



# ARTS, CULTURE, AND HERITAGE COMMISSION MINUTES

May 18, 2022 at 4:30 PM

Wilsonville Library – Oak Room

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## CALL TO ORDER

Meeting was called to order at 4:35 pm.

### 1. Roll Call

#### PRESENT

Member Joan Carlson

Member Elaine Swyt

Member Deborah Zundel

Member Susan Schenk

Member Angela Sims

Member Jason Jones

Member Benjamin Mefford

#### ABSENT

Member David Altman

Member Steven Traugh – Excused

#### EX OFFICIO MEMBERS/CITY STAFF PRESENT

Mark Ottenad, Public/Government Affairs Director

Kris Ammerman, Parks and Recreation Director

Shasta Sasser, Library Director

Bill Flood, Community Cultural Development Consultant

Laura Ruggles, Program Coordinator

## CITIZEN INPUT

There was no citizen input.

## ARTS, CULTURE, AND HERITAGE STRATEGY REVIEW

Public/Government Affairs Director Mark Ottenad explained that the Arts, Culture, and Heritage Strategy (ACHS) has been a few years in the making, stemming from a City Council goal. The Council empowered the Arts, Culture, and Heritage Commission (ACHC) to fulfill the ACHS document. Ottenad continued that the engagement process with the community led to recommendations, and that there

is more supplemental information online in the form of interviews, surveys of 15 communities, appendices, demographic data, and previous master plans. Ottenad said that there was extensive public engagement, including a task force with 42 people total, which was the largest in the City's history. Ottenad continued that the findings and recommendations fit into five subcategories. One finding that came up was that Wilsonville lacks a clear community core/center and a collective cultural identity and it was found that there was a real desire for a cultural center. Ottenad added that another finding was that nonprofits in Wilsonville were hurt by the pandemic by not being able to host events. Ottenad then said that people love public art and that there was a real demand for a physical location for cultural gathering, and that there is a need to develop a public art program and policy. Ottenad then went over the duties of the Commission. Ottenad said the ACHC will want to come up with priorities to decide how to move forward. Another duty will be as grant makers, awarding \$25,000 annually, but the group will need to decide what kind of grant program it should be. Member Mefford asked about smaller goals, such as having nonprofits not need to pay or pay a very minimal amount in order to rent facilities such as the barn. Ottenad explained that the Council could help decide on policy and budgeting changes. Member Swyt gave the analogy of Benjamin Mefford's pumpkin sculpture and how the group will slowly chip away at the goals like the sculpture was chiseled over time. Ottenad said the bylaws were developed in resolution 2941 from City Council and that the Commission will review the grant policy and then administer the grants. Ottenad then highlighted what everyone's averages were for the priority sheet. The collective top four priorities of the group were to (1) Provide public-sector leadership and coordination to support arts, culture, and heritage activities, events, facilities, and programs; (2) Work with partners to advance an arts and cultural center/facility; (3) Develop a long-term, sustainable public-arts program; and (4) Make recommendations concerning the goals and objectives, and the selection and disbursement of funds of the Community Cultural Events and Programs Matching Grant Program. Ottenad said that the Commission could create subcommittees. Community Cultural Development Consultant Bill Flood suggested it might be helpful for the group to have a "Public Art 101" class for everyone to ask any questions. Ottenad shared that in the budget there is a proposal for a cultural coordinator type role in the Parks and Recreation Department to help facilitate this Commission.

## **APPROVAL OF MINUTES**

Motion made by Member Swyt, Seconded by Member Zundel.

Voting Yea: Member Carlson, Member Schenk, Member Sims, Member Jones, Member Mefford

## **OFFICER ELECTIONS**

Parks and Recreation Director Kris Ammerman went over officer duties and said that the chair would run the meeting and the vice chair would step in to run if the chair was unable to run the meeting. Ottenad added that the chair would also help shape the agenda. Member Swyt offered to be the vice-chair. Member Schenk suggested that Member Zundel be the chair. Zundel agreed to be chair if everyone would be right there with her. She added that she wanted to focus on reaching out beyond just racial equity but also provide socioeconomic equity and access equity.

Motion made by Member Schenk, Seconded by Member Sims.

Voting Yea: Member Carlson, Member Swyt, Member Zundel, Member Jones, Member Mefford

Member Carlson added that the chair might present to City Council. Flood said that the group could have a DEI 101 type course to bring everyone up to speed on equity issues.

### **JUNE MEETING TOPIC DISCUSSION**

Member Mefford made a motion to accept the summary of priority order goals by ACHC.

Motion made by Member Mefford, Seconded by Member Swyt.

Voting Yea: Member Carlson, Member Schenk, Member Zundel, Member Jones, Member Sims

Mefford then asked if the “Public Art 101” session that Flood mentioned could be scheduled for the next meeting. Flood said he would see if the individual was available for the next ACHC meeting. Mefford also asked for an update on the Kiva and Art Tech buildings at the next meeting. Ammerman gave a brief update on needed repairs to the Kiva building before it could be used. Ammerman also noted that Wilsonville Community Sharing would be temporarily using the first floor of the Art Tech building and that the second floor could not be used by the public as there would not be ADA access while Kiva is being worked on. Member Sims asked what the vision is for a future arts and culture center. Ammerman said members of the community have expressed interest in things like an auditorium that fits 250 people for stage performances and a gallery. Sims said she had envisioned a working art space with education components, not just a gallery and performing arts center.

There was a discussion about quorum-based conversations and a reminder to not “reply all” when sending emails and not to meet in groups of five or more outside of this meeting setting.

Carlson asked if the group would be meeting monthly. Ammerman said the group had originally said they wanted to meet monthly at least through June.

### **ADJOURN**

Meeting adjourned at 6:04 pm.

**NEXT MEETING** *Wednesday, June 15, 2022 at 5:00 PM*

*Meeting will be held at the Wilsonville Library (8200 SW Wilsonville Rd).*



# Arts, Culture, and Heritage Commission (ACHC)

## Review of the Arts, Culture, and Heritage Strategy (ACHS)

May 18, 2022

- **Kris Ammerman**, Parks and Recreation Director
- **Bill Flood**, Community Cultural Development Consultant
- **Mark Ottenad**, Public/Government Affairs Director,  
ACHS, ACHC Project Manager





WILSONVILLE  
OREGON

# Arts, Culture, and Heritage Strategy (ACHS)

November 2020



# Arts, Culture, and Heritage Strategy (ACHS)

- **City Council Goal for 2018-20**
- **2018 – 2020: 2-year-long community engagement effort**
- **ACHS adopted by City Council in Nov. 2020 via Resolution No. 2857**



# Arts, Culture, and Heritage Strategy (ACHS)

## Tonight's ACHC Review of ACHS:

- Extensive Public-Engagement Process
- SECTION B: Findings
- SECTION C: Recommendations
  - Community Context
  - Cultural Nonprofits
  - Public Sector
  - Public Art and Cultural Center

# Arts, Culture, and Heritage Strategy (ACHS)

## Additional ACHS Content — *Available for Review:*

- **SECTION A: Introduction**
  - A Cultural Strategy for Wilsonville
  - Why a Cultural Strategy?
  - Wilsonville Community Cultural Situation in a Historical Context
  - ACHS Task Force and Committees



# Arts, Culture, and Heritage Strategy (ACHS)

## Additional ACHS Content — Online

- **SECTION D: Data — Results of Interviews, Surveys, and Meetings**
  - Stakeholder Interviews
  - Youth Engagement Meeting
  - Latinx Family Engagement Meeting
  - Cultural Vision Survey
  - Cultural Assets Inventory Survey
  - Survey of 15 Communities in Portland Metro Region for Governance and Operations of Arts, Culture and Heritage Programs and Facilities

# Arts, Culture, and Heritage Strategy (ACHS)

## Additional ACHS Content — Online:

- **SECTION E: Appendices**
  - A. **Demographic Data**
  - B. **Wilsonville Visitor Profile Survey**
  - C. **Citations to City of Wilsonville Master Plans and Strategies**
  - D. **City Support for Arts, Culture and Heritage**
  - E. **Related City Boards and Committees**
  - F. **City of Wilsonville and West Linn-Wilsonville School District Collaborations**

# Arts, Culture, and Heritage Strategy (ACHS)

## Additional ACHS Content — Online:

- **SECTION E: Appendices**
  - G. Wilsonville Public Art**
  - H. Nonprofits Analyses and Reports**
  - I. ACHS Task Force**
  - J. ACHS Public Meeting Notes**
  - K. Survey Instruments and Summary of Responses for Arts, Culture and Heritage Strategy (ACHS)**
  - L. Public Engagement for ACHS**
  - M. Media Coverage of ACHS**

# Arts, Culture, and Heritage Strategy (ACHS)

## Additional ACHS Content — Online:

- **SECTION E: Appendices**
  - N. Reports of the Arts, Culture and Heritage Strategy (ACHS)**
  - o. ACHS Scope of Work and Consultant Background**
  - P. Funding Options Information to Advance Arts, Culture and Heritage Strategy (ACHS)**
  - Q. Articles and Studies Related to Arts, Culture and Heritage**





## ARTS, CULTURE AND HERITAGE STRATEGY TASK FORCE

AGENDAS/MINUTES

APPLY FOR A BOARD OR COMMISSION

+ BUDGET COMMITTEE

+ CITY COUNCIL

+ COMMITTEE FOR CITIZEN

# Wilsonville Arts, Culture and Heritage Strategy

The City Council approved Resolution No. 2857 adopting the Arts, Culture and Heritage Strategy (ACHS), Nov. 2020 during the City Council meeting on Monday, Nov. 16, 2020.

- Arts, Culture and Heritage Strategy (ACHS), November 2020 (5MB)
- Appendices for the Draft Arts, Culture and Heritage
  - Appendix A: Demographic Data
  - Appendix B: Wilsonville Visitor Profile Survey
  - Appendix C: Citations to City of Wilsonville Master Plans and Strategies



# Arts, Culture, and Heritage Strategy (ACHS)

## Extensive Public-Engagement Process

- **Arts, Culture and Heritage Strategy (ACHS) Task Force**
  - 42 members total – largest in city’s history
  - 33 members volunteered to serve on:
    - Steering Committee (10)
    - Youth Advisory Committee (7)
    - Arts Cultural Assets Committee (13)
    - Heritage/History Cultural Assets Committee (10)
    - Humanities/Literary Arts Cultural Assets Committee (6)

# Arts, Culture, and Heritage Strategy (ACHS)

## Extensive Public-Engagement Process

- **Public Meetings**
  - **ACHS Task Force**
    - June 24, July 21, and August 25, 2020, via Zoom
  - **Youth Engagement Meeting**
    - July 20, 2020, via Zoom
  - **Latinx Family Engagement Meeting**
    - August 3, 2020, via Zoom
  - **Community meeting with the Clackamas County Arts Alliance**
    - October 29, 2018, at the Wilsonville Public Library



# Arts, Culture, and Heritage Strategy (ACHS)

## Extensive Public-Engagement Process

- **Online Public Surveys and Comments**
  - **ACHS Public Comment Period**  
Oct. 8 – 20, 2020
  - **Findings/Recommendations Public Comment**  
Aug. 20 – 31, 2020
  - **Community Cultural Vision Survey**  
June – July 2020
  - **Community Cultural Assets Survey**  
June – July 2020
  - **Survey of Municipal Cultural Facilities/Programs**  
July – August 2020



# Arts, Culture, and Heritage Strategy (ACHS)

## Extensive Public-Engagement Process

- **Stakeholder Interviews**
  - 51 total
    - 31 interviews in 2018
    - 18 interviews in 2020
- **Interviews of Operators of Municipal Cultural Facilities and Programs**
  - 20 interviews for 15 communities in 2020 and 2021

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations

- **Community Context**
- **Cultural Nonprofits**
- **Public Sector**
- **Public Art and Cultural Center**
- **Funding and Resources**

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Community Context

- **Wilsonville lacks a clear community core/center and a collective cultural identity.**
- **Demographic changes underway shape the future community.**

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Community Context

- City adopts this cultural strategy and provides public-sector leadership and coordination to support community arts, culture and heritage facilities, programs and events.
- Make cultural diversity and ethnic inclusivity a priority.



# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Cultural Nonprofits

- **Wilsonville cultural nonprofit organizations are stressed.**
- **The COVID-19 pandemic has worsened the condition of Oregon's and Wilsonville's cultural nonprofits.**

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Cultural Nonprofits

- Provide strategic assistance to Wilsonville cultural nonprofits in order to build organizational capacity.

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Public Sector

- The City lacks a comprehensive plan for supporting arts, culture and heritage facilities, programs and events.
- The primary units of local government coordinate on many issues and projects; community members seek greater support for cultural activities and programs.

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Public Sector

- The community seeks public-sector leadership to support arts, culture and heritage programs, events and facilities.
- City forms an Arts, Culture and Heritage Commission and provides supporting staffing resource.



# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Public Sector

- Improve inter-governmental collaboration and coordination to advance arts, culture and heritage.

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Public Art and Cultural Center

- Public art is recognized as a significant cultural asset in Wilsonville.
- Substantial community demand exists for an arts and cultural center/facility.

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Public Art and Cultural Center

- Develop a long-term, sustainable public art program.
- The City works with partners to advance an arts and cultural center/facility.

# Arts, Culture, and Heritage Strategy (ACHS)

## Findings and Recommendations: Funding and Resources

- Funding and resource development are crucial to improve nonprofit organizational capacity and advance arts/culture programs.
- Improve and create sustainable funding mechanisms to support cultural activities, events and programs.



# Arts, Culture, and Heritage Commission (ACHC)

Formation of the ACHC is a  
primary ACHS recommendation

# Arts, Culture, and Heritage Commission (ACHC)

## Duties of the Commission:

- Oversees implementation of the Arts, Culture, and Heritage Strategy (ACHS)
  - Annual fiscal-year plans for a long-term 5-Year Action Plan and annual 1-Year Implementation Plan

# Arts, Culture, and Heritage Commission (ACHC)

## Duties of the Commission:

- **Makes recommendations to the City Council and other City boards and staff**
  - **Public-sector leadership and coordination to support activities, events, facilities and programs**
  - **Improve inter-governmental collaboration and coordination**
  - **Work with partners to advance an arts and cultural center/facility**
  - **Develop a long-term, sustainable public-arts program**

# Arts, Culture, and Heritage Commission (ACHC)

## Duties of the Commission:

- **Makes recommendations to the City Council and other City boards and staff**
  - **Make cultural diversity, ethnic inclusivity and accessibility for all community members a priority**
  - **Provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity**



# Arts, Culture, and Heritage Commission (ACHC)

## Duties of the Commission:

- Commission makes recommendations to the City Council concerning the goals and disbursement of funds of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program



# Arts, Culture, and Heritage Commission (ACHC)

## Review of the Arts, Culture, and Heritage Strategy (ACHS)

May 18, 2022

- **Kris Ammerman**, Parks and Recreation Director
- **Bill Flood**, Community Cultural Development Consultant
- **Mark Ottenad**, Public/Government Affairs Director,  
ACHS, ACHC Project Manager



# Arts, Culture, and Heritage Commission (ACHC)

## Goals Prioritization

May 18, 2022

- **Kris Ammerman**, Parks and Recreation Director
- **Bill Flood**, Community Cultural Development Consultant
- **Mark Ottenad**, Public/Government Affairs Director,  
ACHS, ACHC Project Manager

# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Bylaws Provide For 9 Main Goals (per Resolution No. 2941)

The Commission makes recommendations to the City Council and other City boards, commissions and committees as is appropriate to:

- Provide public-sector leadership and coordination to support arts, culture and heritage activities, events, facilities and programs;
- Improve inter-governmental collaboration and coordination to advance arts, culture and heritage;



# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Bylaws Provide For 9 Main Goals (per Resolution No. 2941)

The Commission makes recommendations to the City Council and other City boards, commissions and committees as is appropriate to:

- work with partners to advance an arts and cultural center/facility;
- develop a long-term, sustainable public-arts program;

# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Bylaws Provide For 9 Main Goals (per Resolution No. 2941)

The Commission makes recommendations to the City Council and other City boards, commissions and committees as is appropriate to:

- suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;
- provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity;



and;

# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Bylaws Provide For 9 Main Goals (per Resolution No. 2941)

The Commission makes recommendations to the City Council and other City boards, commissions and committees as is appropriate to:

- identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Bylaws Provide For 9 Main Goals (per Resolution No. 2941)

The Commission makes recommendations to the City Council concerning:

- ...the goals and objectives, and...
- ...the selection and disbursement of funds...

of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program...



# Arts, Culture, and Heritage Commission (ACHC)

## Goals Prioritization

### Worksheet to Determine ACHC Priorities for FY2022-23

Arts, Culture, and Heritage Commission (ACHC) Preparation for Action/Implementation Plan

The purpose of the worksheet is to prioritize specific goals that the ACHC will focus on in FY 2022-23, thereby contributing to development of the first 1-Year Implementation/ 5-Year Action Plan (work plan) required by Resolution No. 2941.

Below is a recitation of all nine (9) primary ACHC goals accompanied by staff notes, followed by a set of recommendations for consideration as ACHC priorities over the next fiscal year, July 1, 2022 – June 30, 2023. Some goals relate to a definite objective, while others are more general in nature and on-going.

# \_\_\_\_ is a placeholder for commissioners' recommended priority number/order.

### ACHS Recommendations / ACHC Charge per Resolution No. 2941

The Recommendations of the Arts, Culture, and Heritage Strategy (ACHS), as codified by the ACHC bylaws of Resolution No. 2941, provide the following 'charge' or issues for ACHC review and recommendation. The objective now is to prioritize the 9 issues, listed below as items 2 a, b, c, d, e, f, g, 3 a, b.

2. The Commission makes recommendations to the City Council and other City boards, commissions and committees as is appropriate to:

# \_\_\_\_ a. provide public-sector leadership and coordination to support arts, culture and heritage activities, events, facilities and programs;

**Staff notes:** This is an on-going goal. Perhaps consider combining with 2f and 3(a) to create a process for a 'top-to-bottom' review of the former Community Tourism Matching Grant Program / now renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. *Recommend making this item a priority in combination with related priorities.*



# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## ACHC Members Initial Review of Priorities

	A	C	J	M	Sc	Si	Sw	Tr	Zu
2									
a	1	1	2	4	4	1	1	1	1
b	1	5	1	4	4	1	4	2	2
c	2	2	1	1	1	3	2	3	1
d	2	3	1	1	2	2	3	1	1
e	1	6	2	3	3	1	4	3	3
f	3	4	3	2	4	2	1	3	2
g	1	7	2	2	2	1	4	2	2
3									
a	2	9	3	3	1	1	1	3	1
b	2	8	2	3	2	1	1	3	2

# Arts, Culture, and Heritage Commission (ACHC)

## Goals Prioritization

### Compiled Average Priority Order by ACHC

- 1.78 2a - provide public-sector leadership
- 2.67 b - improve inter-governmental collaboration
- 1.78 c - advance an arts and cultural center/facility;
- 1.78 d - long-term, sustainable public-arts program;
- 2.89 e - make cultural diversity a priority
- 2.67 f - provide strategic assistance with non-profits
- 2.56 g - identify sustainable funding mechanisms
- 2.67 3a - ...the goals and objectives, and...
- 2.67 b. - ...the selection and disbursement of funds



# Arts, Culture, and Heritage Commission (ACHC)

## Goals Prioritization

### Compiled Average Priority Order by ACHC

1.78 2a - provide public-sector leadership

2.67 b - improve inter-governmental collaboration

1.78 c - advance an arts and cultural center/facility;

1.78 d - long-term, sustainable public-arts program;

2.89 e - make cultural diversity a priority

2.67 f - provide strategic assistance with non-profits

2.56 g - identify sustainable funding mechanisms

2.67 3a - ...the goals and objectives, and...

2.67 b. - ...the selection and disbursement of funds for





# Arts, Culture, and Heritage Commission (ACHC) Goals Prioritization

## Summary of Priority Order of Goals by ACHC

- Provide public-sector leadership and coordination to support arts, culture and heritage activities, events, facilities and programs;
- Work with partners to advance an arts and cultural center/facility;
- Develop a long-term, sustainable public-arts program;
- Make recommendations concerning the goals and objectives, and the selection and disbursement of funds of the Community Cultural Events and Programs Matching Grant Program.



# Arts, Culture, and Heritage Commission (ACHC)

## Goals Prioritization

May 18, 2022

- **Kris Ammerman**, Parks and Recreation Director
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ACHS, ACHC Project Manager