



## ARTS, CULTURE, AND HERITAGE COMMISSION AGENDA

May 18, 2022 at 4:30 PM

Wilsonville Library - Oak Room (8200 SW Wilsonville Rd)

---

### CALL TO ORDER [4:30 PM]

1. Roll Call

### CITIZEN INPUT [4:35 PM]

### ARTS, CULTURE, AND HERITAGE STRATEGY REVIEW (BILL FLOOD/MARK OTTENAD) [4:45 PM]

### EXCUSE MAYOR FITZGERALD [5:30 PM]

### OFFICER ELECTIONS [5:35 PM]

1. Chair
2. Vice Chair

### JUNE MEETING TOPIC DISCUSSION [5:50 PM]

### ADJOURN [6:00 PM]

**NEXT MEETING** Wednesday, June 15, 2022 at 4:30 PM

To submit public comments, email [parksandrec@ci.wilsonville.or.us](mailto:parksandrec@ci.wilsonville.or.us) by 12:00 PM on the day before the meeting date or mail comments to Arts, Culture, and Heritage Commission, C/O Kris Ammerman, Wilsonville City Hall, 29799 SW Town Center Loop East, Wilsonville, OR 97070.

Time frames for agenda items are not time certain (i.e. agenda items may be considered earlier than indicated). The City will endeavor to provide the following services, without cost, if requested at least 48 hours prior to the meeting by contacting Laura Ruggles, Program Coordinator at [parksandrec@ci.wilsonville.or.us](mailto:parksandrec@ci.wilsonville.or.us) or 503-783-7529: assistive listening devices (ALD), sign language interpreter, bilingual interpreter. Those who need accessibility assistance can contact the City by phone through the Federal Information Relay Service at 1-800-877-8339 for TTY/Voice communication.

Habr  interpretes disponibles para aqu llas personas que no hablan Ingl s, previo acuerdo. Comun quese al 503-783-7529.



# 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 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**



**WILSONVILLE**  
OREGON

📞 503-682-1011

💬 CONTACT

✉️ SUBSCRIBE

Search 🔍



RESIDENTS ▾ GOVERNMENT ▾ BUSINESS ▾ RESOURCES ▾

## 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;



# 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
- **Bill Flood**, Community Cultural Development Consultant
- **Mark Ottenad**, Public/Government Affairs Director,  
ACHS, ACHC Project Manager

## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.



## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.

## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.



## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.

## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.



## 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:

- # <sup>1</sup> 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.*

- # <sup>1</sup> b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # 3 c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # 2 d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # 1 e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # 2 f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

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

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

3. The Commission makes recommendations to the City Council concerning:

- # 1 (a) ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # 1 (b) ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.

## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.



## 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.*

# \_\_\_\_ b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

- # \_\_\_ **g.** identify and recommend the use of sustainable funding mechanisms to support arts, culture and heritage.

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

- 3.** The Commission makes recommendations to the City Council concerning:

- # \_\_\_ **(a)** ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # \_\_\_ **(b)** ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.

## 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:

- # 1 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.*

- # 2 b. improve inter-governmental collaboration and coordination to advance arts, culture and heritage;

**Staff notes:** This is an on-going, long-term goal that engages West Linn-Wilsonville School District, Clackamas Community College and perhaps OIT/Oregon Tech and other agencies. Wilsonville High School is constructing a 600-seat performing-arts auditorium scheduled for completion in 2023. District officials could be invited to participate in the community arts and cultural center/facility study along with other partners and stakeholders. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

1

- # \_\_\_ c. work with partners to advance an arts and cultural center/facility;

**Staff notes:** Conducting a feasibility study for a performing arts and cultural center/facility is a City Council 2021-23 Goal and a key objective of the ACHS. This goal involves multiple City departments, other local governments including School District, Community College and OIT/Oregon Tech, local-area cultural organizations and businesses, and the greater community. *Recommend making this item a priority.*

1

- # \_\_\_ d. develop a long-term, sustainable public-arts program;

**Staff notes:** This goal, which was featured prominently in the ACHS, features at least three components: 1) Creating the guidelines for a public-art program that includes thematic consideration, locational siting and acquisition of art pieces; 2) Devising a sustainable maintenance and repair plan; and 3) Recommending a long-term funding mechanism that can be tapped continuously over time. This goal could be related to 2g and 3. On-going public-sector and commercial developments in Wilsonville, including the Town Center Plan, would benefit from timely creation of a public-arts program. *Recommend making this item a priority.*

3

- # \_\_\_ e. suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community members a priority for cultural programs;

**Staff notes:** This on-going goal may be best met by holding joint meeting sessions with the City's Diversity, Equity and Inclusion (DEI) Committee, along with other organizations. Could tie into efforts to review the Community Cultural Events and Programs Matching Grant Program and to encourage development of cultural programming and events. *Thus, this on-going goal is incorporated into the recommended priorities and can be further refined.*

2

- # \_\_\_ f. provide strategic assistance with Wilsonville cultural non-profits in order to build organizational capacity; and

**Staff notes:** This may be a long-term goal with both direct and indirect methods of support. The community's nonprofit organizations have demonstrated a need to improve organizational capacity to accomplish desired goals. These organizations have also communicated a desire for community-directed programming and events, as opposed to having City "dictates" for specific programming and events (outside of normal Library and Parks and Recreation programs). Organizational capacity can be indirectly

improved through access to increased grant funding of events, and directly through specific organizational assistance such as nonprofit volunteer training, etc. *Recommend incorporating this goal into funding-related reviews 2d, 2g, and 3(a).*

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

**Staff notes:** This is both short- and long-term goal that relates to 2a, 2d, 2f and 3. *Thus, this on-going goal is incorporated into the recommended priorities.*

3. The Commission makes recommendations to the City Council concerning:

- # 1 (a) ...the goals and objectives, and...

**Staff notes:** The former Community Tourism Matching Grant Program was established in 2001 and has remained unchanged since that time. Is the grant program achieving the objectives established? Are the objectives still relevant? What kind of improvements can be made to the grant program, including a review of the grant-fund amount awarded. *Recommend making this item a priority — should be accomplished prior to Dec. 2022 for FY2022-23 funding-award cycle.*

- # 2 (b) ...the selection and disbursement of funds...

**Staff notes:** Prior to advertising the grant program to accept applications, the ACHC will want to review and consider making recommendations to the City Council in a timely manner for the 2022-23 grant cycle that commences January 2023. Accomplishment of 3(a) provides grant review and award criteria to guide ACHC funding awards of the Community Cultural Events and Programs Matching Grant Program.

...of the former Community Tourism Matching Grant Program to a renamed Community Cultural Events and Programs Matching Grant Program that is intended to aid organizations that produce projects, programs or events that promote local business and tourism, and for festivals and special events for the benefit of the Wilsonville community.

## Staff Recommendations for ACHC Priorities

Staff recommend the following items for priority consideration by the ACHC based on City Council Goals and ACHS Recommendations:

- 1. Community Cultural Events and Programs Matching Grant Program Review:** Conduct a top-to-bottom' review of the former Community Tourism Matching Grant Program / renamed Community Cultural Events and Programs Matching Grant Program and consideration of changes for recommendation to City Council. Complete review with City Council approval by November 2022 for January 2023 application window. City staff/consultant compile research on other communities' grant programs and devise recommendations for consideration.
- 2. Undertake initial study to advance a community arts and cultural center/facility, a City Council Goal:** ACHC could develop a set of criteria for the ideal center/facility based on additional community engagement. The City Public Works Department has undertaken a facilities master plan and identified maintenance/repair issues with City-owned properties, including the former Art Tech High School/Wesleyan Church facility. An ACHC facility study and criteria development can assist in developing recommendation for City Council consideration for a potential use of a City or other facility for community arts center.

Initial ACHS findings indicated that a readily-available facility with approximately 200 seats would be ideal; the 600-seat Wilsonville High School auditorium now under construction may not be as readily available for community as desired and is larger capacity than sought.

- 3. Research and draft recommendations on developing a public-art program:** City staff/consultant research and compile information on other communities' public-art programs, and work with ACHC to draft guidelines for a public-art program that includes locational siting and acquisition of art pieces; devising a maintenance and repair plan; and recommending a long-term funding mechanism for City Council consideration.
- 4. Undertake a public-review process to understand community interests and priorities for potential cultural celebration events:** A number of the ACHC goals pertain to support for arts, culture and heritage activities, events, facilities and programs; cultural diversity, ethnic inclusivity and accessibility for cultural programs and building cultural non-profits' organizational capacity, and providing funding support for community cultural endeavors. Additionally some ACHC members have indicated an interest in advancing community cultural celebrations. Such a review could assist ACHC in potential modifications for the Community Cultural Events and Programs Matching Grant Program Review and other support/capacity improvements for cultural nonprofits. The ACHC or a subcommittee could hold public meetings with DEI Committee and community to gather information on potential community needs for cultural events.



## Responses to ACHC Priorities Worksheet Form - REV 04\_29\_2022

	ACHC RESPONDENTS									AVERAGE	MEDIAN	
	A	C	J	M	Sc	Si	Sw	Tr	Zu			
<b>2</b>												<b>2. The Commission r</b>
<b>a</b>	1	1	2	4	4	1	1	1	1	<b>1.78</b>	1	<b>a.</b>
<b>b</b>	1	5	1	4	4	1	4	2	2	<b>2.67</b>	2	<b>b.</b>
<b>c</b>	2	2	1	1	1	3	2	3	1	<b>1.78</b>	2	<b>c.</b>
<b>d</b>	2	3	1	1	2	2	3	1	1	<b>1.78</b>	2	<b>d.</b>
<b>e</b>	1	6	2	3	3	1	4	3	3	<b>2.89</b>	3	<b>e.</b>
<b>f</b>	3	4	3	2	4	2	1	3	2	<b>2.67</b>	3	<b>f.</b>
<b>g</b>	1	7	2	2	2	1	4	2	2	<b>2.56</b>	2	<b>g.</b>
<b>3</b>												<b>3. The Commission r</b>
<b>a</b>	2	9	3	3	1	1	1	3	1	<b>2.67</b>	2	<b>(a)</b>
<b>b</b>	2	8	2	3	2	1	1	3	2	<b>2.67</b>	2	<b>(b)</b>

1.78 2a  
 2.67 b.  
 1.78 c.  
 1.78 d.  
 2.89 e.  
 2.67 f.  
 2.56 g.  
 2.67 3a  
 2.67 b.

makes recommendations to the City Council and other City boards, commissions and committees as  
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;

work with partners to advance an arts and cultural center/facility;

develop a long-term, sustainable public-arts program;

suggest ways to make cultural diversity, ethnic inclusivity and accessibility for all community

providers strategic assistance with Wilsonville non-profits in order to build organizational

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

makes recommendations to the City Council concerning:

...the goals and objectives, and...

...the selection and disbursement of funds...

provide public-sector leadership

improve inter-governmental collaboration

work with partners to advance an arts and cultural center/facility;

develop a long-term, sustainable public-arts program;

suggest ways to make cultural diversity a priority

provide strategic assistance with Wilsonville non-profits

identify and recommend the use of sustainable funding mechanisms

...the goals and objectives, and...

...the selection and disbursement of funds...for Cultural Grant Program

s is appropriate to: