



PUBLIC ARTS COMMISSION MEETING

Thursday, November 20, 2025
Forest Grove Library, Rogers Room

Brenna Cooper
Susan Dieter-Robinson
Dana Eytzen, Chair/Treasurer
Brian Harris
Kathleen Leatham, Secretary
Emily Lux, Vice Chair

Orson Marcel, Student Advisor
Linda Taylor
Pat Truax
Colleen Winters, Staff Liaison
Donna Gustafson, Council Liaison

Zoom: <https://us06web.zoom.us/j/87254850414?pwd=xW6YqbrlA0FSW0tGV7CEPRm5hD6mi9.1>

Meeting ID: 872 5485 0414 **Passcode:** 612146

A. Call to Order

1. Roll Call

B. Public Comment Time provided for anyone wishing to speak to the Public Arts Commission on an item not on the agenda or on the agenda but not scheduled for a public hearing. Comments are limited to 2 minutes unless additional time is granted by the Chair. The public comment period shall not exceed 30 minutes unless a majority of Commissioners present vote to extend the time. Zoom attendees may use the “Raise Hand” option to be called on.

C. Consent Agenda Items under the Consent Agenda are considered routine and will be adopted with a single motion, without separate discussion. Commissioners who wish to remove an item from the Consent Agenda may do so prior to the motion. Any item(s) removed will be discussed and acted upon following the approval of the remaining item(s).

1. Approve Public Arts Commission Meeting Minutes of September 18, 2025
2. Approve Public Arts Commission Meeting Minutes of October 16, 2025
3. National League of Cities (NLC) Youth Delegation Recommendation

D. Additions/Deletions

E. Discussion/Decision Items

1. Public Arts Commission 20th Anniversary Celebration
2. Downtown Art Installation(s) FY26-27 TLT Funds - Clock and Rotating Gallery
* awaiting subcommittee approval
3. Downtown Corridor Waste Enclosures
* awaiting subcommittee approval

4. Address Letter Received re: Forest Glen Park Mural

F. Information Updates

1. Art Identification Plaques and Seven Generations Plinth Fencing
2. Frye Building Mural
3. Fall into Art - Recap
4. Finance Report

G. Commission Communications

1. Commissioners
2. Staff Liaison
3. Council Liaison

H. Next Meeting Date/Time/Location

I. Adjournment

Americans with Disabilities Act (ADA) Notice: The City of Forest Grove will make reasonable accommodations for participation in the meeting. Requests for assistance can be made by contacting the City Recorder's Office, 503-992-3235, mwoods@forestgrove-or.gov, at least 48-hours in advance of the meeting.



PUBLIC ARTS COMMISSION	September 18, 2025
MEETING MINUTES	Library Rogers Room, ZOOM

Minutes are unofficial until approved by the B/C.

1. CALLED TO ORDER:	
	Dana Eytzen, Co-Chair, called the meeting to order at 5:03 p.m.
	ROLL CALL: Dana Eytzen, Brian Harris, Brenna Cooper, Pat Truax, Linda Taylor, Susan Dieter-Robinson, Emily Lux, Orson Marcel
	ABSENT:
	EXCUSED: Kathleen Leatham
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: Donna Gustafson
2. PUBLIC COMMENT:	
	None
3. CONSENT AGENDA:	
	August 21st minutes Addition - Linda -add 57 performance and activities over 4 evenings in 2025
	Unanimous approval from PAC
4. ADDITIONS/DELETIONS:	
	Info- #3 Bench Repair, move Finance report to #4
5. Discussion/Decision Items:	
	<p>1. Downtown Art Installation(s)/26-27 TLT funds — Clock and rotating gallery Linda was able to get in touch with the city of Lake Oswego – they sent their master plan, which is quite detailed.</p> <p>Dana shared information about their rotating gallery (via LO Arts Commission):</p> <ul style="list-style-type: none"> - They give each artist \$1,500 as a stipend to lease work - 15 pieces in rotating gallery

- They do a people's choice purchase award up to \$20,000
- Very well done website with information on each piece
- They charge \$25 application fee for anyone who applies
- They have sponsors
- They also have a permanent collection of outdoor art
- Every two years
- Art should be created in last 3 years
- Each artist can submit 3 pieces

Dana broke down the total budget/cost, which was mostly hypothetical based on the information we have. She asked if PAC was interested in the rotation plan, or perhaps go the route of two permanent pieces. Some conversation about nature of two art pieces competing against each other. Pat suggests that perhaps we start small and maybe not even offer a people's choice purchase. Dana suggests, and PAC agreed, that we can gradually increase the amount of art on rotation. Linda added that in the past there were issues with size in regards to location.

Colleen stated that PAC would ideally go to city council about creating a sub-committee and she would fill and file the form needed for this.

Dana moved the conversation on the subject of the clock installation. But rather than purchasing a fabricated clock a Call be put out for a piece of art that includes a clock. She asked PAC if they wanted to move forward with the clock idea in addition to the art rotation, or if they preferred to do just one. PAC decided to keep both ideas on the table for now.

2. Local Artist Inquiry

Dana brought up the subject of a local artist who asked for funding through PAC to complete a mural for a private business. PAC agrees that this would be a mini-grant and therefore would need to fit within the requirements of a mini-grant

3. Festival of the Arts

Dana opened the discussion about whether or not PAC wants to continue the festival of the arts and if so, who might be interested in chairing the event. Brian and Emily stated that they would be willing to volunteer the same amount of time they did last year. Pat asked if there was a way to do Festival of the Arts in a way that would require less time or scope. Linda said that while every meeting may not have been necessary, it would likely still require a non-trivial amount of time to retain engagement with shareholders. She did say that the process of chairing and planning FGFOTA could be streamlined. Susan mentioned that perhaps PAC could simply feature artists at a PAC booth in the future, instead of a full-fledged festival – maybe there's a happy-medium. Dana asks if PAC is in agreement to not pursue FGFOTA next year and instead work on a scaled back idea of featured artists/activities. PAC agrees and decided to keep the discussion open on a smaller future market plan.

6.	<u>INFORMATION / UPDATE ITEMS:</u>
	<ol style="list-style-type: none"> 1. Plaques are ready and will need to be scheduled for install. 2. Mural celebration: Oct 1st @ 4:30. Linda and Kathleen will provide some refreshments. 3. Bench repairs: Emily said there are some missing tiles, paint chipping and small scratches. Dana said she would make the phone call to Stuart Nakamura to ask how to proceed with tile repair. Dana will also get quote to repaint. Pat asked if a bench could get placed inside of city hall and PAC agrees that that might be a good idea. 4. Finance Report: Jaime sent Dana updated information. She said PAC's available budget is \$14,017.52 which differs some from our financial spreadsheet. Dana will review to see if there is something we have missed from a past transaction. 5. Dana said that She and Emily will be presenting (Lincoln Park Mural, mini-grants, Festival of the Arts recap, Fall Into Art, and Main Street Plan,) to city council on Monday 9/22 @ 7:55pm and all are encouraged to come support.
7.	<u>B/C COMMUNICATIONS:</u> Brenna urged PAC to arrange visit Cornelius Elementary to view new art installation
8.	<u>STAFF COMMUNICATIONS:</u> From Colleen: Plinth problem – plinth outside of library has reached the attention of city safety committee. Colleen is working on a plan of action – perhaps paint, tape, etc. Recruitment for one of Paul's jobs is underway – assistant city manager. Colleen has been involved with interviews and candidates have been excellent so far with more to come. Other part of job (finance) is still open.
9.	<u>COUNCIL LIAISON REPORT:</u> Donna: Mayor mentioned in Ashland on their garbage cans they place historical photos on side. Mayor asked Donna to bring up to PAC for recommendations and thoughts from PAC
10.	<u>ANNOUNCEMENT OF NEXT MEETING:</u> Next meeting October 16 @ 5pm in Rogers Room in Library

11. ADJOURNMENT:

The meeting was adjourned by Dana at 6:20pm

Respectfully Submitted by Brian Harris



A place where families and businesses thrive.



PUBLIC ARTS COMMISSION	October 16, 2025
MEETING MINUTES	Forest Grove City Auditorium, ZOOM

Minutes are unofficial until approved by the B/C.

1.	CALLED TO ORDER:
	Dana Eytzen, Co-Chair, called the meeting to order at 5:01 p.m.
	ROLL CALL: Dana Eytzen, Brian Harris, Brenna Cooper, Pat Truax, Linda Taylor, Emily Lux, Orson Marcel, Mariah Amador
	ABSENT:
	EXCUSED: Susan Dieter-Robinson, Kathleen Leatham
	STAFF PRESENT: Colleen Winters
	COUNCIL PRESENT: Donna Gustafson
2.	<u>PUBLIC COMMENT:</u>
	None
3.	CONSENT AGENDA:
	September 18 minutes – consent scheduled for next PAC meeting

4.	<u>ADDITIONS/DELETIONS:</u>
5.	<p>Discussion/Decision Items:</p> <ol style="list-style-type: none"> 1. Downtown Art Installation(s)/26-27 TLT funds — Clock and rotating gallery Colleen will be submitting a request for a subcommittee. 2. 20th Anniversary Celebration Colleen advised against an all-year celebration. PAC agrees. Dana offered the idea of perhaps getting pictures of murals printed and Emily asked PAC if having something in conjunction with the market or a separate PAC event

CITY OF FOREST GROVE P. O. BOX 326 FOREST GROVE, OR 97116 503-992-3200 www.forestgrove-or.gov

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instead. Dana felt that maybe a bigger PAC event at the library would be better and PAC agreed.

3. Dana informed PAC that the Frye's Building is having some water leakage problems and they will likely need to remove the mural. Colleen stated that there is no specific penalty for taking down the mural before the contract length per se, but PAC should decide on whether or not we should impose one. PAC agrees that the relationship is more important and no penalties would be needed in this case, and Dana suggested there may be an opportunity to collaborate on a new mural in that space. Emily reinforced that preserving the relationship is more important. Linda & Emily suggested preserving the mural with photography or even perhaps reproduce the mural using other existing technologies (e-panel, etc). Emily said that she would seek a quote for a reproduction. Colleen suggested that once PAC has a solid idea, we should make a proposal.

4. Garbage Cans

Councilor Gustafson stated that the Mayor had seen garbage cans with historical photos and thought maybe Forest Grove could do the same. She said that the council had a discussion about this and spoke about different ways to mount the photos and asked if PAC could research to see what other cities have used (Ashland) and how we might incorporate that. Colleen heard at a department directors meeting and her understanding was that there are 22 garbage cans and there is a lot of enthusiasm to do something with them. She also shared at that meeting that PAC might be interested in placing artwork on the cans. Attention would need to be paid to the material the garbage cans are made of (recycled material) and how the media would be attached, whatever is chosen. Colleen stated that Jesse would like PAC to take the lead, possibly in conjunction with the Historic Landmarks Board if historical pictures are used. Dana suggested we put out a call for artists, choose 22 of them, and each get their three sides of a garbage can. Linda suggested using the artwork on the garbage cans as a way to form a city-centered narrative. Pat suggested a call for art for some cans, and others a collaboration with historical society (photos).

Colleen will add a second sub-committee request so that PAC could devote more time to this project and PAC agrees. Dana, Mariah, Emily, Brenna and Pat would like to be on this subcommittee.

INFORMATION/ UPDATES:

1. Plaques- Lynne has them and will be getting them on their schedule to install.
2. Community Open House
Colleen updated PAC with some information regarding the annual town meeting (CCE). What she has learned from the FG communications person, Stephanie, they would be just inviting the community to come learn about the city but, there will only be one B&C table for all B&C's and that if PAC wanted to have a presence there, perhaps some members could attend to just talk to folks about public arts. Dana said she would make some new name-tags for everyone and Linda said she would be attending and could represent PAC there.
3. Fall Into Art
Pat updated PAC about the written proposal regarding 97116 Art Show and Fall Into Art events – both happening simultaneously on 11/21. Emily asked for a correction on dates and times and Pat will update the document. Dana asked about tables for artists and Pat said she would talk

	<p>to artists about their plans for tables. The artists will be Maggie Pike, Geneva Houx and Kathy Compton. Emily and Dana volunteered to find some backup artists in case they are needed.</p> <p>4. Finance Report From Dana: nothing new to report</p>
6.	INFORMATION / UPDATE ITEMS:
	1.
7.	<p><u>B/C COMMUNICATIONS:</u> Emily wanted to share with PAC that ICE had been in her schools' neighborhood, harassing students and families. She told PAC that it was frightening. She wanted to remind PAC that we are a form of community leader and she wanted to plant the seed about being as supportive as possible whether it's about art or not.</p> <p>Dana mentioned that Waltz will have live music tomorrow night – Dumpster Joe and the Boys.</p>
8.	<p><u>STAFF COMMUNICATIONS:</u> Colleen shared that recruitment was underway for assistant community manager position. Last Monday was the interview with the 3 finalists. Process is good and candidates have been good. She also wanted to remind folks of WCCLS library levy vote coming up. She also mentioned that book sale is happening today, tomorrow and Saturday.</p>
9.	<p><u>COUNCIL LIAISON REPORT:</u> Donna let PAC know that the city is going to speak with Kelly (board member downtown association) and going to try out holiday lights around tree trunks with the idea of testing to see if they wanted to buy in the future (year-round).</p>

10.	ANNOUNCEMENT OF NEXT MEETING:
	Next meeting November 20 @ 5pm in Rogers Room in Library
11.	<u>ADJOURNMENT:</u> The meeting was adjourned by Dana at 6:03pm

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	Respectfully Submitted by Brian Harris
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2026 NATIONAL LEAGUE OF CITIES ANNUAL CONFERENCE YOUTH ATTENDANCE

The City has allocated funding in this year's budget to sponsor up to three student members of Council Boards and Commissions (B/C) to attend the National League of Cities (NLC) Annual Conference in Washington, D.C. The trips are fully paid for by the City in an effort to promote youth civic involvement. This year's conference will take place March 16–18, 2026. Additional details and a preliminary conference agenda can be viewed online: <https://www.nlc.org/events/2026-congressional-city-conference/>

Eligibility & Application Requirements

To apply, student members must complete the following:

1. **Obtain a written recommendation** from their respective Board or Commission and submit it to the City Recorder
2. **Submit a written 1-2 page essay** to the City Recorder's Office stating their interest in attending the NLC Annual Conference and explaining why they wish to participate. Essays are due **Wednesday, December 31, 2025, by 5:00 p.m.**

The City Council will review all essays and approve the selected student member(s) during the January 12, 2026, City Council Meeting.

The City Manager will designate a chaperone to accompany the student members.

Eligibility Guidelines

- Must be a current student member of a City Council Board or Commission.
- Student members are not eligible to attend if they have accrued more than three absences from their Board or Commission meetings within a 12-month period.
- If selected, the student must sign a Personal Conduct Agreement and have a parent or legal guardian complete a Permission Slip and Medical Release/Consent Form.

Timeline

- November 10, 2025 | Announce Availability and Process
- November | Written Recommendations from B/Cs
- December 31, 2025 | Essay and Application Deadline
- January 12, 2026 | City Council Student Delegate Selection
- January 12, 2026 | City Manager to Designate Youth Chaperone
- February 26, 2026 | Registration and Travel Arrangements Deadline
- March 16-18, 2026 | NLC Congressional Conference

Robert H. Steeves
483 Willamina Avenue
Forest Grove, OR 97116

Forest Grove Public Arts Commission
Colleen Winters, Library Director
2114 Pacific Avenue
Forest Grove, OR 97116

✓ Donna Gustafson, City Commission
1924 Council Street
Forest Grove, OR 97116

Dana Eytzen, Chair/Treasurer
1924 Council Street
Forest Grove, OR 97116

November 4, 2025

To the Public Arts Commission,

I would like to draw your attention to the mural located in the Forest Glen Park. While fully supporting recognition of the indigenous people of the Tualatin Valley and especially the Kalapuya, the current mural is not historically or culturally accurate. The crops represented include corn and squash. The native people of our area would have lived on camas, wapato, acorns, and local berries. Through trade, they would have obtained salmon as well as hunted for deer and elk. The clothing on the current mural includes a sombrero when it should be a conical cedar hat. There are many other corrections and improvements that could be made. Nonetheless, it would be better to start fresh with a historically, culturally sensitive and accurate tribute that honors the indigenous people of our area. There are resources and experts at the Confederated Tribes of Grand Ronde, Oregon State University and Pacific University.

Respectfully,



Robert H. Steeves

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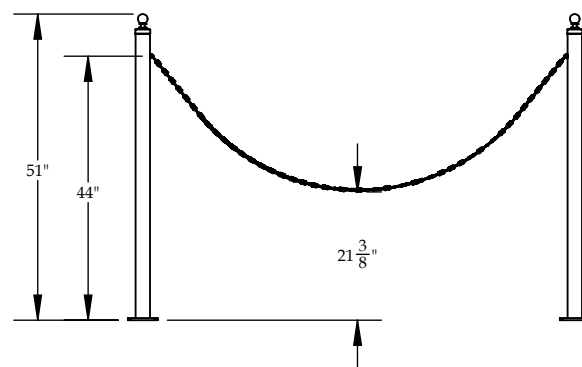
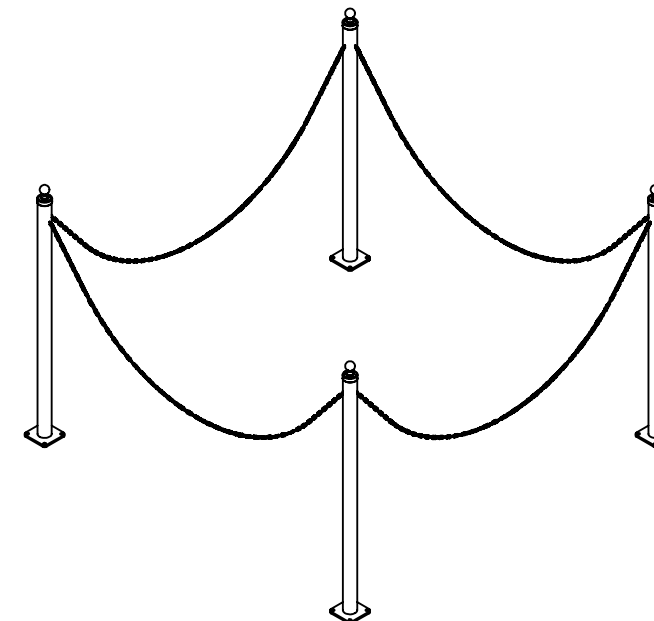
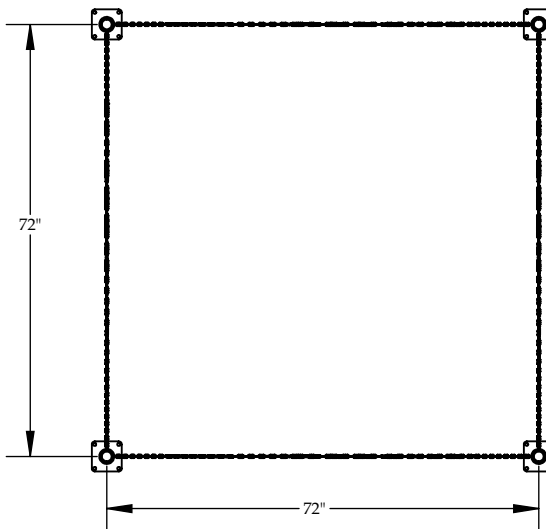
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ITEM NO.	QTY.	DESCRIPTION	LENGTH	B/P	SHIP	QC
1	4	STEEL POST				
2	4	1/8" TRADE SIZE STAINLESS STEEL CHAIN	84"			

REVISIONS			
REV.	DESCRIPTION	DATE	APPROVED
0	INITAL RELEASE		



GENERAL NOTES:

- ALL EDGES TO BE BROKE FOR POWDER
- ALL HOLES TO BE DEBURRED
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SURFACE PREPARATION SHOP STANDARD	UNLESS OTHERWISE SPECIFIED: DIMENSIONS ARE IN INCHES TOLERANCES: FRACTIONAL ±1/16"	NAME	DATE	 Renaissance Design Fabrication & Powder Coating ADDRESS: 2331 23RD Ave unit 110 Forest Grove, Or, 97116	TITLE: CITY OF FOREST GROVE	
	PROPRIETARY AND CONFIDENTIAL THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF RDF&P. ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF RDF&P IS PROHIBITED.	DRAWN	DAVID WILLMSCHEN		11/5/2025	DRAWING NO. PLINTH FENCING
		SELF CHECK	DAVID WILLMSCHEN		11/5/2025	JOB NO. 28621
		PEER CHECK				REV 0
		SALES@RDFFAB.COM		SHEET 1 OF 2		

FILE LOCATON: A:\CUSTOMERS\CITY OF FOREST GROVE\28621 Plinth fencing\

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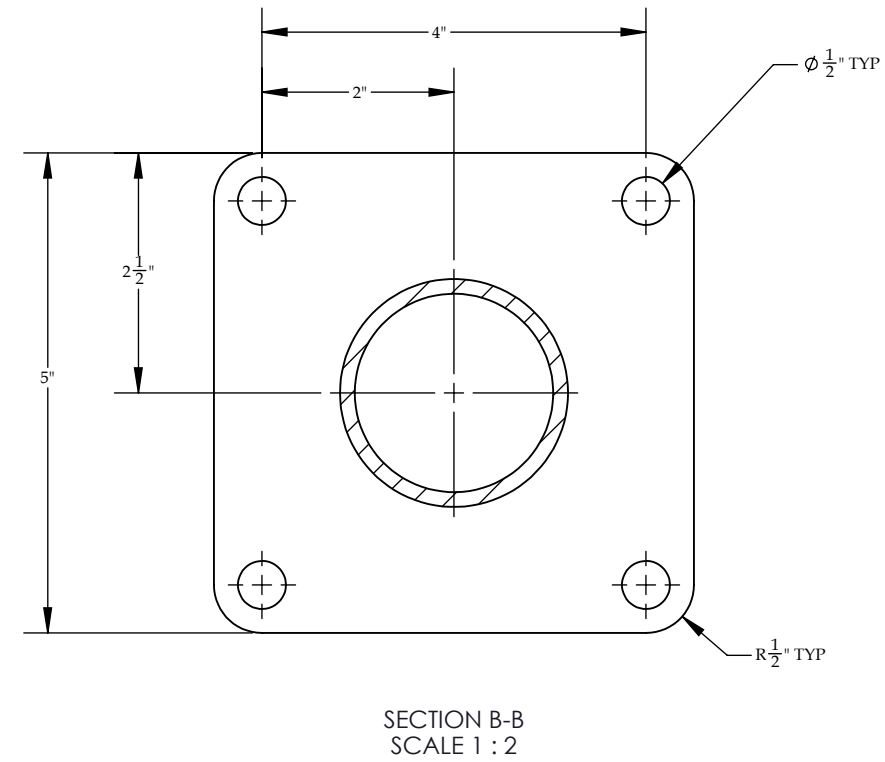
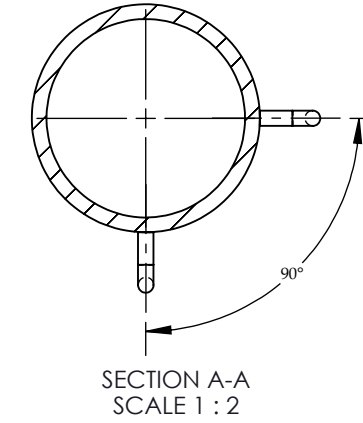
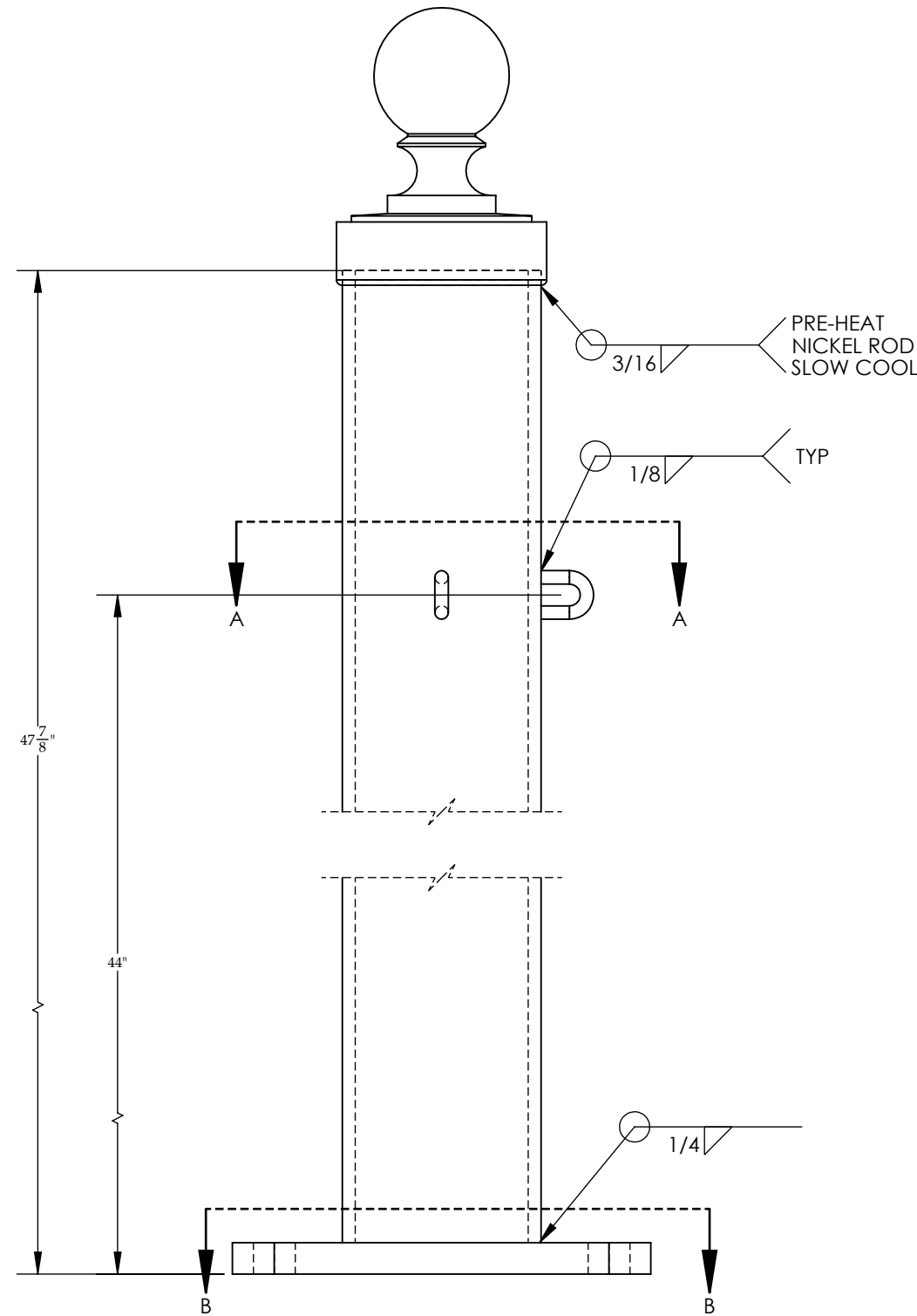
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ITEM NO.	QTY.	DESCRIPTION	LENGTH
1	1	2" SCH 40 PIPE	47 1/2"
2	1	BALL POST CAP	
3	1	3/8" BASE PLATE	
4	2	1/2 LINK OF SS CHAIN	1 5/16"



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		Plinth fencing	
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