

## MEETING AGENDA



### TUALATIN ARTS ADVISORY COMMITTEE September 16, 2025 – 6:30pm

Van Raden Center  
8509 SW Tualatin Rd.

Join by video:  
Register by emailing [jludemann@tualatin.gov](mailto:jludemann@tualatin.gov)

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The Tualatin Arts Advisory Committee's mission is to support and inspire the creation and integration of all art forms into our city's rich cultural heritage and vibrant future. We believe that involvement in the arts creates a more energetic, engaging, welcoming, and beautiful community. We also believe that art itself facilitates healthy communities through:  
***Connection, Culture, Creativity, Imagination & Inspiration.***

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#### **A. CALL TO ORDER**

#### **B. APPROVAL OF MINUTES:** July 15, 2025

#### **B. COMMUNICATIONS**

1. Chair
2. Council Liaison
3. Staff
4. Public

#### **C. NEW BUSINESS**

1. Washington County Local Option Levy for Public Libraries
2. Future TAAC Projects Discussion
3. Outside Agency Support (TAAC Grant)
4. Advisory Committee Training pt. 1
  - i. Municipal Code
  - ii. Committee Roster
  - iii. TAAC Mission
  - iv. Arts Budget
  - v. Parliamentary Procedures

#### **D. OLD BUSINESS**

#### **E. FUTURE AGENDA ITEMS**

#### **F. COMMUNICATIONS FROM COMMITTEE MEMBERS**

#### **G. ADJOURNMENT**



# City of Tualatin

## Tualatin Arts Advisory Committee Regular Meeting Minutes

July 15, 2025

**PRESENT:** Janet Steiger Carr, Brett Hamilton, Mason Hall, Kalli Savage, Kathleen Silloway,  
**ABSENT:** Brenna White, Councilor Bridget Brooks  
**STAFF:** Julie Ludemann, Recreation Manager  
**PUBLIC:** Sam Keator, S&A Irish Entertainment

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### **A. CALL TO ORDER**

Chair Janet Steiger Carr called the meeting to order at 6:37pm.

### **B. APPROVAL OF MINUTES**

Minutes of the June 17, 2025 meeting were approved on a motion from Brett Hamilton and 2<sup>nd</sup> by Kathleen Silloway.

### **C. COMMUNICATIONS**

1. Chair – Brett Hamilton, Vice-Chair, reported that Chair Janet Steiger Carr presented the TAAC Annual Report and Recreation Manager Julie Ludemann presented a Summer Programs preview at the June 9 City Council meeting.
2. Staff – Dustin Schull announced that the August 19 TAAC meeting will be a joint session with TPARK, and both committees have been invited to paddle the Tualatin River with Tualatin Riverkeepers. The August 19 meeting will begin at 5:45pm at Tualatin Community Park.
3. Council Liaison – none
4. Public – none

### **D. NEW BUSINESS**

- a. Future TAAC Projects Discussion –The committee reviewed and prioritized project ideas. Final decisions will be made at a future TAAC meeting.

### **E. OLD BUSINESS**

1. None

### **F. FUTURE AGENDA ITEMS**

1. Julie Ludemann reminded the committee that the August 19 meeting will be a joint meeting with TPARK, and will feature a paddle trip on the Tualatin River with Tualatin Riverkeepers.

### **G. COMMUNICATIONS FROM COMMITTEE MEMBERS**

Chair Janet Steiger Carr thanked the committee on behalf of Wilsonville Stage for the grant support. Kathleen Silloway thanked the committee on behalf of Mask & Mirror. Kathleen also noted a successful “Three Viewings” production and announced upcoming Mask and Mirror productions.

### **H. ADJOURNMENT**

The meeting was adjourned at 8:10pm on a motion from Brett Hamilton and a second from Kalli Savage.



# Proposed Levy for Countywide Library Services

Measure 34-345 on Nov. 4, 2025 Ballot

*This information was reviewed by the Oregon Elections Division  
for compliance with ORS 260.432.*



**Washington County**  
Cooperative Library Services

# Agenda

- Public library service in Washington County
- Current funding
- What would Measure 34-345 fund?
- How much would Measure 34-345 cost?
- What would happen if Measure 34-345 does not pass?



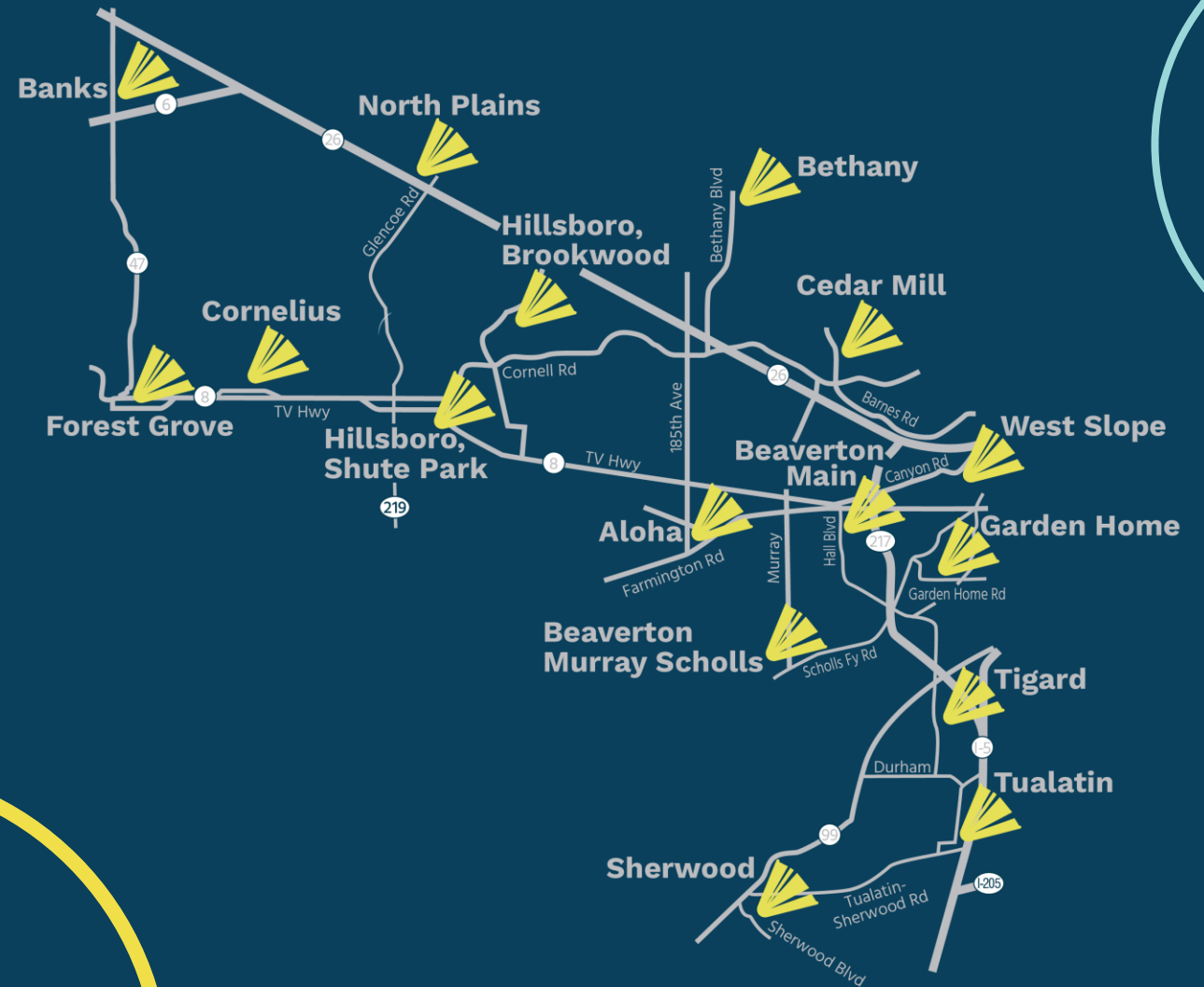
# Public library service in Washington County

- Public library service is provided through a partnership between the County and the 9 cities and 3 non-profit associations that operate local libraries.
- WCCLS is the primary source of funding for library operations.
- WCCLS also provides central support services that efficiently link libraries together.



# Public libraries in Washington County

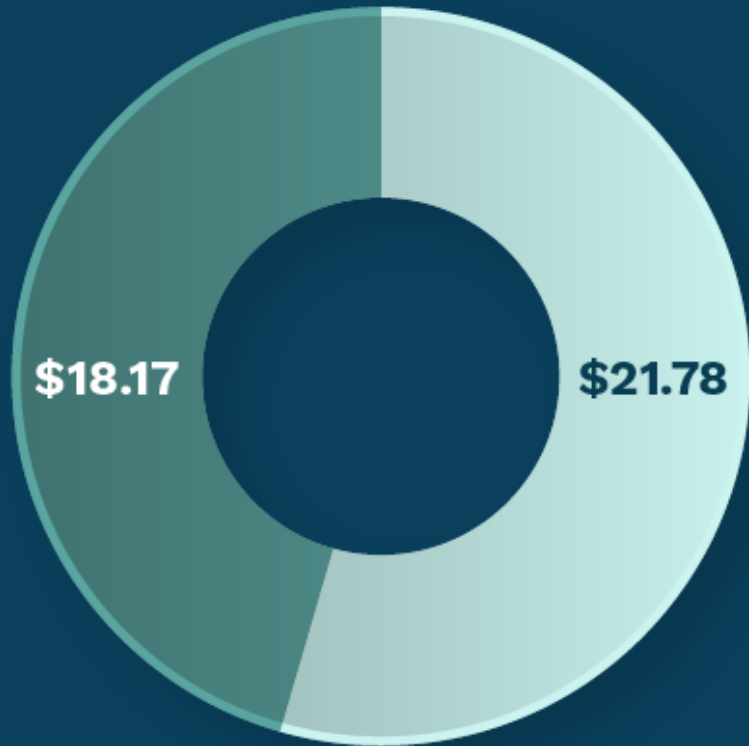
- Aloha
- Banks
- Beaverton Main
- Beaverton Murray Scholls
- Cedar Mill
- Bethany
- Cornelius
- Forest Grove
- Garden Home
- Hillsboro, Brookwood
- Hillsboro, Shute Park
- North Plains
- Sherwood
- Tigard
- Tualatin
- West Slope



# Current WCCLS budget

(in millions)

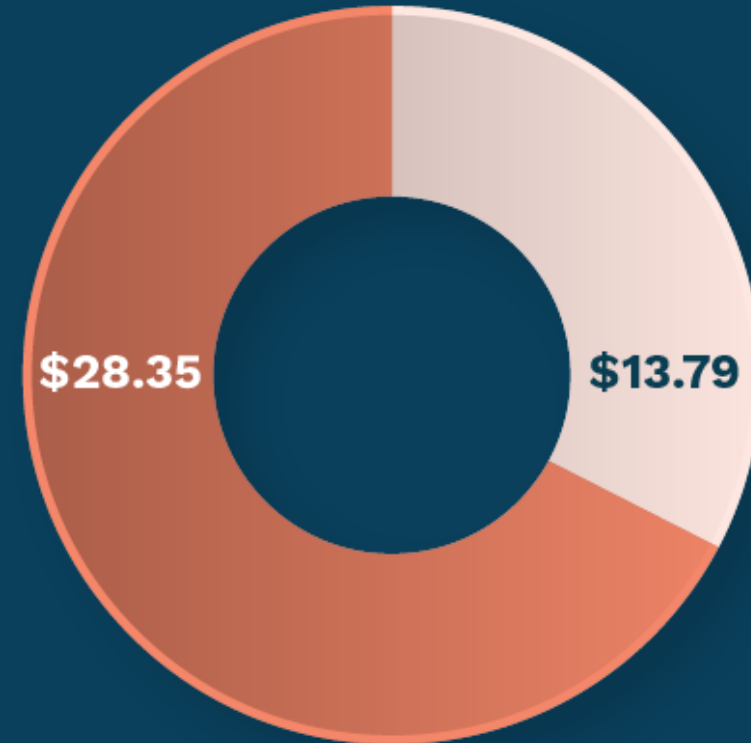
WCCLS revenue



5-year levy

County general fund

WCCLS expenses



Library allocations

WCCLS operations (central support)

# If passed, what would Measure 34-345 fund?

## Reading and learning support for kids & teens

- In-person events
- Homework help & online tutoring
- Public access computers & wi-fi

Over 10,000 students participated in library programs designed to support reading, learning, and student success last year.

WCCLS has issued 83,549 library cards to public school students since 2019.



# If passed, what would Measure 34-345 fund?

## Central services that efficiently link libraries together

- Reserve materials for pickup at any of the 16 libraries across the county
- Access library catalog with 1.5 million items
- Access online learning tools, e-books, audiobooks, and streaming video

In FY 23-24, WCCLS courier trucks delivered 2.5 million books and other items to libraries.



# If passed, what would Measure 34-345 fund?

## Open hours and access to books and materials

- 16 full-service public libraries in the county
- Most libraries are open at least 6 days a week
- 1.5 million items in shared collection
- Study rooms and meeting rooms



Last year, there were over 2.4 million visits to WCCLS libraries. Total checkouts exceeded 7.2 million, saving users \$140 million by borrowing items instead of purchasing them.

# If passed, what would Measure 34-345 fund?

## Reading events for children

- Regular events and programs, including storytimes in languages such as Spanish and Chinese
- Annual summer reading program
- Interactive play areas to promote learning and social interaction

In FY 23-24, libraries hosted over 200,000 participants at 6,000 in-person events for kids and teens including summer reading.



# How would Measure 34-345 affect a homeowner's taxes?

- If passed, the proposed measure would authorize an increase in property taxes.
- The proposed measure would cost property owners \$0.37 per \$1,000 of assessed property value. The tax would continue from July 2026 through June 2031.
- The owner of a home assessed at \$348,600 would pay approximately \$129 per year, or \$10.75 per month.
- The measure would raise \$188,915,688 between July 2026 and June 2031.



# What would happen if Measure 34-345 does not pass?

- If the measure does not pass, library services would not be provided as proposed and property taxes would not be increased.



To learn more,  
please visit [wccls.org/levy](https://wccls.org/levy)



Washington County  
Cooperative Library Services

Project	Green	Yellow	Blue	Total	Weighted Total*	Notes
TAAC logo fill	3	1		4	7	low/no cost
Wolf Haven program		1		1	1	
Winter Lights Festival Tualatin		1		1	1	deadline Aug. 28
Passport for art	3	1		4	7	low cost
Polinator garden art		1		1	1	
Public art sale program (like Redmond)	1			1	2	
Rent support for artists		2	1	3	3	
Renaissance Fair/Art Market		1	1	2	2	
Wooden creature installation		3	3	6	6	high cost
Veterans Plaza anniversary celebration		2		2	2	possible funding
Artist conversation series	1	2	2	5	6	
Signal box wraps	5			5	10	

\*green scores multiplier x2

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## Chapter 11-05: Arts Advisory Committee

### Municipal Code:

Title 11: City Committees and Boards

### Tags:

Establishment of Committee Definitions Membership of Committee Committee Organization Meeting Quorum Requirements Rules Expenditure of Funds Powers Duties Annual Report of Committee

### Details

### Sections:

**11-5-010 Establishment of Committee.**

**11-5-020 Definitions.**

**11-5-030 Membership of Committee.**

**11-5-040 Committee Organization.**

**11-5-050 Meeting, Quorum Requirements, Rules.**

**11-5-060 Expenditure of Funds.**

**11-5-070 Powers and Duties.**

**11-5-080 Annual Report of Committee.**

### **11-5-010 Establishment of Committee.**

The Tualatin Arts Advisory Committee is created within the City of Tualatin to encourage greater opportunities for recognition of arts in Tualatin; to stimulate private and public support for programs and activities in the arts; and to strive to ensure excellence in the public arts collection. [Ord. 967-97 §1, 1/13/97; Ord. 1147-03, Renumbered, 08/25/03]

### **11-5-020 Definitions.**

As used in this ordinance:

(1) "Arts" includes, but is not limited to, onsite art such as sculpture, paintings, murals, earthworks, tapestry and fiber arts, crafts, photography, and graphics; performance arts such as dance, music, and drama; educational arts such as lectures and public presentations, "artist in residence" programs; literary arts such as creative writing, storytelling, and poetry; and media arts such as film, video, and audio recording; and the history, theory, criticism, and practice of each of these arts.

(2) "Arts Professional" means a person trained and practicing as a visual or performing artist, an arts critic, an arts educator, and arts administrator, or a curator.

(3) "Committee" means the Tualatin Arts Advisory Committee.

(4) "Misconduct" means that a member has been convicted of a crime or has violated the Code of Ethics, ORS 244.040 [1].

(5) "Nonperformance" means to have two or more unexcused absences from regular and special meetings during the calendar year or three or more absences from regular meetings during the calendar year. [Ord. 967-97 §2, 1/13/97; Ord. 1147-03, Renumbered, 08/25/03]

### **11-5-030 Membership of Committee.**

(1) The Council shall appoint the Committee members who shall receive no compensation for their services. The Committee shall consist of seven members who shall be appointed for three-year terms or until their successors are appointed; however, of the initial seven members who are appointed, two shall be appointed for one-year terms, two shall be appointed for two-year terms, and three shall be appointed for three-year terms. A member may be re-appointed to the Committee to additional terms at the discretion of the Council.

(2) At least two members shall have arts professional backgrounds. No fewer than five members shall reside within the corporate city limits of Tualatin and no more than two may reside outside the City.

(3) A Committee member may obtain an excused absence by contacting the chair-person or secretary of the committee prior to a scheduled meeting.

(4) Each committee member serves at the pleasure of the City Council and may be removed before the end of the Committee member's term.

(5) The City Council shall fill any vacancy on the Committee for the unexpired term of the member creating the vacancy.

(6) One member may be less than 18 years of age. A member who is appointed under this subsection shall serve a one-year term that may be renewed for one additional year. In addition to other criteria deemed relevant by the Council for appointment, the Council may consider the applicant's academic performance and the effect membership on the Committee may have on such performance. [Ord. 967-97 §3, 01/13/97; Ord. 1017-99 §8, 4/26/99; Ord. 1083-01 §4, 8/13/01; Ord. 1147-03, 08/25/03; Ord. 1225-06, 11/27/06; Ord. 1330-11 §7, 8/22/11]

### **11-5-040 Committee Organization.**

(1) At the first regular meeting of each December, the Committee shall elect a chairperson and vice-chairperson from its membership, who shall be voting members, and those who are then elected shall assume office at the first regular meeting in January.

(2) When the chairperson is absent, the vice-chairperson shall assume the responsibilities of the chairperson and serve as chairperson pro tem. If the office of chair-person becomes vacant, the vice-chairperson shall become the chairperson and shall call an election to fill the remaining term of vice-chairperson.

If the offices of both the chairperson and vice-chairperson become vacant, the Committee shall elect a chairperson pro tem to temporarily fulfill the responsibilities of that office until a special election is held. The special election shall be called not less than twenty days before the election, and shall be conducted in accordance with the rules established by the Committee.

(3) The Community Services Director shall provide a secretary to the Committee. The secretary shall keep an accurate record of all Committee proceedings and shall file a report of the

proceedings within thirty days with the City Recorder. [Ord. 967-97 §4, 01/13/97; Ord. 1147-03, 08/25/03]

### **11-5-050 Meeting, Quorum Requirements, Rules.**

A majority of the committee shall constitute a quorum. Not less than a quorum of the Committee may transact any business or conduct proceedings before the Committee. The Committee may adopt and amend rules and regulations to govern Committee policy and procedures to implement this ordinance. The Committee shall convene when necessary to discharge its duties but not less than six times in a calendar year. The Committee shall establish regular meeting dates and meeting locations at the first meeting in January of each year. All meetings are open to the public. [Ord. 967-97 §5, 1/13/97; Ord. 1083-01 §5, 8/13/01; Ord. 1147-03, 08/25/03]

### **11-5-060 Expenditure of Funds.**

The Committee shall obtain approval of the City Council by motion or resolution stating the purpose of such expenditure before expending or obligating funds on behalf of the City. [Ord. 967-97 §6, 01/13/97; Ord. 1147-03, 08/25/03]

### **11-5-070 Powers and Duties.**

In addition to those powers specially granted by resolution by the City Council from time to time, the Committee shall:

(1) Make recommendations to the City Council regarding all matters involving public arts and the cultural development of the City. When an arts purchase or project is proposed for placement within a particular Department's area of responsibility, such as within a City park, the Committee shall work with and coordinate with the affected department or advisory committee to reach a recommendation. However, nothing in this section shall be construed to require the Community Services Department to seek approval or recommendation from the Committee of proposed recreation programs;

(2) Prepare, recommend, and implement policies, upon approval by the City Council, for the selection, placement, maintenance and preservation of public art work and programs;

(3) Prepare, recommend, and, upon approval by the City Council, implement policies for proposed gifts, exhibitions, and loans of artwork to the City, for de-accessioning materials, and for handling citizen concerns;

(4) Develop, recommend, and implement upon approval by the City Council a long range plan for the development of a public arts program for the city which shall be reviewed annually before the budget cycle of the City;

(5) Establish a review policy to assess the collection of public art at least every ten years from the date of this ordinance;

(6) Explore and recommend funding sources to support the arts program;

(7) Provide assistance to activities and organizations in the community which provide art programs; and

(8) Encourage, sponsor, co-sponsor or conduct public programs to further the development and public awareness of the arts. [Ord. 967-97 §7, 1/13/97; Ord. 1147-03, 08/25/03]

## 11-5-080 Annual Report of Committee.

No later than August of each year, the Committee shall file its annual report with the City Council. The annual report shall include a survey and report of the Committee's activities during the preceding fiscal year and other matters and recommendations the Committee deems appropriate for the City Council. [Ord. 967-97 §8, 1/13/97; Ord. 1147-03, 08/25/03; Ord. 1366-14 §1, 02/24/14]

[<<Previous Chapter](#) [2] [<<Previous Section](#) [3] [<<Table of Contents](#) [4] [<<Search](#) [5] [Next Section>>](#) [6] [Next Chapter>>](#) [7]

[Return to Top](#)

**Source URL:** <https://www.tualatinoregon.gov/municipalcode/chapter-11-05-arts-advisory-committee>

### Links:

- [1] [https://www.oregonlegislature.gov/bills\\_laws/lawsstatutes/2011ors244.html](https://www.oregonlegislature.gov/bills_laws/lawsstatutes/2011ors244.html)
- [2] <http://www.tualatinoregon.gov/municipalcode/chapter-10-01-telecommunications>
- [3] <http://www.tualatinoregon.gov/municipalcode/chapter-11-04-library-advisory-committee>
- [4] <http://www.tualatinoregon.gov/municipalcode/municipal-code-table-contents>
- [5] <http://www.tualatinoregon.gov/municipalcode>
- [6] <https://www.tualatinoregon.gov/municipalcode/chapter-11-07-urban-renewal-advisory-committee>
- [7] <http://www.tualatinoregon.gov/municipalcode/chapter-12-01-measure-37-real-property-compensation-claims>

## TUALATIN ARTS ADVISORY COMMITTEE

		APPOINTED DATE	EXPIRATION DATE	TERM SERVED
1.	Brenna White 22930 SW Erio Place Tualatin, OR 97062 503.781.9763 <a href="mailto:Brennarwhite@gmail.com">Brennarwhite@gmail.com</a>	6/23/25	03/31/28	Partial
2.	Mason Hall 14040 SW 98th Ave. Tigard, OR 97224 503.603.9909 H <a href="mailto:Blufrog155@gmail.com">Blufrog155@gmail.com</a>	09/22/14 03/23/15 03/26/18 03/22/21 03/25/24	03/31/15 03/31/18 03/31/21 03/31/24 03/31/27	Partial, First Second Third Fourth
3.	Janet Steiger Carr 8270 SW Mohawk St Tualatin, OR 97062 541.912.7830 C 503.612.8553 <a href="mailto:callingactors@msn.com">callingactors@msn.com</a>	03/26/18 03/22/21 03/25/24	03/31/21 03/31/24 03/31/27	First Second Third
4.	Kathleen Silloway 8720 SW Tualatin Road Tualatin, OR 97062 503.839.1713 C 914.421.2526 W <a href="mailto:ksilloway@gmail.com">ksilloway@gmail.com</a> <a href="mailto:ron@ronranson.com">ron@ronranson.com</a>	10/22/18 04/22/19 03/28/22 03/24/25	03/31/19 03/31/22 03/31/25 03/31/28	Partial First Second Third
5.	Kalli Savage SW Port Orford St Tualatin, OR 97062 503.505.0469 <a href="mailto:Kallisfyena.savage@icloud.com">Kallisfyena.savage@icloud.com</a>	08/26/24 03/24/25	03/31/25 03/31/26	Student
6.	<b>VACANT</b>		03/31/28	First
7.	Brett Hamilton 11430 SW Kalispell St Tualatin, OR 97062 503.803.7609 C <a href="mailto:Brett@simple.be">Brett@simple.be</a>	08/13/12 03/23/15 03/26/18 03/22/21 03/25/24	03/31/15 03/31/18 03/31/21 03/31/24 03/31/27	Partial First Second Third Fourth

Council Liaison  
Bridget Brooks  
City Councilor  
[bbrooks@tualatin.gov](mailto:bbrooks@tualatin.gov)

Staff  
Julie Ludemann, Recreation Manager  
503.691.3082  
[jludemann@tualatin.gov](mailto:jludemann@tualatin.gov)

Five members shall be Tualatin residents. Two members shall be professional artists. Three-year terms, or until successor is appointed, no term limits.

100-40-40-54651

Arts Program

Detail	Request
Art Maintenance	4,000
Arts Projects as identified by TAAC	6,500
Community Art Programs & Partnerships	3,000
Library Living Room Gallery	1,000
	<u>14,500</u>

## Parliamentary Procedures – Quick Guide

Parliamentary procedure is the body of rules and customs governing meetings. The basic principles of parliamentary procedure are:

- Only one subject may claim the attention of the group at any time.
- Each proposition presented for consideration is entitled to full and free debate.
- Every member has rights equal to every other member.
- The will of the majority must be carried out, and the rights of the minority must be preserved.
- The personality and desires of each member should be merged into the larger unit of the organization.

### Order of Business

- Call to order
  - A quorum must be present to conduct business. A quorum is a majority of the currently appointed members.
- Approval of minutes
- Reports
- Public comment
- Unfinished / old business
- New business
- Committee communications
- Adjourn

### Making & Approving Motions

A motion is a suggestion to take a specific action. Any committee member can make a motion. Only one motion can be considered at a time.

- “I move that...”
- Motions require a second to move forward. (“I second.”) After a second, the motion is discussed.
  - To postpone action: “I table the motion until...” or “I move to postpone the discussion until...”
  - To revise the stated motion: “I move to amend the motion by...”
- Once discussion is concluded, the Chair calls for a vote. A majority of present committee members must approve the motion for it to pass.