MINUTES APPROVED BY THE PAC ON OCTOBER 15, 2020.

Commission Members Present: Linda Taylor, Emily Lux, Dana Eytzen, Pat Truax, Kathleen Leatham, Amy Tracewell (via telephone), Michael Goetzke, and Laura Frye. **Excused:** Kathy Broom. **Staff Present:** Tom Gamble, Colleen Winters. **Council Liaison:** Mariana Valenzuela, Excused. **Guest(s):** Councilor Kristy Kottkey, City Attorney Ashley Driscoll, Raziah Roushan, Karsen Buck, Seema Khatcherian, Bev Maughan, and TVCTV technician. **Absent:** None.

1. CALL TO ORDER: By Dana Eytzen at 5:01 pm, followed by introductions.

2. CITIZEN COMMUNICATION: N/A

3. APPROVAL OF PAC MEETING MINUTES: Linda moved to approve the August meeting minutes as written, Laura seconded. Motion carried unanimously.

4. ADDITIONS/DELETIONS: Deletion-Item 5B Tourism rebranding presentation (moved to next month)

5. DISCUSSION/DECISION ITEMS:

A. **Mini-Grant Request: Social Justice Mural-**Karsen and Seema presented their mural mini-grant proposal. Their request was for $500 to pay for an artist (they have an artist chosen and are already in communications with him) to assist with the design process, as well as for materials and supplies. Clarification of funds available through Pacific University and in-kind donations, with encouragement to keep track of volunteer hours. The design is scheduled to be completed within the next week or so. Seema and Karsen were commended for their tenacity in seeing the project through unanticipated hurdles. Pat motioned to approve this mini-grant out of CEP funds. Emily seconded. Motion carried, unanimously. Staff liaison suggestion: This approval should be contingent upon approval of the final design, when available. Prior motion withdrawn by Pat. Kathleen moved to accept the mini-grant proposal to fund the artist and mural supplies using CEP funds, contingent on the approval of the final design and motion put forth by the Council. Emily seconded. Motion carried, unanimously.

B. **Approval of Tualatin Valley Creates (TVC) Musical Bench Installation**-Raziah provided an overview of TVC programs and opportunities, including networking events information. She shared a slideshow presentation and gave a synopsis of the musical

bench project and process to date. *The Wishing Bench* by Jud Turner will be installed in Forest Grove. Jud is making great progress and has been sharing photographic updates. The installation will occur at the public parking lot on the corner of 21st and A Street. *The Wishing Bench* will be off of the sidewalk and will require a concrete pad for installation. TVC is financing and insuring this project but needs PAC's final approval. Questions came up RE: ADA accessibility, and it was confirmed that this bench meets ADA accessibility criteria. Linda moved to approve the installation of the bench for the allotted period of time pending City Council approval. Laura seconded. Motion carried, unanimously. This will be on the City Council agenda for 9/28.

C. **Mural policy discussion follow up from Council joint work session on 9/14/2020-** Motion made by City Council was read. A final image of the mural is not yet ready or available. Discussion: This mural is an interim project preceding full policy completion, but also needs to adhere to some of the same guidelines. How will this motion work? The PAC will finalize a draft of the policy pertaining to murals on City properties, and will also help to negotiate the process for the existing mural proposal. These items will be presented to the City Council when ready, either together or separately.
RE: Timeline, design, and the impending rainy season-Can we hold a special session to discuss the mural design as soon as it's available so this item is included in the 9/28 City Council agenda? Highlights of lengthy discussion: This process has added an extra layer of challenge and delay, emphasizing the social justice content of the mural as a perceived stumbling block, and feels drastically different than previous processes-discussion of this repeated statement, counter argument delivered by City Attorney indicating that this process should not be viewed as different. Staff Liaison statement that the Parks Commission would like to be a part of the mural process. To include the mural design consideration as a 9/28 City Council agenda item, all required components would need to be submitted by Friday (tomorrow). Can we approve all other aspects of the mural aside from the design including time and location? Amy moved that the PAC's recommendation to City Council be that they approve the location and mural project as proposed, contingent on Council's review of the final design. Recommendation to include the previously discussed five year minimum for the mural to be approved to remain on the wall. Amy amended her motion to include the five year plan. Kathleen seconded. Motion carried, unanimously.

D. **Review Bylaws and scheduling of annual report to Council**-Postponed until next meeting.

E. **CEP Budget for mini-grants and sponsorships-**Amy moved to reallocate $2,000 for mini-grants and $950 for sponsorships based on the allocation from this year's CEP grant. Linda seconded. Motion carried, unanimously.

F. **FY 2020-21 URA project ideas-**Dana provided an outline for the rotating outdoor sculpture gallery plan, which is slated to move forward with installations beginning next

summer. This timeline is subject to change. Laura moved to approve the URA proposal as written. Linda seconded. Motion carried, unanimously.

G. **Review of mini-grant policy:** The Mini-grant instructional/informational document will be changed to read that an organization can only apply for one mini-grant per year, with the exception for new programs that have not yet been funded by a PAC mini-grant. DEI work will also need to be tracked. We will revisit this topic at an upcoming meeting for further clarification.
H. **Discuss public art during COVID**-Discussion postponed until next meeting.

6. INFORMATION ITEMS:

A. **Finance Report:** Reviewed. No significant changes to note.
B. **Banner poles update:** Ben Dye's progress was delayed slightly due to the wildfires being in close proximity to his home and studio. He intends to be finished by mid-October, and the installation location will be near the Post Office on Pacific Avenue.

7. COMMISSIONER COMMUNICATIONS: N/A

8. STAFF COMMUNICATIONS: N/A

9. COUNCIL LIAISON COMMUNICATIONS: N/A

10. ADJOURNMENT: Meeting adjourned by Dana Eytzen at 6:52pm.

Respectfully Submitted by Emily Lux.