



Ad Hoc Committee on Arts and Culture AGENDA

January 16, 2024, 4:00 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Meeting Information

Call to Order

Roll Call

Approval of Minutes

[2023-11-21](#) Ad Hoc Committee on Arts & Culture Meeting Minutes

New Business

Grants Update

Salmon Cutouts

Old Business

[Mural](#) RFP Update

Sweet Home History

Bronze Statues

Historical Buildings

Good of the Order

Adjournment

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation, advanced notice is requested by notifying the City Manager's Office at 541-367-8969.



CITY OF SWEET HOME AD HOC COMMITTEE ON ARTS AND CULTURE MINUTES

November 21, 2023, 4:00 PM
Sweet Home City Hall, 3225 Main Street
Sweet Home, OR 97386

WIFI Passcode: guestwifi

PLEASE silence all cell phones – Anyone who wishes to speak, please sign in.

Mission Statement

The City of Sweet Home will work to build an economically strong community with an efficient and effective local government that will provide infrastructure and essential services to the citizens we serve. As efficient stewards of the valuable assets available, we will be responsive to the community while planning and preparing for the future.

Call to Order

The meeting was called to order at 4:00 PM.

PRESENT

Milli Horton
Bonnie Neal
Theresa Pruitt
Diane Gerson
Kurt Kuczynski
Satina Tolman
Lagea Mull
Councilor Lisa Gourley
Mayor Susan Coleman

STAFF

Kelcey Young, City Manager
Cecily Hope Pretty, Administrative Services Director
Adam Leisinger, Communications Manager

Approval of Minutes

Committee Member Neal moved to approve the minutes of the October 17, 2023 Ad Hoc Committee on Arts and Culture Meeting Minutes. Committee Member Horton seconded the motion. The motion carried unanimously by those present.

New Business

There was no new business to be heard.

Old Business

Discussion and Possible Action on City Art Policy

Committee Member Gerson asked for a summary of changes since the Committee's previous review of the draft City Art Policy. Director Pretty summarized a list of minor changes based on the Committee's prior feedback. Discussion ensued regarding the format of the "Selection of Artists" section and it was

suggested that an amendment by reformatting the text would make potential selection methods more clear.

Committee Member Mull moved to forward the City Art Policy as amended to the full City Council for consideration. Councilmember Gourley seconded the motion. The motion carried unanimously by those present.

Murals

Discussion was held regarding the timeline to release a Request for Proposals (RFP) for murals in Sweet Home. There was consensus that responses would be due mid-February. Councilor Gourley asked if the artists would be paid. City Manager Young replied that without grant funding, the City would not be able to pay mural artists. Councilor Gourley suggested a hybrid model of paid and unpaid artists if funding became available.

Councilor Gourley asked if Miller Paint still intended to donate paint to support the murals. City Manager Young replied that they would so long as the program was limited to 12 months and competitors were not also allowed to donate.

Mayor Coleman stated that she was drafting an email to businesses regarding the program.

Councilmember Gourley asked of the desired number of murals. City Manager Young replied that it was a maximum of 12, but if there were fewer selected the process could be repeated in the future.

No action was required for this item.

Bronze Statues

Councilor Gourley stated that she was continuing to work on the possibility of adding bronze statues to Sweet Home. She added that a local high school teacher may have the ability to add other types of statues to his curriculum for students that could be displayed in Sweet Home. She noted that the City could host artwork competitions at City Hall to stimulate the local art economy.

No action was required for this item.

History of Sweet Home

Committee Member Gerson shared a history of Sweet Home as provided by the Sweet Home Chamber Commerce.

No action was required for this item.

Historical Buildings

Committee Members discussed the availability of historical maps and books. Committee Member Gerson stated she was investigating additional historical resources through the East Linn Museum and Linn County.

Discussion ensued regarding older structures in the community.

Councilor Gourley asked of plans for historical information once gathered. Committee Member Gerson suggested the creation of an historical walking tour. Mayor Coleman added that historical resources could be shared with the public on the City's website. City Manager suggested a mural highlighting events in Sweet Home's history.

No action was required for this item.

Good of the Order

No points for the good of the order were raised.

Next Meeting – 2023-12-19

The committee members reached consensus to keep the December 19, 2023 meeting.

Adjournment

The committee adjourned at 4:43 PM.

Chair

ATTEST:

City Manager – Ex Officio City Recorder

DRAFT



Staff Report – Ad Hoc Committee on Arts & Culture
Update on [RFP for Murals on Long Street & Main Street](#)

January 12, 2024

As of January 12, 2024, no proposals have been received for murals in response to the Request for Proposals (RFP) for Murals on Long Street and Main Street in Sweet Home posted via the City's OpenGov platform. To date, two questions have been received via the platform:

1. Q: Will artists be compensated for their work or is there only money for paint?
A: As of right now, we do not have money to compensate the artists, but we are still seeking funding opportunities related to this project so that may change. (received and answered 12/5/2023)
2. Q: Is the artist required to have an EIN (Employer Identification Number)?
A: No, an EIN is not required for submission/selection. (received and answered 1/11/2024)

Staff has utilized the New Era, social media, and the City of Sweet Home website to advertise the RFP.

A pre-proposal meeting was hosted by staff on Thursday, January 11th with two attendees, which included a local artist and a citizen who was interested in assisting with completing murals if an artist was selected.

As of the week of January 8, 2024, staff has identified \$2,000 within the City budget to support the mural program, which is recommended to be disbursed for up to four murals at no more than \$500 per mural. Additional grant funding may be available but currently, no additional funding has been identified. Staff will issue an addendum to the RFP during the week of January 15th to notify potential respondents of this funding. Disbursement recommendations will be at the discretion of the jury convened to select the mural artists.

Questions from potential applicants regarding the RFP may be submitted to Cecily Hope Pretty, Administrative Services Director, through January 31, 2024, at 3:30 PM. Proposals are due by February 15, 2024, at 3:30 PM and must be submitted electronically through the OpenGov platform.

Respectfully submitted,

Cecily Hope Pretty, MPA
Administrative Services Director