Director
Jennifer Johnson, Commission Secretary

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CALL MEETING TO ORDER

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

APPROVAL OF MINUTES FOR JUNE 2010

Commissioner Kannikar Petersen moved to accept the minutes as written. Vice Chair Anne Parrott seconded the motion. All in favor; none opposed. Motion carries.

APPROVAL OF MINUTES FOR JULY 2010

Vice Chair Anne Parrott moved to accept the minutes as written. Commissioner Kannikar Petersen seconded the motion. All in favor; none opposed. Motion carries.

APPROVAL OF MINUTES FOR DECEMBER 2010

Commissioner Luanne Kreutzer moved to accept the minutes as written. Commissioner Kannikar Petersen seconded the motion. All in favor; none opposed. Motion carries.

VISITORS TO THE COMMISSION

There were no visitor comments.

REVIEW OF FISCAL REPORT

Finance Director Jon Ellis is setting a goal to create a draft of a Community Services Fund to present to the Council on February 6th, 2011. The Community Services Fund would hold all the different trusts that the City has. Each trust would have its own budget. This would make it

easier to see a running balance at any given time. Chair Pam Powell suggested having two members sort out the budget with Library Director Margaret Jeffries. Chair Pam Powell would like a presentation of the budget for the February meeting. Commissioner Kannikar Petersen and Vice Chair Anne Parrott volunteered for this assignment.

Reports

The ordinance to limit public hearings to projects larger than a bread box will go to Council February 2, 2011 for approval and will be on next month's meeting agenda for approval. No concerns were expressed.

Commissioner Kannikar Petersen discussed the Gateway Project. She reported that she met with City Administrator Chad Olsen for advice on how to work with ODOT. Commissioner Petersen also met with ODOT representatives. ODOT informed Commissioner Petersen that the project is at the bottom of the pile due to an extremely busy year.

The Transit Station update was presented by Commissioner Luanne Kreutzer. Commissioner Kreutzer has been working with Janet Wright. Commissioner Kreutzer is working on setting up a time to meet with Jeff Kemp from Pacific Stainless. Questions still need to be answered regarding what the glass looks like and the structure sizes. Commissioner Kreutzer is waiting for a response on setting up a time to meet with Jeff Kemp to go over the details.

Library Director Margaret Jefferies reported that we do have an inventory list from Public Works. Commissioner Kannikar Petersen volunteered to take additional photographs if needed.

Banner Project Reports

Commissioner Kannikar Peterson discussed her presentation to the City Council about all five banner sites. For the pole location in front of the Vault, the Council commented that this pole should be a historical pole. Library Director Margaret Jefferies commented that some further decisions needed to be made. Recommendations from the Council were made about a light on the top of the pole. Public Works Director Dale Goodman indicated he needed to talk to the PUD before the pole can be ordered. Public Works Supervisor Neal Sheppard was concerned with installing a light pole with the light portion not being in immediate use, because it would create an excessive amount of calls to Public Works regarding the light not working.

Vice Chair Anne Parrott made a motion to recommend to the City Council that they purchase the historic light pole that the banner would be located on for 1st street. Commissioner Kannikar Peterson seconded the motion. The motion was carried.

Councilor Keith Locke said that the reason the price is so high is due to the height of the pole. An option to consider is a shorter pole with a hanging banner option.

Vice Chair Anne Parrott said that Steve Johannsen has designed a day and night scene as shown in the packet. Vice Chair Parrott said Steve Johannsen was expressing concern on how he would be paid for his art work. Vice Chair Parrott is going to let him know the proper

procedure on collecting payment. Councilor Keith Locke stated if the Arts and Cultural Commission would like the artist paid when the art work is delivered he can make that happen. Commissioner Kannikar Petersen stated that she would like to see the art work upon delivery and before payment. Chair Pam Powell suggested a plan to designate a commissioner that gets a phone call when items are delivered to City Hall. Vice Chair Parrott suggested a photo as well. Library Director Jeffries suggested we have the artist invoice us ahead of time so we can inspect the art at the time of drop off as well as have the check ready for them.

Brackets are missing, and Vice Chair Anne Parrot is going to follow up and find brackets. Library Director Margaret Jeffries suggested starting with Mayor Randy Peterson.

Vice Chair Anne Parrott said that Pacific Stainless has not been thanked for the last donation of aluminum. Vice Chair Parrott will follow up on thanking Pacific Stainless.

Vice Chair Anne Parrott expressed concern that artist Angelina was not communicated with in regards to changing the colors on the banners. City Recorder Kathy, Payne was going to email Commissioner Kannikar Petersen, and no progress has been made at this point. Commissioner Petersen never received a final draft. Chair Powell would like to confirm that Angelina has the knowledge that she understands the spinning action and changes made.

Discussion Topics

Commissioner Will Gillis will check on benches. He just needs locations.

Rapture of Scrupture was not discussed at this time.

Chair Pam Powell talked with Jon Crouse about the bike rack, and he confirmed that they are willing to work with us.

Chair Pam Powell said that the Five Year Plan update goes hand in hand with the budget and would be discussed at a later time.

The plaque for the fish sculpture was not discussed at this time.

Chair Pam Powell made a motion to appoint Commissioner Kannikar Petersen to the ad hoc Hwy. 30 committee. Vice Chair Anne Parrott moved to appoint Commissioner Petersen to the ad hoc committee. Commission Luanne Kreutzer seconded the motion. The motion was carried.

NEXT MEETING

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

ADJOURNMENT

The meeting was adjourned at 8:17 p.m.



Submitted by:
 Jennifer Johnson
 Commission Secretary

Approved by the Commission: _____

Accepted by the Council: _____

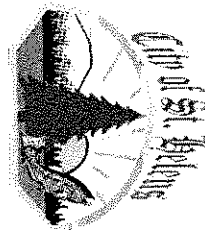
Present=P Absent=A

Date	Kearsley	Lambert	Parrott	Petersen	Powell	Kreutzer	Gillis
January 26 regular meeting	A	A	P	P	P	P	P
February 23 regular meeting							
March 30 regular meeting							
April 27 regular meeting							
May 25 regular meeting							
June 29 regular meeting							
July 27 regular meeting							
August 31 regular meeting							
September 28 regular meeting							
October 26 regular meeting							
November 30 regular meeting							
December 28 regular							

General Ledger

Summary Trial Balance

User: jenniferj
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 Period 8, 2011



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